



# Kids STEAM Education Center

## Parent Handbook



# KIDS STEAM EDUCATION CENTER

## Introduction

Welcome to the Kids STEAM Education Center. It is my pleasure to welcome you to our program. My Name is Hilda Ramos, and I am proud to have a long history of serving young children in the Bakersfield community dating back over 26 years. I have worked with infants, toddlers, preschool, school-age, teens, and adults in programs that included family child care, Head Start, State Preschool, Migrant, and others funded through California Department of Education, California Department of Social Services, County Offices of Education, Superintendents of Schools. I have an Associate in Science Degree from Bakersfield College and a Bachelor Degree from Fresno Pacific University. I am a certified Child Development Center Director through the California Commission on teacher credentialing. I continue my adventure of lifelong learning through workshops and trainings and anticipate many more certifications in the future. Throughout my career and field experience, I have gained a wealth of knowledge to integrate and provide the best educational practices.

This Parent Handbook contains valuable information regarding the STEAM Education program and the roles and responsibilities of both parents and staff members. We encourage you to read it carefully.

Should you have questions, the administrator of your child's program will be happy to assist you. We look forward to your participation in the program and working with you to support your child's growth and development for future academic success.



## **Mission Statement:**

Inspire kids learning through STEAM concepts and promote essential 21st century skills. Provide inquiry-based learning. Active (often hands-on) activities that promote vocabulary and comprehension development, critical thinking, problem solving, communication, and reflection. Kids will have the opportunity to learn about the world through STEAM perspectives and by posing thoughtful, open-ended questions through inquiry experiences.

## **Philosophy and Goals:**

Provide a safe educational learning environment full of resources and opportunities for children to interact, communicate, collaborate, play, and bargain with others. Our classrooms are designed to foster a culture of warmth, love, and respect for every kid while promoting curiosity, discovery, and problem-solving.

Kids will actively participate in activities that cover the fundamentals of Science, Technology, Engineering, the Arts and Mathematics as access points for guiding student inquiry, dialogue, and critical thinking. Intellectual, social, emotional, physical, and creative components of the child's development are all considered.

STEAM is becoming more and more popular nationwide with the help of numerous organizations, such as the National Science Foundation, the National Endowment for the Arts, and the U.S. Department of Education. It complements 21st-century skills, especially the "4 Cs" of creativity, collaboration, critical thinking, and communication.

**In addition, the Kids STEAM Institute will offer a setting in which children will.**



- Develop early literacy skills such as oral language, listening and speaking, phonemic awareness, vocabulary development, problem solving, pre-writing and comprehension and critical thinking skills
- Develop cognitive and effective skills through active involvement in concrete learning experiences
- Grow socially, emotionally, mentally and physically in a comfortable, relaxed, and safe atmosphere
- Receive guidance, instruction and support from nurturing and understanding adults/ staff
- Receive nutritionally balanced meals each day
- Each student has the right to be treated with dignity and respect and accorded a safe and nurturing learning environment to meet his/her needs.
- Value and respect for the languages and cultures of students, parents, staff and communities are essential to student success.
- Competent, well-trained and nurturing staff members are critical to the successful implementation of quality early education program.

The Kids STEAM Education Center is committed to providing a working and learning environment that is free from unlawful discrimination and harassment. The Kids steam Institute prohibits discrimination and harassment based on an individual's age, ancestry, color, disability (mental or physical), marital status, national origin, race, religion (including religious accommodation), sex, (actual or perceived including pregnancy, childbirth, or related medical condition), sexual orientation, or on the basis of a person's association with a person or group with one of these actual or perceived characteristics. Let us work together to promote educational equity in California.

According to our staff, educational equality is the process of guaranteeing that every child has access to a learning environment that sets them up for success. We support all educators and students on their path to success and well-being.



