



# Head Start

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# Parent Handbook



**Region 10 ESC**  
*Experience the Power of 10!*

**REGION 10 EDUCATION SERVICE CENTER**

Early Childhood Services Component  
400 East Spring Valley Road, Richardson, TX 76081  
(972) 348-1700

[www.region10.org](http://www.region10.org)



**MISSION STATEMENT**

The Early Childhood Services Component of Region 10 Education Service Center collaborates with schools and communities to promote and support high quality programs and services for young children and their families.

**It is the policy of Region 10 Education Service Center not to discriminate on the basis of race, color, national origin, sex, or handicap in its vocation programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 503 and 504 of the Rehabilitation Act of 1973, as amended. Region 10 Education Service Center will take steps to ensure that lack of English language skills will not be a barrier to admission and participation in all educational programs and services.**

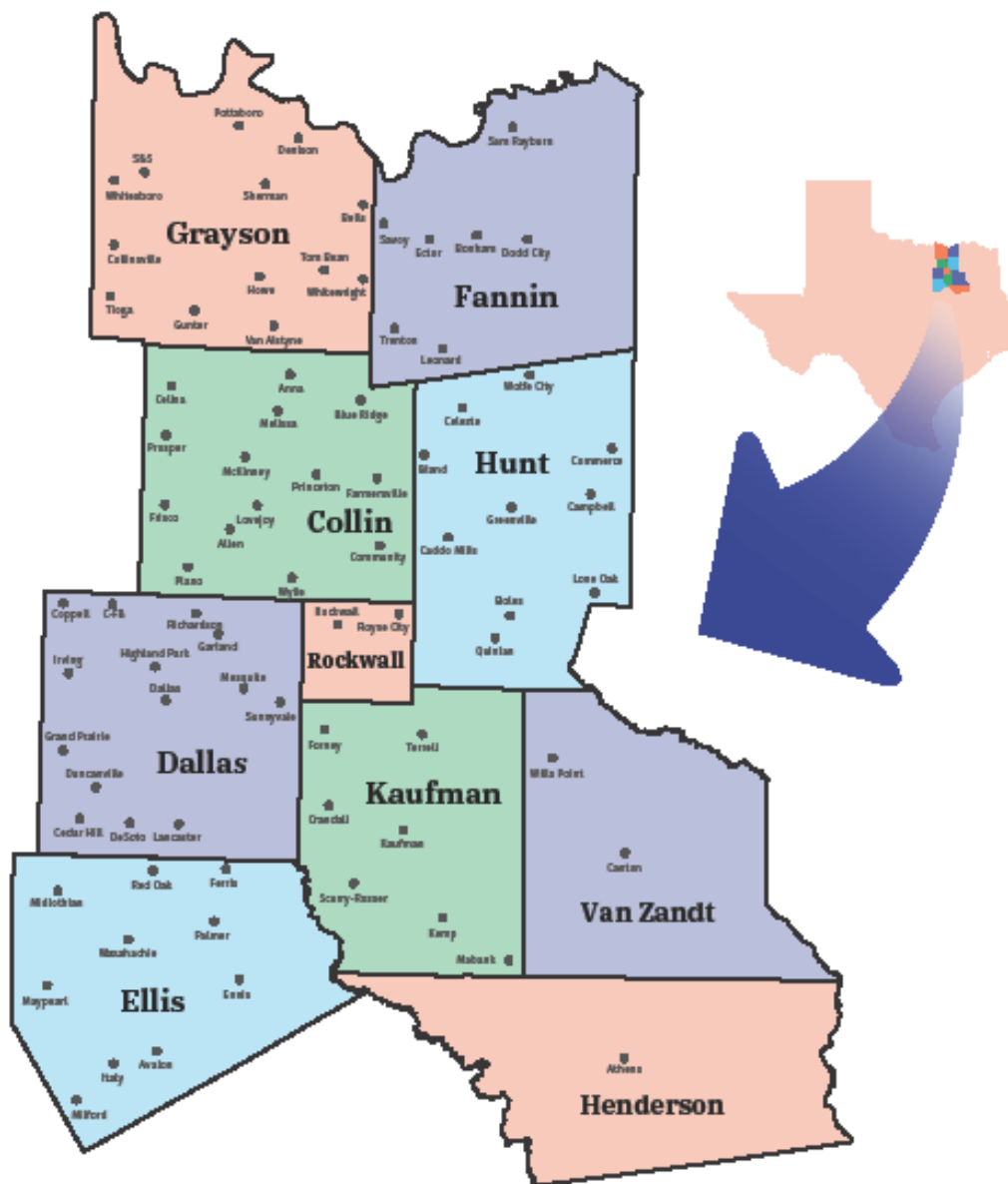
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# Region 10 Service Area

