

United Methodist Association of Preschools Accreditation Standards

Part C: Health and Safety

Section 1: Food and Nutrition

C 1.1 The program shall meet USDA guidelines for Nutrition and Food Service.

C 1.1(a) Meals and/or snacks are planned to meet the child's nutritional requirements in proportion to the amount of time the child is in the program each day and the age of the child.

C 1.1(b) Written menus are provided for parents, and/or written suggestions for parents who provide snacks and meals.

C 1.1(c) Feeding times and food consumption information is provided to parents of infants and toddlers at the end of each day.

C 1.1(d) Foods indicative of children's cultural background are served periodically.

C 1.1(e) When the program does not provide food, parents are educated regarding well-balanced meals that may be brought from home. Food brought from home is stored appropriately until consumed.

C 1.1(f) Where food is prepared on the premises, the program is in compliance with legal requirement for food preparation and service.

C 1.2 The program staff sits and eats with the children. Mealtime/and or snack time is relaxed and pleasant for the children. Program staff model appropriate behavior, using mealtime/snacktime as a learning experience.

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Section 2: Transportation

- C 2.1 The program schedules a complete vehicle safety inspection, performed by a certified mechanic, at least once a year.
- C 2.2 The program shall keep a maintenance log for each vehicle.
- C 2.3 The program shall use appropriate restraint systems for each child.
- C 2.4 The program shall provide a complete first aid kit to be kept on each vehicle.
- C 2.5 The program shall provide vehicle insurance for each vehicle.
- C 2.6 The program has written requirements for drivers. Requirements shall meet or exceed the local licensing requirements.
- C 2.7 Drivers for the program carry current certification in Pediatric CPR and First Aid.
- C 2.8 Drivers for the program are examined by a physician and certified fit to drive yearly.
- C 2.9 The program has a written pick up/drop off routine including a procedure for accounting for each child.
- C 2.10 Transportation logs are kept for a period of six months.
- C 2.11 Adequate supervision is provided for children being transported by parents or program vehicles/field trip vehicles.
- C 2.12 Identifying and emergency information for each child shall be available on each vehicle.
- C 2.13 The program has a written policies and procedures for field trips that are distributed to parents.
- C 2.14 The program provides adequate supervision on field trips. Supervision may include additional staff, parents or volunteers.
- C 2.15 The program pre-plans field trips, and emergency procedures are prepared.

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Section 3: Health

- C 3.1 The program has a written policy and procedure for assessing a new employee's mental and physical health and ability to work effectively with young children. Assessment should be made during the employee's probationary period.
- C 3.2 The program has a system for daily health screenings where program staff can record their observations of each child screened.
- C 3.3 The program collects and maintains the following records for each child enrolled:
 - C 3.3(a) A complete health exam, dated within six months of enrollment
 - C 3.3(b) A record of immunizations
 - C 3.3(c) Emergency contact information
 - C 3.3(d) List of persons permitted to pick up child
 - C 3.3(e) A record of pertinent health records
- C 3.4 The program provides for the safe arrival and departure of all children which also allows for interaction among teaching staff and families.
- C 3.5 The program has a written policy for sick children, which is given to all families. The policy should include specific information on when sick children are to be excluded, included but isolated, or included in the regular classroom.
- C 3.6 The program has a system for recording and reporting individual medical problems to staff and families.
- C 3.7 The program has a separate area to care for children who are too ill to receive care in the regular group.
- C 3.8 The program has a policy for reporting suspected incidents of child abuse/neglect to appropriate local agencies. The program staff is aware of the policy.
- C 3.9 The program maintains a fully stocked first aid kit in the facility. If the facility is housed in multiple buildings or has multiple floors, a first aid kit shall be kept in each building or on each floor.
- C 3.10 The program has a plan for medical emergencies.
- C 3.11 The program trains staff and implements the use of universal precautions to prevent transmission of fluid transmitted diseases.
- C 3.12 The program staff washes their hands with liquid soap at appropriate times.
- C 3.13 The facility is cleaned daily. Cleaning logs are completed and kept for 3 months.

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- C 3.14 The program has a schedule for washing toys weekly, except toys that are mouthed which are washed daily.
- C 3.15 The program has toilets, hand washing facilities and drinking water that are accessible to children.
- C 3.16 The program has a written policy for administering medication. Medication is administered only to children when written permission has been given by the parent. Medication is administered by a designated staff person and a medication log is kept.
- C 3.17 The program provides regular vision, speech and language, hearing and developmental screenings either on-site or through referral to a community health agency.
- C 3.18 The program documents annual screenings for each child.
- C 3.19 The program supplies information to parents on the appropriate type of clothing to wear based on the weather and indoor/outdoor play.
- C 3.20 The program has a plan for washing bedding at once a week. Bedding is only used by one child between washing.

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Section 4: Safety

- C 4.1 The program staff maintains supervision of children at all times.
- C 4.2 The program has a procedure for emergencies. The emergency procedure shall include, but not be limited to, procedures for fire, natural disaster, gas leak, lock down, power failure, etc.
- C 4.3 The program has a designated staff member responsible for health and safety issues.
- C 4.4 The program staff and volunteers are familiar with emergency procedures.
- C 4.5 The program staff and volunteers are familiar with evacuation routines. Evacuation procedures are practiced monthly.
- C 4.6 Electrical outlets are covered with protective caps.
- C 4.7 The program has a minimum of 35 square feet of useable indoor playroom floor space per child.
- C 4.7 The facility layout is arranged so that all areas can be viewed by at least one other adult in addition to the caregiver.

Section 5: Outdoor/Playground Areas

- C 5.1 The program has a minimum of 75 square feet of play space outdoors per child.
- C 5.2 The program provides outdoor or indoor storage for equipment not secured to the ground.
- C 5.3 The program has a designated staff member who conducts daily inspections of the playground area. A playground inspection log is maintained and reflects the daily inspection.
- C 5.4 Outdoor/Playground areas are maintained and safety checks are done at least monthly. For a sample of a playground safety checklist refer to appendix 6.
- C 5.5 Playground rules are posted. Teachers remind children of the rules as needed.