## Curriculum:

Children will investigate ideas like patterns, cause and effect, and problem-solving in a fun and interesting way with STEAM activities. In addition to strengthening fundamental science and math abilities. The STEAM Curriculum will foster creativity and critical thinking in other domains. Early STEAM education gives kids the abilities and self-assurance they need to prosper in a world that is changing quickly. For instance, a straightforward job like constructing a skyscraper out of blocks introduces a straightforward project like constructing a tower out of blocks, for instance, encourages exploration while introducing fundamental engineering concepts. The Kids Steam Institute offers more chances for STEAM enrichment. Kids are able to collaborate, work on increasingly complex projects, and use what they have learned. With the flexible time for exploration provided by the program, children can go further into topics that pique their interest, such as robotics, coding, or science activities that incorporate art.

STEAM integration in the early years promotes cognitive development, develops problem-solving skills, and cultivates a lifelong love of learning. Children will be prepared not only for school but also for a future in which teamwork, creativity, and invention will be crucial.

## Center Operation Policies:

**Sign-in, sign-out:** An adult must bring your child or children into the classroom each day. The adult is required under state law to sign the sign-in sheet with his or her complete name. At the time of pick-up, the same is necessary. No adult will be permitted to pick up a child unless they are authorized on the emergency cards. Please ensure that a teacher is aware of your child's arrival and departure times. **Hours and late fees:** The Center are open Monday through Friday from 7:00 a.m. to 5:30pm.

The staff needs time to clean up and get ready for the next day, therefore it's crucial that you always pick up your child or children before 5:30 p.m. You will be charged \$10 for any part of the first five minutes and \$2 each minute after that if you haven't arrived at the center by 5:30 p.m. Staff development will be funded by this late fee. If a family with two children arrives at the Center after 5:30 p.m., they will be charged late fees for both children. Both your child and the staff will appreciate it if you contact in advance if you will be late, but there will still be a late fee. Excessive and persistent tardiness will lead to Doubled late fees will be imposed for chronic and egregious tardiness.



## Annual Calendar:

The Center is open year-round. The Center will be closed based on National Holidays:

- Martin Luther King Day
- President's Day
- Memorial Day
- Juneteenth Independence Day
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- One week for Winter Holiday Break (between Christmas and New Year's)

Additionally, there will be two scheduled closures each year to facilitate staff development Continuous quality professional development for all staff is vital for high standards of teaching and learning.

## Trainings:

These closures will be announced on the Center website and on Class Dojo as well in advance.

## Tuition Deposit and Payment Contract:

The initial non-refundable deposit of \$1000.00 is due upon enrollment. This deposit may be credited to the last month's tuition with 30 days-advanced written notice. Monthly tuition is paid in advance and is due on the first of each month. Please make a written request to the office to receive a monthly receipt.

There is no tuition credit for vacation or sick days. Tuition Payment. To assure proper credit for payments, please submit your monthly payment to the Center's office. Checks should be dropped in the tuition box located at the front desk. Tuition Modification: The Center will provide at least 30-day advance notice of tuition rate changes to families.



**Tuition Late Fee:** If payment is received after the 10th of the month, a late fee of \$35 will be charged to your account. The Director has the authority to negotiate whatever payment plan is appropriate to bring the account up to date. Late payments received after the tenth will have an additional late fee of 5% of the outstanding balance assessed. The only exception will be if the 10th falls on a weekend; the condition will apply on the following Monday. If a child's tuition is two months in arrears, his/her enrollment will be terminated. If a child's account has been delinquent after the tenth four times during the school year, enrollment may be terminated.

## **Violation of program policies and procedures**

Behavior of a family member that presents a risk to children and staff such as a parent using profane language, threats or destroying property

### **Delinquent family fees.**

Fees are due on the first working day of each month and are delinquent seven days after that date. On the eighth day, a termination notice will be issued and services will be terminated if mailed if fees are not paid in full by the 10th

### **Failure of parent/guardian to comply with a plan for payment of delinquent fees.**

Failure to cooperate with personnel where such failure materially disrupts the smooth and efficient operation of the program.

