



# PARENT HANDBOOK

## WHERE EXCELLENCE IN LEARNING BEGINS

All of our award-winning  
Preschools have earned the  
highest five-star rating from the  
Ohio Department of Education



## CONTACT US

### BETH DIEDRICK

Preschool Director  
bdiedrick@loraincsd.org  
(440) 830-4077

### ALISHA PARDON

Preschool Coordinator  
apardon@loraincsd.org  
(440) 830-4040

[LORAINSCHOOLS.ORG/PRESCHOOL](https://lorainschools.org/preschool)

The vision of the Lorain City Schools preschool program is to support each individual child **to develop the skills necessary to have a successful and fulfilling learning experience in the years to come.**

To reach that vision, we place student wellbeing at the center of everything we do, with a focus on the following areas:

- Students engage in meaningful, **developmentally appropriate** work that provides opportunities for whole-child growth across domains.
- Students have regular opportunities to practice and develop their **social-emotional and problem-solving skills.**
- Each child is unique and special which is instrumental for shaping and maintaining an environment for children to develop, grow, and reach their full potential.
- Students are provided with an **inclusive, cohesive** and **joyful** classroom experience.
- Students benefit from **active collaboration** between teachers, community partners, families, and other stakeholders.
- Students' strengths, skills, interests, and capabilities will drive the design and implementation of instruction, and shape their learning environment.

# LCS Preschool Program Description

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The Lorain City Schools preschool program provides free, high-quality early childhood education to young children in the city of Lorain. With classrooms located in each of our ten elementary schools, we aim to make preschool accessible to every family in Lorain, giving our preschool students an early start at their neighborhood school. Our staff are experienced, highly qualified, and passionate about early childhood education, and they continue to hone their craft through regular professional learning experiences and ongoing coaching.

We know that no two children learn exactly the same way, and our program is built to reflect and celebrate this reality. Our classrooms are integrated environments, where students of varying ages and developmental levels have the opportunity to interact and learn from each other. We also offer a variety of classroom models to meet students' needs, including Head Start Collaborative classrooms and a dual-language immersion program.

## Curriculum

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Our classrooms utilize **Creative Curriculum**, a research-based and widely celebrated preschool curriculum that promotes learning through exploration and investigation. This curriculum is designed to help teachers build developmentally appropriate and content-rich classrooms that meet the needs of all students, fostering confidence, creativity, and critical thinking along the way. The curriculum is fully aligned to the Ohio Early Learning Standards, and covers the domains of **social-emotional**

**development, approaches toward learning, cognitive development and general knowledge, language and literacy development, and physical well-being and motor development.** It is also aligned to the Head Start Performance Standards.

## Inclusion Statement

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Young children vary in their skills, knowledge, backgrounds, and abilities. Lorain City Schools' Preschool Program provides opportunities for all children to access, fully participate, and thrive in the classroom. Individualized learning plans and Individualized Education Program (IEP) goals are used as part of effective teaching, individualizing, and creating inclusive environments that support positive outcomes for children and families.

## Registration, Placement, and Licensing

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### **REGISTRATION**

To register, families can pick up a registration packet at any LCS school, Lorain Public Library branch, or the LCS Administration Center (2601 Pole Ave) or access form online. Families must log in to Final Forms and create a profile. Once all of the required documents are uploaded, they will get an acceptance letter, children will be assigned to a classroom at their neighborhood school, or the closest school if their neighborhood school has no remaining spots. Families can also submit an intradistrict request for possible approval.

## **TUITION**

The LCS preschool program is tuition-free for all students.

## **PLACEMENT POLICY**

A significant portion of our preschool funding comes from the Ohio Early Childhood Education grant. This grant requires that we place four-year-olds who meet specific income guidelines **before** placing any other students. See specific guidelines below.

