



Health and Medical Policies

Kings Kids Daycare 6782 North Orange Blossom Trail Suite D 14 Orlando
Florida 32810 (407) 883-1407

Health and Medical Policies

Physical Exams and Immunizations

Communicable Disease

Illness Policies

Medications

Special Health Care Needs

First Aid for Minor Injuries

Emergency Medical Treatment

Abuse and Neglect Reporting

Emergency Evacuation

PHYSICAL EXAMS AND IMMUNIZATIONS

King's Kids Learning Center maintains an ongoing interest in the health and safety of all children enrolled in the Center. Our staff realizes that parents assume the primary responsibility for the health and well being of their children. In partnership with the families, our staff strives to provide a safe and healthy environment for the children while they are in attendance at the Center.

Each child must have a physical exam signed and dated by a licensed physician, physician assistant or Health Check provider not more than six months prior to enrollment or later than ninety days after enrollment at King's Kids Learning Center. A child two years of age and older is required to have a physical every two years until he/she enters elementary school. All physical exams must be documented on a Child Health Report–Child Care Centers form provided by the Department of Children and Families. Forms are available in the King's Kids Learning Center office.

A completed Health History and Emergency Care Plan must be on file for each child by his/her first day of attendance at King's Kids Learning Center. Parents must inform the Director of newly diagnosed medical conditions, including, but not limited to, allergies and asthma, affecting their child so that current records are maintained and proper care is given while he/she is in attendance at the Center.

Current documentation of a child's immunizations must be on file before his/her first day of attendance in order to comply with Licensing Rules. Please inform the office staff when your child receives additional immunizations so that current records are maintained.

COMMUNICABLE DISEASE

Any child with a reportable communicable disease, including, but not limited to, chicken pox, measles, mumps, infectious hepatitis, meningitis, or scarlet fever, is not allowed to attend or remain at King's Kids Learning Center during the period when the disease may be transmitted to adults or other children. A release from the Health Department is required before any child with a communicable disease is allowed to return to the Center unless the child has been absent for a period of time equal to the longest usual incubation period for the particular disease.

Notice of any communicable disease or illness that is present at the Center is posted on the parent time clock. Confidentiality is maintained and no individual names are released when reporting the disease or illness to families.

Guidelines for the Exclusion of Children and Staff from a Day Care, developed by the Florida Division of Children and Families, are followed in situations when communicable disease and isolation are suspected.

ILLNESS POLICIES

Exposure to a new group of children may cause more illness during the first few months a child is enrolled in a group child care setting. King's Kids Learning Center cannot care for an ill child.

Upon a child's arrival, King's Kids Learning Center staff observes each child for signs and symptoms of illness and continues to observe them throughout the day. Our staff follows the Guidelines for the Exclusion of Children and Staff from a Day Care Center when making the decision to send a child home.

Parents must have an alternate plan arranged in advance in the event that their child becomes ill while at King's Kids Learning Center. If a child exhibits any symptoms of illness, parents are contacted and the child must be picked up within one hour of the call. The ill child is cared for by a staff member, away from the other children, until a parent or other authorized person arrives to take the child home.

Parental cooperation is necessary to promote a healthy environment for all the children attending King's Kids Learning Center. A child showing any of the following signs of illness 24 hours prior to arrival should not be brought to King's Kids Learning Center:

- Fever (defined as a temperature equal or greater than 100 degrees (F) axillary [taken under the arm])
- Diarrhea stool (defined as stool that is watery or less formed with greater occurrence than usual and is not contained in diapers or toilet use, or stool that contains blood or mucous)
- Vomiting
- Pink or red eyes with inflammation and white or yellow discharge
- Rash with a fever and/or a change in behavior, until a medical exam indicates the symptoms are not associated with a communicable disease
- Any other conditions that may be contagious to other children, including but not limited to, strep throat, Hand Foot and Mouth disease, ringworm, impetigo and head lice

- Illnesses or symptoms (e.g., colds, coughs or respiratory distress) interfering with a child's ability to participate comfortably in program activities, including outdoor play
- Illnesses that result in a greater need for care than staff can provide without compromising the health and safety of other children
- Conditions that may indicate a possible severe illness, including but not limited to, persistent crying, lethargy, difficulty in breathing, or irritability

The following time periods are used to determine when a child may return to King's Kids Learning Center following an illness:

- 24 hours after antibiotics are begun for any communicable illness, including, but not limited to, strep throat or pink eye
- 24 hours after the last episode of vomiting or diarrhea, except in the case of communicable disease that needs to be reported to the Health Department
- Temperature must be normal for 24 hours without the use of any fever reducer
- If throat cultures or other tests are taken to diagnose an illness that may be contagious, the child must be kept home until test results have been verified and the administration has been notified of the negative results.