**Students | Service | Solutions**

Accessible Version





## Head Start/Early Head Start



Region 10 Education Service Center (ESC) receives funds from the Office of Head Start to provide comprehensive early childhood services for pregnant women and children birth to age five in collaboration with partnering school districts. Region 10 ESC Head Start (HS) was established in 1992. Since then we have grown to include more than fifty preschool classrooms across five counties. In 2000, Region 10 ESC established an Early Head Start (EHS) program serving pregnant women and children birth to age three. This collaborative partnership is with the McKinney, Rockwall and Sherman school districts.

The Head Start program in each participating district is a collaborative relationship between Region 10 Education Service Center and the local school district. Head Start services are wrapped around the district's Pre-K program so children receive both Head Start and Pre-K services. Both the district and Region 10 are responsible for providing a high quality comprehensive early childhood education program for income eligible children and their families.

The program provides a range of individualized services in the areas of education and early childhood development, health, nutrition, disabilities, mental health, parent engagement, family services and school readiness. In addition, the entire range of Head Start/Early Head Start services is responsive and appropriate to each child's and family's developmental, ethnic, cultural, and linguistic heritage and experience.

### Child Nutrition

- Children receive breakfast and lunch while at school.
- No foods or drinks from home are allowed for meals and snacks. Federal Regulations require that all meals come from the school.
- Children are involved in a hand-on food activity.
- The program restricts serving Foods of Minimal Nutritional Value (FMNV) as based on school nutrition guidelines.
- The dietitian works with schools and parents to provide nutritious foods for children that are limited in fat, sugar and salt.
- Parents have an opportunity to obtain information on nutrition through a parent meeting.
- A dietitian is available to work with parents and staff, especially if a child has a problem with weight or anemia.



# Healthy Eating for Your Preschooler

Resource: [https://www.healthyeating.org/Portals/0/Documents/Tip%20Sheets/preschool\\_flyer.pdf?ver=2016-12-14-154759-003](https://www.healthyeating.org/Portals/0/Documents/Tip%20Sheets/preschool_flyer.pdf?ver=2016-12-14-154759-003)

## Healthy Eating for your Preschooler

Healthy Eating  
Made Easier®



Food Group	Everyday Your Child Needs:			Help With Servings
	2-year-olds	3-year-olds	4- to 5-year-olds	
Dairy Milk, Yogurt, Cheese	2 cups	2 cups	2.5 cups	1 cup milk or yogurt, 1.5 ounces natural cheese, 2 ounces processed cheese
Vegetables	1 cup	1-1.5 cups	1.5-2 cups	1 cup raw (see safe feeding tips below), canned or cooked
Fruits	1 cup	1-1.5 cups	1-1.5 cups	1 cup raw or canned (see safe feeding tips below), 1 cup juice, ½ cup dried, 1 banana
Grains Breads, Cereals, Pasta	3 ounces	3-5 ounces	4-5 ounces	One ounce = 1 slice bread, ½ bagel, ½ cup cooked cereal, pasta or rice, 1 cup dry cereal
Protein Meat, Beans, Nuts	2 ounces	2-4 ounces	3-5 ounces	One ounce = 1 ounce meat, poultry or fish, 1 egg, ¼ cup cooked beans, 1 tablespoon peanut butter

### To minimize the risk of choking, follow these safe feeding tips for children less than 4 years of age:

- Make sure your toddler eats only while seated and supervised by an adult.
- Discourage talking, laughing or playing while a child has food or beverage in their mouth.
- Avoid raw fruits and vegetables that snap into hard chunks, such as carrot and celery sticks and firm apples.
- Choose snacks for the car carefully.
- Never offer peanuts, grapes, carrots, whole or large sections of hot dogs, meat sticks, popcorn or hard candies to young children—hot dogs and carrots in particular should be quartered lengthwise and then sliced into small pieces.
- Peel and slice grapes lengthwise. Whole grapes can cause choking.

