

General Health and Safety Rules

Before a child can enroll at Trinity Weekday School, the [child's medical form](#) and current immunization record must be on file at the WDS. Every child is required to have completed all immunizations that are appropriate for his/her age.

Students with An Allergy

A child with an allergy must have an [Allergy Action Plan](#) on file before the school year begins. If your child has a food allergy, the parent must provide an EpiPen. This form must be completed by the child's doctor annually. If a child has a medical or dietary issue, please provide all pertinent information in writing. Please report any changes or new information in writing.

Illness Policy

Children in group care will become ill from time to time. The WDS strives to keep infection controlled by using good sanitizing procedures and by following a strict illness policy. Parent cooperation is vital in making these efforts successful. ***Please notify the school if your child contracts a communicable disease.***

Children will be briefly inspected each day upon arrival. Any child whose physical condition appears such that it could affect the health of the other children in the WDS will not be permitted to stay. The following symptoms or conditions warrant **immediate exclusion** from the classroom environment and the child may not return to the WDS until the child has been symptom free for a full 24 hours:

1. A fever of 100.5 degrees or higher;
2. Loose stools;
3. Vomiting;
4. Pink Eye;
5. Ringworm;
6. Impetigo;
7. Rash/hives (unexplained);
8. Abnormal behaviors, such as irritability, continuous crying, anything requiring more attention than a teacher is able to provide without neglecting or endangering the other children in the class;
9. Scabies or Head Lice;
10. Other contagious/communicable illnesses.

Listed below are common ailments and the conditions under which the child can be readmitted to the program. We reserve the right to request a physician's note before allowing a child to remain in and/or return to school. We also reserve the right to send a child home if a child cannot fully participate at school regardless of a physician's report.

- **Fever:** Children with a temperature of 100.5 degrees or more are sent home immediately, and we will use an ear thermometer. Fever usually indicates the presence of a contagious virus. The child, therefore, must be **fever free for 24 hours without use of any fever-reducing medications** before returning to school. *We also ask that the child's temperature be taken in the absence of any fever-reducing medications.*
- **Vomiting:** Children must be symptom free for 24 hours.
- **Diarrhea:** Children must be symptom free for 24 hours.
- **Pink Eye:** Discolored eye, with a yellow or white discharge. Child must be on medication for 24 hours before returning.
- **Strep Throat:** The child must be on antibiotics and fever free without fever-reducing medication for 24 hours before returning.
- **Shigellosis:** The Health Department must clear a child to return to school. Rotavirus: The child may return when the symptoms are gone.
- **Fifth Disease:** The child need not be excluded unless other symptoms are present.
- **Coxsackie:** The child need not be excluded unless other symptoms are present.
- **Impetigo:** The child may return 24 hours after treatment begins.

Sick Child Pick Up

If you are contacted by the WDS Director or Teacher to pick up a sick child, parents are responsible for doing so promptly. *The WDS does not have the resources to care for a sick child and cannot expose other children to potential contagions.* In case of an emergency, the WDS will attempt to reach (in the following order): parents, emergency contact listed on the child's emergency contact sheet, physician, and hospital (if necessary). If either parent or the emergency contact cannot be reached, we will secure any necessary medical treatment or care that's warranted. **Be sure to keep cell phones turned on and/or check voicemail, text messages, and emails frequently in case we need to reach you. Please make sure we have the most updated contact information for all persons listed on the child's emergency contact sheet.**

If you would not want your well child to be around another child with the same symptoms, please keep your child at home. We also want each child to be able to fully participate in the activities for the day.

Medication

1. Always send a note to the teacher if you have given your child any medicines, especially cold medicines before school. These medications often make a child sleepy and lethargic. If we do not know about the medicine, we may think your child is sick because of the lethargic behavior.
2. We do not give medication to children at school, except in the event of an emergency. Contact the Director if medicine needs to be administered to your child at school. Please do not request that we give Tylenol or other medicines to your child.

Accident and Injury Protocol

All WDS Staff are CPR and First Aid certified to ensure the safety of all children in the program.

If your child has a minor accident resulting in injury while at Trinity WDS, the teachers will attend to the injury by washing with soap and water and applying a Band-Aid if necessary. If further medical attention is needed, the parents will be called to determine what additional course of action is necessary. If it is a true medical emergency, 911 will be called and then parents will be notified.

Parents will be notified immediately of all head injuries that occur. All accidents and injuries will be documented in an Incident Report that will be completed by the child's teacher. Parents will receive a copy of the Incident Report.

Please send notes via BAND or your child's communication folder to the teacher in the following circumstances:

1. If you are going to be out of town: Children often behave differently at school when their parents are away or if something is different at home. It is very helpful for the teacher to have this information.
2. Please let your child's teacher know if your child did not sleep well or if anything unusual has happened which might affect his or her behavior at school.