- Failure to follow sign-in/sign-out procedures.
- Conduct of child tending to seriously disrupt the smooth and efficient operation of the program.
- Failure of parent/guardian to respond promptly when requested to remove child from center because of child's illness or suspension.
- Violation of contract hours, early drop-off or late pick-up, on three occasions per school year.
- Late pick-up of children after center closing or program ending hours (termination of services may occur on the fourth instance of late pick-up following three written warnings within a one year period of time.



Waiting List and Admission Parents are advised to schedule a tour of the Center before submitting an application for admission. You can apply for the wait list online or in person at the office. The child's name is added to the wait list as soon as the application is received. Siblings of children who are already at the center are given preference on the wait list. Age-appropriate kids are chosen from the waiting list on the basis of application date to fill any class vacancies as they arise.

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## Disability and Reasonable Accommodation.

The Kids STEAM Institute supports the value of inclusion the right of all children, regardless of their diverse abilities, to participate actively in natural settings with their peers. This means that we will, on a provisional basis, accept children with special needs who meet the waiting list criteria stated above. Depending on the nature and extent of the disability, continued enrollment will depend on frequent and on-going staff-parent communication, and on careful and continuous assessment of the viability of the arrangement for all concerned. ADA Policy Policy: Our Program will comply fully with the Americans with Disabilities Act (ADA), and other applicable federal and state laws to ensure equal opportunity for otherwise qualified children with disabilities. The Kids STEAM Institute (KSI) does not discriminate based on physical or mental disabilities and is committed to ensuring that there is no unlawful discrimination or harassment in any of its programs, services, activities, or in any terms and conditions of enrollment.

**Nutrition** All children enrolled in the Steam education center will receive nutritious meals daily, depending upon the length of the program. meals are served in the classroom where children can enjoy a pleasant social atmosphere. At mealtime, children practice eating independently, eat and enjoy a variety of foods, and engage in social and instructional conversations with other children and adults at their tables.

**Refreshments / Snacks:** The program's cooks and housekeepers offer wholesome morning and afternoon refreshments for the Center. Milk is served with lunch and snacks. Menus for snacks are shown in every classroom and on the website.

**The Center's policy includes healthy eating practices.** Chips, fast food, sweets, gum, chocolate, soda pop, high-sugar fruit punch or beverages, high-sugar cupcakes and other pastries, and marshmallows are not permitted to be sent to the center. Generally speaking, please save it for at-home eating if the first component on the jar is sugar. Experience has shown us that if a child has these things in their lunch, they are less likely to consume the other meals you send.



## Allergies:

Children who fit the requirements of special needs can have their diets modified. A completed medical statement from a district nutrition specialist or healthcare practitioner must be provided for assessment and approval for children. Please contact the office for a Medical Statement to Request Special Diet form if your kid needs a special diet. A copy of the menu will be shared on social media and on the parent bulletin board.

When a family or staff member joins our program, we ask them about their allergies as part of regular procedure. To let everyone, know about the allergy in the room, staff members are alerted and signs are put up in the kitchen and classrooms. The allergen is eliminated from the facility or the area that the employee or youngster frequents if it is technically feasible. If there are food sensitivities, substitute snacks can be offered.

Discipline -Self-control Helping kids learn to think about and respect themselves, other people, and their surroundings, as well as to feel safe and in control of themselves, is the aim of constructive guiding or discipline. Young toddlers must be taught social norms and how to coexist with others. The ultimate objective we set for the kids is self-discipline. Our goal is to instill an innate desire in every child to respect appropriate behavior.

Age-appropriate behavior boundaries are established at the Center in a clear and consistent manner. Children are permitted to participate in the decision-making process, and the setting is designed to reduce the need for boundaries. We approach discipline in a positive rather than punitive way because Kids steam education center is dedicated to helping the kids develop a healthy sense of self-worth and independent, responsible, and compassionate behavior. Children who display acceptable behavior are praised by their teachers, who also serve as positive reinforcement models. Additionally, the teachers help the kids solve problems by reminding them of appropriate behavior and giving signs.

