

# Prevention of Shaken Baby Syndrome and Abusive Head Trauma

## BELIEF STATEMENT

We, \_\_\_\_\_ (name of facility), believe that preventing, recognizing, responding to, and reporting shaken baby syndrome and abusive head trauma (SBS/AHT) is an important function of keeping children safe, protecting their healthy development, providing quality child care, and educating families.

## BACKGROUND

SBS/AHT is the name given to a form of physical child abuse that occurs when an infant or small child is violently shaken and/or there is trauma to the head. Shaking may last only a few seconds but can result in severe injury or even death<sup>1</sup>. According to North Carolina Child Care Rule (child care centers, 10A NCAC 09 .0608, family child care homes, 10A NCAC 09 .1726), each child care facility licensed to care for children up to five years of age shall develop and adopt a policy to prevent SBS/AHT<sup>2</sup>.

## PROCEDURE/PRACTICE

Recognizing:

- Children are observed for signs of abusive head trauma including irritability and/or high pitched crying, difficulty staying awake/lethargy or loss of consciousness, difficulty breathing, inability to lift the head, seizures, lack of appetite, vomiting, bruises, poor feeding/sucking, no smiling or vocalization, inability of the eyes to track and/or decreased muscle tone. Bruises may be found on the upper arms, rib cage, or head resulting from gripping or from hitting the head.

Responding to:

- If SBS/ ABT is suspected, staff will<sup>3</sup>:
  - Call 911 immediately upon suspecting SBS/AHT and inform the director.
  - Call the parents/guardians.
  - If the child has stopped breathing, trained staff will begin pediatric CPR<sup>4</sup>.

Reporting:

- Instances of suspected child maltreatment in child care are reported to Division of Child Development and Early Education (DCDEE) by calling 1-800-859-0829 or by emailing [webmasterdcd@dhhs.nc.gov](mailto:webmasterdcd@dhhs.nc.gov).
- Instances of suspected child maltreatment in the home are reported to the county Department of Social Services. Phone number: \_\_\_\_\_

## Prevention strategies to assist staff\* in coping with a crying, fussing, or distraught child

Staff first determine if the child has any physical needs such as being hungry, tired, sick, or in need of a diaper change. If no physical need is identified, staff will attempt one or more of the following strategies<sup>5</sup>:

- Rock the child, hold the child close, or walk with the child.
- Stand up, hold the child close, and repeatedly bend knees.
- Sing or talk to the child in a soothing voice.
- Gently rub or stroke the child's back, chest, or tummy.
- Offer a pacifier or try to distract the child with a rattle or toy.
- Take the child for a ride in a stroller.
- Turn on music or white noise.
- Other \_\_\_\_\_
- Other \_\_\_\_\_

In addition, the facility:

- Allows for staff who feel they may lose control to have a short, but relatively immediate break away from the children<sup>6</sup>.
- Provides support when parents/guardians are trying to calm a crying child and encourage parents to take a calming break if needed.
- Other \_\_\_\_\_

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## PROHIBITED BEHAVIORS

Behaviors that are prohibited include (but are not limited to):

- shaking or jerking a child
- tossing a child into the air or into a crib, chair or car seat
- pushing a child into walls, doors, or furniture

## STRATEGIES TO ASSIST STAFF MEMBERS UNDERSTAND HOW TO CARE FOR INFANTS

Staff reviews and discusses:

- The five goals and developmental indicators in the 2013 North Carolina Foundations for Early Learning and Development, [ncchildcare.nc.gov/PDF forms/NC Foundations.odf](http://ncchildcare.nc.gov/PDF/forms/NC%20Foundations.odf)
- How to Care for Infants and Toddlers 1 Groups, the National Center for Infants, Toddlers and Families, [www.zerotothree.org/resources/77-row-to-care-for-infants-and-toddlers-in-groups](http://www.zerotothree.org/resources/77-row-to-care-for-infants-and-toddlers-in-groups)
- Including Relationship-Based Care Practices. in Infant-Toddler Care: Implications for Practice and Policy, the Network of Infant/Toddler Researchers, pages 7-9, [www.acf.hhs.gov/sites/default/files/core/nitr inquire may 2016 070616 b508compliant.pdf](http://www.acf.hhs.gov/sites/default/files/core/nitr_inquire_may_2016_070616_b508compliant.pdf)