Exceptions to the above time periods may be allowed by the Director on an individual basis if:

- A child has a chronic illness that is documented by the child's physician
- Written documentation is received from the child's physician indicating that the child will not expose others to a communicable disease upon his/her return to King's Kids Learning Center.

MEDICATIONS

The staff of King's Kids Learning Center dispenses prescription or non-prescription medications to a child under the following conditions:

- Medication is in the original container and the label includes the child's name, the dosage and the directions for administration. Expired medication or medication which is prescribed for another child in the family is not given.

- An Authorization to Administer Medication form has been signed and dated by the parent. This authorization must include the child's name and birth date, the name of the medication, administration instructions, medication intervals and length of time for dispensing the medication. If a child is on the same medication for more than one week, a new form must be completed at the beginning of each week. These forms are available in the office or in each classroom.

- A signed and dated written authorization from the child's physician is on file if the dosage for the child's age is not included on the container from the manufacturer.

- A child does not have a temperature equal to or greater than 100 degrees (F) axillary [taken under the arm] or other signs of illness requiring his/her exclusion from King's Kids Learning Center.

All non-prescriptive medications, including lip balm and cough drops, must be given to a teacher for storage and administration. Please do not leave them in your child's diaper bag, cubby, or backpack for self-administering. This creates a safety risk for other children who may gain access to the medication.

All forms of prescription and non-prescription medications must be placed in medicine containers that are inaccessible to children. These containers are located in each classroom. Medicine requiring refrigeration is stored in a child-proof container in the refrigerator.

Children are not given medications that affect their behavior except those prescribed by their health care provider.

Any medications given to a child are logged in a medical journal. Medical information on any child is available only to the parents/legal guardians of that child.

While staff makes every effort to dispense medication as requested by the parent, King's Kids Learning Center does not assume responsibility for missed dosages.

SPECIAL HEALTH CARE NEEDS

If a child has medical conditions requiring special health care needs, including any physical, social or cognitive disabilities, parents must indicate the needs on the Health History and Emergency Care Plan form, stating the child's special health condition and procedures for handling the issue.

If special health precautions, including, but not limited to inhalers, nebulizer treatments, Epi-Pen injections, are prescribed and needed during a child's scheduled care at King's Kids Learning Center, administration and staff works with the child, parents and the child's physician on an individual basis. King's Kids Learning Center staff does not administer any special medical procedures for which they have not been trained.

FIRST AID FOR MINOR INJURIES

First aid kits are maintained at King's Kids Learning Center for treating minor injuries that a child may incur. Standard first aid procedures are followed for all injuries.

Superficial wounds are cleaned with soap and water only and protected with a Band-Aid or sterile gauze. To comply with Licensing Rules, no antibiotics are applied to a wound.

Parents are notified of any injury through an Injury Incident Report that describes the nature of the injury and what treatment was given. Staff also calls a parent to inform them of the injury if they feel it is necessary. A record of all injuries is kept in the Center's medical logs. Any parent may review their child's medical information upon written request to the Director or Lead Teacher.

Minor injuries, where an immediate call to a parent is not necessary, are documented and communicated in writing to a parent through an 'Ouch Report' that is sent home the day of the injury.

EMERGENCY MEDICAL TREATMENT

Each enrolled child must have two completed Medical Treatment Consent forms on file at the Center. One form is kept in the child's classroom and the second one is kept in a master file in the office.

If a serious injury or accident occurs, standard First Aid procedures are used and, whenever possible, a parent or legal guardian is contacted first.

In the event of a medical emergency, our staff calls 911 immediately and then contacts a parent. A child is transported to Appleton Medical Center unless parents or legal guardians have noted an alternate facility on their emergency medical treatment forms. A King's Kids Learning Center staff member remains with the child until a parent or legal guardian arrives at the hospital.

ABUSE AND NEGLECT REPORTING

Any evidence of unusual bruises, lacerations or burns observed by staff are noted in a Center medical log and reported immediately to the administration.

All teachers of King's Kids Learning Center, by state and federal law, are mandated reporters of abuse or neglect. Any employee of King's Kids Learning Center having reasonable cause to suspect that a child has been abused or neglected by any individual must contact the Director or Lead Teacher. The Director contacts the Outagamie County Department of Health and Human Services or the Appleton Police Department. Any person participating in good faith in making a report has immunity from any liability, civil or criminal, that results by reason of the action.

EMERGENCY EVACUATION

In the event that an on-site emergency situation necessitates evacuation from the Center, all staff and children vacate to Appleton Medical Center and parents are contacted. King's Kids Learning Center staff remains with the children until they are released to their parent or other authorized adult.

King's Kids Learning Center conducts monthly fire drills and tornado drills during the months of April through October to help prepare the children for emergency evacuation of the Center. Emergency evacuation plans are