



A Service of Tulare Local Healthcare District

Policy Name:	Childcare Policy
Policy Number:	
Version Number:	001
Approved by Board on:	
Scheduled review date:	

1.0 Childcare Safety

1.1 Sign-In/Sign-Out Procedures: Parents/guardians are required to sign children in and out of the childcare area. Only individuals listed on the authorized pick-up list will be permitted to sign children out. Photo ID may be requested to ensure child safety.

1.2 Parent Location Requirement: In accordance with California Health and Safety Code Section 1596.792(k) parents/guardians are required to stay on the premises while their child is in the childcare area. If a parent needs to leave the facility, they must remove their child from the childcare area.

1.3 Emergency Procedures: Our staff is trained in basic first aid and emergency procedures. In case of emergency, parents/guardians will be contacted immediately. We request that parents provide current emergency contact information at all times, and update staff when this information changes.

1.4 Maximum Capacity: To ensure safety, the childcare area has a maximum capacity of thirty (30) children. However, staff may further limit capacity at their discretion to maintain a safe environment.

1.5 Availability: Parents/guardians must be reachable at all times while using the facility and are responsible for promptly picking up their child if contacted by staff.

1.6 Special Needs: If your child has any special needs, please inform our staff in advance so we can provide the best possible care. While we strive to accommodate all children, Evolutions may not have the resources to meet all specific needs.

2.0 Health and Sickness

2.1 Health Screening: Children who show any signs of illness (fever, coughing, vomiting, diarrhea, or contagious infections such as pink eye or lice) will not be permitted in the childcare area. This is to maintain a healthy environment for all children and staff. Parents/guardians are required to inform staff if any of these symptoms have been

observed in their child, or if a child has been treated for any of these conditions, in the past forty-eight (48) hours.

2.2 Sickness During Care: If a child becomes ill while in the childcare area, parents/guardians will be contacted immediately to pick up their child. Children may return to childcare once they have been symptom-free for at least 24 hours. Staff reserve the right to contact Emergency Medical Services if a parent/guardian is unresponsive or if a situation, in the discretion of staff, calls for such an emergency response.

2.3 Medications: Staff is not permitted to administer medication to children. If a child requires medication, a parent/guardian must administer it.

3.0 Bathroom and Diapering Policies

3.1 Diaper Changes: Staff will change diapers only for children under the age of 3. If diaper changes are needed, parents must supply diapers at drop-off. Children over the age of 3 should arrive in pull-ups or underwear, as staff do not provide diapering for this age group.

3.2 Bathroom Assistance: Staff will not provide wiping or removal of clothes for children over the age of 3. However, staff can assist with clothing adjustments such as buttoning or fastening as needed. Children over 3 are expected to manage basic hygiene tasks independently.

4.0 Behavioral Expectations and Disruptive Behavior

4.1 Positive Reinforcement: We use positive reinforcement techniques to encourage good behavior. Children are encouraged to share, play cooperatively, and show respect for others.

4.2 Disruptive or Unsafe Behavior: If a child displays disruptive, aggressive, or unsafe behavior (such as hitting, biting, or bullying), staff will redirect the child's behavior and engage them in positive activities. Parents/guardians will be notified of any disruptive behavior and may be asked to remove the child if the behavior cannot be managed safely.

4.3 Behavioral Policy for Persistent Issues: If disruptive behavior persists, Evolutions reserves the right to temporarily or permanently suspend the child's access to the

childcare area. This policy is in place to ensure a safe and enjoyable environment for all children in our care.

5.0 Food, Drinks, and Allergies

5.1 Snacks and Meals: Our childcare area does not provide snacks or food. Staff can assist with feeding as needed if parents provide clearly labeled, pre-prepared snacks. Please ensure any bottles or cups are labeled with the child's name.

5.2 Allergy Awareness: Evolutions is committed to creating an allergy-aware environment. Parents must notify staff of any allergies their child has, and staff will take necessary precautions to minimize exposure.

6.0 Personal Belongings and Toys

6.1 Personal Items: Children may bring toys or electronic devices to the childcare area for entertainment at the parent's discretion. However, Evolutions is not responsible for any lost or damaged items. Please label all items brought into the childcare area, including coats, bags, and bottles, to avoid confusion.

6.2 Prohibited Items: To maintain a safe and respectful environment, children are not allowed to bring slime toys or any toy resembling a weapon of any kind into the childcare area.

7.0 Childcare Age Limit and Time Restriction

6.1 Age Limit: The childcare area is open to children aged 8 weeks to 12 years.

6.2 Time Limit: Each child's visit is limited to 2.5 hours. If parents/guardians wish to use childcare services twice in a single day, a 4-hour gap is required between visits, and the second visit is also limited to 2.5 hours. Parents/guardians must adhere to this time limit. Failure to do so may result in a parent/guardian losing access to childcare services for all of that parent's/guardian's children.