# Little Folks of Fourth Presbyterian Church



# 2020-2021 Parent Handbook

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"Train up a child in the way he should go and when he is old, he will not depart from it." Proverbs 22:6

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#### **PHILOSOPHY**

The first years of life are of primary importance for a child's later development. Through interaction with parents and other care givers, the child develops feelings of self-worth, trust, and independence which lead to becoming a confident, secure adult.

We at Little Folks of Fourth believe that each child is a precious child of God, a unique individual who grows and learns at his or her own pace. We provide a loving, nurturing environment based on Christian principles and values. We seek to help children grow with a sense of respect for individuals and the world around them, and also knowledge of their responsibility in the world.

To develop their feelings of self-worth, respect, and responsibilities we offer a variety of teacherdirected activities to help with their social, physical, language, and cognitive skills.

#### **MISSION STATEMENT**

Little Folks of Fourth is a Child Development Program for the benefit of children and their parents or custodians.

The program has as its goals:

- 1. To provide for parents/custodians a secure and positive source of child care.
- 2. To maintain the opportunity for every single participant, child and parent, to experience a loving, nurturing experience based on Christian principles and values.
- 3. To foster in each child a sense of independence, compassion, confidence, trust and responsible behavior through a variety of teacher-directed activities.
- 4. To seek opportunities to serve disadvantaged children.
- 5. To maintain high standards of child care according to professional standards and Christian values.

#### Dear Parents,

Welcome to Little Folks Child Development Center of Fourth Presbyterian Church. I am so glad you are a part of our family!! Little Folks of Fourth is licensed with the Department of Social Service (DSS 17670) and is recognized by the state as an Advocate for Better Childcare (ABC) Quality program.

All of our classes have multi-age groupings. We do not necessarily use birthdays as a criteria for moving children up to the next room, but go by developmental stage of the individual child. Children move up in classes throughout the year as maturity occurs and there are openings in the next class.

The things I want the children to learn while they're with us are: a self-confidence in their abilities, independence and self-sufficiency, abilities to solve problems, a joy of learning, curiosity and creativity, the ability to get along with other children, and a love of books. All of this is done in a loving and caring environment where we are demonstrating God's love.

Along the way, the children also learn their colors, shapes, letters, and numbers. The teachers deliberately include opportunities in their daily planning for the children to grow in their reading, math, science and thinking skills. The children will all learn facts and information when they are developmentally ready. It's their love of learning, teamed with their social skills, and the ability to think for themselves, that will have the greatest impact on their futures.

If you ever have any questions or concerns, please feel free to talk to the teachers or myself about them. It's through our joint efforts, and with your constant input, that our program will continue to improve and make it the very best environment for our children to grow.

Thank you for entrusting us with your precious children!

Hope Green

Director

#### 2020-2021 SCHOOL CALENDAR

September 8<sup>th</sup>: First Day of School (2020-2021 School Year)

October 23<sup>rd</sup>: CLOSED- Fall Break

November 3<sup>rd</sup>: CLOSED- Election Day

November 25<sup>th</sup>-27<sup>th</sup>: CLOSED- Thanksgiving Break

**December 18<sup>th</sup>-January 1<sup>st</sup>:** CLOSED- Christmas Break

January 6<sup>th</sup>: Enrollment Begins for Summer 2021 and 2021-22

January 18<sup>th</sup>: CLOSED- Martin Luther King, Jr Day

February 15<sup>th</sup>: CLOSED- President's Day

March 19<sup>th</sup>: CLOSED

April 5<sup>th</sup>-9<sup>th</sup>: CLOSED- Spring Break

May 28<sup>th</sup>: Last Day of School

May 31<sup>st</sup>-June 5<sup>th</sup>: CLOSED-Prep for Summer Session

June 7<sup>th</sup>: First Day of School (Summer Session)

July 5<sup>th</sup>-9<sup>th</sup>: CLOSED- Fourth of July

July 26<sup>th</sup>-30<sup>th</sup>: CLOSED- Fourth Presbyterian VCS

August 27<sup>th</sup>: Last Day of School (Summer Session)

<u>August 30<sup>th</sup>-September 6<sup>th</sup>:</u> CLOSED- Prep for 2021-21 School Year

September 7<sup>th</sup>: First Day of School (2021-2022 School Year)

# **Policies and Program:**

Little Folks of Fourth's program serves children age 10 months old to 5 years old. Our regular operating hours are from 9am-1pm.