### General toddler feeding tips:

- Use unbreakable dishes.
- Use a plate or bowl with raised sides.
- Give a child-size spoon and a small fork with dull prongs.
- Serve foods that are mashed or cut into small pieces.
- Try finger foods like cheese slices or thinly sliced apple “moons.”



# Tips for Feeding Your Preschooler

Resource:

## Tips for Feeding and Preparing Food With Your Preschooler

### Eating Patterns and Behaviors

A toddler wants to be independent and will want to feed himself or herself, although sometimes will look for your help.

Your child needs to learn to feed himself or herself and needs to feel successful. They need to make a mess!

### Helping in the Kitchen

Allow children to help prepare the meal. It takes longer but encourages interest in the food.

Make sure your toddler has a safe place to stand and work at the counter.

  
**DAIRY COUNCIL**  
**of CALIFORNIA**<sup>®</sup>  
 Healthy Eating Made Easier<sup>™</sup>  
[HealthyEating.org](http://HealthyEating.org)

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### 2-year-olds



- Growth slows and appetite drops
- Learns to bring food to mouth with spoon
- Learns to drink from cup
- Likes to feed self but needs help
- Copies others and will eat many family foods
- Develops likes/dislikes; has very clear ideas about eating and not eating
- Likes sweet foods
- Likes to touch and play with food; responds to food texture
- Distracted easily
- Play with pots, plastic containers and wooden spoons on floor
- Hand grocery items to adult to put away
- Imitate cooking preparation with plastic bowls and toddler spoons
- Spin salad
- Rinse vegetables
- Wipe cans before opening

### 3-year-olds



- Improved muscle control; uses spoon and fork easily
- Will eat raw veggies but may refuse salad
- Can make simple either/or food choices
- Requests desserts and sweets



- Rinse vegetables
- Scrub potatoes
- Name and count foods
- Talk about cooking
- Shape meatballs
- Tear lettuce
- Scoop and mash ingredients



### 4- to 5-year-olds



- Returns to food jags or may go on food "strikes"
- Influenced by others: TV, teachers, other children
- Dislikes most mixed food dishes and gravies
- Has increasing appetite
- Has fewer demands by age 5, and often will accept food available

- Count items
- Snap peas
- Peel bananas
- Shuck corn
- Break eggs into bowl (wash hands afterward!)
- Pour juice and milk\*
- Help measure ingredients
- Mix ingredients
- Pour cereal
- Open packages\*
- Make sandwiches\*
- Toss salads\*

\* With help of an adult



PCP/08-16/3,000 (TS210)

## Disabilities

- Children with disabilities make up at least 10% or more of those enrolled in Head Start.
- Identification, referral and evaluation for disabilities are provided when needed by school district.
- The program coordinates with school districts for disabilities services.
- Training on serving children with disabilities is provided to staff and parents.
- Modifications are provided for students with disabilities.
- Parents and staff participate in the district's Admission, Review and Dismissal (ARD) and Individualized Education Program (IEP) process for children with disabilities.
- Program classrooms and playgrounds are evaluated for compliance with the Americans with Disabilities Act (ADA).

Texas Project First is a website created by parents for parents through the Texas Education Agency. This site helps parents who have questions on disabilities and need more information about:

- Admission, Review and Dismissal (ARD) process
- Rights of Parent and Children with Disabilities
- Laws, Rules and Regulations

Parents may access the site at: <http://www.texasprojectfirst.org> or call the toll free Parent Information Line: 1-800-252-9668.

## Attendance and Tardiness

Children learn more when they are regular in attendance. Please make every effort to have your children in school each day. Please schedule routine appointments after school hours or late during the school day so your child can participate in class activities. Now that your child is enrolled in the Head Start program, you must follow the local school district policies regarding attendance and tardiness.

A child enrolled in school is required to attend school every day. If the child has more than five unexcused absences in one semester, the school district may revoke the child's enrollment for the remainder of the year. Texas Education Code §25.085.

- When a child is absent, parents should contact the school or Head Start office to inform staff of their child's absence and provide a follow-up note upon the child's return. Please check with the school or Head Start office for further information.
- Four consecutive unexplained absences or a pattern of unexplained absences will result in a contact by a Family Resource Specialist. Patterns of **unexplained** absences and/or inconsistent attendance could result in your child losing his/her placement in the Head Start program.