Promoting young children's social development and dealing with difficult behavior: Staff members play a crucial role in helping children develop socially and emotionally so they have the skills necessary to succeed in school and in life. These abilities include problem-solving, effective and acceptable communication of needs and emotions, and friendship-building. Our employees offer:



- A compassionate community
- Models of good communication;
- A team approach to dealing with problematic conduct that involves parents as active participants;
- Schedules, routines, and expectations for safe, responsible, and courteous behavior
- A setting free from extraordinary or physical punishment, suffering, humiliation, threats, intimidation, mockery, mental abuse, and other forms of punishment.

The first line of treatment for inappropriate conduct is positive redirection, which is based on the idea that the kid may go back to a space or activity once they can behave appropriately. A youngster will never be physically assaulted, rough handled, verbally abused, or denigrated.

Bullying is not going to be accepted. This conduct is strictly forbidden. All adults and children on the Kids STEAM Institute grounds are subject to this regulation.

**Policy for Dismissal** In order to address any discipline issues, we wish to collaborate with parents. However, if the staff and director deem physical or emotional abuse of another child or teacher to be excessive or persistent, it will be grounds for termination. A summary of the procedures that will be followed prior to dismissal being considered is provided below:

- To start, a parent conference will be planned to talk about the behavior or behaviors that need to be addressed and to create a strategy to address them.
- To help identify the issue and aid in creating a plan to fix it, an external evaluation can be suitable. The parent may incur additional expenses as a result.

The child will then be given a fair amount of time to improve their behavior. Lastly, if the behavior continues and cannot be addressed by the Center and the parents, another parent conference will be planned to assess the child's progress. satisfaction, the director and staff may conclude that the child's needs are not being met by the program. The child may need to be removed from the program at that point. Parents will be dismissed if they don't support or follow the program rules.



## Reporting Suspected Child Abuse:

The State of California requires all employees who work with children to report any suspicions of child abuse or neglect. According to the law, reports are sent to the local Department of Social Services' Protective Services Division without giving parents advance notice. Bruises, burns, a prolonged incapacity of the kid to relate to or engage with staff and/or other children, or inflammation or other abnormal appearance of the genitals are all indicators of abuse and neglect. We will inform you of the circumstances surrounding any injuries received at school once you inform us of the reason of any noticeable bruises, etc., that have occurred at home. Leaving is another thing that is regarded as child neglect.

## Disaster Preparedness:

Monthly fire, earthquake, and shelter in place exercises are held to acquaint staff and kids with catastrophe protocols; we take turns doing these drills. between earthquake, fire, and shelter so that we can practice each four times a year. In the event of a fire, each group's evacuation routes are displayed in the classroom. Classrooms evacuate straight to their designated yards in the event of an earthquake. Emergency Supplies: In the event of a significant calamity, when children would need to stay at the **KIDS STEAM Institute**.

**Emergency Supplies:** In case of an emergency, the Kids Steam Institute has supplies on hand. of a significant calamity when kids could have to stay at the Center. Disaster Preparedness plan also includes the Center, which offers food, drink, shelter, and basic medical care for seventy-two hours. Only the parent or designated person named on your Emergency Information Form, which is on file at the Center, will be allowed to pick up your children.

**Emergency Evacuations:** Following a significant disaster, children will be housed at the Center. The Emergency Operations Team and/or the Emergency Preparedness Team staff deem the facilities are safe. The Institute will decide on a different location if needed. In the event that the children have been relocated, notice will be sent to all parents via email (if feasible), or posted on and displayed at all of the entrances.

**Children's Release:** Parents will be invited to assemble outside the main entrance in the event of an emergency if we stay at the center. To ensure that every child is there and to ease the stress of the kids who are still at the facility, we will bring each child out to their parents and drop them off at the main door. Please wait for an employee to direct you before entering the center. If we move, details on the children's release will be sent by phone, email, SMS.



**Birthdays:** You are welcome to join the group in celebrating your child's birthday. The Center will provide your child their favorite snack on their birthday because we want kids to associate healthy eating with feeling special. We'll read, sing "Happy Birthday," and place candles in their snack. tales, and generally give your child a sense of specialness.