## **Registration:**

A \$250.00 registration/materials fee for the first child and \$200.00 for each additional child is to be paid at the time that the child is registered each year. This fee covers registration and materials for the September-May school year. The Summer Program has a separate registration/materials fee of \$75.00. There is an application fee of \$25.00 to be placed on the waitlist, which may be applied to the registration/materials fee. These fees are all NON-REFUNDABLE. Children of all abilities are

accepted into LTT and ramines interested in naving their clinic attend the program with be given an equal opportunity for admission. Enrollment will occur in the following order:

- 1. Existing families
- 2. If no wait list, first come first serve, but if two people put in a request at the same time, a church member gets priority.
- 3. If a waitlist, Church Members on the Waitlist get moved to the top of the list in the order in which they applied for the waitlist
- 4. After church members on waitlist are reached, then wait list is moved through in order of application.

### Tuition and Billing:

Cost is \$22.00 per day per child. Payment is expected even if your child cannot attend because your payments are depended on to pay teacher salaries. Your tuition is calculated on a monthly rate, taking into consideration the number of days your child is registered for the school year, the number of days we are open and a \$22.00 daily rate (i.e. 35 days x \$22.00 daily rate / 9 months =\$86.00/month). The benefit of doing our billing this way is that you pay the same amount each month and we can budget the same income each month. Payments are due by the tenth of each month. If payment is not received by the tenth day of the month a \$25.00 late fee will be added. Payments can be made by cash or check. Checks should be made payable to Little Folks of Fourth. Statements will be emailed out the first week of each month as a reminder.

## Withdrawal Policy:

Students may withdraw at any time during the school year. Tuition is paid in advance on a monthly basis and written notice of withdrawal must be provided thirty days in advance of a child's withdrawal from LFF. Tuition will not be prorated if a child withdraws from the program in the middle of the month. (i.e. if July 10<sup>th</sup> is the last day attending the program, you will be billed through the end of July.)

# <u>Scholarship Fund</u>

The LFF Scholarship Fund was created to assist both current families and new families. Families requesting assistance from the scholarship fund must fill out an application and discuss their needs with the director. Each application is viewed individually for need. Parents are encouraged to pay as much per month as they are financially able. Scholarships may range from fully funded five days per week to 25% funded one days a week depending on the need of the family and the amount of money available in the scholarship fund. Families must fill out an application form every year. As the financial situation of the family changes, the amount of the scholarship is reviewed and adjusted accordingly.

# **Drop-Off and Pick-Up:**

LFF does not have a carpool line for drop off and pick up. Typically, parents bring their child into the classroom and come in to pick them up at the end of the day. Due to COVID-19, our current morning drop off procedure is as follows:

- Parent and child will enter through the youth wing located on Manly Street. Parents are required to face coverings while inside the building and asked to remain social distanced during the check in process.
- A staff member will be there to check the child's temperature with a touchless thermometer and complete the daily health check with the parent. Hand sanitizer will be given at the door, if age appropriate.
- Parent will sign their child in for the school day

- Parent may exit through the doors in the gym. Please do not group together to visit in the gym or near the building.
- Staff member will take children to their proper classroom
- Each child will wash hands once inside the classroom.

The current afternoon pick up procedure is as follows:

- Parent will enter through the youth wing entrance located on Manly Street. Parents are required to wear face coverings while inside the building and asked to remain socially distanced during the pick up process.
- A staff member will communicate to the classroom that the parent is there.
- A LFF staff member will bring the child to the parent in the gym.
- Parent will sign their child out of school for the day.
- Parent and child can exit through the door in the gym. Please do not group together to visit in the gym or near the building.

