

Standards Alignment - Family Engagement and Partnerships

Family support self-assessment		
Family Home WAC	Center WAC	WAC 110-300
No current WAC	No current WAC	<p>WAC 110-300-0080</p> <p>Family support self-assessment.</p> <p>An early learning provider must assess their program within one year of being licensed, or within six months of the date this section becomes effective, to identify ways to support the families of enrolled children. A provider must complete the strengthening families program self-assessment, or an equivalent assessment, applicable to the early learning program type (center or family home).</p>
Family partnerships and communication		
Family Home WAC	Center WAC	WAC 110-300
<p>WAC 170-296A-2375</p> <p>Parent/guardian policies (handbook).</p> <p>The licensee's written parent/guardian policies (handbook) must include:</p> <ul style="list-style-type: none"> (1) Hours of operation including closures and vacations; (2) Information on how children's records are kept current, including immunization records; (3) Enrollment and disenrollment process; (4) Parent/guardian access to their child during child care hours; 	<p>WAC 170-295-2080</p> <p>What must I communicate to parents?</p> <ul style="list-style-type: none"> 1) You must have written documentation signed by the parent in each child's file that you have: <ul style="list-style-type: none"> (a) Explained to the parent the centers policies and procedures; (b) Discussed the centers philosophy, program and facilities; (c) Advised the parent of the child's progress and issues relating to the child's care and individual practices concerning the child's special needs; and 	<p>WAC 110-300-0085</p> <p>Family partnerships and communication.</p> <p>(1) An early learning provider must communicate with families to identify individual children's developmental goals.</p> <p>(2) An early learning provider must attempt to obtain information from each child's family about that child's developmental, behavioral, health, linguistic, cultural, social, and other relevant information. The provider must make this attempt upon that child's enrollment and annually thereafter.</p> <p>(3) An early learning provider must determine how the program can best accommodate each child's individual characteristics, strengths, and needs. The</p>

Standards Alignment - Family Engagement and Partnerships

<p>(5) Program philosophy (the licensee’s view of child learning and development);</p> <p>(6) Typical daily schedule, including food and rest periods. See WAC 170-296A-6550;</p> <p>(7) Communication plan with parents/guardians including:</p> <p>(a) How the parent or guardian may contact the licensee with questions or concerns; and</p> <p>(b) How the licensee will communicate the child’s progress with the parent or guardian at least twice a year;</p> <p>I How the licensee will support parents regarding parenting;</p> <p>(8) Written plan for any child’s specific needs if applicable. See WAC 170-296A-0050;</p> <p>(9) Fees and payment plans;</p> <p>(10) Religious activities and how the parent’s or guardian’s specific religious preferences are addressed;</p> <p>(11) How holidays are recognized in the program;</p> <p>(12) Confidentiality policy including when information may be shared. See WAC 170-296A-2025;</p> <p>(13) Items that the licensee requires the parent or guardian to provide;</p> <p>(14) Guidance and discipline policy. See WAC 170-296A-6050;</p>	<p>(d) Encouraged parent participation in center activities.</p> <p>(2) You must also give the parent the following written policy and procedure information:</p> <p>(a) Enrollment and admission requirements;</p> <p>(b) The fee and payment plan;</p> <p>(c) A typical activity schedule, including hours of operation;</p> <p>(d) Meals and snacks served, including guidelines on food brought from the child’s home;</p> <p>(e) Permission for free access by the child’s parent to all center areas used by the child;</p> <p>(f) Signing in and signing out requirements;</p> <p>(g) Child abuse reporting law requirements;</p> <p>(h) Behavior management and discipline;</p> <p>(i) Nondiscrimination statement;</p> <p>(j) Religious and cultural activities, if any;</p> <p>(k) Transportation and field trip arrangements;</p> <p>(l) Practices concerning an ill child;</p> <p>(m) Medication management;</p> <p>(n) Medical emergencies;</p> <p>(o) Disaster preparedness plans;</p> <p>and</p>	<p>provider must utilize the information in subsection (2) of this section and seek input from family members and staff familiar with a child's behavior, developmental, and learning patterns.</p> <p>(4) An early learning provider must:</p> <p>(a) Attempt to discuss with parents or guardians information including, but not limited to:</p> <p>(i) A child's strength in areas of development, health issues, special needs, and other concerns;</p> <p>(ii) Family routines or events, approaches to parenting, family beliefs, culture, language, and child rearing practices;</p> <p>(iii) Internal transitions within the early learning program and transitions to external services or programs, as necessary;</p> <p>(iv) Collaboration between the provider and the parent or guardian in behavior management; and</p> <p>(v) A child's progress, at least two times per year.</p> <p>(b) Communicate the importance of regular attendance for the child;</p> <p>(c) Give parents or guardians contact information for questions or concerns;</p> <p>(d) Give families opportunities to share their language and culture in the early learning program;</p> <p>(e) Arrange a confidential time and space for individual conversations regarding children, as needed;</p> <p>(f) Allow parents or guardians access to their child during normal hours of operation, except as excluded by a court order; and</p> <p>(g) Communicate verbally or in writing:</p>
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Standards Alignment - Family Engagement and Partnerships

<p>(15) If applicable, infant/toddler care including infant safe sleep practices, feeding, diapering and toilet training;</p> <p>(16) Reporting suspected child abuse or neglect. See WAC 170-296A-6275;</p> <p>(17) Food service practices. See WAC 170-296A-7125 through 170-296A-7200, and 170-296A-7500 through 170-296A-7650;</p> <p>(18) Off-site field trips requirements. See WAC 170-296A-2450;</p> <p>(19) Transportation requirements. See WAC 170-296A-6475;</p> <p>(20) Staffing plan. See WAC 170-296A-5600 and 170-296A-5775;</p> <p>(21) Access to licensee's and staff training and professional development records;</p> <p>(22) Pet policies. See WAC 170-296A-4800;</p> <p>(23) Health care and emergency preparedness policies including:</p> <p>(a) Emergency preparedness and evacuation plans. See WAC 170-296A-2825;</p> <p>(b) Injury or medical emergency response and reporting. See WAC 170-296A-3575, 170-296A-3600, and 170-296A-2275;</p> <p>I Medication management including storage and giving</p>	<p>(p) If licensed for the care of an infant or toddler:</p> <p>(i) Diapering;</p> <p>(ii) Toilet training; and</p> <p>(iii) Feeding.</p>	<p>(i) Changes in drop-off and pickup arrangements as needed; and</p> <p>(ii) Daily activities.</p>
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Standards Alignment - Family Engagement and Partnerships

medications. See WAC [170-296A-3325](#);

(d) Exclusion/removal policy of ill persons. See WAC [170-296A-3210](#);

I Reporting of notifiable conditions to public health;

(f) Immunization tracking. See WAC [170-296A-3250](#); and

(g) Infection control methods, including:

(i) Handwashing (WAC [170-296A-3625](#)) and, if applicable, hand sanitizers (WAC [170-296A-3650](#)); and

(ii) Cleaning and sanitizing, or cleaning and disinfecting procedures including the methods and products used. See WAC [170-296A-3850](#) through [170-296A-3925](#) and definitions in WAC [170-296A-0010](#);

(24) Napping/sleeping;

(25) No smoking policy consistent with WAC [170-296A-4050](#);

(26) Drug and alcohol policy consistent with WAC [170-296A-4025](#);

(27) If applicable, guns and weapons storage. See WAC [170-296A-4725](#); and

(28) If applicable, overnight care requirements. See WAC [170-296A-6850](#).