

ECE Insider

From the Directors Desk

At the Division of Child Care, we understand that you may sometimes find yourself in a difficult situation where you suspect a child could be a victim of abuse. Many of us have been in similar situations where we have had to make the decision to report suspected child abuse. While it is never easy to make that determination, when in doubt, it is always best to report any suspensions of what you've seen or heard to the appropriate authorities.

All staff must report suspected abuse or neglect. Reports of suspected abuse or neglect can be made to the Department of Community Based Services (DCBS) at 1 (877) 597- 2331. In case of an emergency or if a child is in immediate danger, dial 911 first. Child care staff may prefer to report suspected abuse or neglect of a child to the local law enforcement agency or the Kentucky State Police.

Non-emergency reports may be made online at: <https://prd.webapps.chfs.ky.gov/reportabuse/home.aspx>. If a child care center staff makes notification to DCBS about a suspicion of abuse or neglect, this person must also notify their local Division of Regulated Child Care (DRCC) office to report the incident of abuse or neglect. Notification to DRCC can be made by phone, fax, email, or by a hand-delivered written statement. Email is: chfsoigrccallcenter@ky.gov

Child Care Aware of Kentucky has created a Child Abuse and Neglect Policy example form that covers mandated reporter requirements, who to report to and what should be included in a report. We recommend taking this opportunity to review this information with all staff and having them sign off that they understand their mandated reporting responsibilities.

Resource Link: <https://www.childcareawareky.org/wp-content/uploads/2022/10/Child-Abuse-and-Neglect-example-policy-10.2022.pdf>

Thank you for all the amazing work you do every day not only educating Kentucky's youngest children, but also the important role you play in helping to keep them safe!

Sincerely,
Andrea Day
Director
The Division of Child Care

Directors and Administrators

As a child care business owner and/or administrator, it is important to ensure your staff understand your center specific policy and procedure for medication administration. It is also your responsibility to ensure they understand the dangers involved if medication or supplements are given to children without parent permission or physician instruction.

Make efforts to check in with your staff members to ensure medication and supplements aren't being stored within reach of children. Also communicate with staff that any medication, diaper rash cream, sunscreen, toothpaste and any medical supplements, including melatonin and vitamin supplements cannot be administered to children without written consent from parents and recording of administration by child care staff.

If you need additional guidance, please reach out to your Child Care Aware Health and Safety Coach and/or your Child Care Health Consultant for support and staff training opportunities.

Child Care Aware Find My Coach – <https://www.childcareawareky.org/about-child-care-aware/coaches/>

Child Care Health Consultant - <https://www.kentuckychc.org/contact-us>



IMPORTANT DATES

- Heat Stroke Awareness Month
- National Picnic Month
- July 4th – Independence Day
- July 11th—DCC Provider Town Hall
- July 23rd – National Parents Day



Field Trip Safety and Family Involvement

Field trips are a great way to take learning experiences outside of the classroom. Having parental involvement can make field trips run smoothly. Here are some helpful tips to boost your parental involvement while planning field trips.

⇒ Inclusive Schedule

Consider scheduling a morning field trip, or an afternoon field trip that parents and guardians could most easily request off work for. Survey your parents to see if they would prefer an afternoon or morning field trip with appropriate times close to your center's morning drop off time, or afternoon pick up time. For example, you could schedule a breakfast at the park field trip at a local park, or an afternoon snack nature walk.

⇒ Accessibility

Field trips can easily become expensive when you factor in transportation, drivers, admission, and food prices. To make the field trip more accessible for all families, brainstorm some outdoor learning opportunities within your facility that are low cost, or free!

Try using this resource to search free field trip opportunities near you!

⇒ Effective Communication

Communicate to potential chaperones with an ample amount of time to request off work to be able to participate, ideally several weeks' notice. How you communicate to parent/guardians about the upcoming field trip is equally important. Some centers and classrooms use free apps to communicate. You may communicate through a weekly newsletter, or parent letter home. However, your center communicates, make sure it's working well for your target audience by frequently checking in with them.

Field Trip safety reminders per KRS 922.120

Below are some helpful health and safety regulations that are also applicable to field trips to ensure best practices are being maintained even when not inside of the child care facility.

Hand Washing Safety

Remember the importance of washing children's hands even when not in the childcare facility. Still follow the regulations of washing with liquid soap and warm running water. Hand Sanitizer or hand sanitizing wipes can be used when soap and water are not available.

Wash hands when:

- Upon arrival at the center
- Before eating or handling food
- After toileting or diaper change
- After handling animals
- After touching an item or an area of the body soiled with body fluids or wastes; and
- After outdoor or indoor play time.