## **Release Policy:**

Children will be released to their legal guardians or another adult listed as an emergency contact on their paperwork. LFF will also allow the person who dropped off your child to pick him/her up unless we are otherwise informed. When you need a friend or relative to pick up your child, email the director or classroom teacher the name of the person picking up your child. If we do not already know the person that is to pick up your child, we will ask to see their driver's license to be sure of their identity. If there are certain people who are specifically not allowed pick up your child, you need to write that on your child's information sheet and verbally inform both the teachers and the director. If we are in any doubt about your child's release, we will not let your child leave Little Folks until we have spoken to you for verification.

# Parking:

Parking is available for LFF families in the diagonal parking spots outside the entrance on Manly Street, in the church parking lot, and the Poinsett Club parking lot. Please take extra precautions when crossing Manly Street.

#### **Immunization Forms:**

All children are required to have a current physical examinations and completely meet the immunization requirements that DHEC sets for Child Day Care Attendance. These immunization requirements are published annually by DHEC. The DATE FOR NEXT IMMUNIZATION section of the South Carolina Certificate of Immunization will show the next time your child is due to receive shots. Your child may attend LFF for no more than 1 month after the DATE FOR NEXT IMMUNIZATION. DHEC monitors our facility and confirms compliance.

Any requests for a medical exemption through a licensed physician may be considered by the Advisory Board. The Advisory Board reserves the right to give final approval on any such request.

#### **Photographs:**

An integral part of our program is photographing children as they do activities in the classroom. These photos may be: hung in the hallway; posted on the closed Face Book group for the class; included in weekly emails sent out to families; or used in the LFF yearbook. Please do not re-post pictures taken inside the school on your personal social media sites! If you DO NOT want your child photographed

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piease note so on your yearly paperwork, otherwise we will assume photos are permitted.

#### **Items Brought from Home:**

No backpacks or diaper bags

- 1. On the first day of school, please bring a change of clothes, in ziplock bag labeled with your child's name, that can be kept at LFF. Diapers/Pull Ups and wipes may also be brought on the first day.
- 2. Each child will bring home a bag at the end of the month with artwork, notifications, etc. No toys or blankets brought from home
  - 1. On the first day of school, please bring those items that make your child feel comfortable (lovie, pacifier, sleep sack, etc). We will wash these personal items in the washing machine once a week and keep them at LFF.

No lunch boxes or refillable water bottles

- 1. Please send your child's lunch in a disposable paper bag. Make sure all items in your child's lunch are disposable. No ice packs are needed because the lunch bags will be kept in the refrigerator.
- 2. Please pack 2 disposable drinks for your child (disposable water bottles preferred over juice boxes) every day.

We request that no toy guns, swords, knives and any other possibly injurious toys be brought at any time.

#### **Parental Access:**

Due to COVID-19: no parents; families; volunteers; or therapists are allowed inside the LFF classrooms or hallways.

#### **Conferences:**

Since the welfare and growth of each child is our mutual concern, we welcome conferences with parents. These may be made by appointment and executed through Zoom.

## **Discipline:**

Teachers set clear and fair limits for classroom behavior. Teachers guide the children to resolve conflicts and model these behaviors through their own actions and words. Teachers encourage appropriate behavior by talking to the children and patiently reminding the children of the class rules and the reasons for these rules. While dealing with issues of conflict, teachers will always speak in a caring and respectful manner to the child. Teachers may not use any strategy that hurts, shames, or belittles a child. They may not use any strategy that threatens, intimidates or forces a child. Occasionally, a time-out chair may be used to emphasize the importance of following the class rules. If a problem persists, a conference between the director, teacher, and the parents will be scheduled to discuss the needs of the child and to devise a strategy for the future. If it is needed, the parents will be referred to appropriate agencies and professionals who can further help their child and family. If a parent fails to follow through with scheduling an appointment with agencies and/or professionals within 30 days of recommendation, disenrollment may occur. Parents may be called to take a child home in cases of harming or disrupting other children or staff. Little Folks of Fourth does not use corporal punishment. We do not use food as a reward or punishment, and, we do not use or withhold physical activity as a punishment.

