

UP-CLOSE

A Look At Children Services



Volume 89 WINTER 2017

A LOOK BACK AT SEVERAL
UP-CLOSE HEADLINES IN 2017



Things to Do with Children—While You Wait

Paraprofessionals Day of Reflection

Winter in Chicago...Being Prepared Is the Best Defense!

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CHICAGO'S AWARD-WINNING PARK DISTRICT!

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Essential Information about Chicago's Community-Based Early Learning Alignment and Consolidation

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Important Advice For Screens And Children At Various Ages

Successful Recruitment Reminder – Get Back To The Basics!

It's Summer In Chicago – Time for Fun!



DON'T FEEL LEFT OUT – IF YOU MISSED ANY OF THESE STORIES FROM 2017 SIMPLY GO TO THE WEBSITE TO VIEW PAST ISSUES OF **UP-CLOSE** – SPECIFIC INFORMATION ON PAGE EIGHT.

MAKE THIS HOLIDAY SEASON – SAFE AND SOUND!

The safety of young children should be at the forefront throughout the year but during the holiday season there are always additional safety hazards that merit consideration and precautions. Safety issues can include holiday lights (indoor and out), trees, decoration, toys, boxes and packaging as well as batteries and magnets, to name just a few. The following safety suggestions and tips are for caregivers, parents and also should be reviewed with other family members if young children will spend time in their homes during the season.



Toy Safety for Young Children

Adults must ensure that playtime for young children is as safe as possible and injury free. Most injuries from toys are minor cuts, scrapes, and bruises. However, toys can cause serious injury or even death. This happens when toys are dangerous or used in the wrong way. Following are several things to think about when selecting toys and games.

Age Appropriate Toys/Gift Ideas

Find the perfect toy for the right age by considering the child's age when purchasing a toy or game. It's worth the time it takes to read the packaging on toys for the age appropriate recommendations. The suggestions can be very helpful because they offer guidelines on the following:

- The ability of a child to play with the toy and understand how to use the toy
- The safety of the toy (before you settle on the perfect toy, check to make sure there aren't any small parts or other potential choking hazards)
- The needs and interests at various levels of a child's development
- Important information about recalled toys



Tips for Buying Toys

Following are ten tips to help in the selection of safe and appropriate toys for young children:

- 1. Read the label.** Again, warning labels give important information about how to use a toy and what ages the toy is safe for. Be sure to show your child how to use the toy the right way.
- 2. Think Large.** Make sure all toys and parts are larger than your child's mouth to prevent choking.
- 3. Avoid toys that shoot objects into the air.** These toys can cause serious eye injuries or choking.
- 4. Avoid toys that are loud to prevent damage to your child's hearing.**
- 5. Look for stuffed toys that are well made.** Make sure all the parts are on tight and seams and edges are secure. It should also be machine washable. Take off any loose ribbons or strings to avoid strangulation. Avoid toys that have small bean-like pellets or stuffing that can cause choking or suffocation if swallowed.
- 6. Buy plastic toys that are sturdy.** Toys made from thin plastic may break easily.
- 7. Avoid toys with toxic materials that could cause poisoning.** Make sure the label says "nontoxic."
- 8. Avoid hobby kits and chemistry sets for any child younger than 12 years old.** They can cause fires or explosions and may contain dangerous chemicals. Make sure your older child knows how to safely handle these kinds of toys.

After Play – Store Toys!

When playtime is over be sure to use bins and/or containers to store toys for the next time. Let children help put the toys away. Make sure there are no holes or hinges that can catch a small child's fingers.

- 9. Electric toys should be "UL (Underwriter's Lab) Approved."** Check the label to be sure.

10. Be careful when buying crib toys.

Strings or wires that hang in a crib should be kept short to avoid strangulation. Crib toys should be removed as soon as your child can push up on his hands and knees.