- Families are encouraged to add their 3-year-old to Final Forms. **Please note: there will be an extremely limited number of placements available for 3-year-olds.** Three-year-olds on our waitlist will be placed in available spots starting in October.
- Families of children who will **not** turn 4 on or before October 1st **will not be enrolled at the beginning of the school year.** We reserve these spots for 4 year olds to ensure that they are ready for kindergarten.

## **LICENSING**

The LCS preschool program is licensed by and follows the policies of the Ohio Department of Education's Office of Early Learning and School Readiness (OESLR). OESLR conducts a minimum of two inspections a year to each building to be certain that programs meet or exceed the state requirements. The program license and current compliance report are posted by each building's main office. Parents may request a copy of the current compliance report from the building principal.

# Attendance & Transportation

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## **ATTENDANCE POLICY**

Daily attendance is critical for students to receive the full benefits of an early childhood education program, and it also ensures consistency in the daily routines of each classroom. Additionally, seats in our preschool program are in high demand, and when a child is chronically absent but remains enrolled in our program, it prevents a student on our waiting list from being placed in a classroom.

With these things in mind, all preschool families are expected to abide by the following attendance policy:

- 1) Students in our preschool program are expected to attend school **daily** and **on-time**.
- 2) When a student is absent, **the parent must call the school to report the reason for absence**. This policy is in place for the safety of our students.
- 3) In the case of habitual truancy, which is defined as a child being absent without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one month, or 72 or more hours in a school year, the following actions will be taken:
  - a. The parent will be notified of the habitual truancy via a letter from their child's teacher.
  - b. If the child does not attend school immediately after notification, the child's teacher will schedule an absence intervention conference with the parent, the dean of student and family engagement, and the school attendance officer. At the conference, the team

will create a plan to support the family in getting the child to school.

**c. If the child continues to be absent, he or she may be discharged from the program.**

## **ABSENCE INTERVENTION PROCEDURES**

The following procedures are to be followed for all typical LCS preschool students:

<b>Condition</b>	<b>Action</b>
Student misses 38 hours of school	<ul style="list-style-type: none"><li>• Excessive absence notification letter is mailed to parent</li></ul>
Student misses 72 hours of school	<ul style="list-style-type: none"><li>• Absence Intervention Conference is scheduled with parent</li><li>• School and parent identify barriers to attendance and determine potential solutions</li><li>• Absence Intervention Plan is completed and signed by school and parent</li></ul>
Student misses 100 hours of school OR parent fails to attend Absence Intervention Conference	<ul style="list-style-type: none"><li>• Student may be discharged from preschool</li><li>• Letter sent to parent stating that the student has been discharged from the program</li><li>• Student's belongings are sent to main office for pickup</li></ul>

## **TRANSPORTATION**

We are only able to provide transportation for students on IEPs. Families of students not on IEPs must provide their own transportation to and from school. We follow the safety guidelines outlined by ODE.



# Health Policies & Services

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## **REQUIRED DOCUMENTATION**

Families are required to complete the following paperwork:

<b>Item</b>	<b>Due date</b>
Emergency Medical Authorization Form (EMA) completed in Final Forms	Date of registration
Record of immunizations	Date of registration
Medical & dental statements	Within first 30 days of school

## **COMMUNICABLE DISEASE POLICY**

Parents are asked to keep children at home any day that they show signs of illness, such as:

- Diarrhea
- Sore throat
- Difficult or rapid breathing
- Pink eye
- Temperature of 100F or more
- Unusually dark urine
- Untreated, infected skin patches
- Evidence of lice, scabies, or other parasitic infection
- Severe coughing
- Vomiting
- Stiffness in neck
- Yellowish skin or eyes
- Unusual spots or rashes
- Gray or white stool



Any student suspected or reported to have a communicable disease is isolated from other children, made comfortable, and examined by a health professional. Upon the recommendation of the health professional, the student may be excluded from school. Readmission is dependent upon a decision and accompanying readmission slip by a physician or health professional. You must accompany your child to school in order to have them examined and cleared for readmission. If you are unable to do this, you must make arrangements with a family member, friend or neighbor to bring your child to the school (or to the closest school building) to be checked. These rules must be followed for the protection of all the children in our schools.

