Basic Health and Safety Considerations in Child Care

Course Description:
This course will focus on basics of setting up and maintaining a safe and healthy learning environment for children and staff in home and center based programs. Course includes both information on national standards and the basic standards required for Minnesota licensing. Course will cover basic sanitation, indoor, outdoor environments, handling illness, field trip safety and planning appropriate activities for children.

Course Structure – Organizational Overview
1) The basic course will total 15 contact hours, offered in 5 - 3-hour classes.
2) Individuals taking this class for 1 college credit will need to complete additional course assignments. Each assignment is expected to take 12-15 hours of (additional) out of class time.

Students attending the class for contact hours will attend all classes. Students attending the class for college credit will check out or purchase through Redleaf Press one of the video sets to complete course assignment #1, depending on the program setting, center or family child care.

Course Objectives:
1) Students will know and understand the basic standards (both current national and state licensing requirements) needed to implement and maintain a safe and healthy environment for children and adults in their program. Students will analyze new knowledge and apply it to their program, thus insuring a safe and healthy indoor and outdoor environment, including safe field trip and transportation procedures.
2) Students will understand, implement and practice basic sanitation procedures, to insure the health and safety of children and adults in the environment. Procedures will include: toileting, diapering, reporting and food preparation.
3) Students will review their written program policies and making any needed additions or improvements.
4) Students will demonstrate their ability to plan and present appropriate activities, activities that focus on teaching children basic health and safety information and skills.

Course Materials:
All course materials will be available at Resources for Child Caring’s Deb. S. Fish library and available for instructor and student use.
The specific resource materials used in this class are available in the Deb S. Fish Library and include:
- Caring for Our Children Video Series and Resource Book
- Caring for Our Children: National Health and Safety Performance Standards
- Family Child Care Health and Safety Video and Checklist
- Reducing the Risk – A Child Care Provider Educational Training Package
- A to Z Health and Safety in the Child Care Setting
- NAEYC – Healthy Young Children – 2003 update
- Rule 2 and Rule 3 Standards booklets can be purchased in the Book Nook
Additional resource lists will be made available from our librarian and provided as part of each class. Resource lists will include books for adults as well as books to use with children. Resource lists will also include web sites that attendees can access according to resources available to each person or program.

In order to comply with state licensing requirements, individuals will need to attend a Basic Infant/Child First Aid and CPR class. Providers caring for infants will need to document the SIDS Prevention class because the Basic Health and Safety Considerations in Child Care class will not meet the state licensing requirements for childcare centers or family childcare homes with regard to SIDS and First-Aid/CPR training. The video series covers the key points to be included in the course, but the instructor will need to update the information with current Minnesota regulations.

**Course Components:**
Each class will include a video selection based on the Caring For Our Children series, bases on the National Health and Safety Performance Standards; Guidelines for Out-of Home Child Care Programs. MVNA instructor will clarify information, referencing Minnesota licensing standards and current regulations.

**Course Outline:**
Class 1: Setting Up and Maintaining a Safe and Healthy Environment - Indoors
Class 2: Setting Up and Maintaining a Safe and Healthy Environment - Outdoors
Class 3: Basic Care Giving – Program Issues and Activities
Class 4: Be Ready for Anything – Planning For and Handling Emergencies
Class 5: Illness in Child Care – Prevention and Record Keeping

**Class 1: Setting Up and Maintaining a Safe and Healthy Environment- Indoors**
The information in class one and class two are very closely related, thus needing two weeks to complete all the material. See course content listed under class 2 for course specifics.

**Class 2: Setting Up and Maintaining a Safe and Healthy Environment -Outdoors**
*Objective:* Knows how to plan and maintain a safe and healthy environment for children and adults and is able to implement and insure that proper sanitation and food practices are followed.
*Video Selection:* Caring for Our Children Video 4 – Setting up for Healthy and Safe Care
*Key Topics:* Identifying and Eliminating Potential Hazards, Building Safety Precautions, Emergency and Environmental Hazards and Injury Prevention to include:
- Equipment Safety - Storing Materials Safely - Poison Control
- Basic Sanitation Issues
- Indoor Safety
- Outdoor Equipment and Safety
Class 3: Basic Care Giving – Program Issues and Activities

Objective: Knows the specific health and safety precautions needed for all children and plans safe, appropriate routines and activities to meet all children’s needs.

