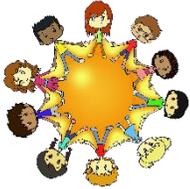


# **Little Sunbeams Preschool**

**A Reggio Inspired School**

# **HEALTH POLICY**

## **2016-2017**



Little Sunbeams Preschool

## STUDENT HEALTH & SAFETY POLICY

A Reggio Emilia Inspired School

Children's health is a prerequisite for learning. We ask for your cooperation at home by ensuring that your child is resting adequately and is enjoying healthy eating. We hope that the items that follow inform you of the ways Little Sunbeams is ensuring the health and safety of your child as an ongoing priority for the school.

### ***Breakfast/Lunch/Dinner/Snacks***

Little Sunbeams Parents will provide own breakfast, lunch, and dinner provided that the child is in school at the designated meal times as follows:

- Breakfast (before 8:00 a.m.): If the child has not eaten breakfast at home, parent will send a sack breakfast with the child to school
- Lunch (11:30 a.m.-12:00 p.m.): Each child brings her/his own lunch to school each day. Make sure the child's lunch box or sack is clearly marked with the child's full name and is self-iced with an icepack. ONLY ONE fruit juice drink is recommended per week. Please see the list below for some ideas on healthy foods for lunch. We recommend cold lunches to avoid waiting time for students, which can be a long wait if we have several kids waiting for their lunch to be heated up. Lastly, we ask that eating utensils are provided with your child's lunch. Some parents are already in the habit of providing silverware and a cloth napkin. We recommend these small habits as we are constantly talking with children about taking care of the world by recycling, reusing, and reducing.
- Dinner (5:00 p.m.-6:00 p.m.): If the child is present at this time, the parents will send dinner to school with the child. Make sure the child's box or sack is clearly marked with the child's full name and is self-iced with an icepack. ONLY ONE fruit juice drink is recommended per week.
- Snacks: Parents will be scheduled to provide at least one snack per month for their child's class. A snack calendar will be sent home in the beginning of each month to inform when your turn is and what to bring. Snacks are served mid-morning and mid-afternoon and include foods from at least two different food groups. Parents may also bring snacks upon request for special school celebrations. It is required by state regulations that parents send only prepackaged food items. Please, bring your snacks ready to be served.

We strongly encourage foods that are high in nutrients and low in fat and sugar to support best practices that meet the nutritional needs of children. The following list contains examples of foods that are low in fat and sugar and those foods that are not recommended.

<b><u>Recommended Foods</u></b>	<b><u>Foods NOT Recommended</u></b>
Fresh fruit and vegetable	Candy
Whole-wheat crackers/pretzels	Gum
Low fat yogurt with fresh fruit	Marshmallows
Graham crackers/popcorn	Potato chips
Bran and fruit muffins	Doughnuts
Pizza	Soda Pop
Quesadillas	Pastries
Baked chips and salsa	Cookies
Raisins	Cupcakes
Dry fruits	Fruit Punch or flavored drinks
100% fruit juice or juice popsicles	Nuts/foods with nuts in them
Quick breads-pumpkin, zucchini, banana	

***Dental Health***

As part of the Empower health program, Little Sunbeams will establish a daily tooth brushing routine for all students. Those students who attend a full day, will wash their teeth after their lunch meal.

***Immunization***

We will monitor carefully to ensure that immunizations are complete and current. Please, refer to [www.azdhs.gov/immunization/parents-public/](http://www.azdhs.gov/immunization/parents-public/) for any immunization updates and information.

***Communicable Disease***

The control of communicable diseases during the school year is a difficult problem and a serious responsibility. The first responsibility must fall upon the home because parents know the normal appearance of their children and should be the first to detect the signs of illness. (The symptoms of a cold are the symptoms of many communicable diseases.) The following precautions will help us in our school to control communicable disease and illnesses. Please keep these accessible at all times as reference.

- Do not send a child to school if there are signs of illness.
- Do not send a sick child to school for the school to decide if the child should be in school. If in doubt, parents should call their physician.

