

preschool with a temperature of 100 or higher, vomiting, frequent diarrhea, or onset of a rash, a parent/guardian/emergency contact must pick up the child. Children that are sent home sick will not be allowed to return for 24 hours. Parents must inform the teacher or site administrator when an absence is due to a potentially infectious illness. ***There is no credit or refund for unused sick days.***

SAFETY AND EMERGENCY PROCEDURES

In the event of an accident or emergency, parents are to be notified by phone or other expeditious means, which will be accomplished by doing the following:

- Depending on the emergency, 911 will be called immediately. Teachers/staff will call parents and emergency contacts until someone is reached for the child. An injury report will be filled out.
- In the event of contraction of a communicable disease or infection, our staff will inform the parents/guardians of all children within 24 hours of notice of the communicable disease or infection. We will also ensure that all children and/or staff who show signs of infection will be excluded from the program until written documentation by a health care provider that the individual may return to the program is provided.
- In the event of an accident or injury that is minor, the parents are to be given written notification within 24 hours, which will be accomplished by doing the following: An injury report will be filled out by the instructor and given to the parent at time of pick up.

Please review our First Aid and 911 Emergency Calls Policies and Procedures.

In the event of a medical emergency involving a student or a staff member, the following guidelines and procedures are necessary to establish communication between the school district, parent/ legal guardian, and emergency medical providers.

It is the responsibility of any staff member present to render assistance and to communicate the need for first aid or emergency care to the site administrator.

- Notification of a student or staff member illness or injury by phone and radio to the site administrator or designee.
- Provide a safe environment for the ill or injured. Continue necessary care and establish parent contact.
- In the event of a **life threatening** injury or illness, a 911 call will be placed.
- Staff will make sure that all of the other students are in their safe zone, accounted for, and are aware of the front door.
- Staff will make the following calls:
 1. Notify the Site Administrator
 2. Contact Parent/Legal Guardian of the 911 Emergency
 3. Refer to both DHS Student Emergency Blue Card forms
 4. Site lead/ instructor will be in visual and hearing distance of incident to assist with first aid/CPR