Video Selection: Caring for our Children Video 2: Basic Care Giving

Key Topics: Planning age-appropriate and safe activities
- Supervision issues of ratios, groups size for both indoors and outdoors
- Special Issues: related to special needs and cultural values
- Issues concerning sanitation and food safety
- Appropriate discipline and parent communication

Assignment: Course Assignment #2 - Plan and present a Health or Safety related activity for the children in your child care program. Submit both the written plans and a self-evaluation of the activities as they were presented to children to the course instructor.

Class 4: Be Ready for Anything – Planning For and Handling Emergencies

Objective: Know and establish and follow written policies that promote safe and healthy practices for children, staff and families. Policies are established according to Minnesota licensing guidelines and include field trip and safe transportation procedures

Video Selection: Caring for Young Children Video 3 – Ready for Anything and Video 5 - Keeping It is Shape

Key Topics: Written Emergency Plans to include: injuries, illness, evacuations, lost children, child abuse.
- Safe transportation of children
- Parent communication
- Community resources.
- Review sanitation, indoor and outdoor hazards and documentation of injuries. The focus is on accident prevention.

Class 5: Illnesses in Child Care – Prevention and Record Keeping

Objective: Students will know the basics requirements of setting policies and procedures with regard to handling child and staff illnesses. Each student will review their individual written program policies and make needed improvements.

Video Selection: Caring for Your Children – Video 5 - Illness in Child Care

Key Topics: Program health policies
- Child health records
- Communicating with parents
- Medications and when exclusion is required.
**College Credit Option:**

**Assignment #1** – For Center staff: read the booklet, view the video and complete the required pre and post testing for *Reducing the Risk: A Child Care Provider Educational Training Package*. OR For family child care providers; view the video, read the booklet and complete a home assessment offered in the *Family Child Care Health and Safety Video and Checklist* package. Complete the basic indoor and outdoor environment check list as indicated for either a family child care or a center based environment.

**Assignment #2** - Plan and present a Health or Safety related activity for the children in your child care program. Submit both the written plans and a self-evaluation of the activities as they were presented to children to the course instructor.

**Specific Key Student Learning Objectives**

Course Evaluations: During this course all of the following specific course objectives will be covered. Students will assess their own knowledge and skills to insure that they have the background, knowledge base and required skills to provide a safe, healthy environment for children, staff and families. Each student should be able to identify that they are able to or have:

1) Plan and maintain appropriate safe and healthy environments for children, routinely checking these environments for hazards and make immediate corrections as needed.
2) Have clearly written emergency procedures and insure they are followed.
3) Follow or exceed the licensing regulations for group sizes and staff ratios in your program and provide supervision for children at all times.
4) Know the specific health and safety precautions for infants, toddlers and children with special needs as well as general precautions for all children.
5) Established and practice health and safety rules that are clearly and positively stated to cover indoor and outdoor spaces.
6) Established written policies that promote safe and healthy practices for all children, staff and families in a childcare program according to MN licensing guidelines.
7) Keep accurate records to document safety and health concerns. Keep children’s files current according to licensing procedures.
8) Know and practice sanitation procedures that insure a child’s safety and promote good health, including toileting, diapering and food preparation.
9) Know and implement procedures that promote good nutrition and healthy practices. These practices take into account individual family and cultural practices and implement these in programs.
10) Know the basics of reporting illnesses and exclusion policies of caring for ill children.
11) Know the basic responsibilities and procedures regarding child abuse and reporting.
12) Plan basic activities for children that are safe, developmentally appropriate and enhance learning. Use non-toxic materials.
13) Know and practice behavior guidelines that reinforce safe and healthy practices.
14) Know and implement safe transportation procedures, including care seat safety and have clearly developed safe field trip policies and procedures.

**Definitions and terms used in this course:**

- **Program** - Includes all types of licensed childcare facilities, center based, full and half-day as well as programs in home settings.
- **Provider** - A person employed to care for children in a child care setting, home or center based.

Minnesota Regulations for Center-Based programs - Rule 3
Minnesota Regulations for licensed Family Child Care - Rule 2