Parents are informed when a communicable disease occurs in their child's classroom or on the bus so that early signs or symptoms can be observed, and the appropriate preventive measures can be instituted. Please see the appendix for more information.

## **ADMINISTERING MEDICINE TO STUDENTS**

Many students are able to attend school regularly only through effective use of medication in the treatment of disabilities or illnesses that do not hinder the health or welfare of others. If possible, all medication should be given by the parent at home. If this is not possible, only employees who are licensed health professionals or who have completed a drug administration program will administer drugs to students. The health professional or principal will supervise the secure and proper storage and dispensation of medication. The medication must be received in the container in which it was dispensed, and written permission must be received from the parent of the student, requesting that the health professional or principal comply with

the physician's order. The health professional or principal must receive and retain a statement which complies with state law and is signed by the prescribing physician. The parent must submit a revised statement signed by the prescribing physician to the school if any information originally provided by the physician changes. Any employee who is authorized to administer a prescribed drug and who has a copy of the most recent physician order cannot be held liable in civil damages for administering or failing to administer the drug.

## **HEARING AND VISION SCREENINGS**

Per the Ohio Department of Health, preschool students are required to receive a vision and hearing screening annually for each year he/she is enrolled in preschool. Children who cannot be screened using the methods provided by the school will be referred for a comprehensive vision or hearing exam.

## **EMERGENCIES**

If an emergency develops at school and your child is in need of immediate first aid, school personnel will take the appropriate preliminary steps. In addition, every attempt will be made to notify the parents or guardians. For this reason, it is critical for us to have current, working emergency telephone numbers at all times. **Please notify the building secretary at your child's building if your telephone number or other listed telephone numbers or addresses change.** If hospitalization is required, the child will be taken to the hospital via rescue squad at the family's expense. The principal or designated school personnel will accompany all children transported to the hospital.

## **HEALTH PROFESSIONALS**

The schools provide the services of a health professional who is on duty in the clinic during the school day. The health professional is on call for medical emergencies and other health needs.

## **MERCY SCHOOL-BASED HEALTH CLINIC**

The Mercy School-Based Health Clinic provides convenient access to healthcare right here in our school district. The resource is available for all Lorain City School District students regardless of the school they attend. Families must sign a consent form for students to access the health clinic (although a one-time verbal consent will be granted in case of any emergency). Students are transported to the clinic via shuttle, and are always accompanied by a preschool paraprofessional.

The Mercy School-Based Health Clinic provides the following services:

- o Immunizations and student flu shots
- o Physical exams
- o Vision and hearing screenings
- o Chronic disease management
- o Well child visits
- o Common concerns such as bumps, bruises, etc

Mercy will work with health insurance to cover services and will manage paperwork with families who do not have insurance.

Bilingual support is available to students and families who speak Spanish.

## **HEALTHCHEK**

As your child's preschool provider, we are excited to share about Healthchek, Ohio's Early and Periodic Screening, Diagnosis and Treatment Program. It is a service package for babies, kids, and young adults younger than 21 who are enrolled on Ohio Medicaid. The purpose of Healthchek is to discover and treat health problems early. If a potential health problem is found, further diagnosis and treatment are covered by Medicaid. Healthcheck covers ten check-ups in the first two years of life and annual check-ups thereafter and offers a comprehensive physical examination that includes medical history, complete unclothed exam (with parent approval), developmental screening, vision screening, dental screening, hearing assessment, immunization assessment, lead screening, and other services as needed. If your children are enrolled on Ohio Medicaid, they can receive Healthchek services. If you are younger than 21 and are also on Ohio Medicaid, you can receive Healthchek services, too.

