GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of Health

Child & Residential Care Facilities Division

June 30, 2003

Ms. Susan Piggot
Director
National Child Research Center
3209 Highland Place, NW
Washington, DC 20008

Re: Waiver Request for Mixed-Age Grouping and Maximum Group Size

Dear Ms. Piggot:

The Department of Health, Health Regulation Administration, Child and Residential Care Facilities Division (DOH/HRA/C&RCFD) acknowledges receipt of your letter, dated April 30, 2003, regarding compliance with age grouping and maximum group size requirements for the National Child Research Center NCRC).

The details of your letter were also discussed with you in a meeting at C&RCFD, with Denise Ryles-McKoy, Supervisory Human Services Licensing Specialist and Zahra Ali, Human Services Licensing Specialist, on May 30, 2003.

C&RCFD has reviewed all the information you submitted, pertaining to your request to waive the maximum group size and the mixed-age group requirements for the Sunshine, Explorers and Treetops classrooms pursuant to 29 DCMR §§ 316.1 and 316.3.

Your proposal to maintain a staff to child ratio of 1:5.6 for the Sunshine group, with a maximum group size of seventeen (17) children, three years and six months (3.6) to three years and eleven months (3.11) is acceptable and therefore, **approved**. Your proposal to maintain a staff to child ratio of 1:7.6 for the Explorer and Treetop groups with a maximum group size of twenty-three (23) children, ages four and one-half (4.5) to five (5) years is acceptable and therefore, **approved.**

Please be advised that NCRC is required to comply with 29 DCMR § 316.2 at all times in order to protect the welfare of the younger children in the mixed-aged group as well as 29 DCMR § 316.2, which requires that "There must be a teacher, who shall also be the director, and an assistant teacher or aide for each group at all times, during the peak hours of 8:30 a.m. to 4:30 p.m."

Case No. 16970
Exhibit No. 325

Board of Zoning Adjustment
District of Columbia
CASE NO.16970
EXHIBIT NO.325

A copy of the referenced section of the regulations is enclosed for your information.

Should you need additional assistance regarding the above, you may contact Denise Ryles-McKoy, Supervisory Human Services Licensing Specialist for the Child Care Branch, Child and Residential Care Facilities Division on 442-5929.

Sincerely,

Valerie A. Ware
Program Manager

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Enclosure