- Children consistently arriving or departing late from the campus may also result in a staff-parent conference to determine reasons for tardiness. If the problem persists, your child could lose his/her placement in the Head Start program.

## Extended Absences

Head Start follows school district procedures regarding holding enrollment slots due to an extended absence.

*You are your child's first teacher. It is very important to begin a Tradition of good attendance and promptness. Your child should go to school on time every day – unless he or she is sick.*

## Withdrawal of Children

Families that withdraw from Head Start or Early Head Start will be required to reapply and compete again for available slots. Parents will be asked to sign a statement prior to withdrawal indicating that they understand this procedure.

## Transportation

Some districts provide transportation to and from school. If your district provides transportation, Head Start and the school district have specific rules that must be followed in order for your child to ride the school bus including:

- You must have an adult at the bus stop to meet your child when he/she exits the bus.
- It is very important that you are at the bus stop on time. If you are not there, the bus driver may have to contact the police or Texas Department of Protective and Regulatory Services.
- Bus drivers cannot let your child go with someone who is not listed on your Authorization Release Form.
- It is very important to have good contact information available at all times.
- Any time you change a phone number, an approved adult on your child's list or change of address, you must immediately let the school, Head Start office and teacher know.
- If someone else from the authorized list is picking your child up, you must let the teacher know and he/she must show identification before your child can go with him/her.
- If your child needs to take any kind of medication during school hours, you must bring it to school.

Thank you for helping us with these transportation rules. If you have any questions, you may contact the school or the Head Start Office for more information.

# Vehicle Safety

## Riding on the Bus

- Head Start age children should never go to the bus stop without an adult.
- Students must wear appropriate child safety seat belts or harnesses when the bus is moving. These will be worn at all times the child is on the bus.
- The bus will not move until all children are seated.
- Students should keep arms, hands, legs and heads inside the bus at all times.

## Unloading from the Bus

***An adult needs to meet their Head Start Child when being dropped off. The bus driver is required to bring the child back to school if no adult is present at drop off.***

- If a child must cross the street or road after getting off the bus, he/she should walk to the front of the crossing arm, then stop and look to the driver for a signal to cross in front of the bus.
- Student Misconduct Report and Discipline Strategies follow local school district policies and procedures.

Resources:

[https://www.dps.texas.gov/director\\_staff/public\\_information/carseat.htm](https://www.dps.texas.gov/director_staff/public_information/carseat.htm)

<https://www.cdc.gov/features/passengersafety/ingographic.html>

## Riding in Cars

- Keep children safe by using car seats, booster seats, and seat belts on every trip, no matter how short.
- Parents can set a good example by always using a seat belt themselves.
- Keep children ages 12 and under in the back seat.
- Never place a rear-facing car seat in front of an active air bag.

Resources:

[https://www.dps.texas.gov/director\\_staff/public\\_information/carseat.htm](https://www.dps.texas.gov/director_staff/public_information/carseat.htm)

<https://www.cdc.gov/vitalsigns/childpassengersafety/infographic.html#seats>

## Pedestrian Safety

*Head Start age children should never cross a street without a grown-up.*

Whether your child rides the school bus, walks to school, or arrives by car, your child should know about Pedestrian Safety. Some things you should talk about with your child include:

- Remind your child(ren) to look for a crosswalk before crossing the street and to hold an adult's hand.
- When crossing the street, stop at the curb or edge of the road. Look left, then right, and then left again for moving cars before crossing. Keep looking left and right until you are safely across the street.
- If your area has sidewalks, teach your child(ren) to stay on them at all times.
- Remind your child(ren) to wait for the bus or the car to come to a complete stop before approaching the vehicle.

Resources: <https://www.nhtsa.gov/road-safety/pedestrian-safety>

## Parent Engagement

- Parents/guardians of children currently in the program are invited and encouraged to participate in the Head Start Parent Committee.
- Each campus conducts parent meetings and other activities.
- Parents are encouraged to participate in Policy Council.

*Who/What:* The Policy Council is made up of Head Start/Early Head Start parents who are interested in making a difference in their child's education. At least 51% of the membership is made up of current Head Start/Early Head Start parents from all Head Start/Early Head Start campuses. The other 49% membership is made up of community representatives.

