

# Preschool Education Space

## Organizational Models

Model	Age Grouping	Recommended Capacity		
		Children	Leaders	Total Enrollment
1	All preschoolers in one class	9	3	12
2	Birth – Twos	9	3	12
	Threes – Kindergarten	12	3	15
3	Babies	8	4	12
	Ones – Twos	9	3	12
	Threes – Pre-K	12	3	15
	Kindergarten	16	4	20
4	Babies	8	4	12
	Ones	9	3	12
	Twos	9	3	12
	Threes	12	3	15
	Pre-K	12	3	15
	Kindergarten	16	4	20

## Size Guidelines

- Recommended: 35 square feet per child. To calculate the recommended square footage for a class/department room, multiply the number of children by 35.
- No room smaller than 12’ x 16’ (clear floor space) minimum; 16’ x 24’ preferred.

## Space Design Guidelines

### **Floors**

- Bed baby room: carpet
- Other preschool rooms: recommended 60% carpet and 40% vinyl tile  
(alternatives: all carpet or all vinyl tiles)
- Carpet: commercial, tight loop, direct glue to floor, anti-static, stain resistant, anti-microbial
- Whatever choice is made, keep these aspects in mind.
  - Floors should allow preschoolers the freedom to participate in a variety of activities.
  - Floors should be comfortable for seating and for activities.
  - Floors should be easy to keep clean and sanitary.
  - Flooring should be safe for preschoolers.

## Ministry Guide

### Doors

- Solid doors with small rectangular window for safety and security are recommended for preschool rooms.
- Doors should be 36 inches wide and should open to the outside of the room
- Note: Half doors are not recommended; they invite teachers to visit with others in the hallway, and children are distracted by movement and noise outside the open half door.

### Walls

- Wall color is an important part of the learning environment.
- Vinyl wallpaper with no strong patterns.
- High quality satin or semi-gloss enamel paint (washable and nontoxic).
- Neutral colors or soft pastels are best. Rooms with a lot of natural light may use soft blues or other “cool” colors work well. Rooms with little or no natural light a good color choice is a soft yellow or other “warm” color.
- Note: Bold colors, patterns, chair rails, borders, and murals may distract from learning, make rooms look cluttered, encourage active behavior, and make it difficult for teachers to adapt rooms to changing learning objectives. If additional color is desired in a preschool room, add a soft color accent wall to the room.

### Electrical Outlets

- If building new space, provide two outlets per wall.
- In rooms for babies through twos, outlets should be 4½ feet from the floor (for safety).
- Install safety outlets or keep outlets covered with safety covers when not in use.

### Windows

- Locating windows 18 inches from the floor will provide preschoolers a better view of God’s world.
- For safety, keep window ledges flush with the wall, and provide windows with shatterproof glass.
- If necessary, add mini-blinds to eliminate glare or to close out distractions.

### Ceilings

- Recommended material for preschool rooms is an acoustical ceiling. These ceilings work to keep the noise level low.

### Lighting

- Fluorescent lighting works well in a preschool room. This lighting is brighter and less expensive to maintain.
- In rooms designed for babies, lights should be on a dimmer switch or designed so that some lights can be turned on while leaving other lights off (for sleeping babies).

### Rest Rooms

- Ideally preschool rest rooms should be connected to the department room.
- Equip the rest rooms with child-sized toilets and sinks.
- Place paper towels and soap dispenser on the level of preschoolers.
- Rest rooms should also have tile floors and doors without locks.

### Guidelines for Arranging a Room

#### **Babies**

1. Heads of cribs are against the wall, leaving easy access to both sides.
2. One teaching picture, book, or a Bible is placed in each crib.
3. A mobile which has objects with the designs positioned horizontally is hanging approximately 10 to 12 inches from a baby's eye level. (The mobile is removed when the baby begins to pull up.)
4. When a nursing room is not available, place a sturdy folding screen in the corner of the room for nursing mothers. Behind the screen is one adult-size rocking chair and a table for a box of tissues.
5. Place a floor mat in a portion of the room (away from main traffic areas) where babies can play with toys and interact with teachers.
6. Use adult-size rocking chairs, no more than 2, with an enrollment of 9 babies.
7. Use a horizontal wall mirror for babies to discover themselves. Attach the mirror to the wall at the baseboard.
8. Provide counter space for cleaning supplies, tape/CD player, and slow cooker.

