

Area: Health Services

Subject: HS04 - Injury Prevention

Reference: 1304.22 (d)(1-2)

Policy: SCOE and Delegate agencies will ensure that staff and volunteers can demonstrate safety practices, and will promote safety awareness among children and parents.

Procedure:

1. Staff completes annually mandated health trainings. Records are maintained on staff certification for CPR and First Aid. Volunteers and parents are given opportunities to participate in Health and Safety trainings at socials or educational trainings.
2. Safety awareness is promoted among children and parents by incorporating it into child and parent activities. Center staff maintains documentation on Activity Plans and parent meeting agendas/minutes.

Supervised by: Health Services Manager/Supervisor, Health and Disabilities Coordinators

Performed by: Registered Nurses, Health/Disabilities Specialists, Community Agencies, Public Health Educators, American Heart Association

Forms needed: Parent Social, Training Agendas, Sign in Sheets, Classroom Activity Plans, Center Parent Meeting Calendar

Frequency: Throughout Program Year, Pre-service Training, as needed for new staff.