*Representative/Alternative:* One parent is elected to serve as a representative and at least one parent as an alternative at the Welcome Event or the first parent committee meeting.

*Why:* Policy Council representatives help determine the direction and operation of the program by providing information, problem solving, discussing solutions and approving decisions. Throughout the year, they are involved in making decisions regarding the overall operation of the program.

*Where:* Meetings are held at Region 10 Education Service Center, 904 Abrams Road, Richardson, TX 75081.

*Training:* All representatives and alternatives receive leadership training which is provided in September. The training includes parliamentary procedures, Region 10 hiring process, roles and responsibilities of Policy Council and budgeting. In addition, other information and training is shared during the monthly meetings.

*Officers:* Policy Council officers (chairperson, vice chairperson, secretary and assistant secretary) are elected by the representatives to provide leadership and conduct meetings. Officers are guided and given support by the Head Start/Early Head Start staff.

*Lunch/Travel/Childcare:* Lunch is provided at the initial training and also at the December and May meetings. Lunch coupons are provided for the other meetings. In addition, parents are provided assistance with gas and childcare.

- Father/male engagement is encouraged.
- Workshops on various topics are available to parents.
- Opportunities are provided for parents/guardians to participate on Head Start advisory committees for Health Services and Education to enhance the services provided to children.
- A Family Resource Specialist assists parents in setting family or individual goal(s) (Individualized Family Partnership Agreement) focusing on family strengths and needs.
- Parents are encouraged to volunteer. (Some examples of volunteer opportunities are on page 12.)

## Head Start Volunteer Guidelines

Parents are welcome and encouraged to volunteer in the Head Start Program.

All parents must check in with the school office before proceeding to the child's classroom. Visits to individual classrooms during instructional time shall be permitted only with the principal's and teacher's approval, and such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.

### School Policies

- Volunteers must complete a background check.
- Volunteers will be screened for tuberculosis (TB) if volunteering in the classroom for four or more hours during a semester.
- Volunteers must follow the district's dress code policies and no smoking rule.
- Volunteers must follow district rules about signing in at the school's office and receiving a visitor's badge.
- Volunteers must check with their child's teacher to schedule the time of their visit.



### Safety/Child Abuse & Neglect

- Volunteers must follow the posted hand washing procedure at all times.
- Gloves must be worn when changing diapers, wiping children's noses and faces, and preparing food.
- No child assigned to you should be left unattended at any time.
- If you suspect that a child has been abused or mistreated, you are required to report it to the Texas Department of Protective and Regulatory Services (1-800-252-5400) or to a law enforcement agency within 48 hours of the time you suspected the child has been abused or neglected.
- Child abuse and neglect are against the law in Texas, and so is failure to report it.

### Children Discipline/Confidentiality

Volunteers must NOT engage in the following behaviors:

- Cruel, harsh, or unusual punishment or treatment of any child at any time, including any volunteer's child
- Shaking, biting, hitting nor threatening any child
- Put anything in or on a child's mouth as punishment
- Place children in a locked room or in a dark room with the door closed
- Humiliate or subject children to abusive or profane language
- Associate punishment with food, naps, or toilet training
- Associate shame or punishment with bedwetting
- Discussion of any child's behavior or condition with anyone outside the classroom, including other parents
- If any child is out of control, please refer the child to the teacher in charge.

***A positive classroom management approach is used in the classrooms. Teachers focus on appropriate interactions.***

## Rights of Parents

By law, both parents, whether married, separated, or divorced, have access to the records of a child who is a minor or a dependent. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights.

- A parent has a right to review their child's records and the program must make it available to parents within 45 days of request.
- If a request is denied, the program must render a written request within a reasonable time.

- Parent can only review their child's record.
- A child record will not be destroyed because of an outstanding request to review.
- A parent has the right to ask program to amend child record if parent believes the information is inaccurate, misleading or violates the child's privacy.
- A parent has right to inspect any written agreements with third parties.
- Upon parent request, program will provide parent, free of charge, an initial copy of child records disclosed to third parties with parental consent, and an initial copy of child records disclosed to third parties unless the disclosure was for a court order or subpoena, its contents, nor the information furnished in response can be disclosed.
- Child records are confidential and kept in locked and restricted files.
- Child records will be destroyed one year after child is inactive or no longer in the program.

