VIDEO 6: Facility Requirements

In this video, we'll discuss the Facilities section of the New Jersey Department of Education's application for Preschool Education Aid. Please take note that the PEA application often includes facilities in a section where districts are also asked to address Outreach, Recruitment and Enrollment. We have a separate video on Outreach, Recruitment and Enrollment that you'll want to watch to get a complete picture of how to address that section of the PEA application.

NJDOE Administrative Code Website:
https://www.nj.gov/education/code/current/index.shtml

Note that this video is a summary of the requirements you'll typically need to address in your PEA application, but to make sure you are fully compliant with NJDOE requirements, you'll need to make yourself familiar with two parts of NJDOE's administrative code:

- First, look at the chapter on Educational facility planning standards for school facilities housing preschool students which you can find in administrative code chapter 6A:26-6.4
- Second, read through the facilities requirements that are detailed in the preschool chapter of administrative code, which is 6A:13A Elements of High-Quality Preschool Programs.

Each classroom, whether it's located in the school district, Head Start, or private child care center, is required to meet current Department of Education facilities requirements.

Facilities Chart

Site Type (School, Private Provider and/or Head Start) Include the name of provider, Head Start or LEA building.	Class Number (i.e., Classroom #1)	Class Size (i.e., total sq. footage of usable space inclusive of closets, shelving, and bathroom if applicable)	Proposed Classroom Enrollment	Bathroom in Classroom Y/N	Bathroom in Line of Sight (if not in the classroom) In line of sight means that the bathroom is directly visible from the classroom. Y/N/NA	Floor Level

On this screen, you'll see the kinds of facility-specific information the NJDOE typically requires you to provide in your application for Preschool Education Aid. Note that you'll need to provide this information for each classroom the district proposes to use for state-funded preschool, as well as any classrooms in Head Start and child care center locations the district will collaborate with to serve state-funded preschoolers. Two other things that are important to note are that 1. In addition to the information in this chart, the application requires districts to submit a floor plan with square footage for each proposed classroom; and 2. You are not permitted to use TCUs, or temporary classroom units, to serve state-funded preschoolers.

Effective November 17, 2025, all classrooms must provide at least 42 square feet of usable space per child. This usable space does not include a bathroom, immovable furniture, or closets and/or storage space.

Bathrooms must be located within the classroom, in addition to the 42 square feet per child, or they can be located outside the classroom on the same floor as the classroom space. If the bathroom is located outside of the classroom, it should be designated for use by only preschool and kindergarten students, and all children must be under direct supervision when they utilize the bathroom.

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Facilities Requirements

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This brings our video on the Facilities section of the Preschool Education Aid Application to a close. Again, this section of the application might require you to address Outreach, Recruitment & Enrollment as well, so be sure to check out our companion video on that

section. Also, for information on the remaining sections of the PEA application, see our library of other videos on a variety of useful topics.