

St. John's CCDC

HoneyBee's

2009-10

Welcome to the HoneyBee's!

In this handy little packet, you'll find lots of helpful information. We would like to help with everything from separation anxiety to sleeping, and much more.

Feel free to ask teachers whenever you have questions or concerns.

All of our teachers are CPR and First Aid certified and are continuously furthering their education through state training and seminars.

It's surprising how much babies learn in the first year. By 12 months of age, they have learned how to smile, laugh, babble and talk, wave good-bye, eat, crawl, walk and a whole lot more! We're excited for the opportunity to share these awesome experiences with your family. We'd like for you to pop in as much as you'd like and visit with your child, and your teachers.

ACTIVITIES & VOLUNTEERS

It's important for us to have a variety of fun and stimulating experiences daily for our babies. They learn so many things through play. In our class we paint, color with crayons and markers, have water play, and love to explore our world *outside* the classroom. We love to read books, sing and dance, and playing with food is always fun, too. Parents are highly encouraged to join the fun.

Annually, each family must complete 20 hours of Volunteer service for their preschool. Helping out in the classroom for art prep or clean up is a fun way to get those volunteer hours in. We could use help with walks or outside time, too. Other ways to volunteer are: washing toys, mending books, purchasing items for the classroom, painting, and much more. Don't forget to fill out the blue slips though!

FOOD

We prefer bottles to be pre-made since we become extremely busy during the day. If your child is on formula, it should be premixed and refrigerated. Please store extra formula in his/her cubby. To comply with State Regulations, you'll need to supply one bottle for each feeding. This applies to breast milk and formula. Breast milk should already be thawed in the bottle too, and it's a great idea to store some in our freezer in case we run out. If your baby doesn't finish milk (or formula) at a feeding, we cannot place it back in the refrigerator.

Unfinished milk will be discarded within 2 hours.

If your baby is eating solid food, PLEASE send it in small pieces to avoid choking. Grapes, cheese, hot dogs and even bananas should be cut up, even for the older babies. We also stress that **no nuts** be sent to school. Now is the best time to get baby into good eating habits so please send a healthy lunch and snack with some variety. Who wants to eat the same thing every day?

Everything you bring for your child should have his/her first and last name on it. Your teachers will supply you with labels that need to be placed on jar food, bottles, cereal, and other food items **daily**. Please let us know when you're running low so we can print some more. It's much appreciated when you take the time to label everything in the morning before or at arrival, thus saving us the work of labeling 10 lunches.

[PLEASE SEND FOOD AND BOTTLES IN A SMALL LUNCH BOX](#)

DIAPERS & WIPES

Parents need to supply diapers and wipes. A child will go thru approximately 5 or 6 diapers in a day so bring in enough to last. We will try to remind you whenever your baby is running low on diapers, but we sometimes get too busy to remember. Diapers are changed about every two hours and even more often, if needed. **We charge \$1.00 per diaper whenever one is borrowed from the classroom**, so it's best if you make a daily diaper check upon pick-up of your child.

Our little HoneyBee's share their baby wipes with the entire classroom. These "community wipes" are used for art clean-up, messy faces, and much more than just diaper changes. If your baby has extra-sensitive skin and needs special wipes, please let us know so different arrangements can be made. Bring one box if your child comes less than 3 days a week, and two boxes if he comes 3 or more days a week. Occasionally, we will ask for more than this, but only if we run out.

SLEEP

Our HoneyBee's are all on their own schedules when it comes to napping. Don't be surprised if your child doesn't sleep here as much as he does at home. We hear this often and it is perfectly normal. There's so many fun and exciting things to do at school, no wonder they don't want to sleep!

On occasion, a parent will tell us that their child is put to sleep on their tummy at home since that is the only way they'll sleep. Here at St. John's, they will always be laid on their back. Losing a child to SIDS is not a risk we want to take as teachers. We want to inform every parent of the risk of SIDS, also explaining why we put them "back to sleep". Also enclosed is an article for you to look over regarding SIDS.

DISCIPLINE

First, it is imperative to understand that "discipline" at any age level is NOT "punishment for bad behavior". Instead, the very word *discipline* means "teaching"- the very kind of teaching Jesus did with His disciples! Discipline is a door of opportunity: opportunity to teach children appropriate ways to meet their needs.

Our teachers practice what we call "distract **and redirect**". More effective than simply saying "No", it makes it a positive learning experience, instead of a negative one. We often tell the children to have "soft (or gentle) touches with their friends, and we will **show** them what that means.

DROP OFF & PICK UP

It is important that you sign your child in and out with his/her name, time and your signature. The sign-in sheet is just inside the door at the Herbert Street entrance. Should there ever be a fire or other disaster at our center, we'll rely on our sign-in book to make sure no babies are left behind. Not only that, but it is State Regulation that you do so. There will be a \$5 fine for every time you forget to completely sign your child in or out. If there are older siblings, please don't allow them to draw on the sign-in sheets. Also, we ask that you pick your child up by 6:00 p.m. If you can't make it, please call us (ext. 104) and let us know you'll be a few minutes late. The charged is \$1.00 per minute until you arrive (this adds up quickly).

