



Country Club Methodist
CHILD DEVELOPMENT CENTER

Parent Handbook

Philosophy/Mission Statement Country Club Methodist Child Development Center (CCMCDC) strives to provide a safe, loving environment as well as a progressive education for infants, toddlers, and preschool age children. Our highly qualified staff believes in a constructive, play-based curriculum where students learn in social context and from real experiences. Authentic interactions with nature, community members, and families support our philosophy of learning through play. We believe learning should stem from the children's interests and that real life learning experiences are most appropriate for young learners.

Curriculum Our facility utilizes Creative Curriculum in the infant, toddler, and preschool classrooms. Creative Curriculum is a constructive, play-based curriculum that allows children the opportunity to learn through motivating, hands-on learning experiences. Creative Curriculum fosters development of the whole child including physical, cognitive, social, and emotional development. This curriculum also assesses throughout the four focal domains, including 38 focus objectives. Teachers will use the assessment component of the curriculum for ongoing assessment of your child's development. Additionally, we utilize the Project Approach, which is a method of teaching that promotes inquiry-based learning from real experiences.

Spirituality Country Club United Methodist Church is a neighborhood church which seeks to inspire the spiritual growth of its community. Likewise, our child development center seeks to inspire spirituality in our students. This is achieved in the form of prayers before meals and snacks, books and discussions to teach moral values, and interactions between the students and church members. All faiths are welcome.

Communication Our center utilizes Brightwheel, a parent communication app, which allows parents to receive updates throughout the day in regards to bottles, meals, diapering, toilet training, and naps. This app also allows direct messaging between parents and teachers as well as an avenue for teachers to share photos and videos of activities and learning. Directors and teachers are always available to answer any questions you may have.

Parent/Teacher Conferences Parent Teacher conferences will occur twice in the school year (August-May) for all classrooms. These dates will be announced in advance and time slots in which you can schedule your child's conference will be available. In addition to conferences, your child will have an individual portfolio that tracks and documents their progress and growth. This portfolio will be accessible to you throughout the year and will be updated frequently.

Hours Of Operation CCMCDC is open Monday-Friday 7:30 AM - 5:30 PM, with the exception of holidays and professional development days. Please see our calendar for

closures.

Arrival and Departure Procedures We would like your child to have as smooth of a transition as possible during drop off and pick up. Therefore we strongly encourage parents and caregivers to remain in your child's classroom with your child for a period of 3-5 minutes during each arrival and departure. This allows your child to become familiar with their surroundings while you're still present and eases them into transitioning from one situation to another. This also allows you to have a few minutes each day spent in your child's classroom, which encourages family involvement and strengthens the relationship between home and school.

Infant room parents: There is an open space, by the stairs, at the Westover entrance where you may store your infant car seat carrier during the day. Please do not leave car seats in the classroom. Diaper bags should be taken to the classroom and left on your child's hook or cubby.

Parking Infant and Toddler room parents please park in the Westover parking lot to drop off and pick up your child. Early Preschool and Preschool room parents please park only on the right hand side of the circle drive on 57th Street to drop off and pick up your child. There is additional parking at the front of the church (on 57th Street). PLEASE DO NOT PARK ON WESTOVER STREET. If you need to park on the street, do so on 57th Street.

Safety For the safety of your children and our staff, our doors will remain locked throughout the day. We use a key fob entry system. Parents will be given their own personal key fob. \$25.00 will be charged to your Tuition express account per key fob, when you return the fob the \$25.00 deposit will be credited back to you.

Weapons We do not allow weapons of any kind (including play/pretend weapons) on premises.

Smoking Smoking is not allowed in the building, around the outside play area or in an area where you are visible to children.

Enrollment New enrollment and re-enrollment will occur every August. Priority will be given first to staff, siblings of enrolled students, and then church members. However, we encourage expecting mothers to notify the directors as soon as possible to ensure there is a spot available for your new arrival. Full time preschool spots will take precedence over part time spots.