## STRATEGIES TO ENSURE STAFF MEMBERS UNDERSTAND THE BRAIN DEVELOPMENT OF CHILDREN UP TO FIVE YEARS OF AGE

All staff take training on SBS/AHT within first two weeks of employment. Training includes recognizing, responding to, and reporting child abuse, neglect, or maltreatment as well as the brain development of children up to five years of age. Staff review and discuss:

- Brain Development from Birth video, t1e National Center for Infants, Toddlers and Families, [www.zerotothree.org/resources/156-brain-wonders-nurturing-a-healthy-brain-development-from-birth](http://www.zerotothree.org/resources/156-brain-wonders-nurturing-a-healthy-brain-development-from-birth)
- The Science of Early Childhood Development, Center on the Developing Child, [developingchild.harvard.edu/resources/inbrief-science-of-eecd/](http://developingchild.harvard.edu/resources/inbrief-science-of-eecd/)

## RESOURCES

List resources such as a staff person designated to provide support or a local county/community resource:

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## PARENT WEB RESOURCES

- The American Academy of Pediatrics: [www.healthychildren.org/English/safety-prevention/athome/Pages/Abusive-Head-Trauma-Shaken-Baby-Syndrome.aspx](http://www.healthychildren.org/English/safety-prevention/athome/Pages/Abusive-Head-Trauma-Shaken-Baby-Syndrome.aspx)
- The National Center on Shaken Baby Syndrome: <http://dontshake.org/family-resources>
- The Period of Purple Crying: <http://purplecrying.info/>
- Other \_\_\_\_\_

## FACILITY WEB RESOURCES

- Caring for Our Children, Standard 3.4.4.3 Preventing and Identifying Shaken Baby Syndrome/Abusive Head Trauma, <http://doc.nrckids.org/StandardView.dm?StdNum=3.4.4.3&=+>
- Preventing Shaken Baby Syndrome, the Centers for Disease Control and Prevention, [http://centerforchildwelfare.fmhi.usf.edu/kb/trprev/Preventing SBS 508-a.pdf](http://centerforchildwelfare.fmhi.usf.edu/kb/trprev/Preventing%20SBS%20508-a.pdf)
- Early Development & Well-Being, Zerto Tree, [www.zerotothree.org/early-development](http://www.zerotothree.org/early-development)
- Other \_\_\_\_\_

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## REFERENCES

1. The National Center on Shaken Baby Syndrome. [www.dontshake.org](http://www.dontshake.org)
2. NC DCDEE, [ncchildcare.dhhs.state.nc.us/general/mb\\_ccrulespublic.asp](http://ncchildcare.dhhs.state.nc.us/general/mb_ccrulespublic.asp)
3. Shaken baby syndrome, the Mayo Clinic, [www.mayoclinic.org/diseases-conditions/shaken-babysyndrome/basics/symptoms/con-20034451](http://www.mayoclinic.org/diseases-conditions/shaken-babysyndrome/basics/symptoms/con-20034451)
4. Pediatric First Aid/CPR/AEO, American Red Cross, [www.redcross.org/images/MEOIA CustomProductCatalog/m4240175 Pediatric ready reference.pdf](http://www.redcross.org/images/MEOIA CustomProductCatalog/m4240175 Pediatric ready reference.pdf)
5. Calming Techniques for a Crying Baby, Children's Hospital Colorado, [www.childrenscolorado.org/conditions-and-advice/calm-a-crying-baby/calming-techniques](http://www.childrenscolorado.org/conditions-and-advice/calm-a-crying-baby/calming-techniques)
6. Caring for Our Children, Standard 1.7.0.5: Stress <http://cfoc.nrckids.org/StandardView/1.7.0.5>

## APPLICATION

This policy applies to children up to five years of age and their families, operators, early educators, substitute providers, and uncompensated providers.

## COMMUNICATION

### Staff\*

- Within 30 days of adopting this policy the child care facility shall review the policy with all staff who provide care for children up to five years of age.
- All current staff members and newly hired staff will be trained in SBS/AHT before providing care for children up to five years of age.
- Staff will sign an acknowledgement form that includes the individual's name, the date the center's policy was given and explained to the individual, the individual's signature, and the date the individual signed the acknowledgment
- The child care facility shall keep the **SBS/AHT staff acknowledgement form** in the staff member's file.

