

**Snohomish County ECEAP
REFERENCE SHEET FOR TAKING HEIGHTS AND WEIGHTS**

Setting Up

1. If possible, schedule heights/weights/BMI measurements for all children in one class on the same day.
2. Have Heights/Weights Tracking form and Center for Disease Control (CDC) growth charts filled out with names, DOB, etc. If children have growth charts from last year, use these; comparisons can be made between current and last year's measurements.
3. Set out height and weight equipment (headboard, 4-foot standardized ruler, floor scale) near each other.

The ruler should be taped straight vertically, flush with the wall and the floor. (Use masking or blue paint tape).

The scale should be on a hard, flat floor surface.

Suggestions for Preparing the Children. At circle time or other appropriate time, tell the children that growth measurements will be taken. You may model how to stand against the wall and how to stand on the scales. A lesson or story about growing may be included.



Measuring Height and Weight

*Occasionally a child is shy or will refuse to participate. Ask a parent or someone who the child is comfortable with to assist. **Do not coerce the child to comply.** If a measurement cannot be completed, record the date on the growth chart and note that the child refused. A second attempt to measure the child can be made at a later date.*

1. Assemble two to four children at one time and have them remove their shoes and any hair accessories (assist if needed).
2. Child should stand with heels against the wall and feet flat. Hold the headboard level on top of child's head and flush against the wall, flush against the side of the ruler, and measure height indicated where the base of the headboard meets the crown of the head.
3. Record measurement. To practice sensitivity to the child, do not call out height measurement.
4. Have child stand flat on the scale with both feet, hands free and arms at sides.
5. Record weight. To practice sensitivity to the child, do not call out weight measurement.

Entering Data on the Tracking Form

The Tracking form has built-in formulas to automatically calculate children's age and BMI. When you enter DOB and date of measurement, age in years and months automatically calculates and appears in the field. When you enter the height and weight data, the BMI automatically calculates and appears in the field.



Plotting Heights and Weights, BMI on CDC Growth Charts

Use ink, since CDC Growth Charts are permanent records.

1. Use the appropriate growth chart by gender.
2. Record child's name, DOB, date of measurement, and age at time of measurement (refer to calculation on Tracking form).
3. Write the height, weight, and BMI measurements recorded on the Tracking form on the growth chart in the table.
4. Plot the height value (left grid) using (Stature-for-age). Mark clearly with a dot and circle.
5. Plot the weight value (right grid) using (Weight-for-age). Mark clearly with a dot and circle.
6. Plot the BMI measurement (back of page) using (BMI-for-age). Mark clearly with a dot and circle.
7. Check the Height Risk Alert Sheet to see if child's height for age value falls inside normal range, or under normal range indicating a possible growth concern.
8. Check the BMI Risk Alert Sheet to see if BMI value falls inside normal range, or outside normal range indicating a possible health risk.
9. If a child's Height-for-age or BMI-for-age is outside the normal range ($Ht. \leq 5^{th}$ %ile, $BMI \leq 5^{th}$ %ile, $BMI \geq 85^{th}$ %ile), please note it in the comment columns of the growth chart and the Tracking form.

Discussing Results With Parents (of children whose screening is outside the normal range)

1. Share that the results of the heights and weights/BMI of the child is outside of normal range according to CDC standards.
2. Share helpful nutritional resources: materials, agencies such as WIC, etc. Refer to ECEAP Nutritionist or ECEAP Nurse if needed and if parents agree to this referral.
3. Document what you have done in the child's file. Also document follow-up. For further information on following up with parents, see the resource "Outline for Growth Concerns".