Waitlist In order to get your name on the waitlist, we ask that you complete an enrollment application (found on our website) for each child to be enrolled. There is a \$30 application fee that must be submitted with this form. We will reach out to parents every 6 months, or sooner (in the months of May and November) to ensure you are still interested in enrollment at our

center and maintaining your spot on the waitlist.

Tuition Tuition is due on the first business day of the month. CCMCDC has an automated payment system for your convenience. Payments are withdrawn on the 1st of every month via checking account or credit card. A 2.7% fee is applied for credit card transactions. **If tuition is not collected by the 5th of the month a late fee of \$50.00 will be added to the total balance.** After the 10th of each month a recurring late fee of \$15.00/day will be added to your bill. If tuition is not collected after a 6 week period your child may become disenrolled from CCMCDC. Tuition is posted on the CCMCDC website and is subject to change. You will be notified prior to the change.

Discounts Active church members, pending approval from the church board, will receive a 10% discount on total tuition each month. There are no sibling discounts at this time.

Late Pick-up Policy We strongly encourage you to be on time when picking up your child. This is not only considerate of the staff but beneficial to your child as well. Your child may become uneasy if you haven't arrived for pickup at your normal time. Our facility closes at 5:30 p.m.. Last pickup should occur by 5:20 p.m. which will allow you to have exited the facility by 5:30 p.m. We understand there are extenuating circumstances; if you know that you will arrive late please call our office immediately to notify a director. A late fee will be added to your bill. Repeated incidents of late pick ups may result in disenrollment.

Late Fees 1-5 minutes late - \$5.00 5-15 minutes late - \$20.00 15-25 minutes late - \$50.00 Each additional 15 minutes- \$25.00 Late fees will be charged and collected through your Tuition Express account. Your child will not be able to attend until late fees are paid in full. ***Late fees are incurred until you have exited the facility.**

Withdrawal Upon enrollment, you agree to provide written notice to a Director by the 1st of the month, prior to the last month in attendance. You will be billed the total monthly tuition for the last month in attendance. If you terminate attendance immediately, without notice, you will be billed a full month's tuition.

Disenrollment CCMCDC reserves the right to disenroll a child at any time.

Classroom Placement Your child's classroom is chosen by the directors of the school and is based on what we believe to be the best and the most beneficial environment for your child.

Behavior Management At CCMCDC we believe that every student should be treated with love and respect. One of our roles as educators is to help our students develop self-regulation. In order to foster self-regulation, we believe in having productive conversations with children about how their actions affect others. This positive form of guidance is effective because it is

not punitive in nature. It encourages the child to make better choices because it is the right thing to do and for the good of the classroom community.

With our infants and young toddlers, we utilize distraction and redirection as our primary guidance techniques, as research suggests these are the most effective strategies for this age group. With our older toddlers and preschool students, we utilize productive conversations, as well as natural and logical consequences. Natural and logical consequences are most appropriate for young children as the child sees how the consequence fits the misdeed. For example, if a child decides to throw blocks, then they will not be allowed to play with blocks and will need to choose a different activity. It is very easy for a child to see the relation between throwing the blocks and not being allowed to play with blocks. The goal is not to punish, but simply to stop the undesirable behavior, have a conversation about why said behavior is not acceptable so they can learn from their mistake, and then to redirect.

Staff Professional Development To ensure our highly-qualified staff stays up-to-date with research-based *best practices*, the center will close six times per year, every other month, for continued professional development. Professional development closures always take place on a Friday and are notated on CCMCDC's yearly calendar.

Family Involvement The involvement of families in a child's classroom and school are proven to be beneficial in numerous ways.

Here are some ways we would love for your family to be involved at CCMCDC:

- Sign up to read a story to your child's class - Volunteer in the classroom. Our teachers have a variety of ways in which to lend a helping hand.
- Chaperone on a class field trip - Bring in needed supplies or donate snacks from our pre approved list. Our teachers will have a way of communicating these needs with you.
- Attend the annual church holiday activities.
- Join us in coming to our classroom holiday celebrations, listed on our calendar

We would love to see you in the classroom!