#### **Ones**

1. Provide counter space for cleaning supplies, tape/CD player, and slow cooker.
2. Place a doll bed, child-size rocker, and wall mirror (attached to the wall) across the room from the door.
3. Provide cardboard blocks for block play. Place blocks in a large open area where ones can play without a lot of distractions.
4. Provide a space for changing diapers (child-size mat) on the floor.
5. Place cardboard blocks, toy shelf, rocking boat/steps, child-size rocker, mirror, and doll bed, along the wall. Leave an open space in the middle of the room for walking and movement by one-year olds.

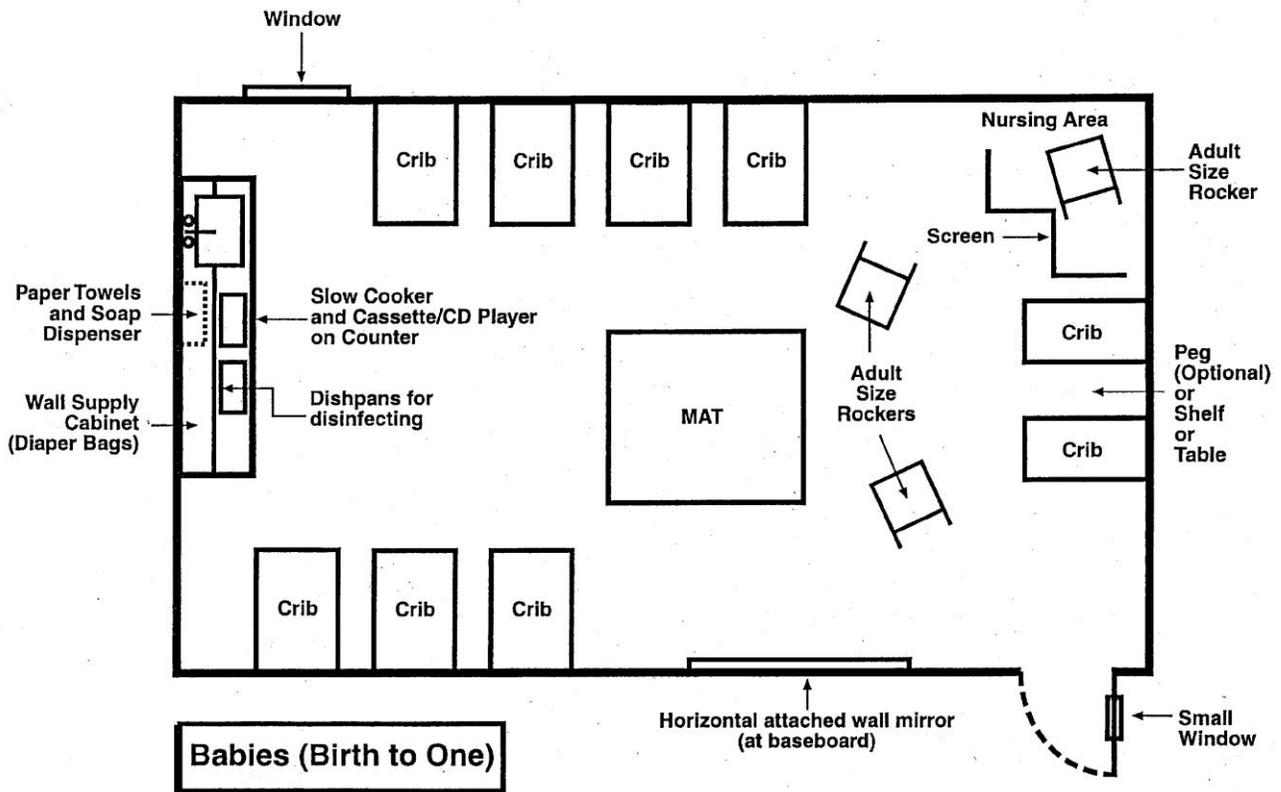
#### **Twos, Threes, Fours, Pre-Kindergarten, and Kindergarten**

1. Place the homeliving/dramatic play center across the room from the door.
2. Group quiet activities together.
3. Arrange more active, noisy activities near each other.
4. Locate "messy" activities near a water source or rest room.
5. Place nature materials near a window.
6. To create space in a room, use the floor for some activities.

