

**Part VIII
SPECIAL SERVICES**

22 VAC 40-185-560. Nutrition and food services.

- A. Centers shall schedule appropriate times for snacks or meals, or both, based on the hours of operation and time of the day (e.g., a center open only for after school care shall schedule an afternoon snack; a center open from 7 a.m. to 1 p.m. shall schedule a morning snack and midday meal).
- B. The center shall ensure that children arriving from a half-day, morning program who have not yet eaten lunch receive a lunch.
- C. The center shall schedule snacks or meals so there is a period of at least 1-1/2 hours but no more than three hours between each meal or snack unless there is a scheduled rest or sleep period for children between the meals and snacks.
- D. Drinking water or other beverage not containing caffeine shall be offered at regular intervals to nonverbal children.
- E. In environments of 80°F or above, attention shall be given to the fluid needs of children at regular intervals. Children in such environments shall be encouraged to drink fluids as outlined in subsection D of this section.
- F. When centers choose to provide meals or snacks, the following shall apply:
 - 1. Centers shall follow the most recent, age-appropriate nutritional requirements of a recognized authority such as the Child and Adult Care Food Program of the United States Department of Agriculture (USDA).
 - 2. Children shall be allowed second helpings of food listed in the USDA's child and adult care meal patterns.
 - 3. Centers offering both meals and snacks shall serve a variety of nutritious foods and shall serve at least three sources of vitamin A and at least three sources of vitamin C on various days each week.
 - 4. Children three years of age or younger may not be offered foods that are considered to be potential choking hazards.

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5. A menu listing foods to be served for meals and snacks during the current one-week period shall:
 - a. Be dated;
 - b. Be posted in a location conspicuous to parents or given to parents;
 - c. List any substituted food; and
 - d. Be kept on file for one week at the center.
 6. Powdered milk shall not be used except for cooking.
- G. When food is brought from home, the following shall apply:
1. The food container shall be sealed and clearly dated and labeled in a way that identifies the owner;
 2. The center shall have extra food or shall have provisions to obtain food to serve to children so they can have an appropriate snack or meal if they forget to bring food from home, bring an inadequate meal or snack, or bring perishable food; and
 3. Unused portions of opened food shall be discarded by the end of the day or returned to the parent.
- H. If a catering service is used, it shall be approved by the local health department.
- I. Food shall be prepared, stored, and transported in a clean and sanitary manner.
- J. Contaminated or spoiled food shall not be served to children.
- K. Tables and high chair trays shall be:
1. Sanitized before and after each use for feeding; and
 2. Cleaned at least daily.
- L. Children shall be encouraged to feed themselves.
- M. Staff shall sit with children during meal times.
- N. No child shall be allowed to drink or eat while walking around.

22 VAC 40-185-570. Special feeding needs.

- A. High chairs, infant carrier seats, or feeding tables shall be used for children under 12 months who are not held while being fed.
 - 1. Children using infant seats or high chairs shall be supervised during snacks and meals.
 - 2. When a child is placed in an infant seat or high chair, the protective belt shall be fastened securely.
- B. Bottle fed infants who cannot hold their own bottles shall be held when fed. Bottles shall not be propped or used while the child is in his designated sleeping location.
- C. The record of each child on formula shall contain:
 - 1. The brand of formula; and
 - 2. The child's feeding schedule.
- D. Infants shall be fed on demand or in accordance with parental instructions.
- E. Prepared infant formula shall be refrigerated, dated and labeled with the child's name.
- F. Heated formula and baby food shall be stirred or shaken and tested for temperature before serving to children.
- G. Milk, formula or breast milk shall not be heated or warmed directly in a microwave. Note: Water for warming milk, formula, or breast milk may be heated in a microwave.
- H. Prepared baby food not consumed during that feeding by an infant may be used by that same infant later in the same day, provided that the food is not served out of the baby jar and is dated and stored in the refrigerator; otherwise, it shall be discarded or returned to the parent at the end of the day. Formula or breast milk shall not remain unrefrigerated for more than two hours and may not be reheated.
- I. A one-day's emergency supply of disposable bottles, nipples, and commercial formulas appropriate for the children in care shall be maintained at the center.
- J. Breastfeeding shall be permitted.

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- K. Staff shall feed semisolid food with a spoon unless written instructions from a physician or physician's designee state differently.
- L. For therapeutic child day programs and special needs child day programs, the consistency of food shall be appropriate to a child's special feeding needs. Necessary and adaptive feeding equipment and feeding techniques shall be used for children with special feeding needs.

22 VAC 40-185-580. Transportation and field trips.

- A. If the center provides transportation, the center shall be responsible from the time the child boards the vehicle until returned to the parents or person designated by the parent.
- B. Any vehicle used by the center for the transportation of children shall meet the following requirements:
 - 1. The vehicle shall be manufactured for the purpose of transporting people seated in an enclosed area;
 - 2. The vehicle's seats shall be attached to the floor;
 - 3. The vehicle shall be insured with at least the minimum limits established by Virginia state statutes;
 - 4. The vehicle shall meet the safety standards set by the Department of Motor Vehicles and shall be kept in satisfactory condition to assure the safety of children; and
 - 5. If volunteers supply personal vehicles, the center is responsible for ensuring that the requirements of this subsection are met.
- C. The center shall ensure that during transportation of children:
 - 1. Virginia state statutes about safety belts and child restraints are followed and stated maximum number of passengers in a given vehicle shall not be exceeded;
 - 2. The children remain seated and each child's arms, legs, and head remain inside the vehicle;
 - 3. Doors are closed properly and locked unless locks were not installed by the manufacturer of the vehicle;