Safety/ Emergency Procedures Your child's safety and well being is our top concern. We regularly practice our Safety and Emergency Procedures. Fire and Tornado Drills occur every three months, as stipulated by the fire safety requirements from the Missouri Department of Health and Senior Services. Our building has passed inspection from the State on fire safety and we will follow evacuation procedures set forth by the Fire Marshal. If there is a threat to the school, our teachers will go into their classrooms, lock all doors and remain in "Lock Down" until it is clear that the environment is safe. You will be notified as soon as possible if such an occurrence takes place and if we believe it is necessary for you to pick up your child(ren).

Visitors Policy We have an open-door policy, for parents, in regards to visiting. Parents are welcome to visit as often as they'd like, so long as visits do not deter from learning in the classroom. Mothers are welcome to visit and breastfeed infants, if they'd like. We have a private room upstairs with comfortable seating for breastfeeding. If you would like to stay for extended periods of time, please check with your child's classroom teacher to ensure the visit would not conflict with scheduled activities. Grandparents, relatives, and family friends are allowed to visit; however, parents should inform us of these visits in advance. We will ask unknown visitors to provide identification.

School Closings/Snow Days We will follow Pembroke Hills' closings for inclement weather. If Pembroke Hill closes, CCMCDC will close, as well, as Pembroke Hill is in close proximity to our center and similar in regards to transportation. However, CCMCDC reserves the right to close, even without Pembroke, if deemed necessary. When determining whether or not to close the center, we must consider the safety of our staff in their travel to work, as well as whether or not we foresee being able to adequately staff our facility for ratio requirements. Although we are located in KCMO and the streets surrounding us could be clear, the highways and streets surrounding our teachers' residences may not be. We must take all of these things into consideration in the event we need to deviate from Pembroke's closings.

We will inform you of school closure by email and on our Facebook page. We will make every effort to notify parents by 6:30am. If you have not received an email and there is no post on our Facebook page, we will be open as usual.

You will be notified of unscheduled school closings, due to maintenance issues (heating/cooling, flooding, electrical, water, etc.), by email as soon as possible. We will do our best to remain open and work around certain conditions but we must close if we will be in violation of any licensing rules due to maintenance issues.

Because we pay our teachers on snow days and for unscheduled closings, parents will still be charged for these days.

Absences/Late arrivals If your child will be late or absent, please email CCMCDC directors and message your child's teacher on Brightwheel. If possible, please email the directors and notify your child's teacher in advance of a scheduled absence.

Immunizations Missouri state law mandates that children be up-to-date on their immunizations in order to attend school. CCMCDC requires all children have documentation from a health care provider that states the month, day and year immunizations were administered. These documents will be kept on file. Children will need to continue to be up-to-date with required immunizations and should provide an updated immunization record with each new immunization received. CCMCDC does not accept religious exemptions.

Sick Child/ Illness and Accident Policies If your child's injury is minor (scrapes, bumps,

etc.), first aid will be given immediately. Parents will be notified through a written report provided at pick up. If a major injury occurs, parents will be immediately notified after professional help is contacted. Written consent to give professionals permission to transport your child to a hospital will be required during enrollment.

If your child has any of the following symptoms we are not allowed to have them at school. You will be notified and need to make arrangements for your child to be picked up within one hour of our first attempt to contact you.