- If a child is sick, keep other people away from the child.
- Some signs and symptoms of acute illness are:
 

Runny nose	Headache
Sneezing/Coughing	Diarrhea
Rash	Restlessness at night
Nausea/vomiting	Swelling of the face and neck
Red, crusty, watery eyes	Earache
Flushed face or paleness	Fever
- If a child comes to school ill or becomes ill while at school, parents will be notified by telephone. Parents will then need to make immediate arrangements to pick up the sick child. The child will remain on his cot, away from the other students until the parent/guardian or authorized person arrives.
- Keep the child home until the child's temperature has been normal for 24 hours without the use of Tylenol (Normal temperature is 98.6 F). Take the temperature at 4:00pm each day. If the temperature is above normal, keep the child home the next day and take the temperature again at 4:00pm. Continue this process until the temperature is NORMAL FOR 24 HOURS, then the child may return to school. Early morning temperature usually registers low. The afternoon temperature is a more accurate one to use to decide whether a child may come to school. If a child shows any sign of the above symptoms, the child should be kept home until the parent has checked with the family's doctor. If every parent follows this procedure, it will do much to improve a healthy environment for our little sunbeams!
- Call the school to report any illness. Call as early as possible.
- Fill out Emergency Cards on each child in its ENTIRETY as they will be the number one resource to get the correct contact information in case of an emergency in school. These are included as part of the registration packet. Keep the information on these cards current by telling the school when changes have occurred throughout the year.

***Medication***

If your child has allergies, they need to be listed on the medical form and discussed with the Director. We will make every effort to accommodate your child's special needs. It is extremely helpful when you can administer medication before or after school hours. We are aware that there may be times when your child needs medication during the program. The school will administer prescribed and over-the-counter medications during those times, when the proper medication authorization forms are completed and turned in. Prescribed medications must be in a child-proof original container, labeled by the pharmacist with your child's first and last name and date.

Over-the-counter medications require you to provide a note from your child's health care provider recommending the medication, dosage, times, method of use and administration duration. The medications need to be in a child-proof container.

At no time should a child carry any medication on them, in their lunch box, or school bag. Always hand your child's medications to a staff member on duty.

### **Emergency Illness/Accident Procedures**

Emergency first aid may be given by a school personnel who is certified. Please see the emergency Injury/Illness procedures posted in the classroom. The following are specific directions for contacting parents/guardians after an accident involving illness or injury or their child (DHS R9-5-514).

**RED ALERT:** (Do not move the child/adult...call 911)

- Call the parent/guardian immediately (within 30 minutes)
- Complete a written report using the accident/incident report form as soon as possible, the same day of the incident.
- Give the parent/guardian a copy of the report within 24 hours of incident.

**YELLOW ALERT:** (Needs advanced medical treatment within 2 hours)

- Follow the same procedures as described in the RED ALERT.

**GREEN ALERT:** (No symptoms after 3-5 minutes. Return to play.)

- Log in the incident as soon as possible.
- Call the parent/guardian within 30 minutes.
- Give a written report to the parent/guardian or designated adult the day of the incident at dismissal time via student journal.

### ***Responsibilities to Protect Children***

Little Sunbeams is required by Arizona Law (HB-2293) to report any suspected neglect to the Child Protective Services Agency Hotline at (888)767-2445 or 911. While normal bruises and scrapes and/or mood swings will not alarm the trained staff, they may ask from time to time for clarification on how an injury may have occurred or why a child's behavior has changed. This procedure is our way to assure children's needs are being met by caring and supportive adults. All inquiries will be made in a sensitive and confidential matter. These inquiries usually give parents and staff an opportunity to work as a team to provide a safe and healthy environment for children.

### ***Emergency Procedures***

Little Sunbeams children will participate in fire drills and lockdown procedures throughout the year. Fire exit plans are posted in each activity area (See Appendix 3)

## **EMPOWER PROGRAM**

Little Sunbeams Preschool is a participant of the Empower Program. The Empower Program is a public health program for licensed child care facilities in Arizona that focuses on 10 strategies to empower children to lead healthy lives. In order to implement these strategies effectively, Little Sunbeams Preschool have adopted the following policies.

### **Physical Activity**

We, at Little Sunbeams, are committed to our children's health. We encourage all children to participate in a variety of physical activity opportunities that are appropriate for their age, that are fun and that offer variety. If children are inactive for long periods of time, they can be at risk for problems associated with obesity. In keeping with this philosophy, our facility will follow the guidelines below:

- ❖ All children over the age of one are provided at least 60 minutes of physical activity every day, including both teacher-led and free-play activities in accordance with the Empower guidelines.
- ❖ Staff will encourage moderate and vigorous levels of physical activity.
- ❖ Every child will have the opportunity to participate in outdoor physical activity.
- ❖ We encourage children to be active throughout the day exploring their environment by limiting sedentary activities to less than 60 minutes at a time (except during nap time).
- ❖ Screen time is not permitted for children under the age of two and limited to less than three hours per week for children ages two and older.
- ❖ No screen time during meal time or snack time.
- ❖ Physical activity is never used nor withheld as punishment.