Outdoor Play Equipment

Many places intended for children usually have a playground area for children to play. Best practice is to check public outdoor play equipment areas to ensure they are safe for children to use:

- Free from litter, glass, rubbish and flammable materials
- Safe from foreseeable hazards
- Well drained and well maintained
- In good repair; and
- Visible to staff at all times
- Have a fall zone equal to the height of the equipment
- Have a protective surface of at least two (2) inches thick around the equipment intended for climbing.

Transportation

Getting to and from field trips can be simple as walking to somewhere local. If you have parents or guardians involved as chaperones, a parent may use their own vehicle to transport their child during a field trip. In the case of having to drive children to a location please follow the regulations KRS 922.120 Section 14. Some of the highlights of section 14 include:

- Steps for a licensed center providing or arranging transportation services
- What to notify the cabinet of if you are a licensed center providing transportation services
- What is needed on a vehicle used to transport children
- Driver requirements

Summer Word Scramble

Instructions: Unscramble the letters to find the words from the list below.

i l a y f m	_ _ _ _ _
e m u m r s	_ _ _ _ _
t h o	_ _ _
n u n y s	_ _ _ _ _
m i s w	_ _ _ _
o p l o	_ _ _ _
c e r c a e m i	_ _ _ _ _ _ _
o t h s s r	_ _ _ _ _
n f u	_ _ _
e c a b h	_ _ _ _ _

Word List

beach	pool
family	shorts
fun	summer
hot	sunny
ice cream	swim



Early Care and Education Professionals: Naptime Strategies for Older Toddlers and Preschool Aged Children

In following best practices, we aim to personalize the experience for each child in our care. But, when it comes to nap time, this can be a challenge! Per our state regulations, rest time for preschool aged children shall not exceed 2 hours (unless attending during non-traditional hours). Additionally, a child that does not sleep shall be permitted to play quietly while under visual supervision.

Here are some tips to help set the classroom up for success and calmness during rest times:

1. Keep a consistent routine, with cues. Give the children lots of notice, for example, "Rest time is in 10 minutes", and then count down to 5 minutes, 2 minutes, and rest time. Start by turning on relaxing music at 10 minutes, then dimming lights at 5 minutes. You can even choose to read a book about sleep/restfulness prior to nap.
2. Have the children participate in the preparations for nap time. Children can get their nap time materials, get out cots or mats, and pick a book to look at in their rest area.
3. Set the stage. Lower lights, play relaxing music or have a sound machine that is no louder than a bathroom shower running. Sound machines that are too loud can cause children with sensitivities to actually become more attentive and less restful.
4. Know your students. Focus on putting the children to sleep who tend to need that restorative rest time and consistently nap. Allow children who are resistant/inconsistent nappers to do a quiet activity on their rest mat or cot.

5. Have alternatives prepared and on-hand. Have a specially designated box for nap time. This can help engage children into a more enticing activity and keep them busy while teachers attend to children that want (or need) to rest. If ratio or staffing allows, you can also have another teacher take children who do not want/need to nap to another area for more quiet activities, a walk, etc.

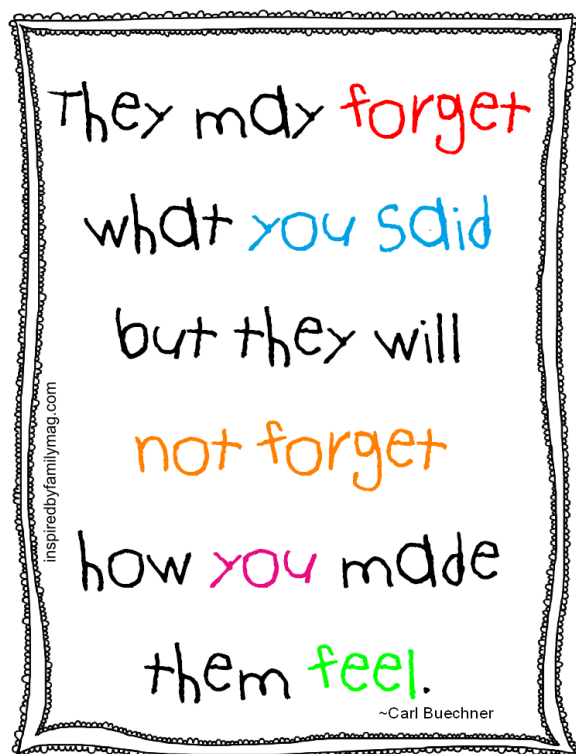
6. Don't schedule your extra work or planning time with dependency on naptime. If naptime is unpredictable in your classroom, you are only setting yourself up for frustration if you have a long "to-do" list during rest time. Be sure that anything you plan to do, or prep for, can be completed with a child by your side. Children who don't nap could even be 'teacher helpers' during rest if they are quiet and calm. Being prepared ahead of time for what rest time looks like will assist with this!

7. Ask another teacher or director for support. If you are feeling overwhelmed by the chaos that ensues during nap time, ask for help! As teachers, we need to be flexible and understand that every day does not look the same or go according to plan. While transitioning to some of the above stated tips, ask for additional support to help get the children into a routine and set developmentally appropriate expectations.