- Diarrhea (more than one loose stool), unusually dark or discolored urine, discolored stool - Vomiting - Fever (temperature above 101 degrees F by mouth or 100 degrees F under the arm) - Rashes on the skin or skin disorders that are contagious or seeping. - Headache and stiff neck - A severe and persistent cough - Difficult or rapid breathing - Red or blue in the face or makes high pitched croupy or whooping sounds after coughing - Inflamed or swollen throat and/or trouble swallowing - Listlessness, sleepiness, loss of appetite, and general discomfort (cranky or is crying

- more than usual) - Loss of appetite - Pink eye, Yellowish skin or eyes - Inflamed or weeping eyes, earache or discharge from ears, thrush and chills - Unusual spots or rashes; Severe itching of the body or scalp (these may be signs of lice or scabies)

Please be mindful of other children, families and our staff when it comes to containing illnesses. If your child is sent home sick, we expect that there will be a 24-hour period before your child returns. Your child must be properly treated for his/her illness and also be free of fever, diarrhea and vomiting (without medication) for 24 hours before returning to school.

Allergies Please notify us of any physician-diagnosed allergies your child has. You will need to complete an allergy form, which will be kept on file at the center, to help us best accommodate your child.

Medications We will not administer medication of any kind to your child. We believe it is best for your child to receive medication from you at home. We may make certain exceptions for medications required for chronic conditions. Written permission from parents along with a signed form including directions from your child's doctor is required. Please talk to a director to fill out all necessary paperwork or if you have further questions. Please hand medication directly to a director or teacher. Children are NOT allowed to have or carry any sort of medication or toxic substances in their diaper bag/tote bag/backpack.

Accident/Incident Reports Accident and Incident reports are completed whenever a child has an injury that results in a visible mark left on the body. If the incident involves another child or children, all children involved in the injury will have reports. We keep names confidential, to protect the privacy of our children. Originals need to be signed and dated by staff and a parent. If you would like a copy of the report, please request one at the time of notification.

We do not have a policy that involves children being disenrolled due to acquiring a certain

number of accident/incident reports. If injuries result in involving emergency aid or hospitalization we assess the situation and carry out what we believe to be best for all families involved.

Clothing and Personal belongings Children should always be dressed appropriately for weather conditions. Every child should have jackets and/or coats in the fall and winter. We will have outside play time as long as temperatures are above 32 degrees and it is not snowing. We will allow the children to play outside in light rain, as long as there is no threat of thunder and lightning. Rain jackets and rain boots are desired on wet days. Shoes that are securely strapped to your child's feet are required at school. This footwear is most appropriate and safe for your child in the classroom and while playing outside. Please do not send your child in flip flops or shoes that easily come off.

Your child should always have at least two complete sets of clean clothing (weather appropriate) stored in your child's cubby or classroom. These clothes will remain at school and be used when an accident occurs. Soiled or dirty clothes will be sent home in your child's wet bag to be laundered. We ask that you please return another complete set of clothing the next day.

In the infant and toddler rooms: It helps teachers to know there are plenty of clean clothes for your child. It can cause disruption if a teacher is scrambling to contact a parent for extra sets of clothing.

In the preschool room: Accidents will undoubtedly occur and can sometimes be embarrassing for a child. We want to make this occurrence as stress free as possible for your child. It helps them immensely to know that they have their own personal backup clothing in case such an instance occurs.

Every child is required to have a "wet bag." This will be used when a child has an accident and clothing is being sent home for laundering. Wet bags will be kept at school and used in the event of soiled clothing. In the event your wet bag is sent home with soiled clothing, please wash and return the next day along with a new, complete set of clothing. If laundering the wet bag for next day return is not feasible for your family, we recommend you purchase more than one wet bag and keep spares at home. Please label wet bags with your child's name.

Listed are some links to wet bags:

[Bumkins Waterproof Wet Bag](#)

[Planet Wise Wet Bag](#)

[AlvaBaby Wet Bags \(Set of 2\)](#)

