



School-age Centers Located in a Public School Building

Licensed school-age child care programs that are located in public school buildings do not typically have control over the facility and premises. The new rule set for school-age only centers addresses some of these issues that previously required an exception. Each section is also linked to the applicable School-age Center rule on the Secretary of State website.

Application Materials

[310-0130](#)(5) An applicant must provide the following items with the application for an initial certificate, change of owner, change of address and when the center indoor floor plan or outdoor areas change:

- (a) Evidence that the school-age center meets all applicable building codes and zoning requirements, **unless the center is in a public school building;**
- (c) Approval by a state or local fire code official prior to the initial certification date. **If the school age center is housed in a public school,** OCC will accept the most recent fire code inspection conducted at the school, if conducted within the last two years;

[310-0130](#)(6) An application for renewal of a school-age center certificate may be approved by OCC upon OCC's receipt of the following:

- (a) Written approval by an environmental health specialist registered under ORS chapter 700 or an authorized representative of the Oregon Health Authority;
- (b) Written approval by a state or local fire code official within the last two years of the renewal date; and
- (c) OCC's Health and Safety inspection completed successfully with the center's OCC licensor.

[310-0130](#)(7) The applicant must submit a floor plan to OCC, the environmental health specialist, the fire code official, and the local building department prior to initial construction, remodel, or change in location. **If the center is located in a public school building,** the floor plan may only be submitted to OCC.

Handwashing Sinks

[310-0470](#)(3) A school-age center must have handwashing sinks that:

- (a) Have hot and cold running water, **unless the center's program is in a public school building;**
- (b) Have mixing faucets if the center's certification was in effect on July 15, 2001 and when toilet facilities are remodeled, and **unless the center's program is housed in a public school building;**

Handwashing Signs

[310-0590](#)(6) A school-age center must dispense soap and paper towels in a sanitary manner and, **unless located in a public school building,** post a sign demonstrating the proper handwashing technique at the sink designated for handwashing.

Outdoor Spaces

[310-0530](#)(2) **If an outdoor play area is not connected to or in direct control of the school-age center,** such as a public park, the center must have a written plan, approved by OCC, that describes how the center will maintain the safety of the children in care. The written plan must include the following:

- (a) Distance the alternate outdoor play area is located from the center;
- (b) Detailed description of how the children will reach the alternate area;
- (c) Neighborhood and outdoor play area circumstances, hazards, and risks;
- (d) Availability of appropriate equipment with fall zones and protective surfacing;
- (e) Verification that parents have been made aware that their children will be using an alternate outside play area and its location;
- (f) Safeguards the center will be taking in order to ensure children are properly supervised while traveling to and using the space;
- (g) Nature of other activities and persons who may be sharing the space;
- (h) Availability of restroom facilities; and
- (i) Ability to obtain assistance if needed when injury or illness occurs.



School-age Centers Located in a Public School Building

Playground Fences

310-0530 (4) **Unless the center's program is located within a public school building**, any fenced outdoor play areas must have at least two exits.

- (a) An entrance to the building may count as one exit; the additional exit must be away from the building.

Playground Fall Zones

310-0530 (5) **Unless the center's program is located within a public school building**, a school-age center must ensure that use zones in which a child falling or exiting from play equipment are:

- (a) A minimum of 6 feet of clearance from walkways, buildings and the external perimeter of equipment;
- (b) Free of obstacles other than the equipment itself that a child could run into or fall on;
- (c) Arranged to prevent hazards from conflicting activities;
 - (d) Extended at least three feet in all directions from the equipment perimeter unless the fall potential in that direction is minimal, such as play equipment with guardrails or barriers or the sides of swings;
- (e) Allowing for single-axis swings that move forward and backward, to extend a minimum distance of twice the vertical distance from the pivot point to the protective surface to the front and rear of the swing midpoint;
- (f) Allowing for multi-axis swings, such as tire swings that move in a circle, to extend six feet plus the distance of the height of the top of the swing set to the bottom on the swing's seat in every direction from the midpoint. At least a 30-inch clearance between a fully extended tire swing seat and the support structure is required.

Playground surfacing

310-0530 (6) **Unless a center's program is located within a public school building or uses a public school facility play area**, a school-age center must always maintain protective surfacing in use zones under all outdoor equipment of 18 inches or higher.

- (a) Acceptable materials include wood mulch, double shredded bark mulch, shredded or recycled rubber, uniform wood chips, sand, pea gravel or rubber mats manufactured for such use. Hog fuel is not permitted.
 - (A) Rubber mats must be tested to ASTM F1292.
 - (B) A school-age center must not install loose-fill surfacing materials over concrete or asphalt.
 - (C) Rubber mats must be installed and maintained according to manufacturer's specifications.
- (b) The minimum depth of loose-fill materials is 9 inches if the play equipment is more than 18 inches in height.
- (c) Loose-fill materials must remain loose and not compacted at the required depth by replacing, leveling, or raking.
- (d) Rubber mats and poured in place rubber must not have rips, tears, loose seams, or other conditions that may pose a hazard.

Questions? Please reach out to your Licensing Specialist. We're here to help!

Oregon Administrative Rules, Oregon Department of Education, Early Learning Division, Chapter 414, Division [310 Certified School-age Centers](#).

You are entitled to language assistance services and other accommodations at no cost. If you need help in your language or other accommodations, please contact the Office of Child Care at 503-947-1400.