## **WHOLE CHILD WELL-BEING**

In alignment with our vision to keep student well-being at the center of all that we do, we must not only adhere to the medical policies outlined above, but we must also provide our students with the necessary support to be successful in any and all areas of self care. We know that there is no set age for a child to begin, or to become independent, in certain self care tasks such as toileting. We also know that each child comes to us with their own unique strengths, interests, and abilities which will require a variety of approaches and strategies for toilet learning.

### Lorain City Schools Preschool:

- Will no longer exclude children who are toilet learning from our preschool program.
- Will partner with families/caregivers to develop toilet learning plans that will be implemented at home and at school.
- Will provide necessary support to classroom staff and families.
- Will ensure all staff is competent in procedures for providing toileting assistance that are developmentally appropriate, ensure the child always feels safe and comfortable, and, at a minimum, follow the guidelines outlined by the Ohio Department of Education, Ohio Department of Health, and the Ohio Department of Job and Family Services.

### **Ohio Healthy Programs (OHP)**

Ohio Healthy Programs (OHP) provides training, technical assistance, and designation to early care and education (ECE) professionals to create healthy eating and activity environments in ECE settings (Ohio Department of Health). This year we are implementing a new policy to support our efforts towards a healthy lifestyle. Our mission is to incorporate purposeful and intentional physical activity lessons with specific learning objectives that are woven into activities throughout the day.

## Safety

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### **EMERGENCY SCHOOL CLOSING/MESSAGE NOTIFICATION**

All messages are delivered by telephone, email, and/or text using the SchoolMessenger platform and posted on social media in an emergency, weather-related school closure, or high-priority

event. This system is used to notify parents immediately. If you are not receiving telephone, email, or text messages from Lorain City Schools via SchoolMessenger or if you are receiving telephone, email, or text messages from Lorain City Schools via SchoolMessenger in error, please call 440-233-2271 to speak with someone in the administration center.

## **EMERGENCY DRILLS AND PRACTICES**

As part of Lorain City Schools' commitment to the safety of all children, students in the preschool program will participate in all drills and practices including fire drills, tornado drills, lockdowns and evacuations. If you have any questions regarding these procedures, please contact your child's school.

## Assessments & Screenings

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### **ASQ-3 SCREENING**

The Ages and Stages Questionnaire-3 will be administered to all preschool students at the beginning of the school year. This screening provides the teacher with valuable information about the child's developmental stage, and also can indicate potential developmental delays. The teacher and parent complete the screening together. If the screening indicates a potential delay, parents will be notified and the teacher will closely monitor the child's progress over a three-month period. If concerns are still present, the teacher will discuss options with the parent at the fall

parent-teacher conference, which may include a referral for evaluation by the school psychologist.

## **EARLY LEARNING ASSESSMENT**

To meet the requirements of the Ohio Department of Education's Office of Early Learning and School Readiness, the Early Learning Assessment will be administered to all students a minimum of twice each year. Ohio's Early Learning Assessment (ELA) is a tool for preschool teachers to learn about the current level of each child's skills, knowledge and behaviors in the areas of Social Foundations, Language and Literacy, Mathematics, Science, Social Studies, Physical Well-Being and Motor Development, and Fine Arts.

This assessment will require teachers to observe children during the natural course of the child's day. The ELA is a continuous process of knowing about the child's learning as the learning is happening throughout the year. Children will not complete test questions or provide test answers. The ELA is an ongoing process of observations performed by the teacher to gather information on how a child is developing over time. This process allows the teacher to form an understanding of the child's learning and development that will assist them in planning future learning opportunities. Teachers will share the results of the ELA with families and provide suggestions on activities families can do at home to continue to support children's growth and development.



# Family Engagement

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## **PARENT-TEACHER CONFERENCES**

Three parent-teacher conferences will occur throughout the year. The purpose of these conferences is for the teacher to share updates about your child's progress and development, to collaborate with you on opportunities to support your child's learning at home, and to answer any questions you might have. Check with your child's teacher about conference dates. If you would like to have an additional conference at any time, you can schedule one with your child's teacher.