### Parents/Guardians

- Within 30 days of adopting this policy. the child care facility shall review the policy with parents/guardians of currently enrolled children up to five years of age.
- A copy of the policy will be given and explained to the parents/guardians of newly enrolled children up to five years of age on or before the first day the child receives care at the facility.
- Parents/guardians will sign an acknowledgement form that includes the child's name, date the child first attended the facility, date the operator's policy was given and explained to the parent, parent's name, parent's signature, and the date the parent signed the acknowledgement
- The child care facility shall keep the **SBS/AHT parent acknowledgement form** in the child's file.

\* For purposes of this policy, "staff" includes the operator and other administration staff who may be counted in ratio, additional caregivers, substitute providers, and uncompensated providers.

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Effective Date

This policy was reviewed and approved by:

\_\_\_\_\_  
Owner/Director (recommended)

\_\_\_\_\_  
Date

\_\_\_\_\_  
DCDEE Child Care Consultant (recommended)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Child Care Consultant (recommended)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Annual Review Dates

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## Parent or guardian acknowledgement form

I, the parent or guardian of \_\_\_\_\_

**Child's name**

acknowledges that I have read and received a copy of the facility's Shaken Baby Syndrome/Abusive Head Trauma Policy.

\_\_\_\_\_  
**Date policy given/explained to parent/guardian**

\_\_\_\_\_  
**Date of child's enrollment**

\_\_\_\_\_  
**Print name of parent/guardian**

\_\_\_\_\_  
**Signature of parent/guardian**

\_\_\_\_\_  
**Date**

## Child Care & Academy For Early Learning **DISCIPLINE POLICY**

We fully recognize the right of every parent in Biblical methods of discipline. We support and work in cooperation with parents who place their children in our facility.

In discipline, we hold that praise and reinforcement are effective methods of managing the behavior of children. We desire to see each child develop self-discipline, respect for others, and a value system based upon the Scripture.

Therefore, we will practice the following discipline/behavior management policy:

### **WE:**

1. DO praise, reward, and encourage the children.
2. DO establish boundaries for the children.
3. DO set a good Christian example before them each day.
4. DO modify the classroom environment to attempt to prevent problems before they occur.
5. DO listen to the children.
6. DO deny privileges for unacceptable behavior.
7. DO provide the children with natural and logical consequences for their behavior and maturity.
8. DO respect the children's needs, desires, and feelings.
9. DO attempt to discipline without damaging the children's self-esteem.
10. DO remove misbehaving children from the rest of the children for short periods of time.
11. DO explain things to the children on their level.
12. DO emphasize disciplining with love and consistency.
13. DO believe in working with and through our parents in order to develop good behavior in our children.
14. DO deny the privilege of attending the Academy to children who do not respond to methods listed above.

### **WE:**

1. DO NOT spank, bite, slap, or otherwise physically punish the children.
2. DO NOT use any form of profanity before the children.
3. DO NOT punish the children when bathroom accidents occur.
4. DO NOT deny meals or rest as punishment.
5. DO NOT leave the children unattended or without supervision.
6. DO NOT allow discipline of children by other children.
7. DO NOT place children in locked rooms, closets, or boxes as punishment.
8. DO NOT criticize, make fun of, or otherwise belittle children's parents, families, or ethnic groups.

God gives children to parents, not to a church or the state. Therefore, when all forms of discipline patiently administered fail to result in a child being controllable, we will call the parent and ask that they come to the Child Care/Academy to discipline their child within one hour.

I, the undersigned parent or guardian of \_\_\_\_\_ (*child's full name*), do hereby state that I have read and received a copy of this, the Discipline Policy and that the Director has discussed the discipline Policy with me.

I agree to comply, as well as pledge loyalty and prayerful support to Northside's teachers, procedures, policies, and disciplines. I also agree to allow the teacher/Northside's discretion in the discipline of my child while in their care. In the event that a child should inflict injury upon another child such that he/she bleeds, needs to seek medical attention, or bites another child twice in one day, the child will be suspended for the rest of the day and possibly the next. Discretion of the Director will determine the length of suspension. No financial reimbursements will be made for days of suspension. Should my child not respond favorably to the Child Care/Academy for any reason, I will not try to change the Child Care/Academy for any reason, I will not try to change the Child Care/Academy to fit my needs, but agree to quietly withdraw.



## OFF PREMISE ACTIVITY AUTHORIZATION

Off-premise activities refer to any activity which takes place away from a licensed and approved space. Licensed and approved space includes primary space, outdoor space, and single-use rooms, or other administrative areas that have been approved for use.

I, \_\_\_\_\_ parent/guardian of  
\_\_\_\_\_, give my permission to Northside  
Childcare and Preschool for my child to participate in an off-premise activity.

