

JIT - Gan Yeladim Chabad

A project of the Chabad Center for Jewish Life

Parent Handbook 2019/2020 5780



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Dear Families,

Welcome to JIT Chabad Preschool! We are honored, that you have chosen our program for your child's education. Over the years our program has become famous for our motto of LOVE, LAUGH, LIVE & LEARN. Our carefully selected team of educators have skillfully created a harmonious environment in which love is the foundation to learning. Our school's progressive teaching approach allow every child to grow and progress in ways unique to each individual, encouraging the child to explore new things in many different ways.

Our school atmosphere is based on the principles of Love and Respect, teaching the children awareness of their surrounding and the ability to problem solve and team work on their own. That same love and respect is felt between parents and administration, as we welcome concerns and feedback and invite all parents to be an active part in all our activities.

The Parent Handbook has been compiled to help smooth transition and make your child's experience the best it can be, please take the time to read through the entire booklet. If you have any questions, feel free to contact me during office hours.

We are looking forward to another wonderful year of love, laughter, real life experience and lots of learning and exploring!

Sincerely yours,

Rivkie Barash

JIT Chabad Preschool Director

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REMEMBER:

Keep this Parent Handbook in a convenient location and refer to it often.

Parent's Orientation



Date TBA

Learn about JIT Chabad's new programs, meet your child's teacher and learn about our curriculum and discipline approaches

The Parent Orientation is mandatory for all parents!

Children's Orientation



Date TBA

The Children's Orientation is a very important time for your child. Your child will meet his/her new teachers, enjoy a fun activity, a snack and free play. To ensure that each child receives individual time with his/her teacher, the orientation has been divided into groups.

Please be there on time and leave before it's time for the next group to begin.

9am—10am Last names A-J

10:30am-11:30pm Last names K-Z

ORIENTATION

Orientation day provides you and your child with the opportunity to meet your child's teachers and to spend some time together. This will assist your child in the acclimatization process.

To give your child the maximum benefit of this experience, we encourage you to leave siblings at home, if possible.

ORIENTATION DATE AND TIMES

Parent's Orientation: TBA

Children's Orientation: TBA

PERSONAL INFORMATION:

Your child's emergency information must be reviewed with the teacher during Parents Orientation. Please make any necessary corrections at that time including your home, work, and cellular phone numbers. If your child has allergies make sure to remind each teacher of them. If your child has an EPI Pen please bring it to orientation.

WHAT TO BRING TO THE CHILDREN ORIENTATION

Admission Slip

Sheet and blankets (proper sheets can be ordered for \$20 through our office by August 10, 2017)

Diapers & Wipes

2 Changes of Clothing, including socks and underwear

MAKE SURE TO LABEL ALL ITEMS WITH YOUR CHILD'S FIRST AND LAST NAME

All items should be re-supplied at the beginning of each week. Each child will receive a cubby labeled with his/her name. (Drinking cups will be sent home daily)

We recommend purchasing labels at www.kiddotags.com. The stick on labels are easily applied to clothing and drinking cups.

AGES

Toddler class

Children must be a minimum of 18 months by September 1, 2019

2 year olds

Children must be a minimum of 24 months by September 1, 2019

3 year olds

Children must be a minimum of 36 months by September 1, 2019

ALL CHILDREN ENTERING NURSERY 3 MUST BE TOILETTE TRAINED

4 year olds

Children must be a minimum of 48 months by September 1, 2019

LOCATION & ENTRANCE

JIT Chabad Preschool is located at 3250 Stirling Rd. Entrance is through the front entrance (the black gate). The door will be locked during the program hours. If you are dropping off late or picking up early make sure to let staff members know in advance, or check in with the guard. Please do not ask your child's teacher to open the glass doors during regular school hours—it is a safety hazard.

It is the parents' responsibility to walk their child in to the class and ensure that the teacher confirmed the child's attendance. Do not send a minor (under aged child) to drop off or pick up a younger sibling.

