GENERAL CHILD CARE AND DEVELOPMENT PROGRAM(CCTR) BP 5148

The Governing Board desires to provide child care and development services which meet the developmental needs of children and offer a convenient child care alternative for parents/guardians in the community.

Upon approval by the Board, the district shall enter into a contract with the California Department of Social Services (CDSS) for the provision of child care and development services by the district.

The district shall work cooperatively with the local child care and development planning council, public and private agencies, parents/guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and supply information about child care options.

The Board shall approve for the district's child care and development program a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation. (5 CCR 18271)

In accordance with Board Policy/Administrative Regulation 5141.21—Administering Medication and Monitoring Health Conditions, the Superintendent or designee shall make epinephrine delivery systems available at each child care and development program operated by or under contract with the district for providing emergency medical aid to any person suffering, or reasonably believed to be suffering, from an anaphylactic reaction. (Education Code 49414)

Response to Immigration Enforcement

The district's child care and development program shall provide families with the Attorney General's Immigration webpage during enrollment so families can access the Attorney General's model policies in, "Promoting Safe Early Childhood Education for All: Guidance and Model Policies for Early Childhood Education and Child Care Providers Pursuant to the Family Preparedness Plan Act of 2025."

The district and district staff shall act in accordance with Health and Safety Code 1597.640 and Board Policy/Administrative Regulation 1445 - Response to Immigration Enforcement with respect to:

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1. Soliciting or collecting information or documents regarding the citizenship or immigration status of a child or the child's family members

2. Nondiscrimination on the basis of immigration status

3. Responding to the presence of immigration enforcement activity on district property, including requests for access to children or access to district-provided transportation, nonpublic areas of district property or facilities, or nonpublic area in which a district-sponsored activity is occurring

4. Responding to a request for information regarding a child or a child's family or household from immigration authorities

   If the district's child care and development program responds to a request for information regarding the child, the district shall make a copy of the documents requested and shall document the name of the person/agency to whom the documents were provided. The child care and development program shall keep a record of the documents produced and place the copy in the child's file.

5. Responding in the event a child's parent/guardian is detained or deported

6. Permitting families to update children's emergency contact information as needed throughout the year

   Families may provide as many alternative contacts as they wish if no parent/guardian is available.

7. Accessing, reviewing, or obtaining employee records by immigration authorities, except as to I-9 Employment Eligibility Verification forms and other documents for which a Notice of Inspection has been provided to the employer

The district shall review the Attorney General's website by June 1 of each calendar year. If there are updated model policies related to protecting the rights of immigrants and families to safely access child care and development programs, the district shall update this Board policy and accompanying administrative regulation with equivalent policy language by July 1 of that

calendar year.

Eligibility, Enrollment, and Disenrollment

Child care and development admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the child care and development center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and health examination requirements. (5 CCR 18105; 22 CCR 101218)

The Superintendent or designee shall ensure that subsidized child care and development services are provided to eligible families to the extent that state and/or federal funding is available and in accordance with enrollment priorities specified in Welfare and Institutions Code 10271 and 5 CCR 18106.

To the extent that space is available after the enrollment of children who are eligible for subsidized services, priority for admissions shall be given to district students, children of district students, and children of district employees.

So long as the district has submitted a completed incidental medical services plan to CDSS, a child may be enrolled in the district's child care and development program prior to approval of the plan. Additionally, for a child with disabilities, the child may attend the district's child care and development program prior to the approval of an incidental medical services plan or amended plan of operation, so long as the forms have been submitted to CDSS. (Health and Safety Code 1596.802)

A child's eligibility for transitional kindergarten enrollment shall not impact family eligibility for a child care and development or preschool program. (Education Code 48000)

A child shall not be expelled or unenrolled from the district's child care and development program, nor shall the child's parents/guardians be persuaded or encouraged to voluntarily unenroll from the program based on the child's behavior, unless in accordance with the procedures specified in the accompanying administrative regulation.

When necessary due to a reduction in state reimbursements, families shall be

disenrolled from subsidized child care and development services as specified in the accompanying administrative regulation.

