



Safety Policy

No child shall ever be left alone or unsupervised. Children shall be within sight and hearing of a staff member at all times. All children will be supervised at all times.

A working telephone is located on each floor. The names of the staff holding current certification in 1st Aid and CPR are posted by each phone.

A fire drill and inclement weather drill will be conducted randomly each month. A record of the fire drills is posted on the bulletin board in the front entry.

The kindergarteners may use the restroom, or computer room alone, however the teacher will remain within hearing of the children at all times. They will be checked on periodically.

With permission, the kindergarten children will be picked up by a staff member of "A Child's Garden" from the morning program at St. Antoninus and brought over to the enrichment program.

A fire emergency and weather alert plan is posted in each classroom. Staff responsibilities and actions necessary are listed as are the evacuation routes.

In the event of a safety threat due to environmental situations or threats of violence to the children, children will be taken to the lower level shelter in the same manner as used for inclement weather.

The preschool has a no field trip policy and will not take the responsibility of transporting children. In the event of an emergency, 911 will be called and the parent notified immediately.

The preschool has a no water activity policy.(We will not be taking the children swimming!)

In the event of a serious incident, injury, or illness (which includes any situation occurring while a child is in care of the center, that requires emergency medical treatment or professional consultation or transportation for emergency reasons) the parents will be notified immediately and a complete incident report filled out by the teacher/staff person in charge and signed by the parent. This will be kept on file at the center and a copy will be given to the parent on the day of the accident.

An incident/injury report shall be completed by the child care staff member in charge of the child in the event of an illness, accident, or injury which requires first aid treatment, a bump or blow to the head, emergency transportation, or an unusual or unexpected event which jeopardizes the safety of children or staff, such as, a child leaving the center unattended.

The use of aerosols shall be prohibited when children are in attendance at the preschool.

The teachers/staff shall immediately notify the local public children services agency when there is suspected child abuse or neglect.