**Fundraising** The annual Pancake Breakfast in the fall, which serves as the launchpad for the Center's annual Giving Campaign, and the annual Evening Under the Stars silent and live auction in June are the two fundraising events that the center board conducts each year.

## **Extra-Curricular Activities:**

The goal of extracurricular activities is to give kids new experiences and educational chances. Before and after on-site lectures or field visits, center teachers deliver relevant content. Every youngster goes on walks through the campus, a park nearby, the library, the fire station, and the local area. We believe that this helps the kids feel like they belong in the neighborhood. The center employs artists, musicians, and puppeteers as guest performers whenever feasible. Additionally, through visitors the kids are given access to a variety of hands-on experiences. We invite parents to go on field trips with us. The kids gain a lot from being able to talk to an adult who can broaden the trip's experiences and sights. The Institute will host numerous family engagement events.

**throughout the year, two of which highlight the STEAM curriculum.**

A daily wellness check is completed upon the arrival of each child to ensure that children are healthy and able to participate in daily activities. When it is observed that children arrive to the classroom ill, they will be required to be taken home. (Illness does not refer to medical conditions that are not contagious.

A child suspected of having a communicable disease will be excluded from an early childhood education program until guidelines for readmission are met. Guidelines for exclusion and readmission follow policies set forth by the school district, the State Department of Health and Department of Education. Guidance in addressing communicable diseases also comes from the Center for Disease Control and Prevention and national organizations. Temporary exclusion generally occurs for communicable diseases including, but not limited to the following: measles, conjunctivitis (pink eye), impetigo, strep throat, chickenpox, scabies, head lice, and whooping cough. Readmission to the program is based on condition and appropriate treatment.



Request for Medication to be Taken During School Hours, must be completed and signed by both the physician and parent. The form is available at the early education center office.

A child returning to school with sutures, casts, crutches, braces or a wheelchair must have a health care provider's written permission to attend school and must comply with any safety procedures required by school administration and health services personnel. A child returning to school following a serious or prolonged illness, injury, surgery or other hospitalization must have written permission by the health care provider to attend school, including any recommendations regarding physical activity.

A current District Emergency Information Card must be on file at the school so that parents can be notified promptly in case of accident or injury involving their child. A child may only be released to an adult at least 18 years old listed on the Emergency Information Card. It is the responsibility of every parent, legal guardian or caregiver to immediately inform the early childhood education program of any change of address, telephone number or emergency information on the official Emergency Information card.

**Inspection Authority** The Department of Social Services and Community Care Licensing has inspection authority to enter and inspect a facility without advance notice. In addition, the department also has the authority to interview children or staff and to inspect and audit child or Child Care Center records without prior consent. **Disaster Preparedness** Fire, Earthquake, and Shelter in Place Drills: Fire, Earthquake, and Shelter in Place drills are conducted monthly to familiarize staff and children with disaster procedures; we alternate between fire, earthquake, and shelter in place so that we practice each 4 times per year. The evacuation destinations for each group are posted in each classroom for fires. For earthquakes, classrooms evacuate directly to their corresponding yards. **Emergency Supplies:** The Children's Center keeps emergency supplies on hand in the event of a major disaster when children might need to remain at the Center.

The Children's Center is also included in Caltech's Disaster Preparedness plan, which provides shelter, food, water and basic medical attention for a 72-hour period. Children will be released only to a parent or designated individual listed on your Emergency Information Form kept on file at the Center.

**Emergency Evacuations:** After a major disaster, if the Center facilities are considered safe by the staff Emergency Operations Team and/or the CCC Emergency Preparedness Team, the children will be kept at the Center. If necessary, an alternate facility will be determined by the Institute. If the children have been moved elsewhere, information will be posted on Class Dojo at all the regular entrances to the Center and will be shared to all parents via email (if possible).