DAYS & HOURS

Days:

Monday – Friday

Hours:

8:30am – 12:15pm

12:15pm – 3:10pm

Drop Off/Carpool: 8:30am – 9:00am

Pick Up/Carpool : 3:00pm – 3:30pm

Friday Pick Up/Carpool: 2:30pm – 3:00pm

Early Care (M-F) & After Care (M-TH)

Morning: 7:45am – 8:30am \$5 a day with prior notice / \$10 without notification

Afternoon: 3:30pm – 4:45pm (Arrangements for after care must be made in advance)

\$10 a day with prior notice / \$15 without notification

Extended After Care: ONLY WITH 24 hour prior notice \$6 a day

PLEASE BE PUNCTUAL

Drop off Time: 8:30am – 9:00am

Dismissal times are 12:00 – 12:30pm and 3:05 – 3:30pm 2:30 -3:00 Fridays.

A charge of \$10 will apply for children left for after care without prior notice to the school.

There will be **no after care on Fridays; late comers will be charged a fee of \$50.**

FEE POLICY

Upon registering there is a nonrefundable registration fee of \$500. The balance of the tuition is to be paid in payments dated 06/1/2018, 09/1/2018, 10/1/2019, 11/1/2018, 12/1/2018, 1/1/2019, 2/1/2019, 3/1/2019, 4/1/2019, 5/1/2019

If your child attends our program, and you decide to withdraw midyear, a full month's notice, in writing, is required if you wish to withdraw your child from JIT Chabad. At that time, we will return the balance of the postdated checks that have not yet been deposited. The first month payment is **NON REFUNDABLE**

SECURITY

For your child's safety, all doors to the preschool will be locked during school hours. There will be a security guard on site screening all visitors. Always follow the security guard's directives.

ARRIVALS & PICKUPS

Please cooperate with our school policy and **do not drop off your child before 8:30am** (unless you have arranged for Early Care). Even if your child's teacher or the early care teacher is in the classroom **you may not bring your child early**, as this is the time teachers take to set up the classroom. As soon as school begins, at 8:30am, our teachers must be completely involved with supervising and interacting with the children without any distractions. Except in the case of an emergency, **all conversations should be reserved for after school hours.**

Feel free to call the office if you would like to arrange a conference with the teacher, or if you have a question for the director.

Please refrain from messaging your child's teacher during school hours as well as after school hours. The best way to get in touch with your child's teacher is to leave a message with our office staff.

In order to help children adjust to their new environment, **we ask that parents do not prolong their good-byes. 3-5 minutes are an appropriate amount of time to help your child settle down.** When you are ready to leave, let the teacher know, so that she can come over and engage your child.

IMPORTANT

If you or any of the people listed in the pickup form cannot make it in time for pickup make sure to let the staff know who will be picking up your child. The person picking up your child will have to identify him/herself with a valid photo ID.

NO CHILD WILL BE RELEASED TO A PERSON NOT AUTHORIZED BY A PARENT

JOINING AFTER SEPTEMBER

If your child is starting the program in the middle of the year please make sure to speak to your child's teacher beforehand to discuss the best way to get your child adapted to the new environment. **It is our policy not to have parents stay for longer than five minutes with their child in the class. A warm hug and goodbye couple with a positive attitude of trust will help your adapt to his new environment quickly and confidently.**

OUR PROGRAM

AN OVERVIEW

At our preschool we seek to create a nurturing, safe and happy environment where children can grow and develop emotionally, cognitively and physically. Additionally, we strive to impart an appreciation and love for our religion and culture, filled with love trust and belief in Hashem. We strive to inculcate a love of Israel, for all things Jewish and an excited involvement in the performance of Torah and Mitzvot. Hebrew Language (Ivrit) is used in both formal and informal instruction as the secondary language and becomes a part of the daily routine as well in holiday preparation and daily Tefillot.

Formal Hebrew lessons are part of our PreK curriculum

OUR FACILITY

JIT Chabad Preschool has seven classrooms, which are all professionally furnished and equipped and include, but are not limited, to the following learning centers:

Practical Life
Art
Sensory
Music
Reading & Literature
Manipulatives / Mathematics
Blocks
Dramatic Play

The Pre-K classroom is equipped with the following additional centers:
Computer Station, Science Centers and Listening Center

Our Outdoor Playground has a shock absorbent smooth rubber surface and commercial grade playground equipment which includes a rock climbing wall, crawl through, play fort, music & math panels as well as a collection of sports equipment.