Location of off-premise activity: Northside Christian Academy Campus

Purpose of the activity: Walk/Physical Health, Stroller Ride, or attend special performances or events

Additional information: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

This authorization is valid from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_  
(up to 12 months)



## **AEL POLICIES**

Please check (✓) as you have read and agreed.

Child's Name: \_\_\_\_\_

I have received a copy of the Northside Academy for Early Learning's Parent Handbook and agree to read and uphold the policies and procedures.

My child has permission to be outside the fenced area while attending childcare at Northside Childcare and AEL.

I have received and agreed to read the North Carolina Child Care Laws and Rules.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Infant/Toddler Safe Sleep Policy

A safe sleep environment for infants reduces the risk of sudden infant death syndrome (SIDS) and other sleep-related infant deaths. According to N.C. Law, child care providers caring for infants 12 months of age or younger are required to implement a safe sleep policy and share the policy with parents/guardians and staff.

\_\_\_\_\_ (facility name) implements the following safe sleep policy:

## SAFE SLEEP PRACTICES

1. We train all staff, substitutes, and volunteers caring for infants aged 12 months or younger on how to implement our Infant/Toddler Safe Sleep Policy.
2. We always place infants under 12 months of age on their backs to sleep unless:
  - The infant is 6 months or younger, and a signed ITSSIDS Alternate Sleep Position Health Care Professional Waiver is in the infant's file, and a notice of the waiver is posted at the infant's crib.
  - The infant is 6 months or older (choose one)
    - We do not accept the ITSSIDS Alternate Sleep Position Parent Waiver.\*
    - We accept the ITSSIDS Alternate Sleep Position Parent Waiver.

We retain the waiver in the child's record for as long as they are enrolled.
3. We place infants on their back to sleep even after they are able to independently roll back and forth from their back to their front and back again. We then allow the infant to sleep in their preferred position.
  - We document when each infant is able to roll both ways independently and communicate with parents. We put a notice in the child's file and on or near the infant's crib.
4. We visually check sleeping infants every 15 minutes and record what we see on a Sleep Chart. The chart is retained for at least one month.
  - We check infants 2-4 months of age more frequently.
5. We maintain the temperature between 68-75°F in the room where infants sleep.
  - We further reduce the risk of overheating by not over-dressing infants.
6. We provide infants supervised tummy time daily. We stay within arm's reach of infants during tummy time.
7. We follow N.C Child Care Rules .09010) and .1706(g) regarding breastfeeding.
  - We further encourage breastfeeding in the following ways: \* \_\_\_\_\_

## SAFE SLEEP ENVIRONMENT

8. We use Consumer Product Safety Commission (CPSC) approved cribs or other approved sleep spaces for infants. Each infant has his or her own crib or sleep space.
9. We do not allow pacifiers to be used with attachments.
10. Safe pacifier practices:
  - We do not reinsert the pacifier in the infant's mouth if it falls out.
  - We remove the pacifier from the crib once it has fallen from the infant's mouth.
11. We do not allow infants to be swaddled.
  - We do not allow garments that restrict movement.
12. We do not cover infants' heads with blankets or bedding.
13. We do not allow any objects other than pacifiers such as pillows, blankets, or toys in the crib or sleep space.
14. Infants are not placed in or left in car safety seats, strollers, swings, or infant carriers to sleep.
15. We give all parents/guardians of infants a written copy of this policy before enrollment. We review the policy with them and ask them to sign the policy.
  - We encourage families to follow the same safe sleep practices to ease infants' transition to child care.\*
16. Posters and policies:
  - Family child care homes: We post a copy of this policy and a safe sleep practices poster in the infant sleep room where it can easily be read.
  - Centers: We post a copy of this policy in the infant sleep room where it can easily be read.
    - We also post a safe sleep practices poster in the infant sleep room where it can easily be read.\*

## COMMUNICATION

17. We inform everyone if changes are made to this policy 14 days before the effective date.
  - We review the policy annually and make changes as necessary.\*

\*Best practice recommendation.

Effective date: \_\_\_\_\_ Review date(s): \_\_\_\_\_ Revision date(s): \_\_\_\_\_

I, the parent/guardian of \_\_\_\_\_ (child's name), received a copy of the facility's Infant/Toddler Safe Sleep Policy. I have read the policy and discussed it with the facility director/operator or other designated staff member.

Child's Enrollment Date: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Facility Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_