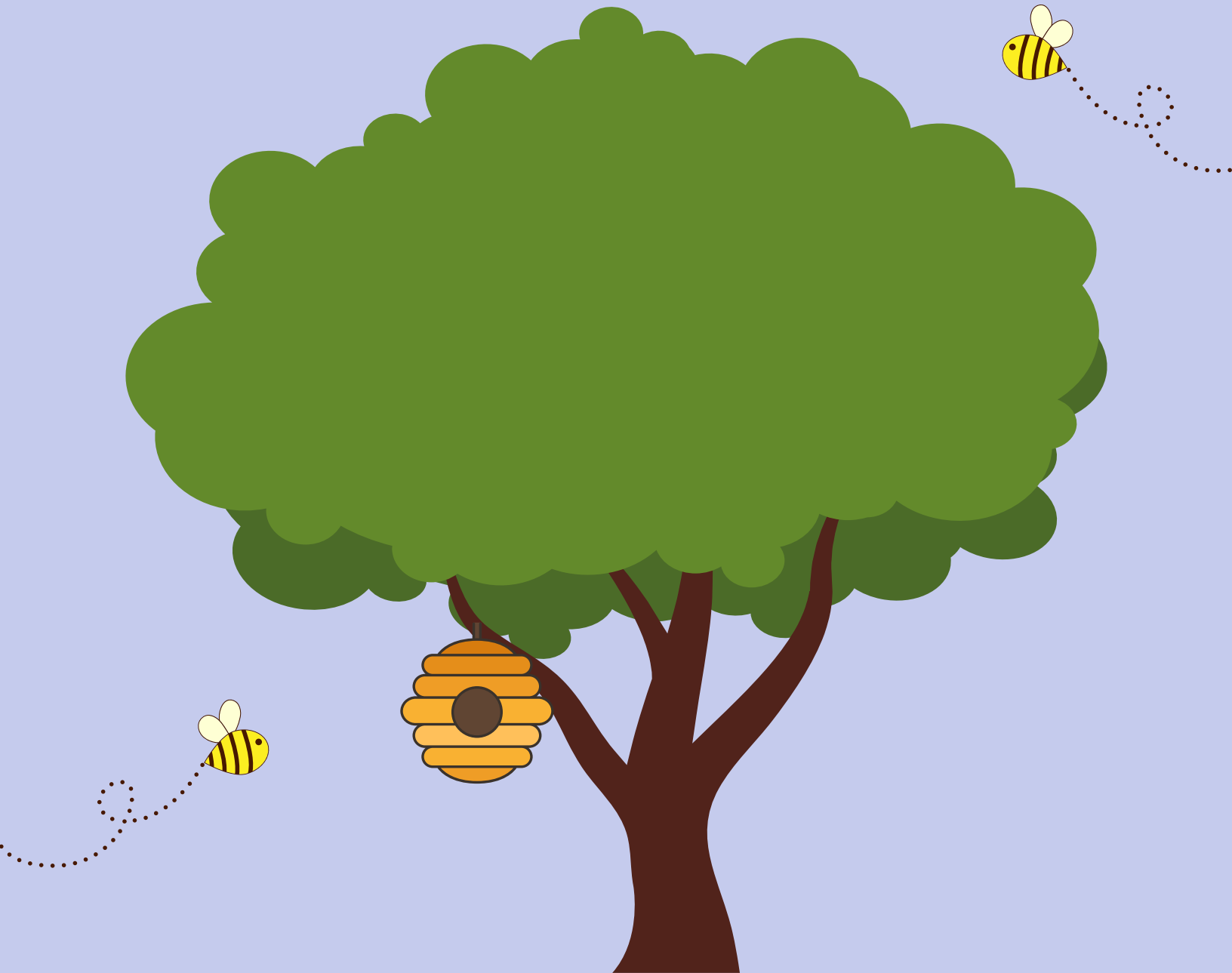




Young Toddlers Classroom

Parent Handbook



IMPORTANT ITEMS FOR SCHOOL

- Family Photo – This will help your child during transitions and will be displayed in our classroom.
- Diapers - A large pack of diapers. We will inform you when your child is running low. Remember to write your child's first and last name on the sleeve of diapers. You may provide diaper cream in the event your child needs it. A medication slip will need to be completed.
- Sleep sack/blanket – These items should be travel sized. By the end of the year your child should be able to put these items away independently. Smaller items are easier for children to carry.
- Snacks – Your child will need 10 weekly snacks. One of these choices should include a healthier option. These should be provided weekly on Mondays. We do not have space to store snacks purchased in large quantities.
- Lunchbox – Your child will need a nutritious lunch each day. Due to limited refrigerator space, please include an icepack in your child's lunchbox.
- Water Bottle/Cup – Your child will need a water bottle, we will offer it at snack times, lunch and before nap. Both should be Labeled with your child's first and last name on it.
- Milk/Breastmilk/Formula – Your child will need Individual bottles for each feeding (We cannot pour from a container into bottle). Each bottle should be labeled with First and Last name, and the date and time should be included on should label.
- Extra Clothes – Two sets of extra clothes should be kept at school in the event of an accident or messy activity (shirts, bottoms, socks). It is helpful to put each set in a Ziplock bag clearly labeled with your child's first and last name, if and when we use extra set we will send home soiled set in that plastic Ziplock for you to replace with a clean set.
- Sunscreen and Bug Repellent – You are able to provide sunscreen and bug spray for your child. An authorization form will need to be signed before we are able to apply it. This will need to be labeled with your child's FIRST and LAST Name.
- ALL ITEMS Should be Labeled with FIRST and LAST NAME:
 - o Diaper Sleeve
 - o Diaper Cream
 - o Lunchbox
 - o Water Bottle/Cup
 - o Bottles
 - o Clothes and extra clothes
 - o Shoes
 - o Socks
 - o Sunscreen and Bug Repellent



DAILY SCHEDULE

Young Toddlers

7:30-8:00 Center Opens, Breakfast, Sensory Play

8:00-9:00 Guided Play (Drop off ends at 9:00 AM)

9:00-9:30 Diapering, Snack

9:30-10:00 Circle Time

10:00 - 11:00 Storytime and Free Play

11:00- 11:15 Diapering

11:15 - 12:00 Lunch

12:00 - 2:30 Quiet play/Naptime

2:30 Wake Up Time and Diapering

3:00 Snack and Independent Play

3:30 Outdoor Play

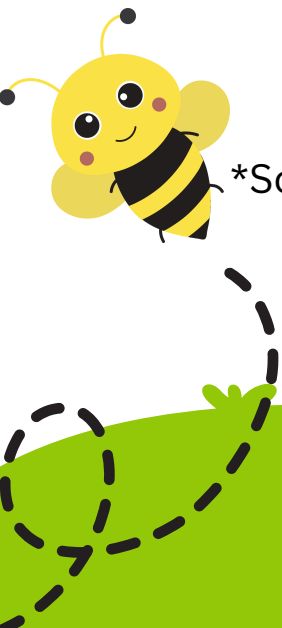
