

## **HEALTH CARE POLICY**

*The only way that we can control the spread of disease in this group setting is if each of us takes responsibility for limiting the possibility of exposure. It is imperative that each parent assume this responsibility and understand the critical role he or she plays in ensuring that we maintain a healthy and safe environment for children and adults.*

*A sick child is better off in the care of parents and in the comfort of his or her own home. If your child is sick at home the evening before or the morning of school, your child should be kept at home.*

**Please Note:** If your child becomes ill at school, you will be contacted immediately and asked to pick up your child. If parents or guardians cannot be reached, we will call individuals listed on the Emergency Information Card. Your child will rest quietly in the Director's Office until someone arrives. It is vital that children who are ill be picked up as promptly as possible.

### **GUIDELINES FOR DEALING WITH SPECIFIC SYMPTOMS AND DISEASES**

*It is important to remember that your child's day at school requires a tremendous amount of physical and emotional energy. A child who is exhausted from an illness and is still not quite himself does not have the stamina to return to school.*

#### **Colds**

Keep child home during first stage of severe cold symptoms. These include yellow or green nasal discharge, runny eyes, lethargy, headache, fever or persistent cough.

#### **Fever**

Any child with a fever of 100 or higher must not attend school and must not return until **free of fever for 24 hours** and exhibits ability to **maintain normal level of activity**. This means **your child must remain at home for the full day following a day with a fever**.

#### **Sore Throat**

A child with a continuous sore throat should be checked for strep infection. Symptoms of strep throat are red, sore throat, fever, severe headache, and/or rashes. *Strep infection* can be present without evidence of fever. Children with strep may return to the program **24 hours after beginning antibiotic medication** and if they can **maintain their usual level of activity**. This means **your child must remain at home a full day after receiving medication**. Parents should notify school immediately so others can be informed of the exposure.

#### **Conjunctivitis**

Very contagious eye irritation. Symptoms are redness of eye lining, swelling and pus in eyes. **Antibiotic must be administered for 24 hours before child can return to program**. This means **your child must remain at home for a full day after receiving medication**. Parents should notify school immediately so others can be informed of the exposure.

#### **Vomiting/ Intestinal Flu**

Children with intestinal flu or active vomiting, for any reason, must remain at home until the **vomiting has stopped for 24 hours; the child resumes normal eating habits and is able to maintain normal level of activity**. This means **your child must remain at home for the full day following a day with any vomiting**. Parents should notify the school immediately so that families can be notified.

#### **Diarrhea/ Intestinal Infection**

Child should be kept at home **until stool returns to normal for 24 hours**. This means **your child must remain at home for the full day following a day with diarrhea**. Diarrhea is a sign of intestinal infection and it is contagious.

#### **Impetigo**

This is a highly contagious skin infection characterized by crusted sores and a red rash. It often appears on the face. Treatment is usually a topical antibiotic and child may return to school after **24 hours on medication**. This means **your child must remain at home for the full day after receiving medication**.

### Pediculosis (Head Lice)

Lice are small insects about the size of a sesame seed, which are highly communicable among children. As they move quickly and shy away from light, diagnosis is most often made on the basis of finding nits (eggs). Nits are tiny yellowish-white, opaque oval specks attached to hair shafts, which do not blow away.

Help us limit the spread of lice. Please notify the Director immediately if your child or a sibling has lice. Children in your child's class will be checked and their parents notified.

If a child is checked at school and signs of infestation are found:

1. Parent will be called to take the child home for treatment by shampoo (prescribed by physician or pharmacist) and nit comb.
2. When treatments are complete, the child must be checked for any remaining nits. These must be removed BEFORE he/she can return to school. When the child is nit free he/she may return to school to be checked by the Director before joining his/her class.
3. For detailed information about head lice go to the following website [www.cdc.gov/lice/head/factsheet.html](http://www.cdc.gov/lice/head/factsheet.html)

### Rashes

Non-specific rashes on any part of a child's body should be checked by a physician to determine potential for contagion. If it is determined that the rash is evidence of a communicable disease such as Fifth's Disease, parents should notify the school immediately so that families can be notified.

