

MARYLAND STATE DEPARTMENT OF EDUCATION
Office of Child Care
STAFFING PATTERN FOR CHILD CARE FACILITIES

Guidestar Early Education Center				Facility# 123456789		
Hours of operation:	6:30 am - 6:30 pm	Total hours per week:	50	Days of operation:	MTWTF	
Effective date:	10/29/2019	Director: Fred Messing				
Director's work schedule						
Sun:	Mon:	Tues:	Wed:	Thurs:	Fri:	Sat:
Number of hours each day the Director is regularly scheduled with a group to directly supervise children:						
Sun:	Mon:	Tues:	Wed:	Thurs:	Fri:	Sat:
See directions on back for instructions on how to fill in the staffing pattern.						

Time of day	Amber									Total # of children	# of 2 year olds	# of toddlers 18-24 mo.	# of infants 0-18 mo.
	Ages: Birth to 3												
	Capacity: 15												
6:00 AM			*	*	*	*	*	*	*				
6:30 AM				+	+	+	+	+	+	2		1	1
7:00 AM				*	*	*	*	*	*	3	1	1	1
7:30 AM				+	+	+	+	+	+	3	1	1	1
8:00 AM				*	*	*	*	*	*	3	1	1	1
8:30 AM				+	+	+	+	+	+	3	1	1	1
9:00 AM					*	*	*	*	*	5	1	1	2
9:30 AM					+	+	+	+	+	6	2	1	2
10:00 AM					*	*	*	*	*	6	2	1	2
10:30 AM					+	+	+	+	+	6	2	1	2
11:00 AM	Hipolito Martz (TI)	Nichelle Mowry (TP)	Mara Alderman (A)	Pamala McClain (TP)	Sanjuana Moss (TP)	Larita Morman (TI)	Renea Enlow (TP)	Erlinda Mapes (ATS)		6	2	1	2
11:30 AM				+	+	+	+	+		6	2	1	2
12:00 PM					*	*	*	*	*	6	2	1	2
12:30 PM					+	+	+	+	+	6	2	1	2
1:00 PM					*	*	*	*	*	6	2	1	2
1:30 PM					+	+	+	+	+	6	2	1	2
2:00 PM					*	*	*	*	*	6	2	1	2
2:30 PM					+	+	+	+	+	6	2	1	2
3:00 PM										4	1		2
3:30 PM					*	*	*	*	*	3			2
4:00 PM										3			2
4:30 PM					+	+	+	+	+	3			2
5:00 PM					*	*	*	*	*	2			2
5:30 PM					+	+	+	+	+	1			1
6:00 PM					*	*	*	*	*	1			1
6:30 PM					+	+	+	+	+				
Days	Monday Wednesday Friday												

Signature of Operator, Agent, or Director: *Fredric Messing*

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Thurs:	Fri:	Sat:	
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Thurs:	Fri:	Sat:	
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Time of day	Amber								Total # of children	# of 2 year olds	# of toddlers 18-24 mo.	# of infants 0-18 mo.
	Ages: Birth to 3 Capacity: 16											
6:00 AM	*			*	*	*	*	*				
6:30 AM	+			+	+	+	+	+	2		1	1
7:00 AM	*			*	*	*	*	*	4	1	1	1
7:30 AM				+	+				4	1	1	1
8:00 AM				*	*				5	1	1	1
8:30 AM									5	1	1	1
9:00 AM									7	1	1	2
9:30 AM									8	2	1	2
10:00 AM									8	2	1	2
10:30 AM									8	2	1	2
11:00 AM									8	2	1	2
11:30 AM									8	2	1	2
12:00 PM									8	2	1	2
12:30 PM									8	2	1	2
1:00 PM									8	2	1	2
1:30 PM									8	2	1	2
2:00 PM									8	2	1	2
2:30 PM									8	2	1	2
3:00 PM									6	1		2
3:30 PM									4			2
4:00 PM								*	4			2
4:30 PM					+	+	+	+	4			2
5:00 PM				*	*	*	*	*	3			2
5:30 PM				+	+	+	+	+	2			1
6:00 PM				*	*	*	*	*	2			1
6:30 PM	+	+	+	+	+	+	+	+				
Days	Tuesday Thursday											

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Time of day	Beige							Total # of children	# of 2 year olds	# of toddlers 18-24 mo.	# of infants 0-18 mo.
	Ages: 2 to 3										
Capacity: 20											
6:00 AM		*	*	*	*		*				
6:30 AM		+			+		+	1	1		
7:00 AM		*			*		*	1	1		
7:30 AM		+			+		+	2	2		
8:00 AM		*			*			2	2		
8:30 AM								2	2		
9:00 AM								3	2		
9:30 AM								4	2		
10:00 AM								4	2		
10:30 AM	Jettie Salomon (TP)							5	2		
11:00 AM		Daisy Felty (A)						5	2		
11:30 AM			Gema Groom (TP)					5	2		
12:00 PM				Jesus Mattox (A)				5	2		
12:30 PM					Chae Mccloskey (TS)			5	2		
1:00 PM						Nichelle Jeske (TS)		5	2		
1:30 PM							Lavona Seward (ATS)	5	2		
2:00 PM								5	2		
2:30 PM								5	2		
3:00 PM								5	2		
3:30 PM								4	1		
4:00 PM								4	1		
4:30 PM								4	1		
5:00 PM								3	1		
5:30 PM		*			*		*	1			
6:00 PM	*	*	*	*	*	*	*				
6:30 PM	+	+	+	+	+	+	+				
Days	Monday Tuesday Wednesday Thursday Friday										

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Time of day	Aquamarine								Total # of children	# of 2 year olds	# of toddlers 18-24 mo.	# of infants 0-18 mo.
	Ages: Birth to 6											
	Capacity: 19											
6:00 AM	*	*	*	*		*	*	*	1			
6:30 AM	+	+	-	+		+	-	+	3			1
7:00 AM	*	-	-	*		-	-	*	3			1
7:30 AM	+	-	-	+		-	-	+	4			1
8:00 AM	-	-	-	*		-	-	-	5	1		1
8:30 AM	-	-	-	-		-	-	-	6	1		2
9:00 AM	-	-	-	-		-	-	-	7	1	1	2
9:30 AM	-	-	-	-		-	-	-	8	1	1	2
10:00 AM	-	-	-	-		-	-	-	9	2	1	2
10:30 AM	Hilde Mcintyre (TI)	Trenton Myer (A)	Nolan Jeanlouis (D)	Salvador Yocum (TP)	Rubie Deberry (ATS)	Katelyn Benson (ATS)	Amberly Poppe (D)	Felipe Keck (ATS)	12	3	1	3
11:00 AM									12	3	1	3
11:30 AM									12	3	1	3
12:00 PM									12	3	1	3
12:30 PM									12	3	1	3
1:00 PM									12	3	1	3
1:30 PM									12	3	1	3
2:00 PM									12	3	1	3
2:30 PM									12	3	1	3
3:00 PM									12	3	1	3
3:30 PM	10	3		3								
4:00 PM	*	*	-	*		*	-	*	9	2		3
4:30 PM	+	+	-	+		+	-	+	6	2		2
5:00 PM	*	*	*	*		*	*	*	4	2		2
5:30 PM	+	+	+	+		+	+	+	3	2		1
6:00 PM	*	*	*	*		*	*	*	2	1		1
6:30 PM	+	+	+	+		+	+	+				
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