

Arrival to Daycare

Your child/ren will be required to arrive at daycare by 9:30 am so that we can staff accordingly. It is your responsibility to call in ahead of time if you will be in late. Any child/ren who arrives after this time and there is not appropriate staff, you will be responsible to keep your child for that day and will be charged.

Illness

In the event of an accident or illness requiring immediate care, I will secure such care and notify the parent. When a child becomes sick in my daycare, I will provide a place to rest quietly that is my view and under my supervision until the child receives medical care or the parent or approved parental designee arrives.

In the event of a prolonged illness on the part of a child or Nancy, the parent and Nancy will discuss alternate arrangements that are in everyone's best interest. Nancy can not always retain a child's space indefinitely any more than a parent can continue with temporary care.

A child will be excluded from care when they have a fever higher than 101 degree, a stomach virus, pink eye or any other communicable disease. Your child may return to care 24 hours after their first dose of medicine not when they become sick. (**Example:** If your child has to go to the doctor on Monday at 1:00 pm and his first dose is at 4:00 pm, he/she may return to care on Wednesday.)

Transportation

The parent gives permission for his/her child to ride in a car with the provider or any staff member as long as a seat belt or approved infant care restraint is used. I, Nancy Cordero, will usually plan trips in advance and will notify the parent of such trips. I, Nancy Cordero, will reserve the right to do unscheduled field trips when the day, weather, the children or I need a change of pace. At these times, I will use all of my safety precautions.

Video Cameras

Video cameras are on site at all facilities.

Holidays & Vacations

The following is a list of days that childcare services will not be provided and the provider will be paid: **New Year's Day (January 1, 2008), Good Friday (March 21, 2008), Memorial Day (May 26, 2008), 4th of July, Labor Day (September 1, 2008), Thanksgiving (November 26-28, 2008) Christmas (December 24-26, 2008)**

(Note: When a holiday falls on a Saturday, we get that Friday off, when a holiday falls on a Sunday, we get that Monday off)

Other conditions

The parent agrees to provide a complete change of clothing, appropriate for the weather to be left at the daycare for use when needed. Parents will also provide formula, diapers and wipes. The provider is not responsible for these items.

Discipline Policy

Age Group: Toddler (18 months – 36 months)

Discipline Policy – I will try to determine the cause of distress (is child tired, need changing, hungry, etc.). I will look at the environment (too much stimulation, not enough). I will distract the child from what is causing the problem and involve the child in a different activity. I will speak calmly and smoothly and redirect the child back into the group activity if he/she is able.

Age Group: Pre-School (3 years – K)

Discipline Policy – There will be clear and consistent rules. I will look for clues that activities are too easy or too difficult for the child and causing stress. I will use positive reinforcement for following rules, sharing toys, and cleaning up. I will involve the group in problem solving and encourage the children to make their own rules.

Age Group – School-Age (K – 12 years old)

Discipline Policy – I will look at the environment and the children's needs for physically active play balanced with quiet times. I will have the children share their ideas about their wants "vs" other rights and needs. There will be clear and consistent rules. They will be redirected to another activity. I will talk to them and let them understand what they did wrong. Then I will reintegrate them back into the group.

<p>Children need to learn skills that enable them to use self-discipline, responsibility, problem solving and cooperation. These skills are taught and encouraged daily. They should learn that there are natural consequences to certain actions and that their actions may cause a reaction. The staff tries to find out what started the inappropriate behavior and explains what was inappropriate. This teaches, in a positive way, how the child could handle it in the future. If inappropriate behavior continues, then the parent must meet with the Director. Parents are not allowed to confront a child or a child's parent.</p>
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