



## **Kids Run Around Daycare**

Updated August 2015

### **PHILOSOPHY**

Our daycare was created to meet the needs of a mix of kids ranging in age from four years down to six months old. We provide each child with personal time and attention, in addition to group care. Kids Run Around Daycare is here to create the best possible environment for your little ones to enjoy friendships and play together as they explore and grow.

Your kids are the future. We share your commitment to a healthy planet for them to inherit. We reduce, reuse, recycle. We clean with green products, bought in bulk with minimal packaging. We prepare and serve delicious meals featuring seasonal foods, with organic options whenever available.

Our progressive educational approach has kids become aware of and invested in the cycle of life, fostering stewardship of our precious planet.

### **PROGRAM**

Kids need routine, flexibility as well. We offer a program of structured activities throughout the day plus plenty of range for free play. Throughout the week we offer story time, arts and crafts, music, circle time, dancing, yoga, gardening. Kids who crawl and walk get daily opportunity for vigorous outdoor play in all seasons.

We provide toys and materials and attractive prepared environments to foster curiosity, exploration, and love of learning. Our curriculum follows a child's natural desire to find out more and more about the world. Our program also accommodates a child's energy and natural exuberance. We allow kids to safely explore their limits and develop their physical capabilities – we let the kids run around!

## VISITING

Parent visits during program hours create an expectation by your child that she/he is being picked up, resulting in disruption of kids' routine. Yet we do understand parents' natural desire to observe a child's interactions in our setting. We request you allow us to work with you to arrange a brief visit near to your normal pick up time.

We ask that courtesy be shown and that your presence does not disturb the harmony of the daycare environment. Please understand that we must give the children our undivided attention during any visit. Parent/provider consultations may be scheduled separately.

## FOOD

We provide food for kids who eat solid food. Fresh food is served daily. We take advantage of kids' curiosity and willingness to try new things. We provide a variety of healthy food choices, including organic fruits and vegetables, dairy, eggs, fish and chicken.

Breakfast, lunch and snacks are made on the premises. We are able to accommodate allergies and special dietary needs.

Infants under one year of age will be fed as advised by parents. You must provide enough breast milk, formula or baby jar food for your children. Please label all bottles and containers with your child's name.

Please let us know about any allergies or special dietary needs your child has. Parents may supplement a child's food at any time.

## ENROLLMENT

You may enroll for 4 or 5 days per week. The minimum plan is 32 hours per week. Care for your child will be provided according to the schedule and hours listed in the Parent/Provider agreement.

For the benefit of the children placed in our care, we strive for continuity and stability in our daycare community. Therefore we expect an enrollment commitment of a minimum of 12 months. The annual tuition may be paid in twelve equal monthly installments for your convenience. We require a deposit equal to one monthly payment to secure a spot for your child. The deposit may be applied to payment for your child's final month provided that the child has been continuously enrolled for 12 months and 3 months' advance notice of termination is given. Otherwise the deposit is forfeit.

Parents must complete and return registration and medical forms. Medical forms signed by your physician must be in place for your child's first day of care.

## TUITION & PAYMENTS

Tuition is calculated for the plan you select and paid monthly. Like rent, tuition is the same month to month and is not reduced for holidays, vacations, sick days, or missed days or hours for any reason. Program space is reserved for your child and cannot be filled short term.

Payment is due on the 1st of each month. We are happy to share routing information for payments by EFT. Payments received after the 5th day of the month, or returned checks, will incur a \$50 fee. A second failed check incurs a \$100 fee.

## PROGRAM HOURS

Our operating hours are Monday-Friday 8AM–6PM. Drop-offs from 8-9AM, pick-ups 4:30-6 PM.

Early drop off before 8am or late pick up after 6pm may be arranged on an individual, occasional basis. Unless a prior arrangement (at least 24 hours) has been made, you will be charged \$1 per minute for care before 8am and after 6pm. Please make payment in cash at the time of drop off or pick-up. Less preferably, the amount will be invoiced.

We are closed on the following holidays:

Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the Friday after, and from Christmas Eve through New Year's Day.

We are closed for August recess which is the two full weeks prior to Labor Day. The Tuesday after Labor Day is a Staff Development day. We reopen the Wednesday following Labor Day.

## PARENTS' RESPONSIBILITIES

Parents must provide:

- Diapers, wipes, and diaper rash cream
- Extra clothes
- Blanket
- Waterproof bib
- Formula and baby food
- Bug repellent
- Swimming suit or swimming diapers, towel and sun block for Summer
- Rain gear for Spring and Fall
- Snowsuit, boots, hat and mittens for Winter

Everything must be labeled with the child's name.

It is Parents' responsibility to maintain your child's medical form. By OCFS policy a medical form is not valid if dated more than a year from the current day. Kids Run Around will not be compliant with OCFS regulations if your child's form is out of date. Your child may not come to daycare unless an up-to-date medical form signed by a qualified medical provider is on file with us. We require your cooperation so as to be in compliance with OCFS policy.

## HEALTH/SICKNESS POLICY

- Children must be current with all age-appropriate immunizations, with no exceptions.
- You are responsible to notify us if your child is sick and will not attend daycare.
- We perform a daily health check upon arrival of each child. We expect you to advise us of any conditions or difficulties your child may be experiencing at home.
- A child with a temperature over 100.5 may not come to or stay at the daycare.
- A child who has fever, infection, diarrhea, vomiting, or communicable disease of any kind must stay at home and cannot be allowed at the daycare until he/she is symptom free for 24 hours.
- If your child becomes ill or develops any of the above symptoms while at the daycare, you will be called and are responsible for removing the child from the daycare as soon as possible.
- If your child has had Chicken pox, Coxsackie's, ear infection, flu, pink eye, or other contagious conditions, you must bring a note from your child's doctor that the condition is clear and no longer contagious.
- We give first aid if required, using over the counter products such as alcohol swabs, anti-bacterial ointment, and band-aids.
- If your child is prone to allergic reactions, you must provide Benedryl or an Epi-pen for your child's relief.
- We utilize universal precautions and teach the children to wash their hands as early as they are able to begin learning how to do it.
- With parent's permission, we will administer topical analgesics to gums when kids are teething, and ointments for rashes (analgesics and ointments supplied by parents).

## MEDICATIONS

- We do not give any prescription medications.