Toy Recalls from the Consumer Product Safety Commission

One of the goals of the U.S. Consumer Product Safety Commission (CPSC) is to protect consumers and families from dangerous toys. It sets up rules and guidelines to ensure products are safe and issues recalls of products if a problem is found. Toys are recalled for various reasons including unsafe lead levels, choking or fire hazards, or other problems that make them dangerous. Toys that are recalled should be removed right away. If you think your child has been exposed to a toy containing lead, ask your child's doctor about testing for elevated blood lead levels. Check the CPSC website www.cpsc.gov on a regular basis to get updates on recalls of baby equipment and toys. To keep your children and family safe, you can sign-up to receive e-mail alerts whenever new toys or baby products are designated as dangerous for children.

Watch Out for Choking Hazards

Keep a special eye on small game pieces that may be a choking hazard for young children. While these kinds of games are great for older kids, they can pose a potential danger for younger, curious siblings.



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Button Battery Safety Tips

Small children like to explore and quite often when they find something new, the first thing they do is put it in their mouths. These days, electronic devices are getting smaller, slimmer and sleeker. There are mini remote controls, small calculators, watches, key fobs, flameless candles and musical greeting cards. Kids love to pick them up, play with them and take them apart, often exposing dangerous button batteries inside.



The Significant Facts About Button Batteries

Here are a few things to remember to make sure these batteries stay where they belong as well as what you need to know to keep children safe around button batteries.

The Effects on Children

- When a child swallows a button battery, the saliva triggers an electrical current. This causes a chemical reaction that can severely burn the esophagus in as little as two hours.
- The scary part is that it may not be obvious at first that there is something wrong, since kids can still breathe and act normally after ingesting a battery, though it may seem like the child has a cold or flu.
- Repairing the damage from battery ingestion is painful and often involves multiple surgeries. Even after a battery is removed, kids can experience terrible side effects to their vocal chords and windpipe.

Keep Button Batteries Out of Sight

- Search your home, and any place children go for gadgets that may contain coin-sized lithium batteries.
- Keep coin lithium battery-controlled devices out of sight and reach of children. These include remote controls, singing greeting cards, digital scales, watches, hearing aids, thermometers, children's toys, calculators, key fobs, flameless or tea light candles, flashing holiday jewelry or decorations all contain button batteries.
- Keep loose batteries locked away, or place a piece of duct tape over the controller to secure the battery compartment.

Get Treatment Right Away

- If you suspect a child has ingested a battery, go to the hospital immediately. Don't induce vomiting or have the child eat or drink anything until assessed by a medical professional.
- The symptoms may be tricky to recognize (they include coughing, drooling and discomfort), so if you have even the smallest doubt, don't take any chances. Go to the emergency room right away.
- Enter the National Battery Ingestion Hotline (202/625-3333) into your phone right now. Call anytime for additional treatment information.

Tell Your Family and Friends

- Share this life-saving information with caregivers, friends, family members and sitters. It only takes a minute and could save a life.

Magnets Can Also Cause Safety Issues

Small magnets which are found in toys like building sets, games, puzzles and even dolls, can severely injure children if two or more are swallowed. According to experts, although magnets have been in toys for many years, manufacturers have recently started using "rare earth" magnets, which are approximately ten times stronger than traditional magnets. They are able to exert a powerful attraction — even through human tissue. If two or more magnets are swallowed separately, they can attract each other through intestinal walls. This can trap the magnet in place, causing problems to the body including perforations, twisting or blocking of the intestines, and blood poisoning. The Consumer Product Safety Commission is aware of many cases of children being injured from swallowing magnets.

Button Battery Statistics

Each year in the United States, nearly 3,000 children are treated in emergency rooms after swallowing button batteries. The number of serious injuries or deaths as a result of button batteries is ten times greater than it was a decade ago.