## Parent Concerns

The Head Start program is committed to listening and seeking a solution to any concern parents may have regarding the educational program or staff. Parents who may have a concern should follow the steps below to communicate their concern.

Step 1: Put the concern in writing.

Step 2: Request a meeting with the appropriate teacher or principal.

Step 3: Communicate the concern with that individual in a calm and polite manner.

Step 4: If you are not satisfied with the solution, speak to the program coordinator.

Step 5: If you are still not satisfied, you will be instructed by the program coordinator on your next step or protocol procedure using the appropriate school district or Region 10 procedure.

## Responsibilities

While your child attends the Head Start program, you and the Head Start staff share the job of caring for and teaching your child.

Head Start is responsible for:

- Providing breakfast, lunch, and snacks
- Providing supplies needed for classroom activities
- Ensuring the children are in a safe and healthy environment
- Sharing program goals, policies and procedures with parents
- Developing high standards for all children
- Reporting on the progress of each child
- Involving parents in their child's education.

Parents are responsible for:

- Following local school district requirements
- Ensuring your child has nutritious evening meals, plenty of rest, and regular, well child health care visits
- Making sure your child is on time and attends the Head Start program every day

- Paying attention to the care and education your child receives outside of the home
- Keeping track of program goals and your child's progress
- Communicating with staff and following procedures to solve problems as they develop
- Communicating changes of address, telephone numbers and emergency contact people so staff can reach parents in case of an emergency
- Having high expectations for your child and always talking positively about education
- Being actively involved in making decisions about your child's education
- Assisting with regular dental care that includes tooth brushing before school and before bedtime on school days as well as after meals on weekends and holidays

## Examples of Volunteering

### Committees

- Parent Committee
- Policy Council
- Health Services Advisory Committee
- Education Advisory Committee

### Food/Clothing

- Help prepare snacks
- Help during lunch time
- Help brush teeth
- Help with cooking activity

### Classroom

- Read to children
- Teach a song
- Art activity
- Work puzzle
- Supervise during nap time
- Show children how to use tools safely

### Outdoor

- Play games with children
- Conduct playground safety checklist
- Conduct outdoor class experiences  
(painting with water, blowing bubbles,  
paints, etc.)
- Help make playground materials

### Special Events

- Assist with field trips
- Assist with class parties or special events
- Assist Head Start Health Services  
pass out materials during health screening

### Other

- Cutting out materials at home
- Repair toys, equipment
- Make doll clothes
- Assist with Parent Newsletter
- Prepare a class scrapbook
- Make materials for class activities

A Volunteer Form is completed after the service has been provided, including the date, numbers of hours, location, activity and signature.

### Lunch

Head Start pays for a volunteer's lunch when an individual volunteers one hour before lunch or one hour after lunch with the expectation that the volunteer is sitting with the children during lunch, engaging in conversation and eating food that the children are allowed to eat. In addition, if a volunteer assists with a field trip and lunch is included for children, lunch will be provided for the volunteer.



## Confidentiality of HS/EHS Records

All information in the child's HS/EHS file is confidential and includes access by school officials and Head Start. Written parent permission and informed consent must be obtained for other agencies or organizations to access the child's information.

Parents must give written permission/releases for the following:

- Head Start staff to request services from other agencies
- Ability to use child's photograph (i.e. classroom newsletter, newspaper articles, classroom videotaping, internet, You Tube video, social networking and school yearbook)
- Child to have internet access
- Consents for Head Start/Early Head Start required screenings such as:
  - Vision and hearing
  - Heights and weights
  - Anemia test
  - Developmental/speech
  - Dental
  - Classroom behavior observation

Parents can choose to allow the release of information for limited school-sponsored student recognition activities, yearbook or student newspaper, printed programs for extra-curricular activities, and news releases to local media, district/campus website, district/campus video, district/campus publications, etc.