Information on screen time will be made available to the families at least once per year.

### **Sun Safety**

We, at Little Sunbeams, are committed to our children's health and protecting children from the sun's rays during outdoor activities. In keeping with this philosophy, our facility will:

- ❖ Ask the child's family to apply sunscreen prior to arriving at the child care facility.
- ❖ Ask the child's family to provide a hat, sunglasses, and/or long sleeve clothing for their child that staff will put on the child when outdoors.
- ❖ Check with the child's family before applying sunscreen.
- ❖ Provide shade during outdoor activities.
- ❖ Limit outdoor activities between the hours of 10a.m. and 4p.m., when the UV rays are at the highest level.

- ❖ Regularly check the UV index for the intensity of the sun's rays and plan for outdoor activities accordingly.
- ❖ Be a role model for sun-safe practices.
- ❖ Follow guidelines in the Empower Guidebook on protecting infants, toddlers, and older children from harmful sun rays. (see Guidebook)

Information on sun safety will be available to the families at least once per year.

### **CACFP**

We, at Little Sunbeams, are committed to the health of all of our children. The CACFP supports child care facilities by making child care more affordable for many low-income families while promoting good eating habits. Eligibility for CACFP is determined by federal standards based on family income within established geographic boundaries. Our facility will check and document eligibility for CACFP.

At this time, Little Sunbeams does not participate in CACFP.

If you would like additional information regarding eligible family enrollment, please contact CACFP at 1-800-352-4558.

### **Fruit Juice**

We, at Little Sunbeams are committed to supporting your child in establishing lifelong healthy eating and drinking habits. Too much juice may be linked to weight problems and is associated with tooth decay and decreased appetite for other nutritious foods. Too much juice may also take the place of more nutritious beverages such as fat-free or low-fat (1%) milk or water. In keeping with this philosophy, our facility will:

- ❖ Limit 100% fruit juice with no added sugar to not more than two times per week for all children one year and older.
- ❖ Only four to six ounces shall be served at one time.
- ❖ Fruit juice shall only be served with meals and snacks and not continuously throughout the day.
- ❖ Water shall be used as the first choice for thirst and will be offered throughout the day.

Information on fruit juice will be available to the families at least once per year.

### **Family –Style Meals**

We, at Little Sunbeams, are committed to supporting your child in establishing lifelong habits of healthy eating patterns. In keeping with this philosophy, our facility will:

- ❖ Serve meals family-style whenever possible to support children in learning to serve themselves and develop healthy relationships with food. Our role as caregivers is to

provide nourishing food. The child's role is to decide whether and how much to eat. We will never force a child to eat.

- ❖ Model behaviors for healthy eating and positive body image in the presence of children by having staff members recognize the important role adults play as role models for children as they learn to live healthy lives.

Healthy eating handouts will be made available for the families at least once per year.

### **Oral Health**

We, at Little Sunbeams, are committed to protecting the health and safety of our students and staff in regards to tooth decay, which is an infectious disease and a serious problem among young children in

Arizona. Our facility recognizes that we play an important role in preventing tooth decay and in educating children, their families, and staff on tooth decay prevention. In keeping with this philosophy, our facility will:

- ❖ Implement a tooth brushing program.
- ❖ Guide our staff on steps they can take to prevent tooth decay according to the age-appropriate guidelines in the Empower Guidebook.

Information on tooth decay prevention (in English and Spanish) will be made available to the families at least once per year.

### **Staff Training**

We, at Little Sunbeams, are committed to furthering staff knowledge on the Empower Program and Empower topic areas, including: physical activity, nutrition, oral health and tobacco. In keeping with this philosophy, our facility will make sure that staff receive or attend three hours of training annually, on age-appropriate topics pertaining to: physical activity, nutrition, oral health, and tobacco education. All trainings shall be documented and records will be readily available.

### **ASHLine**

We, at Little Sunbeams, are committed to supporting the efforts of the Arizona Smokers' Helpline (ASHLine) to help staff and parents quit tobacco. In keeping with this philosophy and to protect the health of our children, their families, and our staff, our facility will promote the ASHLine information on the dangers of second-hand and third-hand smoke by placing them in a visible spot at least once per year so parents and staff can see them. We will also refer to parents, when possible, the ASHLine.

### **Smoke Free School**

We, at Little Sunbeams, are committed to providing a smoke-free environment for children and staff due to acknowledged hazards arising from exposure to second-hand smoke. In keeping with this philosophy, our facility will notify all employees, families, and visitors of the smoke-free policy. Appropriate signage will be posted.