We also have little cars and bikes for the children to ride. Balls & jump ropes are used weekly to develop the children's gross motor skills.

Our Imagination Playground, is the perfect equipment for rainy days. Even when skies are grey, young children need time for their gross motor activities. The Imagination Playground is easily moved from classroom to classroom and allows the children to imagine, build, explore and climb on oversized high impact foam blocks.

MULTIPLE INTELIGENCES & OUR CURRICULUM

JIT Chabad follows a progressive curriculum, inspired by modern educational philosophies. While our curriculum is mostly based on Howard Gardner's theory of Multiple Intelligences we also incorporate Montessori inspired learning trays and strive to create a child driven environment encouraged by the Reggio approach.

The objective of all lessons is to provide proven activities that enhance social and emotional skills, foster independence, create a love for learning and ready the children for higher learning. Units incorporate a range of sensory, educational and developmentally appropriate activities that integrate Jewish values with the development of secular skills.

The following are the intelligences to which we will be exposing the children. Each theme unit will be taught in various ways to enable each child to reach their highest potential.

Intelligence	Example
Linguistic / Word Smart	Stories, word games, expanding vocabulary, sentence building
Mathematical / Logic Smart	Sorting, Categorizing, Problem Solving
Spatial / Picture smart	Building, Balancing
Musical / Music smart	Songs, Rhythm, Drum Circle
Kinesthetic / Body smart	Exercise, Dancing, Kiddontestic,
Interpersonal / People smart	Group work, Group activity, Sharing
Intrapersonal / Self Smart	Individual play, Individual work, Self Help Skills
Naturalistic / Science smart	Planting, Pet care, Science Experiments
Spiritualistic / Emotional smart	Discovering Hashem in our daily activities, exploring feelings, Emotional stories, Self Expression

SPECIAL ACTIVITIES

SHABBAT PARTY

Every Friday there will be a Shabbat Party where one boy will be the Shabbat Abba and/or one girl will be the Shabbat Ima. Shabbat songs will be sung and popular Shabbat customs will be acted out.

If your child is the chosen Abba or Ima you will receive a list of Shabbat items to send with him or her on that Friday, you will also be our snack sponsor for that week.

SHABBAT BOX

When it's your child's first turn to be Shabbat Abba/Ima he/she will bring home a Shabbat box which he can use and keep at home.

READING

At JIT Chabad we recognize the importance of Early Literacy Skills. Each class has fun and developmentally appropriate approaches to teach the children letter recognition, letter sounds, blending. Your child's teacher will present the curriculum at the Parent's Orientation.

BIRTHDAY PARTIES

Optional classroom birthday parties may be arranged in cooperation with the staff at least two weeks in advance. All refreshments brought for the celebration must be certified kosher pareve. (For a full list of all kosher requirements see page 13). Rather than giving out goody bags, we encourage you to buy a gift for the classroom. Ask your teacher for their class wish-list.

MITZVOT—Mitzvah Tree

Children will learn the importance of performing good deeds and Jewish traditions through fun activities and projects.

We will also have a "Mitzvah" tree (or other Mitzvah themed incentive) in each classroom which allows parents to send in a note from home whenever a child does a good deed. The note will be read and hung up on the tree at circle time.

HOLIDAYS

Children will celebrate Jewish and National holidays with crafts, songs, plays, stories school wide gatherings. Each holiday is turned into a special educational experience and becomes a meaningful part of your child's life.

ROSH CHODESH / GRAND SHABBAT PARTY

At the beginning of the year, each child will receive a tzedakah box. On each designated Grand Shabbat Day they can bring in the boxes to be emptied. A school wide Rosh Chodesh experience is arranged every month, and all the money from the Tzedakkah boxes are collected – all moneys raised are applied to our scholarship fund.

DRUM CIRCLE & KiddoKinetics

Morah Danit's Drum circle has been a fantastic addition to our school. The children learn to follow the beat, rhythm self control and cooperation skills. After a short trial with KiddoKinetics this past school year we quickly fell in love with their structured sports program and we are thrilled to welcome them this year as part of our program. Drum Circle & Kiddo Kinetics will be alternated from week to week.

