

Immunization

All children enrolled in child care programs are required to have up to date immunizations as per Wisconsin Department of Child and Family Services. A list of the immunizations required can be found at:

<http://www.dhs.wisconsin.gov/immunization/WIR.htm>

All information collected is kept confidential except to those authorized by the parents/guardians on the child's enrollment form.

Child Abuse

As child care professionals, all staff members are mandatory reporters of suspected child abuse and/or neglect. If any indication of physical, sexual or verbal abuse is shown, Kid's Castle staff members are required, by law, to report that information to Kenosha County Division of Children and Family Services. *This law will be adhered to at all times and all information will be kept confidential.*

Environmental and Food Allergies

Staff must be notified of all environmental and food allergies. Upon notification of peanut allergies, Kid's Castle will attempt to restrict peanut butter and peanut containing products. If a child has severe allergies, an epi pen must be provided, along with a current Authorization to Administer Medicine form. This should also include specific instructions or clearly stated action plan, whenever that child is attending Kid's Castle.