4:00-4:30 Independent Play

4:30-5:30 Prepare for Departure, Diapering, Story Time

5:30 PM Center Closes

Bottles given based on child's schedule

Schedules are subject to change based on children's needs





Meal Times



Breakfast – We are more than happy to serve an already prepared breakfast to your child when they arrive to school before 8:00. If they are not ready to eat, we will serve it for morning snack.

Snacks – Snack is served at 9:00 AM and 3:00 PM. Each child will have their own snack bin to store their weekly snacks. Canned baby food can only be served if it is an unopened container. Once the canned baby food is opened, we have to discard of it or send if home if you would like. Please let us know which one you decide on.

Lunch – Your child will need a nutritious lunch each day. Due to limited refrigerator space, please include an icepack in your child's lunchbox. All lunch items should be cut into bite sized pieces.

A variety of favorite foods is best, in order for them to have options and something nutritious each day. No popcorn, grapes, or hotdogs.

THINGS TO KNOW

Drop Off and Pick Up - Drop off and pick up will occur at the door depending on the child's age. Drop off ends at **9:00 AM** each day, unless your child had a doctor's appointment. If they have a doctor's appointment they must be dropped off before 11:00 AM.

Playtime - Please dress your child in 'play clothes' that will allow them to play and explore in a variety of activities. We will be participating in messy activities such as painting and sensory play.

Shoes- For walkers, no crocs, flip flops, or sandals. To ensure your children can safely engage in all Center Activities, your child will need to wear correctly sized, fitted, closed toes shoes.

Birthdays and Celebrations- We love to celebrate our friends! Birthdays and celebration items must be store bought. Please let us know a couple of days before so we can prepare for those children with allergies.

Medication - A permission to administer medication form must be filled out before a staff member before a staff member can administer medication to your child. **This includes diaper cream.**

Illness - If your child is contagious or running a temperature of 100 or above, your child must remain at home to help prevent the spread of illness. If your child is at school and develops a fever, is vomiting or after 2 diarrhea diapers you will be called for pick up. Children sent home from school may not return to school until all symptoms have been absent for 24 hours without the use of fever reducing medication.

Food - Bottles need to come individually pre made with name, date, and time it was prepared. Baby food can only be stored in the classroom if it is an unopened container.