### Chicken Pox

This is very contagious and usually appears first as small, red dots on the front and back of torso or behind the ears. A child must be kept home for one week from the initial outbreak and for 24 hours from when last pox (yellow blister) has scabbed over. This means your child must remain at home for the full day after the last yellow blister has turned into a scab. Parents should notify school immediately so that others can be informed of the exposure.

### Ticks

Parents will be called if a tick is attached to a child's skin. If a parent cannot be located, the pediatrician will be called for further instructions.

## **ALLERGIES**

Parents must provide detailed information regarding a child's signs of allergic reaction on the Emergency Health Care Information form. This form, with a photo of the child, will be posted on the classroom refrigerator, and all staff will be notified of the information.

Teachers will work closely with parents to make the classroom safe for each child. All parents in a classroom will be notified of any food allergies that exist so that they can be aware of this if providing any snacks for the class.

### Peanut Butter Policy

The Children's Way does not provide peanut butter or products containing nuts as a snack in any of its classrooms. Children are allowed, however, to bring peanut butter in their lunches. In the case that a child in the class is allergic to peanut butter, a separate "peanut free" table will be set up at lunchtime and Teachers will closely monitor hand washing and cleaning of all surfaces.

### Visiting Pet Policy

Due to common allergies, dogs and cats may not be brought into the school building or onto the playground. If your child requests to bring any other pet to school, it must be cleared by the Classroom Teacher and the Children's Way Director.

## **BROKEN BONES**

Parents must provide written doctor's orders specifying any required restrictions or accommodations for a child to participate in the TCW program and include the time period for which they apply. Parents should contact the Director before a child returns to school.

## HEALTH AND SAFETY POLICY

Parents will be informed if their child has been exposed to others with a contagious disease. Children are encouraged to wash their hands after toileting and before snack and lunchtime. Tables and surfaces are disinfected throughout the day. Priority attention is given to keeping toys, play areas, food and sink areas clean and sanitized.

It is crucial for children to wear comfortable closed shoes in order to run, climb and explore the environment freely and safely. Clogs, open back shoes, flip flops and sandals do not provide appropriate support and protection and are uncomfortable and problematic, especially when children play on the wood fiber on our playground. ***Please be sure that your child always has a pair of sneakers or shoes at school.***

Staff members are trained in CPR, First Aid, and EPIPEN administration. If a child needs care beyond First Aid, 911 will be called and the child will be transported to the hospital with the emergency personnel. Parents or guardians will be called immediately.

Emergency numbers and fire drill routes are posted in each room.

The Wayland Fire Department routinely calls fire drills. Children are told what the procedures will be when this occurs and have the opportunity to practice the routine.

Staff members are legally mandated reporters of child abuse or neglect to the Department of Social Service. This information is documented and kept on file. The Director will speak to the family about the procedure but is not obligated to do so.

## MEDICATION PROCEDURES

***All medications must be given directly to a classroom teacher by an adult. No medication should be placed in a child's lunch box or school bag.***

### Prescription Medication

The following procedures must be adhered to should a child require prescription medication during school hours:

- The medication must come in the original prescription container labeled with the child's name and dosage. This serves as a physician's authorization.
- A parent must sign The Children's Way Medication Authorization Form for each episode of illness, before any staff member can administer medication to his or her child.
- Staff members will document the dosage and time medicine was administered. *Note:* Medicine may be refrigerated if necessary.

### Non-Prescription Medication

Parents and staff must follow the steps outlined below when administering non-prescription medication to students enrolled at TCW:

- Medication must be in the original container.
- Non-prescription medication will be administered only when accompanied by Medication Authorization Forms signed by the parent and physician for each episode of illness
- Staff will document the dosage and time medication is administered.

*Note: Medicine may be refrigerated if necessary. Medication Authorization Forms are available in the TCW office.*

### Epipens

Epipens must be provided in the original prescription container along with a Parent/ Guardian consent form for Medication Administration. **We request that the teacher be given 2 Epipens.** One will be kept clearly marked on top of the classroom refrigerator, and one will be kept in the First Aid bag that goes outdoors daily with each classroom.

***PLEASE NOTE THE EXPIRATION DATE*** on the Epipen and be sure that TCW always has a current set of Epipens for your child.