Release of Children: In an emergency, if we remain at the center, parents will be asked to gather outside the main entrance. To keep all children accounted for, and to reduce anxiety for children remaining at the center, we will bring individual children out to parents and release them at the main entrance. Please do not enter the center unless you are directed to by a staff member.

## **Enrollment Process:**

The Kids Steam Education Center will notify you by phone or mail when they have space available for your child. They will provide you with a checklist of documents needed to complete the certification and enrollment process. Upon receipt of all the required documentation, an appointment will be scheduled to complete the Confidential Application for services.

### **Violation of program policies and procedures.**

- Behavior of a family member that presents a risk to children and staff such as a parent using profane language, threats or destroying property
- Delinquent family fees. Fees are due on the first working day of each month and are delinquent seven days after that date. On the eighth day, a termination NOA will be issued and services will be terminated if mailed if fees are not paid in full
- Failure of parent/guardian to comply with a plan for payment of delinquent fees.
- Failure to cooperate with personnel where such failure materially disrupts the smooth and efficient operation of the program.
- Failure to follow sign-in/sign-out procedures
- Conduct of child tending to seriously disrupt the smooth and efficient operation of the program • Failure of parent/guardian to respond promptly when requested to remove child from center because of child's illness or suspension
- Violation of contract hours, early drop-off or late pick-up, on three occasions per school year
- Late pick-up of children after center closing or program ending hours (termination of services may occur on the fourth instance of late pick-up following three written warnings within a one year period of time.



## Emergency Information:

Every parent, legal guardian or caregiver must complete an Emergency Information card for each child at time of enrollment. Emergency information must include the following:

- Home address and current telephone number, including cell phones
- Employment/business addresses and phone numbers
- Relative/friend's first and last names, addresses and telephone numbers, authorized to pick up and care for a child due to illness, in an emergency situation, or after program closing hours, if a parent cannot be reached. In these situations, children will only be released to an adult at least 18 years of age listed on the Emergency Information card. Change of Residence and/or Other Emergency Information. It is the responsibility of every parent, legal guardian or caregiver to immediately inform the early childhood education program of any change of address, telephone number or emergency information on the official Emergency Information card.

The National Association for the Education of Young Children's (NAEYC) Code of Ethics states that programs must "maintain confidentiality and shall respect the family's right to privacy, refraining from disclosure of confidential information and intrusion into family life." This includes refraining from referring to a child by name in public settings or to others who are not employees.

We will post a printed notice on ClassDojo and next to the sign-in sheet alerting you to any infectious disease or condition that may be present in your child's group. A Medical Emergencies Consent Slip, which gives the Center details about the child's doctor, drug and medicine allergies, and a medical release, must be signed by parents as part of the enrolling process. Any changes to identifying or emergency information, including a change of doctors, must be reported right away to the Center by the parents.

**Sick Child Policy:** Keep your child at home if you are unsure of their health. Please keep in mind that a sick child may carry their disease to school and infect the teachers and other students. Keep your child at home if they have any of the following symptoms: impetigo (strep or staph infection on the skin); an untreated conjunctivitis (also known as "pink eye"); a sore throat; a temperature greater than 100°, with or without other symptoms, within the last 24 hours; lice; vomiting; diarrhea; or any other contagious disease or condition. If your kid has not been feeling well, please let their teacher know.



You will be notified to discuss the symptoms if your kid is sick at school, and you could be requested to bring them home within an hour. Once your kid has been symptom-free for 24 hours and is able to engage fully in the regular activities of the classroom, they are eligible to return to class. Your kid may not be allowed to return to the Center if they have a fever until they have been fever-free for 24 hours without the use of fever-reducing medication.

## **Medication:**

We are aware that kids may need to take medication while they are in school. The medication will be given by your child's teacher, but only medication in its original bottle will be provided, and you must fill out a Parent Consent for Administration of Medications and Medication Chart. Both the website and every classroom in grade 15 have blank forms. Medication will only be given by center employees once every day. A youngster must be kept at home if they require medication more than once every six to eight hours. For safety reasons, staff may find it difficult or improper to give certain drugs, including eye drops, to younger children. Employees maintain the ability to ask guardians or parents to give prescription drugs that may For the sake of safety, administer to younger children. The employees maintain the ability to ask parents or guardians to give prescription drugs that might need to be restrained in some way.