Fees and Charges

Except when offering a program that is prohibited by law from charging any fees, the Superintendent or designee may charge fees for services in accordance with law and the accompanying administrative regulation.

Staffing

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications, experience, and training, and have satisfied all legal requirements.

Facilities

Upon recommendation of the Superintendent or designee, the Board may approve any of the following for the provision of child care and development services:

1. The use of existing district facilities that have capacity
2. Renovation or improvement of district facilities to make them suitable for such services
3. Purchase of relocatable child care and development facilities
4. Inclusion of child care and development facilities in any new construction
5. Agreement with a public agency or community organization for the use of community facilities

The Superintendent or designee shall ensure that facilities used for child care and development services meet all applicable health and safety standards. (5 CCR 18020; 22 CCR 101238-101239.2)

Complaints

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For a licensed child care and development center, any complaint alleging health and safety violations shall be referred to CDSS. (5 CCR 4611)

Any other alleged violation of state or federal laws governing child care and development programs shall be investigated and resolved using the district's procedures in Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures.

Program Evaluation

The Superintendent or designee shall annually conduct an evaluation of the district's child care and development services in accordance with state requirements. The results of the evaluation shall be used to develop an action plan which establishes program goals and objectives for the coming year and addresses any areas identified as needing improvement. (5 CCR 18279-18281)

Policy Reference Disclaimer:
These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	***Description***
22 CCR 101151-101191	*Licensing and application procedures*
22 CCR 101151-101239.2	*General requirements; licensed child care centers*
22 CCR 101212-101231	*Continuing requirements*
22 CCR 101237-101239.2	*Facilities and equipment*
5 CCR 18000-18308	*Early Learning and Care Programs*
5 CCR 18012-18122	*General requirements*
5 CCR 18180-18192	*Federal and state migrant programs*
5 CCR 18210-18213	*Severely handicapped program*
5 CCR 18220-18231	*Alternative payment program*
5 CCR 18240-18249	*Resource and referral program*
5 CCR 18270-18281	*Program quality; accountability*
5 CCR 18290-18292	*Staffing ratios*
5 CCR 18295	*Waiver of qualifications for site supervisor*
5 CCR 18300-18308	*Appeals and dispute resolution*
5 CCR 4600-4687	*Uniform complaint procedures and Williams complaints*
5 CCR 80067-80067.3	*Early Childhood Education Specialist Credential*
5 CCR 80105-80125	*Commission on Teacher Credentialing; child care and development permits*
Ed. Code 46120	*Expanded Learning Opportunities Program*
Ed. Code 48000	*Transitional kindergarten*

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Ed. Code 49414	*Emergency epinephrine delivery systems*
Ed. Code 49540-49546	*Child care food program*
Ed. Code 49570	*National School Lunch program*
Ed. Code 56244	*Staff development funding*
Ed. Code 8200-8340	*California State Preschool Program*
Ed. Code 8207	*California State Preschool Program administration*
Ed. Code 8301.1	*Assistant teacher permit*
Ed. Code 8337	*Early Education Expansion Program*
Ed. Code 8482-8484.65	*After School Education and Safety Program*
Ed. Code 8484.7-8484.9	*21st Century Community Learning Centers*
Gov. Code 12532.5	*Model policies for state and local agencies relating to interaction with immigration authorities*
H&S Code 120325-120380	*Immunization against communicable diseases*
H&S Code 120440	*Disclosure of immunization information to local and state health departments*
H&S Code 1596.70-1596.895	*California Child Day Care Act*
H&S Code 1596.90-1597.21	*Day care centers*
H&S Code 1597.640	*Family preparedness in licensed child care and development program facilities; response to immigration enforcement*
W&I Code 10200-10206	*Early Childhood Development Act of 2020*
W&I Code 10207-10492.2	*Child Care and Development Services Act*
W&I Code 10213.5	*Child care and development; definitions*
W&I Code 10217-10224.5	*Resource and referral programs*
W&I Code 10225-10234	*Alternative payment programs*
W&I Code 10235-10238	*Migrant child care and development programs*
W&I Code 10240-10243	*General child care and development programs*
W&I Code 10250-10252	*Family child care home education networks*
W&I Code 10260-10263	*Child care and development services for children with special needs*
W&I Code 10271	*Eligibility, enrollment and priority of services; physical examinations; rules and regulations*
W&I Code 10271.5	*Income eligibility*
W&I Code 10271.7	*Family member certified as eligible to receive benefits; definition*
W&I Code 10272.5	*Order of disenrollment*
W&I Code 10273	*Preferred placement for otherwise eligible children ages 11 or 12*
W&I Code 10276	*Child Care and Development Fund notice to providers*
W&I Code 10290	*Fee schedule for families using preschool and child care and development services*
W&I Code 10291	*Families exempt from family fees*
W&I Code 10315	*Transfer of information to public schools*