CLUBS

CLUBS will be offered 3 times during the school year. The children participate in a club of their choice selecting from clubs such as Gymnastics, Mind-Lab, Trash to Treasure, Mini-Chefs, Sports and Martial Arts. This allows the children to interact with peers from other classes and develop skills directly correlated to each club. This Club is offered to the children in our Nursery 3 and PreK classrooms. Parents will receive an email with a link to sign their child up for the club of their choice. Make sure to ask your child which club he would like to enjoy for the upcoming month.

Toddlers & Nursery 2 Classes will enjoy Mini Gym once a week.

A DAY AT JIT

While each class follows their own schedule, we make sure that they all include the following activities in their daily / weekly planning:

Learning Centers / Learning Trays

Breakfast

Clean Up / Diaper and Toileting

Prayer (Davening) Circle

Outdoor Play

Group Activities (including sensory play, fine motor skill development, story time, pretend play, structured and free art, Readin and Math Groups)

Lunch

Interactive Circle Time

Naptime/Quiet Time/Centers

Gross Motor Development / Baking / Science Exploration

Learning Centers

Closing Circle

PARENT-STAFF COOPERATION

GUIDELINES

We want every child to get the most out of our program, please make sure to bring your child to school on time.

If a situation arises and a parent must take a child out during program hours, the office should be notified. If a child will be absent for three days or longer please contact us. If your child is sick with a contagious disease please inform the school immediately. **Your child's identity will always be anonymous when we share information with other parents, and your cooperation is the key to helping us prevent the spread of viruses and infections.**

COMMUNICATION

Communication between parents and the faculty is vital to ensure that your child's experience is both meaningful and pleasant.

If you have any questions or concerns regarding your child, please feel free to call the office, who will arrange a meeting with the teacher and/or director.

If your child gets hurt during the day you will receive an incident report informing you of what happened and how your child was treated. If your child is not consolable, if skin was broken or the incident is severe, you will be contacted immediately.

BLOG & WHATSAPP GROUPS

The class blog is updated weekly. It will tell you about the activities, games, songs, and material your child learned through a pictorial report. The upcoming week's schedule will also be shared on the blog. Please take your time to read through the blog carefully and speak to your child about the week. The Upcoming week's lesson plans will be posted to the blog to help you understand what your child's current theme is. This will help you review with your child what was learned while reinforcing the new skills that were introduced to them.

Whatsapp Groups are used for important memos, reminders of events and at times pictures (pictures will be very limited)

LOST & FOUND

We recommend that you label all of your child's clothing, backpacks and other belongings. If your child is missing a personal item please check the Lost & found at the office. **In general, we suggest that valuable items not be brought to the program. We are not responsible for lost toys or jewelry.**

Labels that stick to clothing and other materials can be ordered at www.kiddotags.com

HEALTH & HYGIENE

To ensure a safe environment for all the children. It is important that parents and teachers follow all of the Health & Hygiene guidelines. JIT Chabad can not take care of sick children. If you are a working parent who cannot take off work, please make sure that you have a plan in place for your child's possible sick days.

The school is cleaned daily, and all the toys and furniture are sanitized at the end of each day. When your child is sent home with a fever or other ailment you will receive a Feel Better Note that tells you when your child can return to school and what actions need to be taken.

Pest Management

It is the goal of the JIT Chabad Preschool to implement an Integrated Pest Management (IPM) . Currently JIT Chabad has a contract with a pest control company that visits our facility twice a month during afterhours, or as needed. All necessary precautions are taken by our cleaning crew to prevent pest.

Privacy & Confidentiality

At JIT Chabad we value your child's privacy. All documents provided by parents will only be accessible to office staff and your child's teachers. Information regarding your child, progress reports and anecdotal reports will only be shared with third parties if consent was given by the parents.

EXPULSION POLICY

JIT Chabad reserves the right to excuse a child from our program for any reason pertaining the child's or parents behavior, Child's academic or developmental progress after reasonable efforts for improvement have been implemented and insufficient results have shown proof, absence of tuition payments or any reason the school has communicated to the parents and not received the necessary cooperation.

KEEP YOUR CHILD HOME IF HE/SHE...