## **MEDICATION NOTE:**

Kindly refrain from packing any type of medication in your child's lunch. Give your child's teacher the medication in its original bottle, labeled with your child's name and dosage. The teacher will store it in a lockable box on top of or inside the refrigerator. Safety and lower the possibility of any child in our program suffering a physical or mental injury. No child will receive over-the-counter medication unless a doctor has prescribed it, approved it, and provided clear administration instructions. Before any drug is given, the doctor should prescribe precise dosages and times for a given disease. You must have a Parent Consent for Administration of Medications and Medication Chart on file if your kid has a chronic illness.



Incidental Medical Services (IMS) Plan We will strive for inclusivity by include ding kids with a range of chronic illnesses into our everyday activities. Our present practices for the four circumstances we accommodate are described in the following plan.

1. Children with severe, possibly fatal allergies (anaphylaxis), asthma (a chronic lung condition that affects breathing), febrile seizures (a seizure accompanied by a high body temperature), and eczema (skin inflammation) can all be accommodated.
2. Using the LIC 9221 form and directions for when and how to give medication (basic forms to offer instructions for asthma and food allergies can be used), a personal plan of care procedures will be maintained for each child with one of a four mentioned conditions, as provided by the doctor or parent.
3. Inhalers, nebulizers, EpiPens, and prescription drugs are stored in the Each classroom has an emergency lock box with a copy of the administration instructions on top of the refrigerator. Medication that has expired will not be kept on hand.
4. Every member of our staff holds a pediatric first aid and CPR certification. Using the nebulizer and Epi-pen are part of this instruction. Every employee receives training from a CPR/First Health Advocate Training Instructor.
5. The high training rate and low ratios guarantee that there is a sufficient number of qualified personnel on hand in case IMS treatment is required.
6. We make sure that all necessary safety measures are taken, such as wearing gloves in case of contact with body fluids, washing hands properly after removing gloves, and disposing of all.
7. We carry the emergency backpack in case of an emergency that forces us to leave the building. Teachers pack a backpack with any necessary medical supplies for class outings.
8. After an IMS incident, parents are called and treatment is noted in the medical record book (LIC9221).
9. Any changes to this plan shall be notified to our licensing office, and an Unusual Incident Report (LIC624B) will be prepared. Serious events will require a 911 call.



## **Immunizations:**

The California Department of Public Health reports that Senate Bill 277, a new law pertaining to vaccinations, mandates that all children enrolling in public or private schools in the state of California be inoculated. As of January 1st, 2016, every kid enrolled in the program has to be vaccinated in accordance with the California Department of Public Health's schedule or on pace. to finish it based on their most recent vaccinations. Beginning on this day, any prior Personal Belief Exemptions will no longer be recognized. Your registration will be impacted if we do not currently have a record of your child's vaccinations that shows the most recent shots they had.

If a medical exemption complies with the following requirements, it will be approved: A licensed doctor (M.D. or D.O.) must provide a written statement from a parent or guardian stating that the child's physical condition or medical circumstances are such that the need Immunizations are not listed; if they are, please specify which vaccines are exempt, whether the medical exemption is temporary or permanent, and when it expires if it is temporary. If a disease that can be prevented by vaccination develops to which children are susceptible, children who have a medical exemption from the prescribed immunization schedule may not receive care.

Every quarter, the vaccination records need to be updated in each child's file. It is the duty of the parent to give a current immunization record for their child. The office should receive updates directly. Car Seat Law: We also remind you to always wear safety belts and to utilize child safety seats (also known as booster seats) for any child under the age of eight or under four feet ten inches. Youngsters younger than two must ride in rear-facing car seats.

## **Steam Classroom Library.**

Did you know that one of the biggest predictors to student achievement is in their access to books? In a world that's increasingly tech-driven, where our early scientist builds early steam skills.