

Students

Child Care and Development

The Governing Board desires to provide child care and development services which meet the developmental needs of children, provide an opportunity for parenting students to receive assistance while continuing their education, and offer a convenient child care alternative for parents/guardians in the community.

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 5148.1 - Child Care Services for Parenting Students)
(cf. 6300 - Preschool/Early Childhood Education)

The Superintendent or designee shall work cooperatively with the local child care and development planning council, public and private agencies, parents/guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and inform parents/guardians about child care options.

(cf. 1020 - Youth Services)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations Between Private Industry and the Schools)

These services shall be available to infants and children up to age 3.

The Superintendent or designee shall ensure that subsidized child care is provided to eligible families to the extent that state and/or federal funding is available and shall establish admissions priorities in accordance with Education Code 8263 and 5 CCR 18106. In addition to priorities for subsidized care, priority for admissions shall be given to district students and children of district employees.

(cf. 5111.1 - District Residency)

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements.

(cf. 1240 - Volunteer Assistance)
(cf. 4112.2 - Certification)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4112.5/4312.5 - Criminal Record Check)
(cf. 4212.5 - Criminal Record Check)

The Superintendent or designee shall develop and implement an annual plan for evaluation of the district's child care services which conforms to state requirements. (5 CCR 18279)

Child Care and Development (Cont.)

Legal Reference:

EDUCATION CODE

8200-8499.10 Child Care and Development Services Act, including:

8200-8209 General provisions for child care and development services

8210-8216 Resource and referral program

8220-8226 Alternative payment program

8228 Child care voucher for parents deployed to Iraq

8230-8233 Migrant child care and development program

8235-8237 State preschool program

8240-8244 General child care programs

8250-8252 Programs for children with special needs

8263 Eligibility and priorities for subsidized child development services

8340-8346 Individualized county child care subsidy plan, San Mateo County

8350-8359.1 Programs for Cal WORKs recipients

8360-8370 Personnel qualifications

8400-8409 Contracts

8460-8480 School-age community child care services

8482-8484.6 After-school education and safety program

8484.7-8484.8 21st Century community learning centers

8485-8488 Child supervision programs

8488.5-8489.9 Six By Six before- and after-school program

8493-8498 Facilities

8499-8499.7 Local planning councils

8499.10 Head Start

17264 New construction; accommodation of before- and after-school programs

49540-49546 Child care food program

49570 National School Lunch program

54740-54749.5 Cal-SAFE program for pregnant/parenting students and their children

56244 Staff development funding

HEALTH AND SAFETY CODE

1596.70-1596.895 California Child Day Care Act

1596.90-1597.21 Day care centers

120325-120380 Immunization requirements

CODE OF REGULATIONS, TITLE 5

18000-18122 General provisions, general child care programs

18130-18136 State preschool programs

18180-18192 Federal and state migrant programs

18200-18207 School-age community child care services program

18210-18213 Severely handicapped program

18220-18231 Alternative payment program

18240-18248 Resource and referral program

18270-18281 Program quality, accountability

18290-18292 Staffing ratios

18295 Waiver of qualifications for site supervisor

18300-18308 Appeals and dispute resolution

18400-18405 CalWORKS child care services

Child Care and Development (Cont.)

UNITED STATES CODE, TITLE 42

1751-1769 School lunch programs

9831-9852 Head Start programs

9858-9858q Child care and development block grant

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch program

CODE OF FEDERAL REGULATIONS, TITLE 45

98.2-98.93 Child care and development fund

COURT DECISIONS

CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services,
(2001) 91 Cal.App.4th 892

Management Resources:

CSBA PUBLICATIONS

Preschool for All: Resource and Policy Guide, 2005

CDE PUBLICATIONS

Program Quality Standards and Standards Based on Exemplary Practice for Center-Based
Programs and Family Child Care Home Networks, October 2004

Pre-kindergarten Learning Development Guidelines, 2000

First Class: A Guide for Early Primary Education, 1999

CDE MANAGEMENT BULLETINS

01-06 The Desired Results for Children and Families System, May 31, 2001

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

21st Century Community Learning Centers: Providing Quality After School Learning
Opportunities for America's Families, September 2000

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Good Start, Grow Smart, April 2002

WEB SITES

CSBA: <http://www.csba.org>

California Association for the Education of Young Children: <http://www.caeyc.org>

California Department of Education, Child Development: <http://www.cde.ca.gov/sp/cd>

California Department of Social Services: <http://www.dss.cahswnet.gov>

Commission on Teacher Credentialing:

http://www.ctc.ca.gov/credentialinfo/topics/child_dev.html

National After School Association: <http://www.nsaca.org>

National Association for the Education of Young Children: <http://www.naeyc.org>

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education: <http://www.ed.gov>

Students

Child Care and Development

Licensing

The district program is exempt from licensure by the California Department of Social Services.