HAND WASHING

Despite our efforts to keep our center free of germs, they manage to find their way in anyway. Please make a habit of washing your hands and your child's hands right when you arrive in the classroom. This will help cut back on germs. Teachers and babies wash hands several times a day; before and after snack, after diaper changes, before and after water play, and after playing outside.

Also, in this packet you'll see "When to keep your child at home". It's pretty self-explanatory, and should be kept handy.

Here are a few important things to remember that will make your baby's time at school enjoyable and worthwhile:

1. To protect the health of all of our babies and teachers, we ask that you wash your hands and your baby's hands upon arrival.
2. Please label everything your child brings to school and notify us of any food allergies your baby has.
3. Most children cry sometimes when being left by parents. We understand and expect it. In most cases, crying stops a few moments after you leave. (Yes, it's a plot to make you feel guilty.)
4. Occasionally, you'll be asked to donate 2 boxes of tissue for all the runny noses...please be honest and bring them in as needed.
5. Please check your child's mailbox at least once a week. The mailbox is located just outside the classroom door. In there, we place statements, the Scribble's newsletter, art work your baby has done, and other notes from the teachers or Director.

THINGS BABY NEEDS AT SCHOOL

- Family poster
- Diapers & wipes
- 2 crib sheets and blanket
- 2 binkies; if needed
- Food & snacks
- Bibs
- Plate or bowl
- Extra milk/formula
- 2 changes of extra clothes
- Premade bottles/sippy cups – 1 for each feeding
- Special toy or blanket for comfort labeled with your child's name



When To Keep Your Child at Home

Your child's health is a major importance to us. If your child has an infectious illness, please do not bring them to the center. Not only will your child be uncomfortable, but it is unfair to expose the other children and teachers to the illness.

There will be a daily observation of each child upon arrival to the center. Children exhibiting any active symptoms of infection will not be admitted.

If symptoms of illness appear during the day, you will be required to arrange for an immediate early pick up. We will contact you at once and keep your child isolated in the CCDC office away from other children and comfortable until you arrive. If you cannot be reached, the person on your Emergency Contact List in the enrollment packet will be contacted.

Keep your child at home if he/she:

- Has a fever of or above 101° or has had one during the previous 24 hour period.
- If he/she is advised by a doctor to remain indoors.
- Has a cold that is less than 4 days old.
- Has a heavy nasal discharge.
- Has a constant cough.
- Is fussy, cranky, and generally out of sorts.
- Unusually drowsy or tired. Rest may prevent the development of a serious illness.
- Has symptoms of a possible communicable disease. (These usually are sniffles, reddened eyes, sore throat, headache and abdominal pain, plus a fever.) Please notify the school at once if the child does have a communicable disease.

Your child may attend if he/she:

- Is over a cold but a minor nasal drip remains.
- Has been on antibiotics for over 24 hours and fever is gone.
- Has been exposed to a communicable disease, but the school has been notified so that the incubation period can be discussed and it can be determined on what dates your child should stay home and when they may return.

Your child's safety matters to us!

It is St. John's commitment to ensure your child's safety and well being so they may trust, grow and develop as individuals in their environment.

We have a keypad security lock at the front door that will limit access to the school. We hope to limit the number of people that enter off the street to staff and parents.

The current access code is **2873***

To unlock the door, just enter the code on the keypad just west of the front door and open the door. If the door doesn't open, try re-entering your code. If you have difficulties, please use the intercom and ask for help.

Sincerely,

St. John's Management

FAMILY POSTERS

School is off to a great start! We would like to welcome our students, new and old, by talking about their friends, family, and community.

To make your child feel warm and surrounded with love and reassurance we are asking each family to make a family poster. We will hang them in the classroom at eye level so your child can visit whenever they like.

As a class we will share the child's poster by:

1. Having them tell us about their family.
2. Counting how many people are in each family.
3. Recognizing that each family is special and unique.
4. Reinforcing we are all a part of God's family.
5. Talking about all the different animals we have as pets.

Here's what to do:

1. **Pictures!** Find some pictures of your family, including grandparents, special friends, cousins, pets, and any other important people in your child's life. Arrange them on a piece of poster board. Don't glue them on just yet!
2. **Decorate!** After you've figured out where you want the pictures you can decorate the poster board using crayon, paints, markers, and stickers. Be creative and enjoy! You can also trace hands, feet, pet's feet, and much more (Note: puffy things don't laminate well).
3. **Laminate!** These posters need to be **laminated** since they are at a child's level. We ask that you bring them in already laminated, but if you'd like us to do that, just bring us \$2.00 (most of the cost of laminating) and we will do it for you.

God's love and peace be with you,

St. John's CCDC