Has a fever of 100 or higher, or has had one during the previous 24-hour period

Is within the first 24-hours period of taking an antibiotic

Has diarrhea

Has a cold that is less than four days old

Has heavy nasal discharge

Has a constant cough

Is fussy, cranky and generally not behaving themselves

Did not get enough sleep the previous night due to an illness

Has symptoms of a possible communicable disease (these are usually sniffles, reddened eyes, sore throat, headache and abdominal pain or a fever)

EMERGENCY INFORMATION

It is important that parents be contacted promptly in the case of an emergency; therefore, our office should be notified in writing, without delay, of any change in address, telephone number or of any change regarding emergency situations. Promptness and accuracy are absolutely imperative for us to keep records up to date and to communicate with the home when necessary.

In the event of an emergency, the following procedure will be followed:

An attempt will be made to notify the parent

Depending on the severity of the emergency, the child may be taken to an emergency room for treatment or 911 may be called.

If the parents cannot be reached, an attempt will be made to notify the emergency contact.

If the emergency contact cannot be reached, an attempt will be made to communicate with the child's physician.

If the injury is life threatening 911 will be called immediately

MINOR INJURIES & ILLNESSES REQUIRING HOSPITALIZATION

Our center is well equipped to handle minor injuries such as superficial cuts or bruises. If we have any questions as to the severity of the injury, we will contact parents at the emergency numbers we have on file.

Parents will be contacted in the event their child becomes ill during school hours. The director will determine if the child is well enough to remain in the school.

The School reserves the right to call 911 as we deem necessary

VACCINATIONS/ IMMUNIZATIONS

Children must be updated on all vaccinations listed on the medical form prior to admission. If your child has a medical exemption and no tetanus shot has been given, you will be required to sign a waiver. Beginning 2019/20 schoolyear JIT Chabad will not accept new children with a religious exemption. Children who have been accepted in the past with a

religious exemption will be allowed to complete the program at JIT Chabad. If the health department reports a case of any disease that vaccinations are available for, unvaccinated children will not be allowed to return to school until the incubation period has been passed. Families will not be reimbursed for those days.

MEDICATION

Our staff members are not allowed to administer medication. Please do not send in any sort pain medication, antibiotics, nebulizer, or the like without prior approval from the director.

ALLERGIES

Make sure to discuss all allergies, reactions, and their treatment with the teacher at orientation. Label all EpiPens with your child's name and Date of Birth.

HEAD LICE, NIT FREE ENVIRONMENT

Pediculosis (head lice) is not a threat to health but can be a nuisance. Control of head lice is a shared responsibility of parents and staff. Parents can help limit the problem by checking their children's hair regularly, treating the lice if found, and notifying the office. If your child is found to have lice, he/she will have to be treated by one of the professional treatment centers recommended by our school.

JIT Chabad conducts bi-annual Lice Checks that are made by a professional lice company.

A PEANUT/NUT AWARE ENVIRONMENT

One of our key responsibilities is to ensure a safe environment for all children. Many children today are highly allergic to peanuts and nut products that even have the smallest trace of a substance might, G-d forbid, cause a potential fatal reaction.

In order to maintain the safest possible environment, we strive to maintain a strict no peanut/nut policy. Please do not send ANY food that may contain peanuts or nuts, particularly peanut or nut butters.

The school has made it their policy not to allow children to enter the classroom with food of any kind. Please do your part and make sure your child finishes all his/her breakfast before entering the building.

Do not send any snacks or lunch.

Only drinks in a baby bottle or sippy cup are acceptable.

DIAPER CHANGING & TOILET TRAINING

All staff member will follow the following steps when changing a child:

Prepare the change table with paper, plastic bag, wipes, diaper and disposable gloves

Cover the change pad with paper roll

Remove wet/soiled diaper and discard in plastic bag

Wipe child thoroughly and place wipes in plastic bag with diaper, tie and discard the bag

Wipe down change pad with disinfectant

Discard paper towel

Wash hands of staff member and child

If you are toilet training your toddler, let the staff members know, so that they can encourage your child to use the toilet at school.

All diapers must be disposable.

While we do not toilet train children at school we will help you in the process by encouraging your child to use the toilet. If your child has excessive accident we will ask you to send him/her in a Pull Up diaper to help maintain a sanitary environment at the school.

Please make sure your child has a sufficient supply of diapers and wipes at all times.