## **PARENT INVOLVEMENT OPPORTUNITIES**

Children learn better when their families are an active part of their education, and we welcome and encourage you to get involved in whatever way you can! You are welcome to visit your child's classroom, and there are opportunities for parents to get involved in each of our elementary schools. You may also choose to participate in the Titan FAM. The Titan Family Action Member (FAM) committee supports students, families, and the Lorain community by fostering engagement and participation in our schools. FAM is currently working with our schools to bring more events, programming, and resources to families with the goal of giving families what they need to be partners in moving Lorain City Schools forward. We welcome all levels of involvement from parents.

## **PARENT ROSTER INFORMATION**

The Ohio Department of Education licensing regulations require preschool programs to provide classroom and program rosters to families upon request. Information on the roster includes children's names, addresses and phone numbers. **Families have the right to ask that their child's information not be included in the roster, and are provided the opportunity to do so in their preschool application.** Rosters will only be provided to parents or guardians of the children enrolled in the preschool program.

## What should you send with your child?

When choosing clothes for your child to wear to school, consider the following:

- 1) Would you mind if your child's clothes came home stained with mud, paint, markers, or food? If so, you may want to put a different outfit on your child.
- 2) Rubber-soled shoes, such as gym shoes, can prevent unnecessary injuries. Students are not to wear sandals or flip-flops. Socks must be worn.
- 3) Many toileting accidents can be avoided if children wear clothing that can be unbuckled, unbuttoned, or pulled off without a struggle.
- 4) Dress your child appropriately for the weather. Classes may play outside, weather permitting.

In addition, please provide a **complete change of clothes**, including socks and underwear, in case of an accident. Label each piece with your child's first and last name for easy identification and to reduce the risk of an item becoming lost. This change of clothing can be kept in your child's backpack and sent home daily upon parent request.

Your child's classroom teacher will inform you of any other items (such as a blanket for rest time or a back pack) that they might need. Lorain City Schools provides most school supplies that our preschoolers will need.

## Field Trips

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Your child may have an opportunity to attend various field trips during the school year. School law mandates that any student participating in an educational activity away from school must have the written consent and signature of his/her parent prior to their involvement—we cannot accept permission given over the phone. If we do not have a permission slip for your child, he or she will not be able to attend the field trip.

## Teacher-Child Interaction Policy

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Our preschool teachers provide a warm, caring and inclusive environment for all children. Our teachers support the development of executive function and self-regulation skills by setting clear expectations and providing behavior supports. They also model identifying, labeling, and discussing emotions, and they foster students' social-emotional and problem-solving skills.

Discipline strategies will be developmentally appropriate and will include redirections, praise for positive behavior, discuss the impact of the child's actions, and a temporary separation of the child from a problem situation. Adult-child interactions shall be purposeful, positive and respectful at all times. Children shall be positioned for success by having expectations clearly demonstrated and thoroughly explained. When further clarification or assistance is needed, it shall be offered and individualized to allow each child success. Positive reinforcement shall be used to shape behaviors, and correction and redirection shall always be done in a manner that protects the child's dignity. Discipline techniques shall never humiliate, shame, or frighten a child. No staff member shall ever use profane language, threats, derogatory remarks, or other forms of verbal abuse.

If a child should need to be separated from a problem situation, the separation will be supervised, brief in duration and appropriate for the child's age and developmental ability. The child will be separated to a safe, lighted and well-ventilated space within sight and hearing of a preschool staff member. No child shall ever be placed in a locked room or confined in an enclosed area.

If physical intervention is necessary it shall begin with the mildest form (a hand gently placed on the child's shoulder, for example) and increase incrementally and only as necessary to the strongest intervention needed to maintain a safe environment. The strongest intervention utilized would be to briefly restrain the child in a protective hug in order to allow them to regain control. Preschool staff shall never strike or shake a child. There shall be no use of corporal punishment. Instead, preschool staff shall

model kindness, gentleness, and patience in all their interactions with students.