Safe Environments

Milestones

DECEMBER

- Complete comprehensive safe environment review of the OHS monitoring Protocol for current program year
- Submit facility improvement plans as needed
- Conduct monthly fire drill
- Conduct playground equipment safety check
- Conduct tornado drill* (only completed twice a year)
- Complete daily, weekly and monthly checklist
- Submit five samples of daily health checks (consecutive) to CSD per Grantee request
- Replenish First Aid Kit supplies

Prevent Serious Injuries from Swallowed Magnets

There are things you can do to keep children safe. Review and remember these magnet safety tips:

- Inspect your children's toys regularly.
- Do not allow children younger than six years old to play with toys that contain small magnets.
- Avoid magnetic toys that function as jewelry such as earrings, tongue piercings, etc.
- Keep current on product recalls. Register on at the Consumer Product Safety Commission's website to get all children's product recalls.
- Make sure to look out for loose magnetic pieces; magnets can stick to places such as chair legs or the bottom of the refrigerator where babies have easy access.
- Seek medical attention immediately if you think your child has swallowed a magnet
- Watch for suspect symptoms like nausea/vomiting, diarrhea and/or pain, especially if you think magnets may be involved.



Program Governance Milestones

DECEMBER

- Support parents in convening their monthly parent committee and policy committee meetings and maintain record keeping systems for securing meeting materials
- Present and provide written monthly reports to the Policy Committee and Board: Meals/Snacks/Enrollment/Attendance/Fiscal/PIR Summaries
- Submit/Upload November's Certification of Personnel Actions
- Present 1st Quarter Child Outcome Analysis to the Policy Committee and Board
- Self-Assessment Timeline and Implementation Plan Presented to the Policy Committee and Board for approval
- Ensure/provide CPPC report to the Policy Committee
- Support CPPC representative in running for office on the Citywide Parent Policy Council Provide Policy Committee Orientation and Leadership Training Session(s) This training should include providing the policy committee an overview of the program governance policies and procedures that will govern them throughout the program year; HSPS, Fiscal Training, understanding their roles in Head Start Governance, Meeting Decorum - Meeting Best Practices, and Personnel Training inclusive of Interviewing Best Practices

IDEAS FOR COPING WITH STRESS DURING THE *Holidays*

Everyone can have stress at one time or another — it can be a bad day at work, car trouble, or in many cases, simply too many things to do. The holidays present an array of demands — work and/or home parties, events, shopping, cooking, cleaning, house guests and entertaining, to name just a few. However, too much stress or depression can make it hard to parent effectively. After a while, your children may show signs of being stressed out, too! It is important to learn how to manage your stress — for your own sake and for your children. Some signs that you are stressed may include:

Feeling angry or irritable a lot of the time

Feeling hopeless

Having trouble making decisions

Crying easily

Worrying all the time

Arguing with friends or your partner

Overeating or not eating enough

Being unable to sleep or wanting to sleep all the time

According to experts, a build-up of stress also can contribute to health problems, including allergies, a sore neck or back, headaches, upset stomach, and high blood pressure. Stress and depression can ruin your holidays and hurt your health. Being realistic, planning ahead and seeking support can help ward off stress and depression.

Don't let the holidays become something you fear. Instead, take steps to prevent the stress and depression that can descend during the holidays. Learn to recognize your holiday triggers, such as financial pressures or personal demands, so you can combat them before they lead to a meltdown. With a little planning and some positive thinking, you can find peace and joy during the holidays.

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Following are a few tips and ideas for handling stress during the holiday season – before and after.

Have a Plan / Plan Ahead

Set aside specific days for shopping, baking, visiting friends and other activities. Plan your menus and then make a shopping list. This will help prevent last-minute scrambling to shop and buy forgotten ingredients. If you can, make sure to line up help for dinner or party preparation and cleanup from family and/or friends.

Make a Budget / Stick to It

Before you go gift and food shopping, decide how much money you can afford to spend. Then stick to your budget. Don't try to buy happiness with an overload of gifts. Try these alternatives:

- Donate to a charity in someone's name.
- Give homemade gifts.
- Start a family gift exchange.