PACIFIERS

To avoid sharing of pacifiers the JIT will only allow toddlers to use pacifiers during naptime. Pacifiers must have the child's name written on them.

JIT – Chabad is not responsible for lost pacifiers.

CLOTHING

Always send your child wearing closed toe shoes and socks. Please no shoes with shoe laces. When dressing your child in the morning consider possible weather changes. Provide a sweater or a light jacket on chilly days.

In order for your child to have the most fun and positive experience at JIT Chabad their clothes should be comfortable and easy to take off. Children play hard and need to be comfortable. Consider messy projects and trips to the playground which include climbing activities and provide washable and sturdy clothing.

No jewelry (except for earrings) should be worn at JIT. (Necklaces are a danger during naptime). We are not responsible for lost items.

TOYS

Our Preschool is equipped with a wide variety of age appropriate toys and exciting materials for explorations and learning. Please don't send your child with any toys at any time (unless requested by the teacher).

PHYSICAL ACTIVITY

There will be physical activities that are athletic in nature taking place both indoors and outdoors. They include but are not limited to running, jumping, playing and riding bikes and cars at the playground as well indoors. Children will participate in gross motor activities for at least 40 minutes twice a day.

NUTRITION

Breakfast:

After Free Play in the morning children will enjoy a breakfast that includes a milk, grain and fruit component.

Lunch:

JIT provides children with healthy, kosher and nutritious lunches. We serve a variety of fish, meat, chicken and cheeses with healthy vegetables and starch side dishes and fruit desserts. A sample lunch menu has been included in your welcome packet.

Snack:

The Shabbat Abba/Ima brings snacks for the week. The school provides fruits and vegetable to be added to the daily snacks brought in by the Shabbat Abba or Ima.

DRINKS

Each classroom as well as the outdoor playground is equipped with a cool water fountain to allow children to drink whenever they feel thirsty.

DISCIPLINE

It is normal for children to occasionally express aggressive behavior such as hitting, biting, etc. such behavior can be caused by a variety of things and is usually temporary.

To keep children safe at all times we will follow the following steps at the first signs of such behavior:

Parents will be informed about their child's behavior

The teacher will work on redirecting the child

The teacher will pay close attention to the child to prevent reoccurrence of the negative behavior

The teacher will praise the child for good behavior

If the behavior last for longer than usual the parents will be referred to our school's behavioral coach to help them solve the problem.

If parent cooperation fails or the child's behavioral problem cannot be accommodated at our program, we will ask the parents to withdraw their child from the program.

Parents of a child who bites more than 3 times in a one month period, will be asked to hire a shadow for a week of close monitoring and proper behavior training.

Teachers at JIT Chabad will never hit, scream, withhold food, toileting or rest time or restrain a child as punishment.

KOSHER SYMBOLS

On a regular school day we ask parents not to send any food or snack with their child as JIT Chabad will provide all necessary food arrangements.

However, for your child's birthday you may bring in a birthday cake and goody bags for the class. (Please do not send any candy)

Since we adhere to the highest standards of Kashrut at the facility we ask all parents to first double check with Rabbi or Rivkie Barash prior to purchasing any food items for the class.



Please be aware that OU-D is not accepted; all pretzels, crackers, cookies, and cakes must be Pat Israel. If you have a question regarding a food product or kosher label not listed above, feel free to call our office, where Rabbi Barash or Rivkie will be glad to answer your questions.

Local Kosher Bakeries

Kosher Central
Almani Bakery
Aroma

The only time you will be sending food is for a birthday party or when your child is chosen for the Shabbat Abba or Shabbat Ima.

Remember that products must be pareve—pat Israel and be free of any traces or nuts, peanuts, sesame seeds and milk.