## Recommended Equipment & Floor Plans

### Babies

1. Cribs (hospital style 27" x 42")
2. Adult rocking chair (2)
3. Solid surface floor mat (42" x 42")
4. Wall cabinet (50" above floor)
5. Trash receptacles with lid
6. Diaper bag cubbies or hooks
7. Water source for disinfecting
8. Slow cookers (to heat baby bottles)
9. Folding screen for nursing area
10. Small counter top refrigerator – *optional*
11. Horizontal unbreakable mirror (24" x 48") attached to the wall
12. Tape/CD player
13. Autoharp
14. Rhythm instruments



### One-Year-Olds

1. Rest mats or towels
2. Wall cabinet (50" above the floor)
3. Trash receptacles with lid
4. Diaper bag cubbies or hooks
5. Vinyl changing pad
6. Open shelf/closed back for toys (26" x 36" x 12")
7. Water source for disinfecting
8. Rocking boat with enclosed steps – *optional*
9. Vertical unbreakable mirror (24" x 48")
10. Wooden doll bed (16" x 28" x 8") – *optional*
11. Child-size rocker
12. Tape/CD player
13. Autoharp
14. Rhythm instruments
15. Cardboard or vinyl blocks

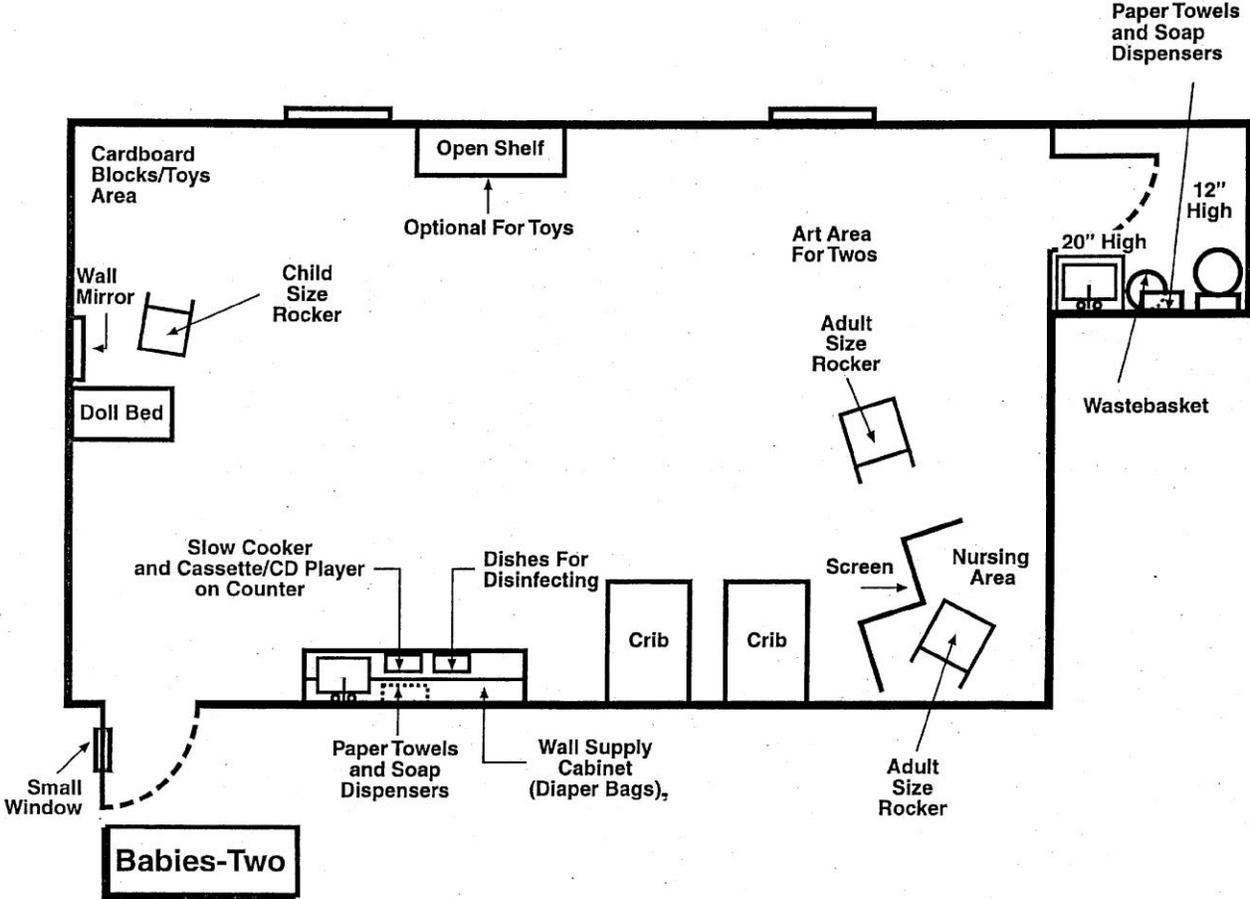


### Two-Year-Olds

1. Rest mats or towels – *optional*
2. Wall cabinet (50" above the floor)
3. Trash receptacles with lids
4. Diaper bag cubbies or hooks
5. Vinyl changing pad
6. Water source for disinfecting
