

22 VAC 40-185-410. Forbidden actions.

The following actions or threats thereof are forbidden:

1. Physical punishment, striking a child, roughly handling or shaking a child, restricting movement through binding or tying, forcing a child to assume an uncomfortable position, or exercise as punishment;
2. Enclosure in a small confined space or any space that the child cannot freely exit himself; however, this does not apply to the use of equipment such as cribs, play yards, high chairs, and safety gates when used with children preschool age or younger for their intended purpose;
3. Punishment by another child;
4. Separation from the group so that the child is away from the hearing and vision of a staff member;
5. Withholding or forcing of food or rest;
6. Verbal remarks which are demeaning to the child;
7. Punishment for toileting accidents; and
8. Punishment by applying unpleasant or harmful substances.

22 VAC 40-185-420. Parental involvement.

- A. Before the child's first day of attending, parents shall be provided in writing the following:
 1. The center's philosophy and any religious affiliation;
 2. Operating information, including the hours and days of operation and holidays or other times closed, and the phone number where a message can be given to staff;
 3. The center's transportation policy;
 4. The center's policies for the arrival and departure of children, including procedures for verifying that only persons authorized by the parent are allowed to pick up the child, picking up children after closing, when a child is not picked up for emergency situations including but not limited to inclement weather or natural disasters;

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5. The center's policy regarding any medication or medical procedures that will be given;
 6. The center's policy regarding application of:
 - a. Sunscreen;
 - b. Diaper ointment or cream; and
 - c. Insect repellent.
 7. Description of established lines of authority for staff;
 8. Policy for reporting suspected child abuse as required by § 63.2-1509 of the Code of Virginia;
 9. The custodial parent's right to be admitted to the center as required by § 63.2-1813 of the Code of Virginia;
 10. Policy for communicating an emergency situation with parents;
 11. The appropriate general daily schedule for the age of the enrolling child;
 12. Food policies;
 13. Discipline policies including acceptable and unacceptable discipline measures; and
 14. Termination policies.
- B. Staff shall promptly inform parents when persistent behavioral problems are identified; such notification shall include any disciplinary steps taken in response.
- C. A custodial parent shall be admitted to any child day program. Such right of admission shall apply only while the child is in the child day program (§ 63.2-1813 of the Code of Virginia).
- D. The center shall provide opportunities for parental involvement in center activities.

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E. Communication.

1. For each infant, the center shall post a daily record which can be easily accessed by both the parent and the staff working with the child. The record shall contain the following information:
 - a. The amount of time the infant slept;
 - b. The amount of food consumed and the time;
 - c. A description and time of bowel movements;
 - d. Developmental milestones; and
 - e. For infants, who are awake and cannot turn over by themselves, the amount of time spent on their stomachs.
2. If asked by parents, staff shall provide feedback about daily activities, physical well-being, and developmental milestones.
3. Parents shall be provided at least semiannually in writing information on their child's development, behavior, adjustment, and needs.
 - a. Staff shall provide at least semiannual scheduled opportunities for parents to provide feedback on their children and the center's program.
 - b. Staff shall request at least annually parent confirmation that the required information in the child's record is up to date.
 - c. Such sharing of information shall be documented.
 - d. Short-term programs (as defined in 22VAC40-185-10) are exempt from this requirement.
4. Parents shall be informed of reasons for termination of services.