**PROFESSIONAL DEVELOPMENT POLICY**

All staff attends various professional training during the first year relative to early childhood, they are: Diversity, Literacy, Children with Special Needs, CT Preschool Frameworks, Assessment Frameworks and Creative Curriculum. This training is ongoing.

The Children’s Playhouse staff is required to meet the minimum requirements for School Readiness. In addition, all staff must also comply with NAEYC credentialing requirements.

Each staff member will participate in an evaluation process that will result in a written professional development plan that outlines professional goals.

It is our feeling that professional development has a direct impact on the quality of the program. These program components that are affected are Nutrition, Health & Safety, Standards & Benchmarks, etc.

The Director consistently serves on the School Readiness Council and the Provider Network and is a member of the Early Childhood Council Steering Committee.

Administrative staff as well as the teachers attends “The Early Childhood Conference” annually.

All staff participates in CT Assessment and standards related to planning and adaptive strategies utilizing benchmark checklists, anecdotal notes & portfolio collections.

**SPECIFIC HEALTH CARE NEEDS POLICY**

If a child has specific Health Care Needs, the parent is asked during enrollment how we can accommodate them. The accommodations are posted in each classroom as to avoid any problems if a child should change classes.

In the case of a sick child, that child is brought to the office or conference room where he / she is monitored until a parent arrives.

The center uses universal precautions when handling bodily fluids.

A Health Care Consultant is on call to address any health concerns.

**SICK POLICY**

If a child is ill his or her temperature is taken, their parents are notified immediately. The child is then placed on a cot and isolated in a designated area until his or her parent has been contacted and arrives. The child is under close observance by a staff member during this time.

Every effort will be made to contact the parent or persons listed on the emergency contact sheet on file at the center. Please make sure we have accurate, current records from your child’s doctor on file. (It is the parent’s responsibility to keep this information up to date.)

According to state law we are not allowed to administer any medication to a sick child, unless a medical form is signed by the physician and is on file.