



Safety Requirements and Tips for Point of Service (POS) Device on Vehicles August 25, 2011

The safety tips below are issued by the Division of Child Development and Early Education for child care providers who are placing the SEEK Point of Service device in any vehicle that will be used to transport children. The safety tips must be reviewed with staff and the driver of the vehicle. If DCDEE staff observe that any of the safety items provided below are out of compliance, the corresponding violation of child care requirements will be documented and action taken as needed. The safety tips must be posted on the vehicle for parents and child care staff to review. The POS will be used to check-in and check-out children by parents or alternate cardholders who do not transport the children to the child care facility on a regular basis.

NOTE: the driver and child care staff cannot be in the possession of a parent or alternate cardholder's SEEK magnetic stripe card at any time. Noncompliance with this requirement may result in termination of your participation in the Subsidized Child Care Program.

In accordance with the North Carolina Child Care Requirements, the following Safety Tips should be followed:

- The bus/van shall stop to pick up children in an off street area and out of the direct flow of traffic so that all children are protected from traffic hazards.
Supporting Transportation Safe Procedures Rule: 10A NCAC 09 .1003
(h) Children shall be loaded and unloaded from curbside or in a safe, off-street area, out of the flow of traffic, so that they are protected from all traffic hazards.
- If the van or bus has a cigarette lighter plug installed, and you use the POS adapter in this plug:
 1. The cigarette lighter plug must be stored out of the reach of children at all times when the POS is in use.
 2. The cigarette lighter or POS adapter must be in the plug at all times when children are being transported.
- The POS machine shall be securely mounted on the dashboard of the bus or van.
Supporting Safe Environment Rule: 10A NCAC 09 .0601
(a) A safe indoor and outdoor environment shall be provided for the children in care.
- Each facility shall have written safe procedures for delivery and pick-up on file.
Supporting Transportation Rule: 10A NCAC 09 .1003 SAFE PROCEDURES
(b) Each center shall establish safe procedures for pick-up and delivery of children. These procedures shall be communicated to parents, and a copy shall be posted in the center where they can easily be seen. Centers licensed for three to twelve children located in a residence are not required to post these procedures.