

Child care centers

General child care licensing information:

Staff qualifications

A child care center must have the appropriate number of staff qualified as teachers, assistant teachers and aides based on the number of children in each age group.

Teacher: A child care center teacher must be at least 18 years old and meet one of nine possible combined credential, educational and experience requirements; for example, a high school diploma with 4,160 hours experience as an assistant teacher and 24 credit hours in a child care-related area of study. For more information: <https://www.revisor.mn.gov/rules/9503.0032/>

Assistant teacher: An assistant teacher must work under the supervision of a teacher, must be at least 18 years old, and meet one of nine possible combined credential, educational and experience requirements; for example, a high school diploma with 2,080 hours of experience as an aide or intern and 12 quarter credits in a child care-related area of study. For more information: <https://www.revisor.mn.gov/rules/9503.0033/>

Aide: An aide carries out the child care program activities under the supervision of a teacher or assistant teacher. An aide must be at least 16; if under 18, the aide must be directly supervised by a teacher or assistant teacher at all times except when assisting with sleeping children or with toileting and diapering. For more information: <https://www.revisor.mn.gov/rules/9503.0034/>

Volunteers: If included in the adult/child ratio, volunteers must meet the requirements for the assigned staff positions. The director, teacher or assistant teacher must supervise volunteers who have direct contact or access to children. For more information: <https://www.revisor.mn.gov/rules/9503.0034/>

Cook: Must hold a Food Manager Certification. For more information: <https://www.health.state.mn.us/communities/environment/food/cfpm/howto.html>

Background studies

To protect children's safety, staff and other specified individuals having direct contact with children in care must have a [background study](#) conducted by the Minnesota Department of Human Services. This study reviews the person's criminal record and checks for any record of maltreatment of children.

Staff orientation and in-service training

A child care center must ensure that all staff and volunteers who have direct contact with children participate in orientation training before starting work. At least one staff person trained in CPR must be present in the center at all times when children are in care. The center must develop and implement an annual in-service training plan for staff to assure they are well trained to care for children.