## Parent, Family and Community Engagement

- Family Resource Specialists work with community agencies to provide assistance to parents in accessing services for education, literacy, social services, parenting, health, counseling, healthy relationships and other services.
- An Individualized Family Partnership Agreement is established with each family based on their strengths and goals.
- A Community Resource Brochure is provided to each family to help connect to community services.
- Family Resource Specialists visit with families on a regular basis to share information about community resources and training opportunities.
- Support and assistance is provided to each family as they transition into and from the Head Start Program as well as other learning environments.
- Information is provided to families by Head Start and local school districts staff for children and families entering the Head Start Program.
- Parent meetings are scheduled to discuss the transition of children and families.

## School Readiness

Head Start views School Readiness as children possessing the skills, knowledge, attitudes, and good health practices necessary for success in school and lifetime learning. Services and activities are provided to children and families to help prepare children to be ready and successful in their school career.

Parents are recognized as their child's first and most important teacher. Families and parents play a critical role in helping their child get ready for school. Research shows that children do better in school when parents are involved.

Teachers and staff provide learning activities throughout the year to support learning and family together-time. The intent of School Readiness is to fully prepare children to be successful in kindergarten. Head Start prepares children for school success and to master learning abilities by using a comprehensive approach which includes:

- Language and literacy development (communication, listening, speaking, vocabulary, early writing and letter recognition)
- Cognition and general knowledge (thinking and problem solving)
- Approaches to learning (using skills and knowledge to stay on task)
- Physical well-being and motor development (physical abilities) and
- Social and emotional development (ability to self-regulate and interact with other children, understand the feelings of other people, ability to express and interpret their own feelings)

## Early Childhood Education

- The program maintains well-qualified teaching teams. Teachers have college degrees and state teaching certificates. Instructional Assistants are required to obtain a Child Development Associate credential or the equivalent of a CDA credential.
- Texas Pre-Kindergarten guidelines, Head Start Early Learning Outcomes Framework: Birth to five. High Scope Curriculum Framework, district pre-kindergarten learning systems, and the data from ongoing child assessment help the teaching teams guide the children to develop the skills they will need to be school ready.
- The teaching team plans teaching and learning experiences that align to school readiness goals and track children's progress across developmental domains.
- The internationally recognized High/Scope framework provides best practices and key developmental indicators for early childhood skill development.
- Teachers observe children and maintain anecdotal records on each child. The teachers also keep samples of children's work in portfolios. Teachers record children's progress throughout the year and provide reports to the parents.
- Teachers visit with parents at least two times per year in the child's home. Parent/teacher conferences are also scheduled at least two times per year.
- Classroom materials and equipment are kept in good working condition.

## Child Health Services

- Family Resource Specialists work with school nurses to review immunizations, medical and dental examinations, and assist with treatment as needed.
- Health screenings such as anemia, height, weight, vision and hearing are conducted to identify medical problems. Parents receive information about screening results.
- Dental inspections are provided to identify dental problems or concerns and to determine how soon a dentist should be seen. Dental education is provided to children and parents all year with special emphasis on Dental Health in February of each year.
- Health education is provided for children and parents. Family Resource Specialists also provide the Health Beet Newsletter.
- Family Resource Specialists assist parents in medical and dental care for the child and, if needed, will remind parents when health exams are due.
- Family Resources Specialists regularly check with parents to find out if exams or treatments have taken place or if assistance is needed in getting them done.

## Health Concerns

Head Start follows the Texas Department of State Health Services (TDSHS) and school district policies regarding childhood illnesses. If your child becomes ill at school, he or she may be sent home during the school day to protect against the spread of disease. Please contact the school nurse if you have any questions or concerns about your child attending school due to signs of illness, or if your child must take medication during school hours.

Each child must be current on immunizations according to Texas Department of State Health Services guidelines. If your child cannot be immunized for medical reasons, you must provide a written statement from your child's doctor. If your child cannot be immunized for religious reasons or reasons of conscience, you must apply to the TDSHS in writing for a Certificate of Exemption. This certificate must be renewed every two years.

The Family Resource Specialist will provide information regarding local resources available. Head Start / Early Head Start will assist parents to access available health care resources. On a case-by-case basis, a limited amount of Head Start/Early Head Start funds are set aside to pay for services for children who do not qualify for Medicaid or insurance. All services and payment for services must be prearranged through the Family Resource Specialists assigned to your campus.

# Bloodborne Pathogens

What are bloodborne pathogens?

Bloodborne pathogens are infectious microorganisms present in blood or certain body fluids that can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV), hepatitis C virus (HCV), and human immunodeficiency virus (HIV), the virus that causes AIDS.