Discipline shall not be imposed upon a child for failure to eat, rest or for toileting accidents. In addition, discipline strategies shall never include the withholding of meals, rest, or toilet use.

Children in the preschool program shall not be abused or neglected while under the care of the center. In addition, the preschool staff is expected to be vigilant in protecting children and are mandated reporters when faced with evidence of possible abuse or neglect.

Parents are the child's first teacher and are valued as partners with the preschool staff in all matters, including discipline. Home-school communication will be frequent and ongoing. In addition, teachers will communicate with the home specifically about a child's behavior whenever the frequency or severity of the behavior is greater than expected for that particular child based upon his/her individual goals and developmental ability. By working together, the staff and parent can help each student develop patterns of positive behavior. Please see the appendix for more information.

## Head Start Collaborative Classrooms

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Lorain City Schools proudly partners with Lorain County Head Start. Many of our classrooms are Head Start Collaborative classrooms. These classrooms are still staffed by a LCS-employed lead teacher, but also benefit from the support from a Head Start instructional assistant and a Head Start family service worker. In order to meet federal Head Start regulations

and standards, families whose children in these classrooms will need to complete additional paperwork, which will be provided when you register your child for preschool.

## SUTQ Teacher Workdays

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Throughout the year, teachers are provided with a number of SUTQ Teacher Workdays. These days are provided to our teachers to ensure that they are prepared as possible to provide an excellent preschool experience for their students. **Preschool Students should not report to school on these days.** See the preschool specific LCS Calendar for more details.

## Signature

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By signing this form, I verify that I have read, understood, and agreed to the policies and procedures of the Lorain City Schools preschool program.

\_\_\_\_\_  
Name Child

\_\_\_\_\_  
Signature Parent

\_\_\_\_\_  
Date

# Appendix

- District policies for admission and withdrawal: admission and attendance which at a minimum meets the requirements of: supervising each child's admission, placement, transition, and withdrawal according to established procedures.
- Medication administration requirements.

Prior to administering a prescription or nonprescription medication, food supplement, or medical food, the program shall ensure that:

(i) The written instructions of a licensed physician or licensed dentist as appropriate are on file.

(ii) Each time medication, medical food, or a food supplement is administered, a written record or log including dosage, date, and time shall be made. That record or log shall be kept on file for one year.

(iii) Only employees who are health professionals or who have completed a drug administration training may administer medication pursuant to section [3313.713](#) of the Revised Code.

(iv) Medication shall be stored in a designated locked storage place, except drugs requiring refrigeration shall be kept in a refrigerator not accessible to children. Emergency medication may be kept in an unlocked storage place as long as it is out of reach of children.

(v) Parent permission is needed for the application of topical products and lotions and is to be applied according to the manufacturers instructions.

- Parents are to be granted unlimited access to the program: Any parent of a child enrolled in the program shall be permitted unlimited access to the school during its hours of operation to contact his or her child, evaluate the care provided by the program, the premises, or for other purposes approved by the director. Upon entering the premises, the parent shall report to the school office.
- Discipline policy:

A preschool staff member in charge of a child or a group of children shall be responsible for their discipline.



There is discipline policy describing the center's philosophy of discipline and the specific methods of discipline used at the center. This written policy shall be on file at the center for review. Constructive, developmentally appropriate child guidance and management techniques are to be used at all times, and shall include such measures as redirection, separation from problem situations, talking with the child about the situation, and positive reinforcement for appropriate behavior. The center's written discipline policy is to comply with this rule, section [3319.46](#) of the Revised Code and rule [3301-35-15](#) of the Administrative Code.