Please bring a water bottle (Early Preschool and Preschool children), or sippy cup (Infant and Toddler room children) that is permanently (no markers or Sharpie) labeled with your child's name. These will be filled with fresh water daily so your child may have easy access to water while in the classroom and outside. Water bottles will be sent home daily to be washed and returned for use the next day. **Infant (those 12 months and older) and Toddler room children will need to bring in an *additional* sippy cup for milk at breakfast and lunch. This sippy cup/s should be clearly and permanently labeled and will be sent home daily to be washed and returned the next day.** One extra sippy cup/ water bottle may be left at school for back up in the event that it gets forgotten at home. Please be aware that sippy cups and water bottles will be used several times throughout the day, it is important for your child to always have them at school. *Please do not bring in "take and toss" style sippy cups. These tend to leak and often don't hold up as well as other sippy cups/water bottles. Sippy cups should be leak-proof to minimize spills in the classroom.* *We recommend the following sippy cups, as they are plastic alternatives. Because we run all of our toddler sippy cups through our high-heat commercial dishwasher after lunch each day, we do recommend plastic alternatives like stainless steel, silicone, or glass (with silicone sleeve).

[Munchkin Miracle Stainless Steel Sippy Cup](#)

[Stainless Steel Sippy Cup for Toddlers](#)

[Thinkbaby Stainless Steel Sippy](#)

[Green Sprouts Stainless Steel Sippy](#)

[Green Sprouts Silicone Sippy Cup & Glass](#)

[The Minis Set of 2 Glass Sippy Cups](#)

[Munchkin Stainless Steel Sippy Cup](#)

Listed are some links to permanent labels for bottles, sippy cups and water bottles:

[Inch Bug Orbit Labels](#)

[Amazon-Inch Bug Orbit Labels](#)

[Self-laminating Labels](#)

All children will need a diaper bag (Infant room) or backpack (Toddler, Early Preschool, Preschool rooms) clearly labeled with their name. This is to

transport artwork, papers, and bottles/sippy cups/water bottles to and from school. Their bag/backpack should be large enough to also hold bedding and cot sheet; these items are sent home every Friday to be laundered and returned on Monday. If an accident occurs, your child's soiled clothes will be sealed in their wet bag and sent home in their backpack; consequently, there should be adequate room to hold all of these items if needed.

Supplies - (Early Preschool and Preschool age children only) In August, the beginning of the school year, your child's teachers may request a small list of student supplies. This list will be sent home with your child. Please send these items in promptly. Your child's teacher may also request other supplies throughout the year; it is not mandatory for you to bring these but please feel free to volunteer to help with these needs if you are able.

Birthday and Holiday Celebrations We encourage our students and families to celebrate birthdays. Your child may bring in birthday treats for their special day. Please see our list of approved special treats. We will have small classroom parties to celebrate certain holidays. These include Valentine's Day, Easter, Halloween, and Christmas. Families are welcome and encouraged to attend these parties; details on dates and time will be sent home in advance.

Weather Because gross motor play and being physically active are so important for young children, we plan to regularly use our outdoor playground, even in the cooler months. If the temperature is 32 degrees or higher, and the wind chill is not significantly lower, we will plan to take the children outside. Please supply heavy winter coats and hats (scarves and mittens/gloves are desirable, as well). Please label all of these items with your child's name.

In the event that it is too cold, snowing, too hot, or if there is a thunderstorm, the children will utilize the "Big Room" (our recreation room) for gross motor play.

Naps/Resting Time Each classroom has their own schedule for napping. Please see our attached list of classroom schedules.

Missouri Department of Health requires that your child's cot be covered with a sheet. CCMCDC will provide a cot sheet for your child at enrollment. **If your child's sheet becomes lost or is not returned to school, you must purchase a replacement from us for \$5.00.** This sheet and your child's bedding (small pillow, blanket/nap mat, stuffed animal) will be sent home every Friday for laundering. **All of these belongings need to return to school each Monday so your child will be prepared for nap.** Below are some examples of nap mats for toddlers, early preschool, and preschool students.

[Wildkin Olive Kids Out of This World](#)

[Urban Infant Preschool Nap Mat](#)

Infant Room

Parents-

Please review the Safe Sleep practices list, as we will follow these policies.