How do you become infected?

Bloodborne pathogens can be transmitted when there is direct contact with blood or other potentially infected material. This can include blood entering open cuts, needle sticks or blood splashing into mucous membranes (eyes, nose or mouth).

What are universal precautions?

Universal precautions are methods of preventing infection by treating all human body fluids as if they are infectious for bloodborne pathogens and using proper personal protective equipment whenever you come into contact with these fluids.

How can I protect myself?

Personal protective equipment (PPE) includes gloves, gowns, eye protection and mask. Proper use can significantly reduce the health risks.

Additional Information:

Occupational Safety and Health Administration (OSHA). [www.osha.gov](http://www.osha.gov)



## Recommended Immunization for Children Birth to 6 Years

<https://www.cdc.gov/vaccines/schedules/easy-to-read/child-easyread.html>

# How Lead Affects Your Child's Health



TEXAS  
Health and Human  
Services

Texas Department of State  
Health Services

## HOW LEAD AFFECTS YOUR CHILD'S HEALTH



### How does lead poison your child's body?

**It can:**

- Slow growth
- Cause learning and behavior problems
- Cause hearing problems and headaches
- Damage the brain and nervous system

### What are some signs of lead poisoning?

Lead poisoning can have no symptoms – even people who look healthy can have lead poisoning.

**These are the symptoms of lead poisoning:**

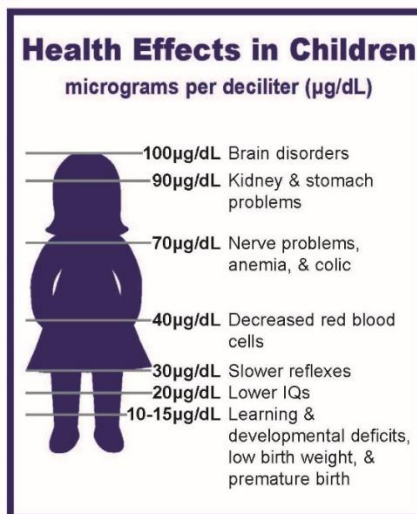
- Tired or cranky
- Vomit
- Irritability
- Diarrhea / constipation
- Nausea
- Anemia
- High blood pressure
- Weight loss
- Convulsions, coma, and death

### How can lead enter my child's body?

- Putting their hands covered with lead dust in their mouths
- Putting objects that are made with lead in their mouths  
*Examples: bb gun pellets and fishing weights*
- Eating paint chips or soil that has lead
- Breathing in lead dust

### Questions about Lead?

- Ask your doctor for a blood lead test.
- Call the Texas Childhood Lead Poisoning Prevention Program at 1-800-588-1248.
- Use *Lead-Safe Cleaning Tips: Keep your home clean by following these tips weekly.*
  - Available online at [www.dshs.state.tx.us/lead](http://www.dshs.state.tx.us/lead)



For more information on lead poisoning, please call 1-800-588-1248 or go to [www.dshs.texas.gov/lead/](http://www.dshs.texas.gov/lead/)

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## Child Mental Health

- While children are in Head Start/Early Head Start, they will be learning how to understand and manage their feelings, how to make friends and be friends and how to solve problems with other children.
- Daily classroom activities are designed to help develop these skills.
- A Mental Health consultant regularly visits each campus and is available to support children, families and teachers to support social and emotional skills in the classroom and at home.
- The program provides activities that foster positive family relationships.
- Parents may receive referrals to community agencies or mental health professionals when needed.

## Child Abuse & Neglect

Texas law requires that all adults, school teachers, social workers, health professionals, child care providers, law enforcement and other professionals report suspected child abuse or neglect to the Texas Department of Protective and Regulatory Services or law enforcement. Please call 1-800-252-5400 to make confidential reports. Failure to report suspected abuse or neglect is a crime. Employers are prohibited from retaliating against caregivers who make reports in good faith.

- 📌 Child abuse and neglect are against the law in Texas, and so is failure to report it.
- 📌 If you suspect a child has been abused or mistreated, you are required to report it to the Texas Department of Family and Protective Services or to a law enforcement agency.
- 📌 You are required to make a report within 48 hours of the time you suspected the child has been or may be abused or neglected.