7. Vertical unbreakable mirror (24" x 48") attached to the wall
8. Wood doll bed (16" x 28" x 8")
9. Child-size rocker
10. Table (24" x 36" x 22")
11. 2 – 4 chairs (10")
12. Wooden sink
13. Wooden stove
14. Tape/CD player
15. Autoharp
16. Rhythm instruments
17. Cardboard or vinyl blocks
18. Open shelf/closed back (26" x 36" x 12") – *optional*
19. Table (30" x 48" x 22")
20. 2 – 4 chairs (10")
21. Art easel/adjustable legs \*
22. Drying rack
23. Water source at child's height for clean up



\*One option for art easels would be to have 1 easel per every three rooms.



### Three-Year-Olds

1. Wall cabinet (50" above the floor)
2. Trash receptacles with lid
3. Vertical unbreakable mirror (24" x 48") attached to the wall
4. Wood doll bed (16" x 28" x 8")
5. Child-size rocker
6. Table (24" x 36" x 22")
7. 2 – 4 chairs (10")
8. Wooden sink
9. Wooden stove
10. Tape/CD player
11. Autoharp
12. Rhythm instruments
13. Wooden unit blocks (various sized and shapes, 29-70 pieces)
14. Open shelf/closed back for blocks (26" x 36" x 12")
15. Open shelf/closed back for nature (26" x 30" x 12")
16. Table for art center (30" x 48" x 22")
17. 2 – 4 chairs (10")
18. Art easel/adjustable legs \*
19. Drying rack
20. Water source at child's height for clean up
21. Puzzle rack – *optional*