Don't Abandon Your Healthy Habits

Try to not let the holidays become a free-for-all. Overindulgence only adds to stress and guilt. Here are three suggestions:

- Have a healthy snack before holiday parties so that you don't go overboard on sweets, cheese or drinks.
- Get plenty of sleep.
- Incorporate regular physical activity into each day.



Be Realistic

The holidays don't have to be perfect or just like last year. As we've mentioned in the past, when families change and grow, traditions and rituals often change as well. Choose a few to hold on to, and be open to creating new ones. For example, if adult children can't come to your house, find new ways to celebrate together, such as sharing pictures, face-time, emails or videos.

Take a Breather When Needed

Make some time for yourself. Spending just 15 minutes alone, without distractions, may refresh you enough to handle everything you need to do. Find something that reduces stress by clearing your mind, slowing your breathing and restoring inner calm. Some options that may help:

- Taking a quick walk
- Listening to soothing music
- Getting away from everyone (quiet time)
- Reading a book

Reach Out for Assistance

If you feel lonely or isolated, seek out community, religious or other social events. They can offer support and companionship. Volunteering your time to help others may also be a good way to lift your spirits as well as broaden your friendships.

Family & Community Partnerships Milestones

DECEMBER

- **FCP:** Submit parent & community engagement framework summary to CSD
- **FCP:** Enter and/or follow-up on documentation in COPA (goals, referrals/services and case notes). All documentation must support families' priorities
- **FCP:** Review and update monthly COPA reports of family progress toward goals, referrals/services and case notes (review COPA reports 1008, 1009, 1010 and PIR).
- **FCP:** Complete documentation of parent volunteerism and enter in COPA
- **FCP:** Submit an improvement plan based upon the first quarter PIR analysis for any areas less than 50% to CSD
- **FCP:** Conduct monthly parent meetings
- **FCP:** Ensure two home visits and parent teacher conferences are conducted during the program year. Visits are to be conducted by classroom teachers. Family service workers will conduct visits as needed
- **FCP:** Complete list of parent and community volunteers and distribute to agency staff
- **FCP:** Submit Delegate Agency Health/FCP monthly report to CSD
- **FCP:** Develop and/or follow the transition plans of children transitioning to HS and/or Kindergarten

Share — Share — Share!

You don't have to do everything yourself. Share your "to do" list with others. Spend time with friends and family while you share tasks like decorating, wrapping gifts, and preparing the holiday meal.





Nutrition Milestones

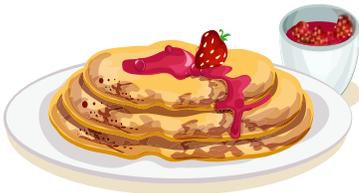
A Collection of Important Nutrition Information from 2017!

Get Young Children Involved in Nutrition — Whenever Possible

You can get small children involved in nutrition in a variety of ways. Every trip through the supermarket can be a nutrition lesson because young children can learn to categorize food into groups: grains, fruits, vegetables, milk foods and meat/beans. They can choose new foods that they want to try, including picking out a new fresh, frozen, canned or dried fruit each trip. As children get older, they can help plan the menu at home and then pick out the foods to match the menu items while shopping.

Breakfast Can Include Fresh Fruits and Vegetables

Breakfast is an excellent meal to include the produce children need for optimal health. Go with fresh fruit such as bananas, kiwi, pears, apples, mangoes, melon, grapefruit or whatever's in season. Use canned options (pineapple or mandarin oranges) and frozen fruits (blueberries and strawberries) as add-ons in cereal or toppings on pancakes, etc.



Help Children Know When They've Had Enough

Manners learned and practiced at home by young children can certainly be put to good use when visiting a relative's home for dinner or when the dinner is hosted at home.