#### **Disenrollment:**

Disenrollment is extremely rare, used principally when the parents do not agree or cooperate with

solutions to a child's behavior concerns. Disenrollment may be used when, despite the best efforts of parents and staff, a behavior plan and reasonable time to implement it, a child's behavior continues to:

- Threaten the safety of children or staff
- Result in the destruction of property
- Interfere with the ability of classmates to learn and play

#### **Inclusive Environment:**

LFF is committed to providing an inclusive educational environment. We welcome students, families, faculty, and staff from diverse backgrounds and experiences. LFF welcomes children of all abilities, and is committed to providing developmentally appropriate early learning and development experiences that support full access and participation of every child. We believe that each child is unique and work in partnership with families and other professionals involved with the child to provide the support every child needs to reach their full potential.

Our teachers use developmentally appropriate practices and consider the unique needs of all children when planning. Staff will make every attempt to make any adaptations or modifications necessary to meet the needs of children. Schedules, routines, and activities are flexible and our teachers will work with therapists, special educators, and other professionals to integrate individual accommodations, modifications, and strategies into classroom routines and activities. Any adaptations will be reviewed with families and other professionals supporting the child.

Many children with disabilities or other special needs are supported by developmental and educational professionals such as therapists, teachers, and others. LFF works with these professional to assure the child's success. The child's teacher and the service provider work collaboratively to determine the best strategies to support the child in the group setting.

### **Confidentiality:**

Confidentiality applies to all verbal and written information about potential, enrolling and previously enrolled children and their families. All staff will be briefed on the need for confidentiality and will be expected to fulfill their obligation to respect the protection of privacy. Written records will be stored in a secure location with access limited to the director and the child's teacher. No information will be released about a child without first receiving the permission of the parent/guardian. This excludes the responsibility held by early childhood educators as mandated reporters of suspected child abuse and neglect as outlined in South Carolina law or when information is subpoenaed by the Court. The parent list of names, addresses, phone numbers and e-mails is available to each Little Folks family. If you do not want this information given out, inform the teachers and director in writing, otherwise we'll assume that you want to be included on the list. Parent, teachers, and children can be hurt unintentionally by idle comments. Please talk directly to the teachers or the director so that they are aware of your concerns. It is only through open, honest communication between parents, teachers, and the director that we are able to work together to create the best environment for each of our children.

#### **Inclement\_Weather:**

LFF follows Greenville County Schools for inclement weather closings only. If Greenville County Schools have a 1 or 2 hour delay we will still begin at 9:00 a.m. If Greenville County Schools are closed, then Little Folks is closed. If you have any doubt as to our status you can check the school closing list on WYFF channel 4. If we are closed, Little Folks of Fourth will be listed under "Private Schools." LFF will be open on Greenville County School make up snow days.

## **Emergency Medical Plan:**

Parents will be called if the child has fever, diarrnea, vomiting, rash, or an injury. 911 will be called if a child shows signs of shock, severe allergic reaction, loss of consciousness, difficulty breathing, excessive bleeding or broken bones. A designated teacher or the Director will call 911 while a staff person with the child's emergency information remains with the child until the parent arrives.

#### **Preschool Illness Policy**

We want to keep as healthy of an environment as possible. Sometimes it is difficult for a parent to determine if a child should remain at home. A general guideline of "would I want my child exposed to a classmate who has these symptoms" is always a good place to start. No child is to attend school with a fever, nausea, diarrhea, or complaining of not feeling well. A basic health assessment will be done on every child at check in and the child may be sent home at that time if symptoms are noted. If a child becomes ill or is sent to school ill, he/she will be isolated and the parent, or emergency contact, will be phoned and explained the situation of the child so arrangements may be made for pick up. Children need to be picked up within 30 minutes of parent's being notified. Parents need to make sure to have an emergency plan in place that includes a car seat.

