

NOCAC HEAD START WEIGHING CHILDREN PROCEDURES

Performance Standard 1304.23(a)(1) Proper weighing procedures will ensure accuracy of measurements to identify children of nutrition concerns.

BALANCE THE SCALE

Before you weigh the child balance the scale. To balance the scale, make sure no objects are on the scale. Move the sliding weights to zero. If the scale is balanced, the bar will bounce equally up and down and then rest in the middle position. If the scale is out of balance you will need to adjust the balancing weight. If the balance scale uses the balancing screw for adjustment, it can be located on the left side of the balance bar.



WEIGHING CHILD PROCEDURES:

1. Remove the child's shoes, heavy jackets or sweaters.
2. Place the scale in the "zero" position before the child steps on the scale.
3. Have the child stand with both feet slightly apart and arms at their sides in the center of the platform.
4. Move the upper weight away from zero until the balance bar is at the center point. You may need to slide the weight back and forth until the balance bar is centered.
5. If you move the upper weight to 50 pounds and the bar does not move, then the child weighs more than 50 pounds. Move the upper weight back to zero. Set the lower weight on the 50 pound mark. Now move the upper weight until the bar balances and is centered. Add 50 to the upper measurement to get the total weight.
6. Read the measurement to the nearest $\frac{1}{4}$ pound.
7. Record the child's weight on the height and weight form.
8. Return to the Central Office to be tracked in ChildPlus.