



Division of Early Learning - Licensing and Compliance Unit

Facility Capacity/Enrollment Form

Title 5A DCMR Chapter 1, 121.3 - A licensed Child Development Facility ("Licensee") shall maintain the established adult-to-child ratios and group sizes specified at all times.

| Facility Name: | | | | Director: | | Date: | |
|----------------------------|----------------------------|-------------------------------|--|--|------------------|---|------------------------------|
| 1 Group Age Range | 2 #Children Enrolled | 3 Name of Teacher/Shift | 4 Name of Assistant Teacher/Shift | 5 Name of Assistant Teacher/Shift | 6 Hourly Wage | FOR LICENSING SPECIALIST USE ONLY | |
| | | | | | | 7 #Children Present | 8 Ratio Met or Not Met |
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Instructions for completing the form: (Please make copies as needed)

Column 1 - Age of children in each group at facility

Column 2 - Number of children enrolled in each group at facility

Column 3 - Name of teacher and shift worked

Column 4 - Name of teacher assistant and shift worked

Column 5 - Name of teacher assistant and shift worked

Column 6 - Provide hourly wage for each staff member (applies only to child care subsidy providers)