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W&I Code 10332	*Children residing in another district; use of facilities and personnel*
W&I Code 10383.1	*Assistant teacher permits*
W&I Code 10491-10491.1	*Expulsion and suspension procedures in child care and development services programs*
Federal	***Description***
20 USC 1232g	*Family Educational Rights and Privacy Act (FERPA) of 1974*
20 USC 1400-1482	*Individuals with Disabilities Education Act*
34 CFR 303.1-303.734	*Early Intervention Program for Infants and Toddlers with Disabilities*
42 USC 1751-1769j	*School Lunch Program*
42 USC 9831-9852c	*Head Start programs*
42 USC 9857-9858r	*Child Care and Development Block Grant*
45 CFR 98.1-98.93	*Child Care and Development Fund*
7 CFR 210.1-210.33	*National School Lunch Program*
Management Resources	***Description***
Bipartisan Policy Center Publication	*From the Ground Up: Improving Child Care and Early Learning Facilities, 2023*
CA Commission on Teacher Credentialing Publication	*Approval of Regulations Authorizing the New PK-3 Early Childhood Education Specialist Instruction Credential, Coded Correspondence 24-03, March 2024*
CA Dept of Social Services Publication	*AB 116 Implementation: Family Fee Changes, Child Care Bulletin No. 23-22, August 2023*
CA Dept of Social Services Publication	*Child Care Transition: The Early Childhood Development Act of 2020*
CA Dept of Social Services Publication	*American Rescue Plan Act Child Care & Development Division FAQ*
CA Office of the Attorney General Publication	*Promoting Safe Early Childhood Education for All: Guidance and Model Policies for Early Childhood Education and Child Care Providers Pursuant to the Family Preparedness Plan Act of 2025, April 2026*
California Department of Education Publication	*Implementation of the Classroom Assessment Scoring System (CLASS) and CLASS Environment and Removal of the Environment Rating Scale for the California State Preschool Program (CSPP), Early Education Division Management Bulletin 23-10, December 2023*
Court Decision	*CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services (2001) 91 Cal.App.4th 892*
U.S. Department of Education Publication	*Policy Statement on Expulsion and Suspension Policies in Early Childhood Settings, 2016*
Website	*Osteopathic Medical Board of California*

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Website	*Medical Board of California*
Website	*California Department of Social Services, Child Care Licensing*
Website	*EveryChild California, an Association of Leaders Advancing Early Learning*
Website	*Office of Administrative Law*
Website	*Universal Prekindergarten, California's Great Start*
Website	*CSBA District and County Office of Education Legal Services*
Website	*California Commission on Teacher Credentialing*
Website	*California Association for the Education of Young Children*
Website	*California Department of Education, Early Education Division*
Website	*California Department of Education, Early Education Management Bulletins*
Website	*California Head Start Association*
Website	*California School-Age Consortium*
Website	*National Association for the Education of Young Children*
Website	*U.S. Department of Health and Human Services*
Website	*California Office of the Attorney General*
Website	*Commission on Teacher Credentialing*
Website	*CSBA*
Website	*U.S. Department of Education*
Website	*California Department of Public Health*

Cross References

Policy	***Description***
0000	*Vision*
0100	*Philosophy*
0200	*Goals For The School District*
0410	*Nondiscrimination In District Programs And Activities*
0500	*Accountability*
1240	*Volunteer Assistance*
1240	*Volunteer Assistance*
1312.3	*Uniform Complaint Procedures*
1312.3	*Uniform Complaint Procedures*
1312.3-E(1)	*Uniform Complaint Procedures*
1312.3-E(2)	*Uniform Complaint Procedures*
1330	*Use Of School Facilities*
1330	*Use Of School Facilities*
1330.1	*Joint Use Agreements*

