

**KENTUCKY DEPARTMENT OF EDUCATION  
FACILITY REQUIREMENTS FOR PRESCHOOL PROGRAM  
DIVISION OF FACILITIES MANAGEMENT**

**EXISTING BUILDINGS**

**SECTION 1**

**Existing School Centers**

Preschool programs may be housed in existing school centers, provided that:

- The district confirms that other classes are not relocated to less than acceptable space to accept the preschool program; and
- There are adequate classrooms and play areas as described below.

**A. Existing Classrooms**

Classroom space is considered adequate if it provides for the following:

- Provides classroom area of a minimum 35 square feet/student with maximum of 20 students; = 700 square feet.
- Is provided with secured storage space within the classroom for children's materials.
- Is provided with individual spaces for hanging of clothing and storage of personal items;
- Provides secured storage space beyond the 35 square feet/child for teacher supplies, equipment, and student materials currently not in use;
- Is readily accessible to transportation drop-off and pick-up;
- Is located on a floor exiting at ground level;
- Is located within 75 feet of accessible hand washing and toilet facilities with steps-up or other devices appropriate to accommodate the size of student for each sex;
- Is provided with a minimum 50 footcandles of artificial light;
- Is provided with heating and ventilates with fresh air or air-conditioned;
- Is provided with a sink or water source in the classroom or accessible at all times within 75 feet of the room;
- Has instructions posted near the door with graphics of evacuation routes and emergency procedures specifically addressing young children and children with handicaps;
- Has hand washing devices provided in room if food is prepared in the classroom;
- Cafeteria/eating area must be provided for meal (prepared by kitchen staff), with age-appropriate seating and utensils

**B. Existing Play Area**

Play area is considered adequate if it is a minimum of 750 square feet secured by a 48 inch high chain link fence with two positive latching gates minimum 36 inch in width. (Minimum 75 square feet per student limits this to a 10 student maximum at any given time.)

**SECTION 2**

**Existing Relocatable/Temporary Isolated Classroom Units**

These units are acceptable for Preschool, if provided with a toilet and minimum of one ramped exit to grade. However, classes of older students may be housed in relocatable units to free existing interior space for preschool, which will be required to comply with Section 1 above.

**SECTION 3**

**Lease/Contract/Other Off-Site Facilities**

Sites that are not housed in existing school centers must meet one of the two following conditions:

- (1) The off-site program is currently licensed as a child day care facility, pursuant to 905 KAR 2:010. Current licensure will be an acceptable alternative for Department of Education facilities requirements; or
- (2) The off-site space/facilities are approved by the Division of Facilities Management, Kentucky Department of Education, through inspection.

Refer to Section 1 for requirements for classroom space and play areas. In addition to Section 1 requirements, provisions must be made for food preparation, enclosed storage of food and equipment, refrigeration, and cleanup facilities.

## **NEW CONSTRUCTION AND RENOVATION**

### **SECTION 4**

#### **A. New Classrooms (Refer to 702 KAR 4:170)**

Classroom space is considered adequate if it provides for the following:

- Provides minimum unit area of 825 square feet for 20 students maximum.
- Provides classroom area with minimum ceiling height of 8'-8" and minimum room dimension of 22'-0";
- Is provided with 15 square feet for wet area that includes separate vanity/sink with bubbler or cup-filler within the classroom space;
- Is provided with at least 25 square feet for one uni-sex accessible toilet room with door connected directly to classroom;
- Is provided with toilet room light fixture operable from switch with pilot light in classroom;
- Is located on the ground floor shielded from noise-producing activities or functions;
- Is provided with storage space for teaching materials and records;
- Is provided with 15 square feet for children's clothing and personal items;
- Provides minimum 50 square feet of lockable storage for play equipment;
- Has a chalkboard/marker board a minimum of 48 square feet and a tack board a minimum of 48 square feet;
- Is provided with a minimum of 75 footcandles of artificial illumination;
- Is provided with low maintenance finishes, including water-resistant flooring at wet area and toilet room; and
- Has voice, data and video outlets at one (1) teacher station, data outlet at each student station per KETS Standards, and power outlets at each computer and video outlet.

At some school facilities, direct access from Preschool Classrooms to the Family Resources Area may be required.

#### **B. New Play Area**

Play area is considered adequate if it is directly accessed from the classroom and is a minimum of 1,500 square feet of outdoor play area, 1/3 paved, 2/3 turf, with 48-inch high fence and two (2) 36-inch wide latchable gates.

### **SECTION 5**

#### **New Relocatable/Temporary Isolated Classroom Units**

These units are acceptable for Preschool, if approved in writing by Facilities Management on a year to year basis subject to the following:

- Minimum floor area of a relocatable unit is the same as permanent school building, 825 square feet;
- Minimum heating, artificial lighting and ventilation standards are same as permanent school building;
- Is provided with a minimum ceiling height of seven (7) feet and ten (10) inches at lowest point;
- Has a minimum floor load of fifty (50) pounds per square foot live load;
- Is securely anchored to withstand a wind of seventy-five (75) miles per hour;
- Is accessible with ramp, steps, landings and handrails provided at all exit doors;
- Is provided with each classroom having two (2) doors, remote from each other; and
- Has a chalkboard and tack board, each a minimum of forty-eight (48) square feet.

### **SECTION 6**

#### **Renovation/Remodeling**

Existing buildings remodeled for instructional purposes shall insofar as practical, meet the requirements of new spaces that would be used for the same purposes. The proposed area for renovation must meet or exceed 67% of the minimum square feet area for new classroom unit space.

Refer to Section 3 or 702 KAR 4:170 for requirements for new classroom space and play areas. In addition to Section 3 requirements, provisions must be made for food preparation, enclosed storage of food and equipment, refrigeration, and cleanup facilities.