Program Components

The district's child care and development program shall include but not be limited to:

1. An educational program which: (5 CCR 18273)
 - a. Is developmentally, linguistically and culturally appropriate
 - b. Is inclusive of children with special needs
 - c. Encourages respect for others
 - d. Supports children's physical, cognitive, language, social and emotional development
 - e. Promotes and maintains practices that are healthy and safe
(cf. 6300 - Preschool/Early Childhood Education)
2. A staff development program which: (5 CCR 18274)
 - a. Identifies training needs
 - b. Provides written job descriptions
 - c. Provides an orientation plan for new employees
 - d. Provides staff development opportunities related to the functions in each employee's job description and identified training needs
 - e. Provides for annual written performance evaluations, unless a different frequency is specified in a collective bargaining agreement
 - f. Provides each staff member with information necessary to perform his/her duties
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
3. Parent/guardian involvement and education, including: (5 CCR 18275)
 - a. An orientation for parents/guardians
 - b. At least two individual conferences per year

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- c. Parent/guardian meetings with program staff
 - d. An open-door policy that encourages parents/guardians to participate in the daily activities whenever possible
 - e. A parent/guardian advisory committee to advise the district on issues related to services to families and children
 - f. Sharing of information regarding children's progress
4. A health and social services component which: (5 CCR 18276)
- a. Identifies the needs of the child and the family for health or social services
 - b. Refers a child and/or family to appropriate agencies in the community as needed
 - c. Conducts follow-up procedures with the parent/guardian to ensure that the needs have been met
- (cf. 5141.6 - Student Health and Social Services)
5. A community involvement component which includes soliciting community support and providing information to the community regarding available services (5 CCR 18277)
6. A nutrition component which ensures that children in the program have nutritious meals and snacks that meet federal guidelines for child care programs or the National School Lunch program (5 CCR 18278)
- (cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5030 - Student Wellness)

Staffing Ratios

The child care and development program shall maintain at least the minimum adult-child and teacher-child ratios specified in 5 CCR 18290-18292.

Admissions

Admissions policies shall include criteria designating those children whose needs can be met by the center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions and a medical assessment requirement. (5 CCR 18105; 22 CCR 101218)

Child Care and Development (Cont.)

Child care and development services shall accord equal treatment and access to services in accordance with law.

- (cf. 0410 - Nondiscrimination in District Programs and Activities)
- (cf. 5145.3 - Nondiscrimination/Harassment)
- (cf. 6159 - Individualized Education Program)
- (cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
- (cf. 6164.6 - Identification and Education Under Section 504)

A physical examination and evaluation, including age-appropriate immunization, shall be required prior to or within six weeks of enrollment, unless the parent/guardian submits a letter stating that such examination is contrary to his/her religious beliefs. (Education Code 8263)

- (cf. 5141.22 - Infectious Diseases)
- (cf. 5141.3 - Health Examinations)
- (cf. 5141.31 - Immunizations)

Fees

The district does not charge fees to participate in the program or for field trips.

Parents are required to supply diapers.

Attendance

Sign-in and sign-out sheets shall be used daily for all children for attendance accounting purposes. (5 CCR 18065)

Attendance records shall include verification of excused absences, including the child's name, date(s) of absence, specific reason for absence and signature of parent/guardian or district representative. (5 CCR 18066)

Absences shall be excused for the following reasons:

1. Illness or quarantine of the child or of the parent/guardian (Education Code 8208)
2. Family emergency (Education Code 8208)

A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident or is required to appear in court.

3. Time spent with a parent/guardian or other relative as required by a court of law (Education Code 8208)
4. Time spent with a parent/guardian or other relative which is clearly in the best interest of the child (Education Code 8208)

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An absence shall be considered to be in the best interest of the child when the time is spent with the child's parent/guardian or other relative for reasons deemed justifiable by the program coordinator or site supervisor.

Except for children who are recipients of protective services or at risk of abuse or neglect, excused absences in the best interest of the child shall be limited to 10 days during the contract period. (5 CCR 18066)

Any absence due to a reason other than the above, or without the required verification, shall be considered an unexcused absence. After three unexcused absences during the year, the program coordinator or site supervisor shall notify the parents/guardians. Children who continue to have excessive unexcused absences may be removed from the program at the discretion of the program coordinator in order to accommodate other families on the waiting list for admission.

Parents/guardians shall be notified of the policies and procedures related to excused and unexcused absences for child care and development services. (5 CCR 18066)

(cf. 5145.6 - Parent Notifications)

Rights of Parents/Guardians

The Superintendent or designee shall inform parents/guardians of their right to enter the child care facility without advance notice during normal operating hours or any time their child is receiving services in the facilities.

Records

The Superintendent or designee shall establish and maintain a basic data file for each family receiving child care and development services which shall contain the data specified in 5 CCR 18081.

(cf. 3580 - District Records)

A developmental profile measuring the child's physical, cognitive, social and emotional development shall be completed in accordance with 5 CCR 18272. (Education Code 8203.5; 5 CCR 18272)