

## **Busy Little Bee**

### **Philosophy and Mission Statement**

A key word in our program is respect. We foster respect for self, respect for others, and respect for materials in developmentally appropriate ways. In a secure and nurturing environment, our curriculum provides for all areas of a child's development: physical, emotional, social, and cognitive. We believe that children learn through active exploration and interaction with adults, other children, and materials.

Our Teachers encourage curiosity and experimentation, and have chosen materials that help expand children's thinking. Basic learning materials include sand, water, and tools to use with them, large and small blocks, puzzles, items for scientific investigation (magnets, balances, and weights), books, musical instruments, art and drawing supplies, and climbing structures with slides. Positive social interaction is encouraged by helping children to develop their verbal skills and to express their feelings in appropriate ways.

We recognize that the child is an individual as well as a member of a larger unit, his/her family. Strong, viable parent/teacher relationships promote effective communication and participation. The staff works closely with parents for the benefit of the child and includes families in the curriculum and special events.

As a Center, we welcome and encourage parent participation in all aspects of our program. From sharing important family and cultural information with us, sharing your opinion about our program and about teachers. Any concerns you will have please let the Director know right away so we can correct and resolve the problem.

#### **Transition**

The Preschool makes every attempt to plan for and enact transition plans that have been discussed with families.

We usually recommend 1 -2 weeks half day before enrolling new kids.

If during this time kids feel comfortable with our teachers and the new environment, they can be enrolled for full time the following week.

If anything happens: i.e. child cries for a long time, is not eating or drinking, is upset most of the time during the transitional period, we will let parents know and advise to wait a little bit longer until child is more ready for preschool. We do not want to stress the child.

#### **Early drop of or late pick up:**

Families must request the specific hours/days at least 24 hours in advance of the time requested. There is a flat rate of \$25 an hour or any portion of the hour for extra hours.

THE FOLLOWING ARE PROHIBITED:

- Corporal punishment, including spanking;
- Verbal or physical abuse, humiliation, neglect, or abusive treatment;
- Speaking to a child in a manner or tone that is disrespectful, sarcastic, demeaning or threatening;
- Withholding food, drink or sleep;
- Force feeding children;
- Disciplining a child for soiling, wetting, or not using the toilet; forcing a child to remain in soiled clothing or forcing the child to remain on the toilet, or using any other unusual or excessive practices for toileting.

Biting Behavior in Young Children

The Centers recognize that biting is a normal stage of development that some young children go through. It is something they will outgrow in time. Young children who bite, bite for various reasons, all of them normal and developmentally understood.

Common Reasons Why Children Bite

Teething, exploring, stress, frustration, imitating behavior, personal space is violated or crowded, lack of vocabulary, sign of affection, to obtain attention.

Classroom Strategies Used To Minimize Incidents of Biting

We “shadow” the child who has exhibited biting behavior. We carefully observe the child who has bitten to determine if there is a pattern of when the biting behavior occurs. We comfort the child who has been bitten and firmly let the child who bit know that "biting hurts." We offer an alternative object to bite such as a teething ring or cold cloth.

Action Taken When A Biting Incident Occurs

- The child who was bitten is comforted;
- The child who bit is firmly told that “biting hurts” while we continue to comfort and focus on the child who was bitten;
- The bitten area is washed thoroughly with soap and water and inspected for broken skin;

- If the skin is broken, the Director is immediately notified. Director will call parents right away and let them know how serious is injury;
- Later we will have a friendly conversation with kids when parents are here, reading books about no biting, sharing.

If behavior continues, we suggest parents take classes around these types of issues for their children.

### Clothing

Please label all items with your child's FIRST and LAST name.

Each child should have a complete set of extra clothing to be kept at the center including underwear and socks. All clothing should be clearly labeled with your child's name (blanket and sheets too).

### Accessories and Jewelry:

Children's accessories and jewelry are extremely attractive to young children's eyes, fingers, and mouths. We ask parents cooperation to be safety conscious when choosing accessories that their children wear to the centers. Small objects like barrettes and earrings can be choking hazards and necklaces can pose strangulation hazards. Therefore, we do not permit the following type of jewelry:

- Dangling earrings (small, snug-fitting pierced studs are permitted);
- Necklaces of any kind;
- Bracelets with beads or charms (rubber, cloth or thread bracelets are permitted as long as they do not contain attachments or charms).

### Comfort Items:

If it will help your child feels more at home during the day, we welcome comfort items such as his/her favorite pacifier, doll, stuffed animal, books or items that contribute to our activities are always welcome. These items need to be small enough to fit within each child's individual cubby space. If you have any questions about what to bring please speak to your child's teacher.

### Prescription Medication for Children:

When prescription medicine is to be administered to a child at the center, the medication must be presented in the original bottle with a label affixed by the pharmacy or physician showing the child's first and last name, the dosage and schedule of administration, what the prescription contains, the date purchased and the physician's name. In addition, a medical authorization form must be signed by the parent in each case.

Non-Prescription Medication for Children:

When non-prescription medicine is to be administered to a child at the center, it must be accompanied by a medical authorization form signed by the parent in each case. And labeled with child's name and dosage.

PLEASE INFORM TEACHERS OF ANY FOOD EXCLUSIONS NOT RELATED TO ALLERGIES.