

Child Care Program

Activities/Curriculum

- My program provides age-appropriate activities for infants, toddlers, and preschoolers.
- I offer the following curriculum program: Spanish language immersion.
- I will conduct the following activities with the children:
 - literacy and language development activities
 - expressive or sensory art activities
 - health, safety, or nutrition projects
 - puzzles, games, or manipulatives
 - outdoor play
 - large-muscle activities
 - free play
 - field trips (to parks etc.)
 - construction and blocks
 - music
 - individual quiet activities
 - dramatic play
- I will conduct activities that are within the abilities of each child.
- I will conduct activities that challenge each child's creative talent and imagination.
- I will conduct activities that include teachable moments.

Birthday and Holiday Celebrations

My program follows these guidelines for celebrating birthdays and holidays:

- Children's birthdays are individually celebrated on the birthday or if it falls on a weekend day, the weekday closest to it.
- On these occasions, your child is not allowed to bring a gift for the birthday child.
- You may pass out home birthday party invitations at my program.
- You may bring cake / cupcakes for all children to celebrate your child's birthday. If you will not be bringing cake / cupcakes, please let me know 1 week in advance so that we can provide it.
- I will celebrate the following holidays with the children: Valentine's Day; Easter; Cinco de Mayo; Halloween; Thanksgiving.

- I will celebrate the changing of the seasons with the children.
- The children will not exchange gifts at Christmas / Hanukkah / Kwanzaa.
- The children will exchange valentine cards on Valentine's Day.

Clothing

- You must leave an extra set of clothing for your child at my home that is appropriate for the season, including a shirt, pants, underwear, socks, and shoes.
- If a child is being toilet-trained, you will need to provide several sets of clothing each day. You must provide a sealable plastic bag for soiled clothes.
- During the winter, you must bring clothes for outdoor play, including a jacket, hat, scarf, mittens or gloves.
- During the summer, you will bring a swimsuit (for sprinkler games), a towel, a hat and sunscreen.
- All clothing left at my program must be labeled with your child's name.
- If your child requires a change of clothes and you have not left any clothing, I will use other clothing that I have on hand and will charge a fee for this service.

Food and Nutrition

- I serve meals and snacks to the children.
- I participate in the Child and Adult Care Food Program; you must sign a form to participate and must cooperate with any requests for information from my Food Program sponsor.
- I will not charge extra for food and meals that I serve to the children.
- My program includes the following meal schedule:
 - Breakfast
 - Morning snack
 - Lunch
 - Afternoon snack
- At mealtimes, I will offer the food to the children but will not require them to eat it. I will inform you if I notice any change in your child's eating habits.
- I serve only homemade, mostly organic meals. I am not able to accommodate any special dietary requests (vegetarian, vegan, nondairy, Kosher, peanut free, etc.) I can accommodate food allergies (e.g. eggs.) If you wish us to serve your child a special food, you may provide it either regularly or occasionally.
- If your child has an allergy to any food or beverage, you must notify me in writing.
- For an infant or toddler you must provide me with bottles, breast milk / formula.

- Children are allowed to bring special treats from home if the food is not candy / sugary pastry and does not pose a choking hazard and if sufficient quantity is provided for all the children to share.
- You are welcome to visit my program during mealtimes.
- Copies of my menus are available upon request.

Naps and Quiet Time

- The toddlers will take a nap and rest time after lunch, usually between 1:30 PM and 3:30 PM.
- At naptime, we provide each child with clean and separate bedding.
- You may bring a special blanket or other security item for naptime.
- Infants will nap on demand, and have morning and afternoon naps in regulation cribs.
- Toddlers will nap on regulation cots.
- Pacifiers provided by parents are allowed during naptime.
- Infants under the age of 12 months will be laid down to sleep on their backs, to reduce the chance of Sudden Infant Death Syndrome (SIDS).

Learning to Use the Toilet

- I will help a child learn to use the toilet once you and I agree that the child is physically ready. It is important to follow a consistent routine both at home and in my program.
- I will use the following methods to help your child learn to use the toilet:
 - giving the child incentives (stickers, etc.)
 - bringing the child to the toilet instead of asking if the child has to go
 - helping the child get excited about using the toilet (dripping green food coloring into the water, sugar sprinkles, etc.)
 - reading books about learning to use the toilet
- I will use the following terms:
 - urine will be called “pee pee” (in Spanish, “pipi”)
 - urinating will be called in Spanish “haciendo pipi”
 - a bowel movement will be called “poo poo” (in Spanish, “pupu” or “haciendo pupu”)
- You will supply me with extra clothing and training pants while I am helping your child to use the toilet.
- I will provide a “potty chair” while I am helping your child to use the toilet. If you like, you may provide me with a specific model familiar to your child from home use.

Toys

- Children may bring toys from home only if they reflect the current theme in our curriculum, and are safe to operate with no removable parts that could be a choking hazard.
- Any toys that are brought from home may be used by all the children.
- I am not responsible for breakage or loss of any toys that children bring from home.
- I do not allow any toy weapons, war / battle themed, or fighting toys in the Center.
- The children may bring books from home for us all to enjoy.
- I will teach the children to pick up their toys.

Behavior Guidance

- Observe provider rules. It is important that parents model this behavior too:
 - Respect each other.
 - Use words to express ourselves, instead of our hands.
 - Clean up after each activity.
- Provider will use behavior guidance that is fair, reasonable, and suited to the age of the child.
- Provider will NOT use any corporal punishment (spanking) in my program.
- Provider will impose a “time-out” only if it is age-appropriate for the child, using a guideline of one minute per year of age.
- Provider will use natural and logical consequences for misbehavior.
- Provider will use distraction and redirection to guide the behavior of toddlers.
- Provider will identify the behavior that I wish to reward, rather than reinforcing negative behavior—for example:
 - “I like how you are using your walking feet in the house.”
 - “It was nice to ask Donatella if you could have the doll when she was done with it.”
- If a child persists in problem behavior (hitting, biting, breaking toys, etc.), I will ask you to come and pick up the child from my program. We will mutually agree upon a course of development and resolution. If problem behavior is not resolved after reasonable efforts, I may terminate our contract.