WAC 110-305-2400  Program/operations policies. (1) The childcare program must have written program/operations policies that include:
   (a) All information in the parent/guardian handbook under WAC 170-297-2375;
   (b) Plans to keep required program/staff records current;
   (c) Child supervision requirements;
   (d) Mandatory reporting requirement of suspected child abuse and neglect and other incidents under WAC 170-297-2300;
   (e) A plan for off-site field trips;
   (f) A plan for transporting children;
   (g) Medical emergency, fire, disaster and evacuation responsibilities;
   (h) Guidance and discipline responsibilities; and
   (i) A plan for staff to include:
      (i) Staff responsibilities;
      (ii) Staff training;
      (iii) Staff expectations; and
      (iv) Professional development.
(2) Program/operations policies may be integrated with staff policies required under WAC 170-297-2425 in a single written policy document.

[WSR 18-14-078, recodified as § 110-305-2400, filed 6/29/18, effective 7/1/18. Statutory Authority: Chapter 43.215 RCW. WSR 12-23-057, § 170-297-2400, filed 11/19/12, effective 12/20/12.]