JIT CHABAD SAMPLE MENU

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Strawberries, yogurt, chocolate chip muffins ----- bow tie noodles, meat sauce, sliced potatoes, watermelon, orange juice ----- Soy butter, crackers, pears	2 Crispy rice cereal, Milk, oranges ----- Pizza with cheese tossed salad, fruit cocktail, milk ----- Grape juice, crackers
5 Sliced Oranges, cheerios, milk ----- Fish sticks, couscous, green beans, corn, sliced apples, milk ----- animal crackers, apple sauce	6 Pineapple tidbits, Large Bagel, cream cheese, milk ----- Meatballs*, rice, peas & carrots, cantaloupe , apple juice ----- cut grapes whole wheat bread	7 Banana, crackers, cheese, milk ----- Macaroni, cheese, cooked baby carrots, honeydew, milk ----- Yogurt Apples	8 Strawberries, blueberry muffin, milk ----- Breaded chicken, quinoa with stir fried vegetables, sliced tomatoes, cantaloupe, orange juice ----- cucumbers, pretzels	9 Crispy rice cereal, Milk, oranges ----- Pizza with cheese tossed salad, fruit cocktail, milk ----- Grape juice, crackers
12 Cheerios & Milk Orange juice ----- Breaded fish, baked potatoes, peas, sliced pears, whole wheat bread, milk, ketchup ----- tea biscuits, strawberry jam, peaches	13 Hot Scrambled eggs, pita bread ,Sliced cheese, apple slices, milk ----- Chicken fingers, spaghetti, ketchup steamed broccoli, melon, apple juice ----- graham crackers, apple sauce	14 Banana, cornflakes, whole Wheat bread, milk ----- Cheese lasagna cooked carrots and peas honeydew, milk ----- Yogurt Fresh fruit salad	15 Peaches, chocolate chip muffin, milk ----- bow tie noodles, meat sauce, sliced potatoes, watermelon, orange juice ----- Soy butter, crackers, pears	16 Crispy rice cereal, Milk, oranges ----- Pizza with cheese tossed salad, fruit cocktail, milk ----- cheese saltine crackers
19 Orange juice, cheerios, milk ----- Fish sticks, brown rice, mixed vegetables, fresh pineapple, milk, ketchup ----- lemon wafers, milk	20 Apple sauce, blueberry Muffin, milk ----- Sliced turkey , baguette, sliced pickles & tomatoes, watermelon, apple juice ----- Assorted crackers, tropical fruit salad	21 Sliced apples, bagel, Cream cheese, milk ----- Whole wheat bread Tuna fish, tossed salad, low fat ranch dressing, fresh sliced apples, milk ----- Oatmeal, milk	22 Crispy rice cereal, Milk, oranges ----- chicken, mashed potatoes, tomatoes & cucumbers, watermelon, apple juice ----- Animal crackers, peaches	23 Bananas, pancakes Milk, syrup ----- Pizza with cheese tossed salad, fruit cocktail, milk ----- cheese saltine crackers
26 Cheerios & Milk bananas ----- Breaded fish, baked potatoes, peas, orange wedges, whole wheat bread, milk ----- Animal crackers, apple sauce	27 Egg Salad, crackers, Sliced orange wedges, milk ----- Mini Burgers, Sliced sweet potatoes, cantaloupe, apple juice ----- Cut grapes, whole wheat bread	28 Apple Cinamon muffin, banana, milk ----- Pasta, Marinara Sauce, mozzarella cheese, garlic bread, green salad, dressing, fresh pineapple, milk ----- Yogurt, peaches	29 Pita Bread, cream cheese, strawberries, milk ----- chicken fingers, potato wedges, green beans, cantaloupe, apple juice, whole wheat bread ----- cucumbers assorted crackers	30 Orange slices Biscuits milk ----- Pizza, Tossed Salad, low fat ranch dressing, Fruit cocktail ----- Oatmeal Apple Slices, Milk

Parent's Role

A parent's role in quality child care is vital:

- ☐ Inquire about the qualifications and experience of child care staff, as well as staff turnover.
- ☐ Know the facility's policies and procedures.
- ☐ Communicate directly with caregivers.
- ☐ Visit and observe the facility.
- ☐ Participate in special activities, meetings, and conferences.
- ☐ Talk to your child about their daily experiences in child care.
- ☐ Arrange alternate care for their child when they are sick.
- ☐ Familiarize yourself with the child care standards used to license the child care facility.