***Despite what is written in item 6, we do not allow blankets or any loose bedding in cribs.** Your child may have a sleep sack while napping but we will not put blankets, pillows or stuffed animals into cribs. If you wish for your child to use a sleepsack, please send the sleepsack at the beginning of each week. We will send it home on Friday to be laundered for return to school on Monday. If soiled, we will send the sleepsack home in the wet bag. Please wash and return, or send another, for use the next day. **Additionally, smoking on church grounds is prohibited.**

Nutrition/ Food Service CCMCDC provides breakfast, lunch and an afternoon snack for all children ages 12 months and older.

All meals and snacks served at CCMCDC will meet or exceed Missouri state law variety and portion-size requirements. Meals will be served family style and children will be encouraged to serve themselves which has been shown to promote independence. The children will sit at

tables in large groups to encourage social interaction and a comfortable environment. Teachers will eat at the tables with children to facilitate and encourage these authentic interactions. *Due to Covid, family style serving has halted. Teachers serve children all food. Additionally, teachers no longer eat at the table with children, as they must remain masked while indoors.

Breakfast will be provided every day at 8:30 AM. We will finish serving breakfast by 9:00 AM in order to start our daily routines. Lunch will be served at 11:30 AM each day to all classrooms. Snack will be served between 2:30-3:00 PM to all classrooms.

Outside food will not be allowed in the classrooms.

If your child has a special diet or certain food restrictions please talk to a director about bringing in food from home.

CCMCDC Infant Food Policy

Solid foods are not permitted until an infant is 6 months or older.

Whole milk is not permitted for infants under 11 months old.

Honey is not permitted for infants under 12 months old.

All bottles and food should be provided by parents until 12 months old.

Bottles and Preparation

All formula or breast milk should be provided by parents for infants until they reach 12 months of age. Parents will bring in all bottles needed for the day, prepared, and with all nipples/straws attached and ready to be placed in the warmer. This reduces spills, and avoids the risk of contamination. Both formula and breast milk should be prepared at home and poured into individual bottles in the amount of ounces you want to use for each feeding. **All bottles should be labeled with permanent labels** (not with Sharpie) to deter the mix-up of bottles. You may purchase silicone bands or permanent adhesive labels for your bottles (see links below).

Heating will be done in a bottle warmer. We may not reserve remaining breast milk/formula an hour after the feeding begins, so portioning the bottles according to typical consumption is important. We are requesting no more pouches of breastmilk with the exception of a couple stored in the freezer for emergencies. Emergency pouches should be clearly labeled with name, date, and ounces.

Additionally, we are unable to reuse bottles, or nipples, per licensing regulations. If you anticipate the potential of using an emergency pouch, please provide an extra bottle to be kept in your child's bag. Extra bottles, if any, will be sent home each evening.

[Inch Bug Orbit Labels](#)

[Amazon-Inch Bug Orbit Labels](#)

[Self-laminating Labels](#)

Sippy Cup

Beginning at 6 months old, parents are encouraged to begin sending a sippy cup to school each day with water. Teachers will offer the sippy cup when feeding your infant solid foods. The more experience your child has with sippy cups prior to his/her first birthday, the more successful your child will be at weaning from the bottle and transitioning to drinking milk and water from a cup. Transitioning to a sippy cup at 12 months old, and weaning from the bottle, is important for your child's oral health and nutrition. We recommend the following sippy cups, as they are plastic alternatives. Because we run all of our toddler sippy cups through our high-heat commercial dishwasher after lunch each day, we do recommend plastic alternatives like stainless steel, silicone, or glass (with silicone sleeve).

[Munchkin Miracle Stainless Steel Sippy Cup](#)

[Stainless Steel Sippy Cup for Toddlers](#)

[Thinkbaby Stainless Steel Sippy](#)

[Green Sprouts Stainless Steel Sippy](#)

[Green Sprouts Silicone Sippy Cup & Glass](#)

[The Minis Set of 2 Glass Sippy Cups](#)

[Munchkin Stainless Steel Sippy Cup](#)

Breastmilk

Our goal is to wean children from bottles and formula at 12 months old, however; we do permit parents who wish to continue breastfeeding, to send breastmilk in their child's sippy cup. Breastmilk sent from home can be offered at breakfast and lunch for toddlers.

