

Sample Interview Questions For Group Child Care

Date of interview: _____

Name of Facility: _____

Person interviewed: _____

Address: _____

Phone: _____

The Staff:

- ◆ What type of training and experience does the staff have?
- ◆ How long have the staff worked at the centre?
- ◆ What particular interests and skills do the different staff members have that they bring to the centre?
- ◆ Does staff continue to access training and workshops?
- ◆ How do you work with a parent whose philosophies differ from your own? (e.g. different beliefs about guidance and discipline?)
- ◆ How do you communicate with parents? How do parents find out about their child's day? What other opportunities are provided for parents to talk with you about their child's development?
- ◆ Do you encourage parental involvement? In what ways?

The Program:

- ◆ What types of games, activities, and toys would you plan for a child who is the age of mine? How might these activities change as the child grew older?
- ◆ Describe for me a typical day.
- ◆ What else does your program offer?
- ◆ How do you adapt the program to meet the needs and interest of individual children?
- ◆ Do you go outside everyday? How else do you encourage children to be active?
- ◆ Do the children watch television? How much? What do they watch?

Guiding Children's Behavior:

- ◆ What would the staff do with a child who had difficulty separating from their parents and cried for long periods of time?
- ◆ What would the staff do if they had concerns about my child's development or behaviour?
- ◆ What is the centre's philosophy on guidance and discipline?
- ◆ What are some of the behavioral limits you have set? What do you do when children test these limits?
- ◆ How do you handle disagreements between two children?
- ◆ What would you do if a child in your centre:
 - Refused to eat some of their lunch?
 - Refused to sleep at naptime?
 - Hit or bit another child or a staff member?

- ◆ How do you encourage a child when they are toilet training?
- ◆ How do you help children feel good about themselves and others?

Health and Safety:

- ◆ What do you feel is adequate supervision (of an infant, a toddler, a preschooler, or a school-aged child)?
- ◆ What sorts of things do you do to protect children from choking, falls, and poisonings?
- ◆ Do all staff members have a current first aid certificate?
- ◆ What are your policies and procedures around illness, accidents, fire, and earthquake?
- ◆ What are your policies around transportation and field trips?
- ◆ Do you provide snacks or meals? If yes, what some examples of a typical breakfast/snack/lunch?
- ◆ How do you prepare and serve foods? What food handling precautions do you take to protect children from the spread of illness or food-borne disease?
- ◆ Describe your diapering procedure.
- ◆ How often do you sanitize the toys, the kitchen, and the bathroom?
- ◆ What is your procedure around hand washing?
- ◆ Does the staff have all their immunizations? Are the other children in the centre up to date in their immunizations?
- ◆ What is your policy around naptime? What activities are provided for children who do not nap? Where will my child nap? Can I provide my child with their favorite blanket (pillow, stuffed animal)? How often is the bedding washed? Do I take it home to be washed or do you do it?
- ◆ What are your policies and procedure around drop-off and pick-up of children? How do you keep the children safe?

Payment Information:

- ◆ What are your fees? What is the method of payment?
- ◆ When is payment due?
- ◆ What about fee increases?
- ◆ Do you give receipts? How often?
- ◆ Do you charge for gradual entry? If yes, how much?
- ◆ Is payment required for statutory holidays? (List holidays observed)
- ◆ Do you close for any other days? If yes, is payment required during this time?
- ◆ Is payment required if my child is not in attendance due to illness?
- ◆ Is payment required when my child is away on vacation?
- ◆ Is there a fee for late pickups? If so, how much?
- ◆ How much notice do I have to give if I want to withdraw my child?

Enrollment:

- ◆ What do you need from me before my child can attend your program?
- ◆ Do you have a trial period?
- ◆ Can you give me the names of two current parents as references?
- ◆ I will need a copy of your policies and procedures as well as a copy of the parent contract.