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1400	*Relations Between Other Governmental Agencies And The Schools*
1445	*Response To Immigration Enforcement*
1445	*Response To Immigration Enforcement*
1700	*Relations Between Private Industry And The Schools*
3260	*Fees And Charges*
3260	*Fees And Charges*
3280	*Sale Or Lease Of District-Owned Real Property*
3280	*Sale Or Lease Of District-Owned Real Property*
3312	*Contracts*
3523	*Electronic Signatures*
3523	*Electronic Signatures*
3540	*Transportation*
3550	*Food Service/Child Nutrition Program*
3550	*Food Service/Child Nutrition Program*
3552	*Summer Meal Program*
3552	*Summer Meal Program*
3553	*Free And Reduced Price Meals*
3553	*Free And Reduced Price Meals*
3580	*District Records*
3580	*District Records*
4112	*Appointment And Conditions Of Employment*
4112.2	*Certification*
4112.2	*Certification*
4112.4	*Health Examinations*
4112.5	*Criminal Record Check*
4112.5-E(1)	*Criminal Record Check*
4112.6	*Personnel Files*
4131	*Staff Development*
4161.2	*Personal Leaves*
4212.4	*Health Examinations*
4212.5	*Criminal Record Check*
4212.5-E(1)	*Criminal Record Check*
4212.6	*Personnel Files*
4231	*Staff Development*
4261.2	*Personal Leaves*
4312.4	*Health Examinations*
4312.5	*Criminal Record Check*
4312.5-E(1)	*Criminal Record Check*
4312.6	*Personnel Files*
4331	*Staff Development*
4361.2	*Personal Leaves*
5022	*Student And Family Privacy Rights*

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5022	*Student And Family Privacy Rights*
5030	*Student Wellness*
5111.1	*District Residency*
5111.1	*District Residency*
5117	*Interdistrict Attendance*
5117	*Interdistrict Attendance*
5125	*Student Records*
5125	*Student Records*
5141	*Health Care And Emergencies*
5141	*Health Care And Emergencies*
5141.21	*Administering Medication And Monitoring Health Conditions*
5141.21	*Administering Medication And Monitoring Health Conditions*
5141.22	*Infectious Diseases*
5141.22	*Infectious Diseases*
5141.23	*Asthma Management*
5141.23	*Asthma Management*
5141.26	*Tuberculosis Testing*
5141.27	*Food Allergies/Special Dietary Needs*
5141.27	*Food Allergies/Special Dietary Needs*
5141.3	*Health Examinations*
5141.3	*Health Examinations*
5141.31	*Immunizations*
5141.31	*Immunizations*
5141.52	*Suicide Prevention*
5141.52	*Suicide Prevention*
5141.6	*School Health Services*
5141.6	*School Health Services*
5145.6	*Parent/Guardian Notifications*
5145.6-E(1)	*Parent/Guardian Notifications*
5146	*Married/Pregnant/Parenting Students*
5148.2	*Before/After School Programs*
5148.2	*Before/After School Programs*
5148.3	*Preschool/Early Childhood Education*
5148.3	*Preschool/Early Childhood Education*
6020	*Parent Involvement*
6020	*Parent Involvement*
6142.7	*Physical Education And Activity*
6142.7	*Physical Education And Activity*
6154	*Homework/Makeup Work*
6159	*Individualized Education Program*
6159	*Individualized Education Program*

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6164.4	*Identification And Evaluation Of Individuals For Special Education*
6164.4	*Identification And Evaluation Of Individuals For Special Education*
6164.6	*Identification And Education Under Section 504*
6164.6	*Identification And Education Under Section 504*
6174	*Education For English Learners*
6174	*Education For English Learners*
6175	*Migrant Education Program*
6175	*Migrant Education Program*
6184	*Continuation Education*
6184	*Continuation Education*
7110	*Facilities Master Plan*

Policy **PASADENA UNIFIED SCHOOL DISTRICT**
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