



Day Camp Profile Structure

Licensed day camps are required to follow staff to child ratios indicated in DCF 252.42 Licensing Rules for Day Camps for Children at <https://dcf.wisconsin.gov/cclicensing/rules>. For mixed age groups, licensed day camps must comply with standards for staff to child ratios as explained in DCF 252.42(3). A ratio chart is included below:

TABLE DCF 252.42 COUNSELOR-TO-CHILD RATIO FOR CHILDREN IN A DAY CAMP	
Age of Children	Minimum Number of Counselors to Children
3 Years to 4 Years	1:4
4 Years to 5 Years	1:6
5 Years and 6 Years	1:12
7 Years and Over	1:18

Although there is no maximum group size for Day Camps in regulation, the Registry Program Profile should be maintained to meet YoungStar standards that align with the policy of other rating tracks. For Day Camps that operate in large groups, the Registry profile should include multiple groups of children, each with an associated YoungStar Lead Counselor, with no one group of children exceeding the maximum group sizes listed below. Day Camps must continue to maintain the ratio standards listed above even though every Counselor may not appear on the Registry Program Profile.

Note: For Day Camps with clearly defined groups of children that do not exceed the maximum group size listed below, each clearly defined group should be listed with an associated Lead Counselor.

There should never be more than 36 children listed as a single group in a Day Camp Program Profile, with smaller maximum groups sizes for children under age 7. For the purposes of YoungStar, Day Camps will complete their Program Profile using the same maximum group size as Group Child Care DCF 251 as follows:

- 3 – 4 year olds, the maximum number of children in a group is 20
- 4 – 5 year olds, the maximum number of children in a group is 24
- 5 – 6 year olds, the maximum number of children in a group is 34
- 6 years and over, the maximum number of children in a group is 36

For example, a Day Camp with enrollment of 60 children ages 7 and up would have one group with 36 children and one YoungStar Lead Counselor and a second group with 24 children and another YoungStar Lead Counselor. Four Counselors are required to meet ratio standards which means at least 2 groups must be listed

in the Registry program profile. There should never be more than 36 children listed as a single group in the profile.

Classroom	
Group 1: 36 Children, Ages From 7 year(s) To 11 year(s) 11 month(s)	
Classroom ID: 7000000580	
Name Pink Daisy	Add Other Staff Modify Classroom Classroom History
Registry Level 10	Modify Staff Staff History
Position YoungStar Lead Teacher	
Last Updated 8/6/2018 12:04:36 PM	
Credentials:	Add Credential
	Credential History
School-Age Credential Earned: 08/06/2018	Modify Credential
Trainings:	Add Training
	Training History
Strengthening Families Earned: 08/06/2018	Modify Training
Group 2: 24 Children, Ages From 7 year(s) To 11 year(s) 11 month(s)	
Classroom ID: 7000000581	
Name Orange Daisy	Add Other Staff Modify Classroom Classroom History
Registry Level 6	Modify Staff Staff History
Position YoungStar Lead Teacher	
Last Updated 8/6/2018 12:05:14 PM	
Credentials:	Add Credential
	Credential History
Trainings:	Add Training
	Training History
Strengthening Families Earned: 08/06/2018	Modify Training

If a day camp program is found to be out of ratio at the time of the YoungStar rating, the following procedures will be followed in regard to YoungStar rating:

- **Technical Rating**

- If a program is found to be out of ratio at the time of a Technical Rating, the Consultant will not rate the program.
- The Consultant will notify the Regional Licensing office with regard to the program being out of compliance with ratio requirements.
- The Consultant will reschedule the rating for another date. If at that time, the program is still out of ratio, the program will lose eligibility for a Technical Rating and will move to Automated Rating. This will result in a 2 Star rating.