More information and free resources:

MyFLFamilies.com/ChildCare

This child care facility is licensed according to the minimum licensure standards included in section 402.305, Florida Statutes (F.S.), and Chapter 65C-22, Florida Administrative Code (F.A.C.).
License Number: _____
License Issued on ____/____/____
License Expires on ____/____/____
For more information regarding the compliance history of this child care provider, please visit:
MyFLFamilies.com/childcare



OFFICE OF CHILD CARE REGULATION
AND BACKGROUND SCREENING
MYFLFAMILIES.COM

To report suspected or actual cases of child abuse or neglect, please call the Florida Abuse Hotline at 1-800-962-2873.

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Know Your Child Care Facility

General Requirements

Every licensed child care facility must meet the minimum state child care licensing standards pursuant to s. 402.305, F.S., and ch. 65C-22, F.A.C., which include, but are not limited to, the following:

- ☐ Valid license posted for parents to see.
- ☐ All staff appropriately screened.
- ☐ Maintain appropriate transportation vehicles (if transportation is provided).
- ☐ Provide parents with written disciplinary practices used by the facility.
- ☐ Provide access to the facility during normal hours of operation.
- ☐ Maintain minimum staff-to-child ratios:

Age of Child	Child: Teacher Ratio
Infant	4:1
1 year old	6:1
2 year old	11:1
3 year old	15:1
4 year old	20:1
5 year old and up	25:1

Health Related Requirements

- ☐ Emergency procedures that include:
 - Posting Florida Abuse Hotline number along with other emergency numbers.
 - Staff trained in first aid and Infant/Child CPR on the premises at all times.
 - Fully stocked first aid kit.
 - A working fire extinguisher and documented monthly fire drills with children and staff.
- ☐ Medication and hazardous materials are inaccessible and out of children's reach.

Training Requirements

- ☐ 40-hour introductory child care training.
- ☐ 10-hour in-service training annually.
- ☐ 0.5 continuing education unit of approved training or 5 clock hours of training in early literacy and language development.
- ☐ Director Credential for all facility directors.

Food and Nutrition

- ☐ Post a meal and snack menu that provides daily nutritional needs of the children (if meals are provided).

Record Keeping

- ☐ Maintain accurate records that include:
 - Children's health exam/immunization record.
 - Medication records.
 - Enrollment information.
 - Personnel records.
 - Daily attendance.
 - Accidents and incidents.
 - Parental permission for field trips and administration of medications.

Physical Environment

- ☐ Maintain sufficient usable indoor floor space for playing, working, and napping.
- ☐ Provide space that is clean and free of litter and other hazards.
- ☐ Maintain sufficient lighting and inside temperatures.
- ☐ Equipped with age and developmentally appropriate toys.
- ☐ Provide appropriate bathroom facilities and other furnishings.
- ☐ Provide isolation area for children who become ill.
- ☐ Practice proper hand washing, toileting, and diapering activities.

Quality Child Care

Quality child care offers healthy, social, and educational experiences under qualified supervision in a safe, nurturing, and stimulating environment. Children in these settings participate in daily, age-appropriate activities that help develop essential skills, build independence and instill self-respect. When evaluating the quality of a child care setting, the following indicators should be considered:

Quality Activities

- ☐ Are children initiated and teacher facilitated.
- ☐ Include social interchanges with all children.
- ☐ Are expressive including play, painting, drawing, story telling, music, dancing, and other varied activities.
- ☐ Include exercise and coordination development.
- ☐ Include free play and organized activities.
- ☐ Include opportunities for all children to read, be creative, explore, and problem-solve.

Quality Caregivers

- ☐ Are friendly and eager to care for children.
- ☐ Accept family cultural and ethnic differences.
- ☐ Are warm, understanding, encouraging, and responsive to each child's individual needs.
- ☐ Use a pleasant tone of voice and frequently hold, cuddle, and talk to the children.
- ☐ Help children manage their behavior in a positive, constructive, and non-threatening manner.
- ☐ Allow children to play alone or in small groups.
- ☐ Are attentive to and interact with the children.
- ☐ Provide stimulating, interesting, and educational activities.
- ☐ Demonstrate knowledge of social and emotional needs and developmental tasks for all children.
- ☐ Communicate with parents.

Quality Environments

- ☐ Are clean, safe, inviting, comfortable, child-friendly.
- ☐ Provide easy access to age-appropriate toys.
- ☐ Display children's activities and creations.
- ☐ Provide a safe and secure environment that fosters the growing independence of all children.