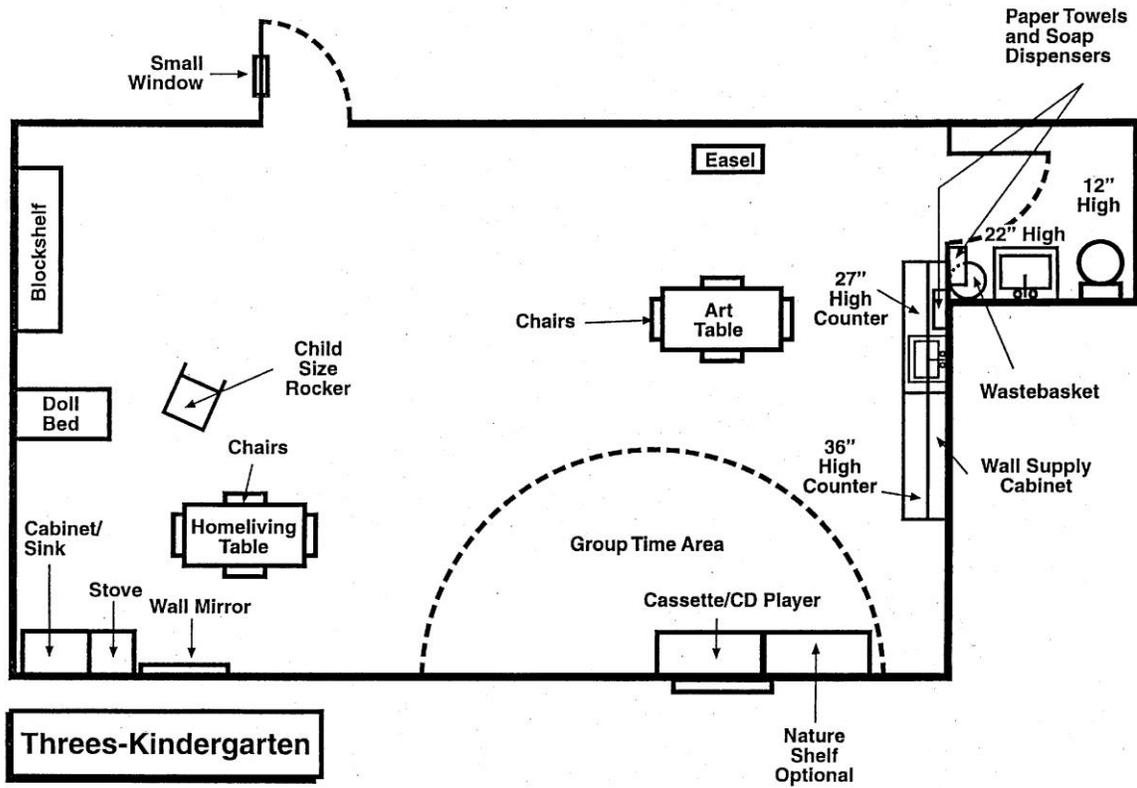
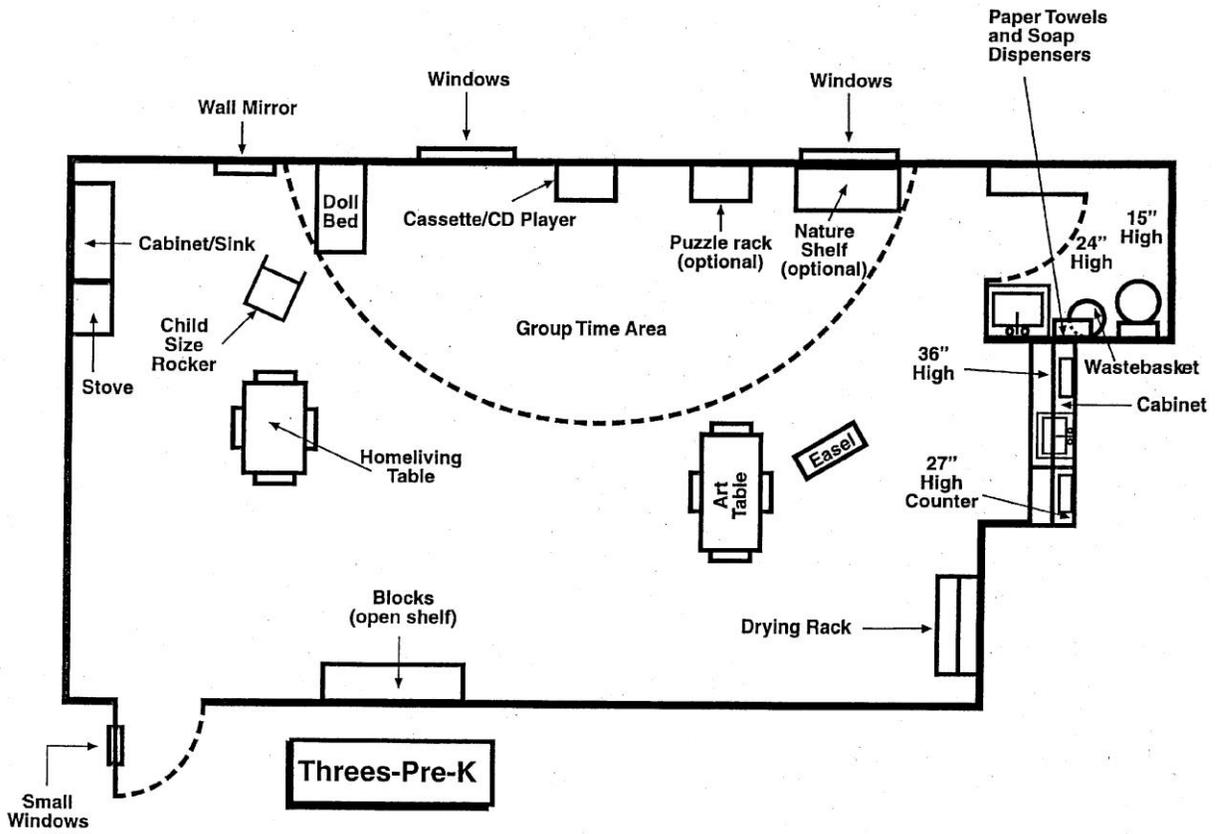