The following article from NAEYC is also a great, quick guide on how to "Let Go" to create an easier, less stressful naptime experience!

<https://www.naeyc.org/resources/pubs/tyc/dec2016/nap-time-letting-go>

Thank **YOU** for caring about Kentucky Children and Families!



It takes a big
heart
to help shape
little
minds.



First Aid and Medication Regulation Reminders

922 KAR 2:120. Child-care center health and safety standards

Section 7. First Aid and Medicine.

(1) First aid supplies shall:

- (a) Be available to provide prompt and proper first aid treatment;
- (b) Be stored out of reach of a child;
- (c) Be periodically inventoried to ensure the supplies have not expired;
- (d) If reusable, be:
 1. Sanitized; and
 2. Maintained in a sanitary manner; and
- (e) Include:
 1. Liquid soap;
 2. Adhesive bandages;
 3. Sterile gauze;
 4. Medical tape;
 5. Scissors;
 6. A thermometer;
 7. Flashlight;
 8. Cold pack;
 9. First aid book;
 10. Disposable gloves; and
 11. A cardiopulmonary resuscitation mouthpiece protector.
- (2) A child showing signs of an illness or condition that could be communicable shall not be admitted to the regular child-care program.
- (3) If a child becomes ill while at the child-care center:
 - (a) The child shall be placed in a supervised area isolated from the rest of the children;
 - (b) The parent shall be contacted immediately; and
 - (c) Arrangements shall be made to remove the child from the child-care center as soon as practicable.
- (4) Prescription and nonprescription medication shall be administered to a child in care:

- (a)
 1. With a written request of the child's parent or the child's prescribing health professional; and
 2. According to the directions or instructions on the medication's label; or
- (b) For epinephrine, in accordance with KRS 199.8951 and 311.646.

(5) The child-care center shall keep a written record of the administration of medication, including:

- (a) Time of each dosage;
- (b) Date;
- (c) Amount;
- (d) Name of staff person giving the medication;
- (e) Name of the child; and
- (f) Name of the medication.
- (6) Medication, including refrigerated medication, shall be:
 - (a) Stored in a separate and locked place, out of the reach of a child unless the medication is:
 1. A first aid supply and is maintained in accordance with subsection (1) of this section;
 2. Diaper cream, sunscreen, or toothpaste. Diaper cream, sunscreen, or toothpaste shall be inaccessible to a child;
 3. An epinephrine auto-injector. A licensed child-care center shall comply with KRS 199.8951 and 311.646, including:
 - a. An epinephrine auto-injector shall be inaccessible to a child;
 - b. A child-care center shall have at least one (1) person onsite who has received training on the administration of an epinephrine auto-injector if the child-care center maintains an epinephrine auto-injector;
 - c. A child-care center shall seek emergency medical care for a child if an auto-injector is administered to the child; and
 - d. A child-care center shall report to the child's parent and the cabinet in accordance with 922 KAR 2:090, Section 13(1)(b), if an epinephrine auto-injector is administered to a child; or
 4. An emergency or rescue medication for a child in care, such as medication to respond to diabetic or asthmatic condition, as prescribed by the child's physician. Emergency or rescue medication shall be inaccessible to a child in care;
 - (b) Kept in the original bottle; and
 - (c) Properly labeled.
- (7) Medication shall not be given to a child if the medication's expiration date has passed.
- (8) Each center shall ensure that every staff member has received training on first aid and cardiopulmonary resuscitation (CPR).

Additional Resources

Division of Child Care

<https://www.chfs.ky.gov/agencies/dcbs/dcc/Pages/default.aspx>

Division of Regulated Child Care (DRCC)

<https://www.chfs.ky.gov/agencies/os/oig/drcc/Pages/default.aspx>

Department for Community Based Services

<https://www.chfs.ky.gov/agencies/dcbs/Pages/default.aspx>

Child Care Aware of Kentucky Child Abuse and Neglect Policy Example

<https://www.childcareawareky.org/wp-content/uploads/2022/10/Child-Abuse-and-Neglect-example-policy-10.2022.pdf>

Child Care Aware of Kentucky Medication Forms

<https://www.childcareawareky.org/tips-and-tools/>

Prevent Child Abuse Kentucky (PCAKY)

<https://pcaiky.org/about/1800children/>

Division of Child Care (DCC)

WEBSITE
[HTTPS://WWW.CHES.KY.GOV/AGENCIES/DCBS/DCC/PAGES/DEFAULT.ASPX](https://www.ches.ky.gov/agencies/dcbs/dcc/pages/default.aspx)

MAILING ADDRESS
 275 E. MAIN ST. 3C-F FRANKFORT, KY 40621

PHONE
 (502) 564-2524