

ShanéI Valley Academy State Preschool Health & Safety Plan

1 Ralph Bettcher Drive
Hopland, CA 95449
(707) 744-1485
info@shanelvalleyacademy.com

1. Introduction:

The Shanél Valley State Preschool Health and Safety Plan outlines the protocols and measures in place to ensure the health, safety, and well-being of children, staff, and visitors at our facility, which is located on the Shanél Valley Academy site. Our commitment to maintaining a secure and nurturing environment is reflected in the following policies and procedures.

Shanél Valley State Preschool follows the Shanél Valley Academy Comprehensive Safety Plan which is reviewed annually. This includes Disaster Response procedures and the General Emergency Response Plan.

2. Administration and Organization:

- Health and Safety Coordinator: **Name** is designated as the Health and Safety Coordinator responsible for overseeing the implementation of this plan.
- Health and Safety Committee: The Health and Safety Committee consists of **[Names of Committee Members]** and is responsible for regular reviews, updates, and recommendations related to health and safety.

Commented [1]: Name?

Commented [2]: name

3. Emergency Procedures:

- Emergency Response Procedures: The preschool conducts regular fire drills, earthquake drills, and lockdown drills to ensure that children, staff, and visitors are familiar with the appropriate actions to take during emergencies.
- Each class is equipped with a red backpack which includes a first aid kit. Fire extinguishers can be found at each exit, and are inspected annually by an outside company that provides this service.
- An up-to-date emergency contact list, including parents, guardians, local emergency services, and medical facilities, is maintained inside a red binder within each emergency backpack..

4. Child Supervision:

- Staff-to-Child Ratio: The preschool maintains a **10:1** staff-to-child ratio that ensures adequate supervision in all areas.
- Staff Training: All staff members are trained in effective child supervision techniques, including maintaining visual contact, utilizing appropriate group management strategies, and addressing challenging behaviors.

Commented [3]: need confirmation

5. Environmental Health and Safety:

- Hazard Assessment: Regular inspections of indoor and outdoor areas are conducted to identify and mitigate potential hazards.
- Cleaning Protocols: Cleaning and sanitization protocols are in place to prevent the spread of illnesses, including the proper use of disinfectants and cleaning agents.
- Chemical Storage: Cleaning supplies and chemicals are stored securely and labeled appropriately in the janitorial room, away from the access of children.

6. Injury Prevention and Response:

- First Aid and Injury Response Plan: A detailed plan outlines the steps to take in case of accidents or injuries, including contacting parents or guardians, administering first aid, and seeking medical attention if necessary.
- Staff Training: Staff members receive training in basic first aid and CPR to effectively respond to emergencies.

7. Health and Wellness:

- Immunization Requirements: All children and staff members are required to have up-to-date immunizations as mandated by state regulations.
- Contagious Illness Protocol: A protocol is in place for responding to contagious illnesses, including notifying parents, guardians, and following state guidelines for exclusion and readmission.

8. Food Safety:

- Food Handling: Guidelines for safe food handling and storage are followed, including maintaining proper hygiene during meal preparation and serving.
- Allergies and Dietary Restrictions: Allergies and dietary restrictions are documented and communicated to staff and parents. Special precautions are taken to prevent cross-contamination.

9. Sanitation and Hygiene:

- Handwashing Policy: A routine handwashing policy is implemented for children and staff. Handwashing stations equipped with soap, water, and paper towels are available throughout the facility.

10. Transportation Safety:

- Transportation Guidelines: Safety measures for transporting children, including the use of age-appropriate child safety seats and seat belts, are strictly followed.
- Staff Training: Staff members responsible for transportation are trained in safe driving practices and child passenger safety.

11. Field Trips and Special Events:

- Field Trip Guidelines: Guidelines for off-site field trips include transportation plans, emergency procedures, and required staff-to-child ratios.
- Emergency Preparedness: Staff members are trained in specific procedures for field trips, and emergency contact information is readily available.

12. Hazard Communication:

- Hazardous Material Handling: Proper labeling, storage, and handling of hazardous materials are strictly adhered to.
- Staff Training: Staff members receive training in the safe use and handling of hazardous substances present on the premises.

13. Reporting and Record Keeping:

- Incident Reporting: All incidents, accidents, and safety drills are documented, including details of the event and actions taken.
- Communication: Staff members are encouraged to report safety concerns to the Health and Safety Coordinator promptly.

14. Staff Training and Professional Development:

- Ongoing Training: Staff members receive ongoing training in health and safety protocols, first aid, CPR, and any relevant updates to state regulations.
- Professional Development: Staff members are encouraged to stay informed about best practices in preschool health and safety through continuous professional development.

15. Review and Update:

- Regular Reviews: The Health and Safety Committee conducts regular reviews of the plan to ensure its accuracy and relevance.