Please call the school when your child is out due to illness. Report promptly all contagious diseases so that parents can be alerted. All contagious children need to be kept home for their own sakes as well as their classmates.

- 1. **Fever:** When a child has fever (above 100 degrees taken orally) he should remain at home. If a child develops a fever at school, he/she will be sent home. If a child is recovering from an illness, he or she should be fever free, and symptom free, for 72 hours (without fever reducing medication) before returning to school. A doctor's note will be required to return to LFF. A fever of unknown origin may require a negative COVID-19 test or completion of COVID-19 exclusion.
- 2. **Medication:** When a child has been on an antibiotic for at least 24 hours and is 24 hours fever free, then the child is considered non-contagious to others. Medicine can be given only with written permission. Medicine must be in the original container with dosing instructions on it. After dosing is discussed with your child's teachers, it must be kept in the classroom's lockbox for safety reasons. Each classroom has a first aid kit for minor injuries, etc.
- 3. **Colds and Runny Noses:** If a child has a cold, he or she should not come to school. At times a runny nose can indicate an allergy only. If this is the case, the discharge from the nose is clear. However, if it is yellow or green, infection may be present and the child may be contagious and should not be brought to school.
- 4. **Coughs:** Coughs can spread infection very easily. If your child is coughing as a result of a cold or bronchial infection, he is contagious for as long as the cough is moist and the fever persists. If the infection is bacterial and he has been on an antibiotic for 24-36 hours and has no fever for 24 hours, then he is not contagious. In all cases involving coughs, the child's comfort should be a factor in whether or not to come to school.
- 5. **Diarrhea:** Diarrhea is defined as three or more loose stools in a 24 hour period of time. This can be caused by infection, diet, teething and medication. If a child has diarrhea for <u>any</u> of the above reasons, he should <u>not</u> come to school or parents will be called to come for him if he is already there. Although the frequent bowel movements may not represent a contagious condition, they may cause challenges in the ability to maintain sanitary conditions. A child may return when symptoms have resolved for at least 24 hours.
- 6. **Ear Infections:** Ear infections are frequent in young children. Although they may not be contagious, a child should have completed 24 hours of medicine and <u>be comfortable</u> before returning to school.

- 7. **Sores:** All open sores which are draining are contagious and the child should be kept home from school until they have healed enough to be completely covered.
- 8. **Vomiting:** If a child has vomited more than two times in the previous 24 hours, or one time when a known virus is present in school or at home, they should stay home. Even if the vomiting is caused by a non-communicable condition, they should not return to school until 24 hours after the previous incident.

# The following is a list of specific diseases and the length of time required before the child can return to school.

- 1. **Chickenpox:** Six days after the rash breaks out or when all of the blisters are scabbed over, whichever is sooner.
- 2. Cold sores: When sores are dry and crusted
- 3. **Conjunctivitis** (pink eye): If the eyes are watery or itchy but there is no fever, the child does not need to stay home. If the eye is pink or red, the discharge thick and white or yellow, or the eyelid is swollen the child should stay home until the discharge has stopped. A child should have completed 24 hours of antibiotic treatment before returning.
- 4. **COVID-19:** Exposure to COVID-19 may result in children and staff being isolated away from school. LFF will follow DHEC guidelines related to mandated quarantines and family notifications. Parents and staff are asked to monitor their children and themselves for COVID-19 symptoms. Children and staff should be excluded from LFF if they have:
  - 1. Any\_1\_of\_the\_following: Fever; Shortness of breath or difficulty breathing; loss of taste or smell; new or worsening cough
  - 2. <u>Any 2 of the following</u>: Sore throat; Muscle or body aches; Chills; Fatigue; Headache; Congestions or runny nose; Diarrhea; Nausea or vomiting The classroom with the positive case will be cleaned and sanitized during the required time of quarantine.
- 5. **Hand-foot-mouth:** Children with an open, draining sore on the hand and those with disease mouth sores, if the child drools, should be kept home. They can return when sores heal or drooling stops, which is typically during the first week of illness.
- 6. **Hepatitis A:** One week after the onset of illness or yellow color starts (jaundice).
- 7. **Impetigo:** 24 hours after child starts antibiotic medication as long as the sores have stopped oozing and have started to get smaller.
- 8. **Measles:** Five days after the rash breaks out, if no fever and feels well enough to participate in regular activities.
- 9. **Mumps:** Nine days after the swelling starts
- 10. **Pin worms:** 24 hours after treatment
- 11. **Respiratory Syncytial Virus (RSV):** When child is breathing normally and feels well enough to participate in regular activities.
- 12. Ringworm: If the area can be kept covered, the child need not stay home. If it cannot be

