

ROOM SET-UP CHECKLIST

Child Friendly

- Limited distractions
- Developmentally appropriate toys and activities available for unstructured play
- Bin of potential reinforcers (provided by site and/or brought by parents)

Resource Ready

- Skill Assessment and Coaching Session Materials digitally shared with or printed at site
- If needed for parent coaching, purchase and set up secure blue tooth headset device that can be used as a “bug-in-ear”

Safe

- Appropriate seating and table for the child and parent
 - Rolling chairs can be dangerous
- Secure doors (keep child safe by ensuring they cannot run out)
- Remove or secure potential hazards (cords, switches, thumbtacks, cleaning materials)
- If child frequently engages in disruptive behavior and/or injury to self or others, identify a safe place that the child can be directed to

Secure

- Make sure space is set up for confidentiality and privacy