



# The Commonwealth of Massachusetts

## Department of Early Education and Care

TEMPORARY POLICY	
<b>Subject: Use of Assistant Teachers During COVID-19 State of Emergency</b>	<b>Field Operations – Group and School Age Licensing</b>
<b>Effective Date: March 13, 2020</b>	

**Regulatory Authority:**

606 CMR 7.04(3)(c) Variances During State of Emergency. Should the Department find that a State of Emergency affecting the provision of the essential functions of government has been declared by the state and/or Federal entity with the authority to do so, the Department, in its sole discretion, may, on its own initiative, issue a written, electronic or broadcast variance regarding expected compliance with any or all of the regulatory requirements set forth in 606 CMR 7.00 or any or all other regulations governing the Department of Early Education and Care. The Department, through policy and technical assistance, will offer guidance to the extent allowed by the nature of the emergency, regarding regulatory compliance during such emergencies and their aftermath.

**Regulations Affected:**

606 CMR 7.04(18)(g)(1-3): Programs serving children younger than school age must assure that:

1. the designated administrator is lead teacher qualified for each age group served. Alternatively, administrative duties may be shared by two or more individuals if each individual is at least lead teacher qualified for the group s/he administers.
2. a person who is lead teacher qualified for each age group served is on the premises full time. This may be the designated administrator.
3. in programs with a licensed capacity greater than 39, one additional lead teacher qualified person must be on the premises full time for every 40 additional children.

606 CMR 7.09(18)(c)(1): Educator Qualifications. Assistant Teacher. Must be at least 16 years of age or have a high school diploma or equivalent; must work at all times under the direct supervision of at least a teacher qualified staff person.

**Purpose of Temporary Policy:**

As EEC anticipates that the current pandemic may result in increased absenteeism for child care staff, the following temporary policy shall be in effect during the Massachusetts COVID-19 State of Emergency

**Temporary Policy Statement:**

An Assistant Teacher, with a suitable background record check, shall be permitted to work in a group and school age child care program without requiring the direct supervision of at least a teacher qualified staff person. Group and school age child care programs are not required to maintain the required number of Lead Teachers in the program during this State of Emergency, pursuant to 606 CMR 7.04(18)(g).

Programs operating pursuant to this Temporary Policy Statement must inform their licensor by e-mail within 24 hours.

All other regulations regarding group sizes and ratios are still in effect and must be maintained.