covered, the child can come back after the treatment begins and the patch of ringworm starts to shrink.

- 13. **Rubella** (German measles): Seven days after the rash appears and the health department or doctor says it is safe. Advise any staff member who is pregnant to see her doctor.
- 14. **Strep throat:** No fever and at least 24 hours after antibiotics are initiated.
- 15. **Tuberculosis:** When the child's doctor says the infection is no longer catching; in children this happens soon after starting medication
- 16. Whooping cough: After the first five days of taking antibiotics
- 17. **Diphtheria:** When the health department says it is safe.

#### **Allergy Information:**

Little Folks of Fourth is an allergy-aware program. There are many children attending our program that have severe peanut and/or nut allergies. As parents, I'm sure that you appreciate our efforts to keep all of the children as safe as possible. So, please check the label of all the products that you send with your children to make sure that they do not have a peanut and/or nut warning on their label and do not contain peanut and/or nut products. Please be sure to check the items each time you purchase them because sometimes companies change the plant where the foods are processed. If we find an item in your child's lunch that contains peanuts and/or nuts, we'll give your child something else to eat that day and notify you so that you don't mistakenly send it again.

#### **Birthday Treats:**

Birthdays and holidays are fun to share with friends! Treats must be pre-packaged, preferably single serve, and nut free. School celebrations must be scheduled by email in advance with the classroom teacher. This advance notice will allow teachers to limit the amount of sugar provided during the week. We ask that you provide foods that are healthy options and that include fruits, vegetables, and whole grains. Parents who do not wish for their children to participate in our celebrations may opt to send a separate snack. Per DSS regulations, no balloons, candles or hard candies are permitted.

#### Food:

Please let your child's teacher know of any food-related allergies. Parent supplied, donated, or curriculum related food and a drink will be served in the mornings. All snacks are planned and served to meet the requirements as recommended by USDA guidelines. These guidelines require two components of foods per snack:

- Fruit is served at least 2 times per week.
- A vegetable, other than white potatoes, is served at least 2 times per week.
- Whole grains are served at least two times per week.
- We serve 100% fruit juice.
- We do not serve sugar sweetened beverages.
- We limit sweet food items to no more than two days a week. Please check with the teachers in order to space out birthday celebrations.
- When milk is served we serve skim or 1% milk to children 2 and above

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#### **Lunch:**

Please send a lunch with your child every day. Lunches should be sent in a disposable paper bag and include 2 disposable drinks. Disposable water bottles are preferred over juice boxes. Do not send any items that need to be returned to you at the end of the day! Ice packs are not necessary because lunch bags will be kept in the refrigerator. Please remember to *label everything*! Please do not send foods containing peanuts or nuts. Round, firm foods will not be served to the kids. Examples of such foods include: hard candy, nuts, and popcorn. Hot dogs may be served if you cut lengthwise and quartered; grapes may be served if you cut in half lengthwise. Please be aware of these DSS rules when you are packing a lunch.