Behavior management/discipline policies and procedures shall ensure the safety, physical, and emotional well-being of all individuals on the premises. If suspension, expulsion, and removal policies exist, they are to be written in accordance with section [3313.66](#) of the Revised Code. (insert your district policies regarding suspension, expulsion and removal)

The center's actual methods of discipline shall apply to all persons on the premises. In addition to the restrictions outlined in rule [3301-35-15](#) of the Administrative Code, the following apply:

- (1) There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking, or biting.
- (2) No discipline shall be delegated to any other child.
- (3) No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, so the child may regain control.
- (4) No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box, or a similar cubicle.
- (5) No child shall be subjected to profane language, threats, derogatory remarks about himself or his family, or other verbal abuse.
- (6) Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.
- (7) Techniques of discipline shall not humiliate, shame, or frighten a child.
- (8) Discipline shall not include withholding food, rest, or toilet use, and food shall not be used as a reward for behavior.
- (9) Separation, when used as discipline shall be brief in duration and appropriate to the child's age and developmental ability, and the child shall be within sight and hearing of a preschool staff member in a safe, lighted, and well-ventilated space.

(10) The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.

(11) A staff member who suspects that a child has been abused or neglected is to immediately notify the public children services agency and a serious incident report is to be completed and submitted to the department in accordance with section [2151.421](#) of the Revised Code.

The parent of a child enrolled in a center shall receive the center's written discipline policy. The center is to communicate and consult with the parent prior to implementing a specific behavior management plan. This plan will be consistent with this rule and in writing and signed by the parent.

- Communicable disease policy

Symptoms of illness:

A child with any of the following signs or symptoms of illness shall be immediately isolated and discharged to his parent or guardian:

- (a) Diarrhea (three or more abnormally loose stools within a twenty-four-hour period);
- (b) Severe coughing, causing the child to become red or blue in the face or to make a whooping sound;
- (c) Difficult or rapid breathing;
- (d) Yellowish skin or eyes;
- (e) Redness of the eye or eyelid, thick and purulent (pus) eye discharge, matted eyelashes, burning, itching or eye pain;
- (f) Temperature of one hundred degrees Fahrenheit taken by the auxiliary method when in combination with other signs of illness;
- (g) Untreated infected skin patch(es);
- (h) Unusually dark urine and/or grey or white stool;
- (i) Stiff neck with an elevated temperature;
- (j) Evidence of untreated lice, scabies, or other parasitic infestation;
- (k) Sore throat or difficulty swallowing; or
- (l) Vomiting more than one time or when accompanied by any other sign or symptom of illness.

Reasons to isolate and discharge at some point during the day:

A child with any of the following signs or symptoms of illness shall be immediately isolated from other children. Decisions regarding whether the child should be discharged immediately or at some other time during the day shall be determined by the director and the parent or guardian. The child, while isolated at the program, shall be carefully watched for symptoms listed in paragraph (B)(2) of this rule as well as the following:

- (a) Unusual spots or rashes; or
- (b) Elevated temperature.;

Isolating and discharging an ill child:

A child isolated due to suspected communicable disease shall be:

- (a) Cared for in a room or portion of a room not being used in the preschool program;
- (b) Within sight and hearing of an adult at all times. No child shall ever be left alone or unsupervised;
- (c) Made comfortable and provided with a cot/mat or crib for infants. All linens and blankets used by the ill child shall be laundered before being used by another child. After use, the cots shall be disinfected with an appropriate germicidal agent, or, if soiled with blood, feces, vomit, or other body fluids, the cots shall be cleaned with soap and water and then disinfected with an appropriate germicidal agent;
- (d) Observed carefully for worsening condition; and
- (e) Discharged to parent, guardian, or person designated by the parent or guardian as soon as practical.

Mildly ill child means a child who is experiencing minor common cold symptoms, but who is not exhibiting any of the symptoms specified in paragraph (B) of this rule or a child who does not feel well enough to participate in activities, but who is not exhibiting any of the symptoms specified in paragraph (B) of this rule.