- **Let children learn by serving themselves.** Let your kids serve themselves at dinner. Teach them to take small amounts at first. At home, preschoolers can practice serving from small bowls that you hold for them. Tell them they can have more if they are still hungry.
- **Avoid praising a clean plate.** Your child should stop eating when he or she is full, rather than when the plate is clean. The "Clean Plate Club" which many parents have grown up with is no longer the rule.
- **Reward children with attention and kind words, not food.**
- **Reinforce positive behavior and good manners at the dinner table.**

A Young Child's Serving Size

Adults need to know what children require at various ages to grow well and healthy. Based on information recommended by MyPlate, an appropriate serving size for children two to three years of age is about one-half an adult serving. So a serving of bread for a two to three year old would be half of a slice. Young children need the same variety of foods which are rich in nutrients as older kids and adults — just in smaller quantities. In this country, however, portions have gotten bigger (particularly those served in restaurants) and as a result, some parents and caregivers have developed a distorted view of the amount of food toddlers and preschoolers actually need. Beware of the "Super Size" mentality.

Eat Together As a Family

It's a fact that families eat more nutritiously and a greater variety of foods when they eat together. They eat greater amounts of vegetables, drink more milk, and possibly consume more fruit. Children and teens who have family meals with their parents consume greater amounts of calcium, iron, potassium and a variety of additional important vitamins. In addition, they consume less fat, including saturated and trans-fat. Youth who regularly eat dinner with their parents are more likely to consume breakfast, whether or not adults are present. Most studies have found that children who often eat together with their families are less likely to be obese.



DECEMBER

- Complete nutrition community assessment.
- Monitor Nutrition services reports in COPA
- Document IMIL implementation
- Document Nutrition education weekly
- Document Food experience
- Complete referral and follow-up for children with identified needs and document into COPA
- Plan for parent nutrition workshops (at least two per year)

How to Maintain Body Temperature

In the winter, eating well-balanced meals will help you and your family stay warmer.

Drink warm, sweet beverages or broth to help maintain your body temperature. In extreme weather, adults should not drink alcoholic or caffeinated beverages because they can cause your body to lose heat more rapidly.



Fuel Young Bodies with Food

Whether it's in the kitchen, in the car, on the bus or in the classroom or cafeteria, breakfast fuels learning and healthy kids. Make sure they have something in their stomachs!

Here are Two NHSA Initiatives to Seriously Consider in 2018!

Very Special Initiative – DonorsChoose.org

The National Head Start Association (NHSA) has announced that thanks to PNC Grow Up Great, Head Start teachers are now eligible to register for DonorsChoose.org! The DonorsChoose.org website allows “anyone to help a classroom in need with the goal of moving us closer to a nation where students in every community have the tools and experiences they need for a great education.” Teachers from every corner of America create classroom project requests, which are then posted on DonorsChoose.org and funded by donations from individual donors or corporate or foundation partners.

Begin developing your project by registering with DonorsChoose.org through these simple steps:



- Visit DonorsChoose.org/teachers and click Get Started! The DonorsChoose.org website will then walk you through the registration process with step-by-step instructions.
- After you complete the registration process DonorsChoose.org will send a confirmation to the email address you signed up with.
- If you don't see your Head Start program listed on the DonorsChoose.org website, request to add it! Adding new Head Start programs to DonorsChoose.org will take between 24-72 hours.
- Follow steps in the email to confirm your email address. Then you'll be on your way to creating your first project request!

Creating a great project is the next step to getting the funding you and your students need. When you create a new teacher account on DonorsChoose.org or log in, you'll find easy access to create a new project: Once you click that link, you'll be taken through everything you need to do for your project, step-by-step.

Your submitted project will include:

- Specific materials or experiences you're requesting to support your students
- Some writing about your students and your project idea
- A few other details that help donors find your classroom

There's an introductory guide on the website to familiarize you with the process of creating a project and helpful tips!

Opening the Doors – Community Volunteer Toolkit

Volunteers can provide specialized skills and the benefits of accumulated knowledge from years of experience. They bring new ideas, fresh perspectives, and a contagious surge of refreshed energy! With flexible schedules and the ability to focus intently on a particular task, volunteers can ease the workload strain on full-time staff. Volunteers can spread the word in your community about the great things your program does for children and families!