#### Classroom Curriculum:

LFF is grounded in HighScope. This is a curriculum founded on a philosophy of active learning, where learning occurs in a play-based environment. Education materials and the learning environment build on children's interests, accommodate different developmental levels and reflect the diversity of children's family and community backgrounds. HighScope focuses on engaging classrooms and routines that support children's play with a variety of learning opportunities and encouraging teacher/child interactions. There is no screen time, media viewing or computer use here LFF. Each classroom does have access to an iPad, but these are used for playing music and communication with parents.

## In the Nursery/1K Class, the children are learning to organize and control their bodies.

This room is all about gross motor skills. It is the only room that has climbing things inside the classroom. If you don't give them something on which to climb, they will climb on the chairs, tables, shelves, and other children. They are not interested in playing with other children, their focus is on themselves. The teachers' job is to create an environment where the children can explore freely without constantly hearing the word, "NO!" Therefore, the sink and water fountain are gated off. The diaper bags are placed out of reach. The children are learning to use their words to express themselves instead of pushing, grabbing, biting, and crying. By jumping and climbing they strengthen their muscles and increase their balance. When these children leave the class they have begun to play with others, feed themselves, and are beginning toilet training.

### The 2K Class is learning to organize and take care of themselves and their possessions.

These children learn to hang up their jackets and put their lunches in their cubbies. Now, they have free access to paint and to the sink to wash their hands and get a sip of water. The teacher's help the children learn to clean up after themselves and put away the toys in their proper places. In this room the children have lots of dress-up clothes, puzzles, vehicles, blocks, and books. By the end of the year, they can use their words to solve conflicts, negotiate for toys, and compromise. They are learning what it means to be a friend. They can sort things into different categories. They know that trucks go on the shelf, dishes go in the kitchen, and the dress-up clothes hang on the carousel. They can turn the faucet on and off and wash their hands. The teachers' job is to model language and behavior and maintain a stimulating learning environment for the children to explore.

## The 3K Class is learning to organize and take care of their environment.

tape. All of the puzzles have many pieces and the dress-up clothes are more intricate and have lots more accessories. The room has clearly defined centers and the children learn to return things to their proper places. They have free access to scissors, glue, paint, paper, and pencils. They begin learning about recycling and what should be placed in the recycle container. They plant seeds and nurture them. The teachers teach them songs, finger plays, and rhymes and set up the room to stimulate creative thinking and problem-solving skills. By the end of the year the children will have become quite adept at taking care of the room.

#### The 4K Class learns to organize and process information.

The birthdays are posted in graph form so that it is easy to compare months to see what months have the most and least parties. They learn to identify patterns and anticipate what comes next. They keep track of the weather and then make a chart to find out the number of sunny, rainy, and cloudy days. Cooking activities teach sequence, measurement, counting, and scientific principles. Maps, dictionaries, and reference books are used to find out information. By the end of the year we want them to understand that anything thought can be spoken. Anything spoken can be written. Anything written can be read by another. This is the circle of communication. If one part is missing, then it's like a tire with a flat – it won't go smoothly.

## **Physical Activity:**

Physical activity is crucial to the healthy development of every child. Keeping this in mind, we incorporate movement activities, opportunities for gross motor development, and periods of free play into the daily curriculum of all the classrooms. We want each child to be in the least restrictive environment for their age group in order to support exploration and muscle growth. Children learn by doing. When they have the opportunity to move about freely, it gives them a chance to increase their muscle strength and exercise their sense of balance.

Each class goes outside daily, weather permitting. If it is raining, the classes can still use the covered patio outside the classrooms. If the weather is too hot or too cold to be outdoors, then the classrooms containing children over two years of age may use the gym. Be sure to dress your child appropriately each day with the assumption that they **will** be playing outdoors (jackets for cold weather, shoes that contain a back to them, rain jacket, etc). Whether they are indoors or out, they will get the same amount of time for their physical activity time. Children ages 12 to 36 months who attend Little Folks only four hours per day receive at least 30 minutes of outdoor play daily. The older children receive 30-45 minutes of outdoor play per day.