### Four-Year-Olds

1. Wall cabinet (50" above the floor)
2. Trash receptacles with lid
3. Vertical unbreakable mirror (24" x 48") attached to the wall
4. Wood doll bed (16" x 28" x 8")
5. Child-size rocker
6. Table for homeliving/dramatic play (24" x 36" x 22")
7. 2 – 4 chairs (12" – 14")
8. Wooden sink
9. Wooden stove
10. Tape/CD player
11. Autoharp
12. Rhythm instruments
13. Wooden unit blocks (various sized and shapes, 100-150 pieces)
14. Open shelf/closed back for blocks (26" x 36" x 12")
15. Open shelf/closed back for nature (26" x 30" x 12")
16. Table for art center (30" x 48" x 22")
17. 2 – 4 chairs (12" – 14")
18. Art easel/adjustable legs \*
19. Drying rack
20. Water source at child's height for clean up
21. Puzzle rack – *optional*

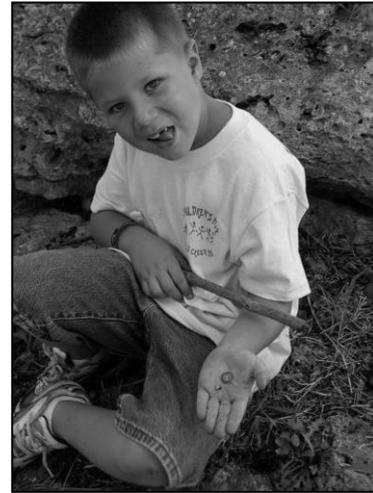


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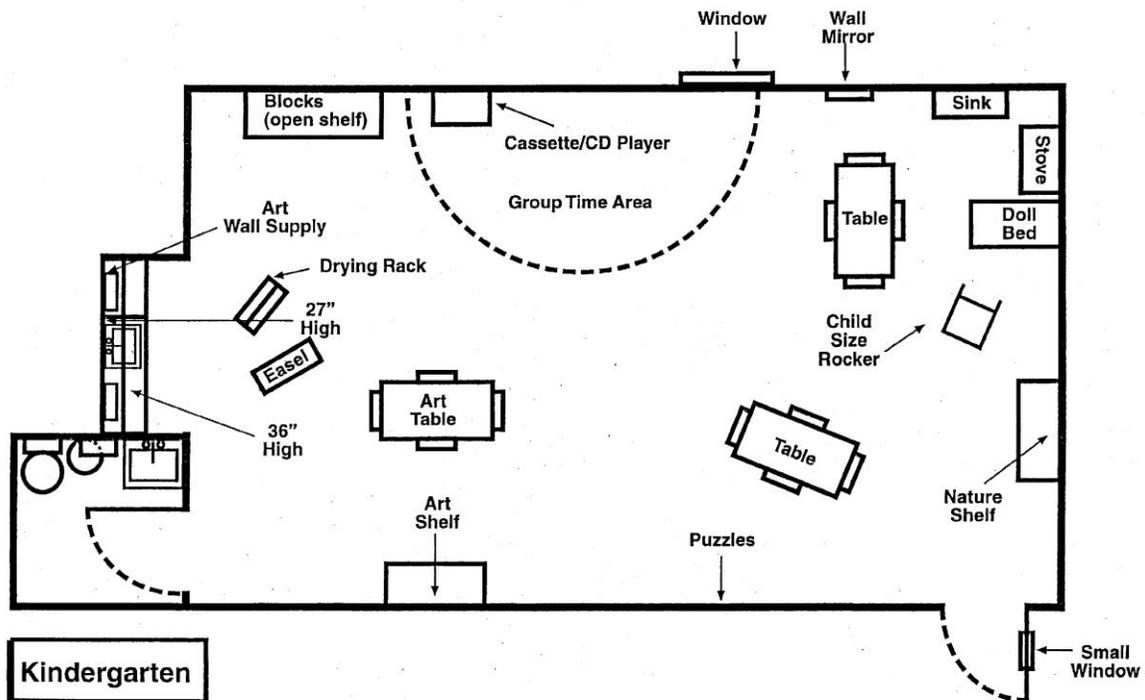


## Kindergarten

1. Wall cabinet (50" above the floor)
2. Trash receptacles with lid
3. Vertical unbreakable mirror (24" x 48") attached to the wall
4. Wood doll bed (16" x 28" x 8")
5. Child-size rocker
6. Table for dramatic play (24" x 36" x 22")
7. 2 – 4 chairs (12" – 14")
8. Wooden sink
9. Wooden stove
10. Chest of drawers – *optional*
11. Child-size ironing board and iron
12. Tape/CD player
13. Autoharp
14. Rhythm instruments
15. Wooden unit blocks (various sized and shapes, 100-150 pieces)
16. Open shelf/closed back for blocks (26" x 36" x 12")
17. Open shelf/closed back for nature (26" x 30" x 12")
18. Table for nature (24" x 36" x 24")