About the Toolkit

“Opening the Doors” is a free, A-to-Z toolkit that gives Head Start directors and staff step-by-step advice and templates that can be tailored to help start and grow their community volunteer programs, thereby

helping them toward their non-federal share goals, strengthening their organization's capabilities and, ultimately, enriching the offerings to the children and families whom everyone serves. Utilizing this tool kit can help you: Increase the number of community volunteers; Contribute substantially toward your non-federal share; Provide new and innovative resources for staff and parents, and Strengthen existing volunteer coordination systems, among other benefits.

The Toolkit is available (in both English and Spanish!) for Head Start and Early Head Start directors and community outreach staff who want to enhance their program's services by engaging community volunteers. The Opening the Doors Toolkit is available to all Head Start/ Early Head Start and early childhood programs. The Tool Kit was field tested in Head Start programs in several states for three months and reflects the best practices of exemplary community outreach programs. **Go to the NHSA website www.nhsa.org to download.**



Health/Developmental Screening Services Milestones

DECEMBER

Medical/Dental:

- Submit an improvement plan based upon the analysis of the first quarter PIR report for any areas under 90% to CSD, governing bodies/ management.
- Replace tooth brushes and replenish health services supplies
- Ensure all physical/dental exams and vision/hearing screenings are completed by the 45th day/schedule treatment/follow-up appointments.
- Complete referral and follow-up for children with identified needs and enter into COPA
- Monitor health services screening (including hearing and vision) reports in COPA and update COPA health case notes
- Replenish first aid kit supplies
- Complete Monthly Health Report and forward to assigned Health/FCP SSC by the 5th of the month
- Provide health requirements overview to enrolling parents

Developmental Screenings:

- Ensure developmental screenings are completed by 45th day
- Children who scored within the referred categories must be sent to disabilities coordinator within five days



IMPORTANT INFORMATION ABOUT THE SALVATION ARMY ANGEL TREE PROGRAM



The Salvation Army Angel Tree program for the Greater Chicagoland Area is an opportunity to spread joy and cheer to the less fortunate during the holidays. Angel Trees represent the wishes and desires of a child or youth. Through the Angel Tree program, families and children have their specific needs and wants met for a warm and joyous holiday experience.

Whether you are an individual, family, organization, church, business or club, you can help make a difference by accepting any number of Angel Tree "tags" from The Salvation Army. The program closes December 22nd. Go directly to the website:

To receive Christmas Assistance for your Family or to become an Angel Tree Donor!

<http://centralusa.salvationarmy.org/metro/angeltree>

It's As Easy as 1 - 2 - 3!

Distribute or E-mail this Link to parents and staff for this issue as well as previous issues of *Up-Close*. Go to the CSD website www.childrenserviceschicago.com and fill out the simple form. Every month a link to the newsletter is delivered directly to the subscriber's inbox.

A Special Appeal to EHS-CCP Partners

You can easily subscribe to *Up-Close*. The newsletter is absolutely free and therefore everyone in your agency can have a subscription. You can subscribe to *Up-Close* online and it's very quick and simple. Go to the CSD website and fill out the form (see below). Every month a link to the newsletter is delivered directly to your inbox.

Let Everyone Know How Easy It Is to Subscribe to *Up-Close*!

For our Early Head Start - Child Care Partnerships please take the time to spread the word about subscribing to *Up-Close*. Your monthly newsletter provides many suggestions, guidelines and helpful information on nutrition, safety, health issues, milestones, current news and events, as well as other stories relating to the care of young children.

We are always happy to include news about our own as well as what's going on statewide and throughout the nation. Make sure that parents and staff have access to this helpful issue as well as all of the past issues of 2017. The newsletter is absolutely free and therefore everyone in your agency as well as friends, family and community leaders can have a subscription.

UP-CLOSE

A Look At Children Services

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Lisa Morrison Butler
Commissioner of the Chicago Department
of Family and Support Services

Vanessa Rich
Managing Editor (2009 - 2015)

Julie A. Ellis
Writer

Xenia Demo
Designer