Solids

Starting solid foods is an exciting step in each infant's development. We encourage families to begin introducing solid foods when their infant is 6-8 months old and in accordance with advice from the infant's pediatrician. The best first foods are pureed fruits and vegetables, beginning with a smooth texture. According to the CDC, infants should try one food at a time, waiting 3-5 days before a new food is introduced, to ensure there are no problems, such as food allergies. We require families to try each food at home before sending it to school. The most common food allergies are milk, eggs, fish, shellfish, tree nuts, peanuts, wheat, and soybeans. Families are required to introduce each of these high allergen foods at home for 3-5 days before sending the food to school. Additionally, infants must have had experience eating all 8 of the high allergen foods before being permitted to eat school lunch at 12 months old.

As children become more comfortable swallowing purees, parents can begin introducing chunkier foods and then eventually soft foods in a solid state (e.g. scrambled eggs, chicken, yogurt, cottage cheese, bananas, peas, etc).

All food for children under 12 months will be provided by parents. Please bring in all food that will be needed for the day, and **label all food/food containers with your child's first and last name.** Food should be thawed and ready to eat. We do not warm food. CCMCDC will provide bowls, spoons, and bibs for feeding. **All food should come ready to serve and cut in pieces that are no larger than a ¼ inch square.** **The following foods are not permitted: hot dogs, whole or sliced into rounds, whole grapes, nuts, popcorn, raw peas, hard pretzels, spoonfuls of peanut butter, raw carrots, raw apples or meat larger than can be swallowed whole.** Lastly, we will begin sending home unused food each evening to ensure what's kept in our fridge is always fresh. Unopened, non-perishable pouches and food containers may continue to be stored in cubbies.

Baby Led Weaning

While we know that Baby Led Weaning, a new approach to starting solid foods, is gaining a lot of popularity, it is risky to implement in a childcare setting, where teachers are feeding multiple children at once. Because safety is our utmost priority, all food will need to be cut to a size no bigger than ¼ inch square, with the exception of foods that can be easily smashed between finger and thumb. Parents who wish for their infants to eat the same foods that they eat for meals are encouraged to continue to do so, as long as they meet the above mentioned criteria (foods have been introduced at home before being served at school and all foods cut to pieces no bigger than ¼ square inch or easily smashed with finger and thumb).

Toileting And Diapering Parents are responsible for bringing in diapers and wipes and restocking when your child's supply is low. We request that parents bring in a month's supply of diapers (~100) and wipes (~3 packs), to reduce the frequency of supply requests. Please label all packages of diapers and wipes with your child's name. Cloth diapers may be used in the infant and toddler rooms. Please bring all necessary materials including wet bags and plenty of clean diapers if your child will be using cloth diapers. (Note: If you plan to cloth diaper, you will need a clean wet bag for cloth diapers daily, as well as a wet bag designated for soiled clothing, which will be kept at school). You will be informed when your child is in need of more diapers or wipes; we ask that you please be prompt in bringing in these supplies. We will not allow children to share diapers or wipes. If your child has run out of either of these you will be contacted and will need to make arrangements to get these items to the center. If your child runs out of diapers and wipes repeatedly, despite requests sent home, you may incur charges to your account for diapers and wipes provided by the center.

We will begin encouraging children (with the parent's agreement) to potty train when a child is showing signs of being ready (for example. showing interest in using the potty, using words to communicate when they need to go or when they have a wet or soiled diaper) or when your child turns 2 ½ yrs old. Your child's teacher will outline what this will look like in the classroom,

give you tips and information that can be helpful while potty training at home, and will be able to answer any other questions you have

Transportation And Field Trips Information about field trips will be sent home. Permission slips must be signed and returned to school. Chaperones may be requested.