19. Table for art center (30" x 48" x 24")
20. 2 – 4 chairs (14")
21. Art easel/adjustable legs \*
22. Drying rack
23. Water source at child's height for clean up
24. Art shelf (36" x 46" x 16")
25. Water table – *optional 1 per church*
26. Puzzle rack – *optional*
27. Table for puzzles (24" x 36" x 24") – *optional*
28. 2 – 4 chairs for puzzles – *optional*



\*One option for art easels would be to have 1 easel per every three rooms.



## Birth to Kindergarten

1. Rest mats or towels – *optional*
2. Cribs (hospital 27" x 42")
3. Adult rocking chairs (2)
4. Wall cabinet (50" above the floor)
5. Trash receptacles with lid
6. Open shelf/closed back for toys (26" x 36" x 12") – *optional*
7. Child safety gate – *optional*
8. Water source for disinfecting
9. Slow cooker
10. Folding screen for nursing area
11. Vertical unbreakable mirror (24" x 48") attached to the wall
12. Wood doll bed (16" x 28" x 8")
13. Child-size rocker
14. Table for dramatic play (24" x 36" x 24")
15. 2 – 4 chairs (12" – 14")
16. Wooden sink
17. Wooden stove
18. Child-size ironing board and iron – *optional*
19. Tape/CD player
20. Autoharp
21. Rhythm instruments
22. Wooden unit blocks (various sized and shapes, 29-70 pieces)
23. Open shelf/closed back for blocks (26" x 36" x 12")
24. Open shelf/closed back for nature (26" x 30" x 12")
25. Table for art center (30" x 48" x 24")
26. 2 – 4 chairs (12" – 14") – *optional*
27. Art easel/adjustable legs
28. Water source at child's height for clean up
29. Puzzle rack – *optional*

