Building Consultation Skills: Policy Development
Policy Development

NTI On-site Training
Training Objectives

• List steps for developing child care health and safety policies
• Discuss cost, resource, and review considerations for policy development and implementation
What Should Every Child Care Facility Have?

“Policies to specify how the caregiver/teacher addresses the developmental functioning and individual or special health care needs of children of different ages and abilities who can be served by the facility…”

Model Child Care Health Policies

- Supervision
- Discipline
- Medication
- Evacuation plan, drills, and closings
- Sleeping
- Smoking
- Others

What is a Health Policy?

A plan developed by a child care program that includes guiding principles, practices, and the means for achieving the program’s health goals.
Developing a Health and Safety Policy

- Identify the program’s perspective
- Define the purpose
- Determine reasonable expectations
- Write the policy
- Review the policy
- Implement the policy
What Should a Policy Include?

1. Title
2. Belief Statement
3. Intent Statement
4. Background
5. Procedure/Practice
6. Application
What Should a Policy Include?

7. Communication
8. References
9. Review
10. Effective Date
11. Review Date
Activity: Reviewing a Child Care Health and Safety Policy

Child Illness Policy A and B

Do they address the eleven criteria?
Activity: Revising a Child Care Health and Safety Policy

The Lake Policy
Action Items for the CCHC

• Assist in determining which topics are appropriate to include in the program

• Assist in the institution of culturally competent, family-centered policies and procedures
Action Items for the CCHC

- Be a guide
- Encourage community participation
- Be knowledgeable about available community resources
- Review polices at least annually and when revisions are made
Learning Assessment

• List one thing you learned during this presentation

• List two roles of the CCHC in developing/revising a child care health and safety policy