



Bright Visions Early Childhood Center Parent Handbook

Program of Blind Children's Learning Center

Introduction

Bright Visions Early Childhood Center is dedicated to developing the full potential of all children – six weeks to six years. Bright Visions Early Childhood Center is a program of Blind Children's Learning Center was founded in 1962 to aid Blind, Deaf-Blind, and Visually Impaired children at the earliest age possible. The six blind adults, who had founded the Center, had experienced a lifetime of isolation and dependency on others. The founders were determined to develop a program that would support visually impaired children and support their families towards independence.

Mission Statement

Our Mission is to provide early intervention, education and services for blind, visually impaired or deaf-blind children and their families to empower independence.

Philosophy

Young children learn in many different ways and often learn more quickly from other children. Bright Visions combines both sighted and visually impaired children together in all classrooms. This gives them the unique opportunity to learn from one another.

They play, laugh, eat, and learn together in a welcoming, inclusive, and fun environment. They develop social, physical, cognitive and physical skills – skills they need for success in Kindergarten and beyond.

Most importantly, they all begin the process of growing into happy and healthy youngsters, ready to embark on their journey towards independence.

Bright Visions Early Childhood Center offers childcare and infant, toddler, preschool, pre – Kindergarten and a summer camp programs.





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Our teachers utilize the Houghton Mifflin Pre-K curriculum along with adaptive materials to include:

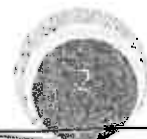
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- Sensory Stimulation Creating Solid Learning Patterns

Our Teachers

At Bright Visions, our teachers are credentialed and may hold Masters Degrees with additional certifications as Vision Impairment (VI) instructors. All of our children benefit from a holistic approach to learning. Patience and understanding of each individual child by their teacher creates a wonderful bond and an incredible learning environment.

Our Support Staff

To assist the credentialed Teachers, Bright Visions employs qualified classroom aides and assistants and accepts work study college interns. Our Volunteer Center places volunteers in every classroom to offer additional help with arts and crafts, meals and care.





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Staff and Volunteer are all fingerprinted and undergo background checks. Staff must also maintain all Vaccinations and undergo TB testing.

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Bright Visions Early Childhood Center will provide a safe nurturing environment that furthers the development of the each child as an individual and to promote their individual independence.

Criteria of application for admission:

- Children 6 weeks to 6 years 11 months of age
- Potty Training is not required for admission

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- Fill out the Intake packet for enrollment.
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Bright Visions Early Childhood Center will continue to accept applications, and offer placement as space is available throughout the school year.



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Bright Visions Early Childhood Center follows the public school observed Holidays. The classroom and extended care schedule runs from September to July of the following year. Bright Visions is closed for all services, both in Early Education and Outreach Departments

Current Calendar

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Minimum Days

Students are dismissed at 12:30pm on minimum days.

Program and Childcare: Enrollment for 2,3, or 5 Day Schedule

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Ages 6 weeks through 6 years 7:00am to 6:00pm

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Extended care closes at 6:00 pm **PROMPTLY**. A late fee is charged per minute, per child thereafter. After closing time our staff will attempt to contact you by phone. If you cannot be reached, an authorized adult on your emergency care list will be contacted to pick up your child. Three late pickups per year may result in termination of the Extended Care Contract.



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Pick-up:

We ask that parents pick-up children promptly at the close of school. Parents must pick up their child from their designated classroom. The staff can only release your child to an adult who has been designated by you in the pre-admission packet.

Persons picking up your child must be prepared to show identification or they will not be allowed to pick up your child. If not picked up your child will then be admitted to the extended care program and charged accordingly. If the people authorized to pick-up your child changes, inform us immediately.

If your child is transported, to and from the center, by Bus you must sign the Transportation Authorization Form in the Pre-Admission packet. The transport driver will then be the authority who will sign-in and sign-out your child.

Parking for Drop-off and Pick-up:

The first row of parking closest to the main building is designated for quick drop-off and pick-up. If you are planning to spend an extended period of time at the school, please park in the second two rows of parking from the main building.

Directly in front of the main building is designated for bus and transportation Pick-up and Drop-off. At no time is appropriate for anyone to park curbside in front of the main building.

Attendance

It is very important to the stability of the classroom and to the continued development of your child that he or she attend class on the scheduled and contracted days. Class starts at 9:00 am. It is very important that your child arrive on time, as to not disturb the other students or the class instruction.

Due to the nature of our school and the specialty services that we provide to our children, schedules are organized as to make sure every child receives services as scheduled. Please try to make your child's routine attendance, a priority.





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Please call in to the absentee line by 8:30 am if your child will not be attending school on a contracted attendance day.

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Absentee Line: 714-312-5055

If your child is contracted through Regional Center, proof of your child's attendance is required by Regional Center in order to continue services.

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Parent Involvement

Within families and school, young children learn about their world, develop a sense of social responsibility, and acquire social-interpersonal skills. These skills are important for a healthy, productive, and independent life.

Bright Visions Early Childhood Center strives to partner with our parents to establish a strong Family-School continuity by providing mutually supportive and inviting environments that teach our children the skills to love learning and practice positive life skills.

Parents are encouraged to:

- Communicate with your child's teacher. (Daily communication books)
- Share your Talents (Gardening, story-telling, arts and crafts, etc.)
- Be a volunteer for one of our many field trips through-out the year.
- Come to Parent/ Teacher Conferences (There are two through-out the school year)
- Become a Volunteer

Contact the Early Childhood Office for information on becoming a Volunteer

Open-Door Policy:

As a parent, of a child enrolled at Bright Visions Early Childhood Center, we encourage you to feel free to drop in to your child's class anytime during regular school hours.

Siblings are not allowed on the grounds or in classrooms at any time while school is in session, unless they are accompanied by a parent or guardian. Due to safety concerns siblings are not allowed to use the playground equipment.





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Nutrition, Snacks, and Lunch

Nutrition:

We promote good nutrition at Bright Visions Early Childhood Center. Meal Times are a learning experience. We discuss table manners and what healthy food means. **We are a nut free school.** Do not send any foods containing nuts.

Snack:

We provide healthy morning and afternoon snacks with milk and juice.

Lunch:

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- Clearly mark your child's lunch box, thermos, containers, bottles, etc. with first and last name.
- Please provide formula and baby food if your child requires it.





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Extra Clothes:

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Diapers/Wipes:

If your child still wears Diapers, you are required to bring a full day worth of diapers, every day the child attends school.

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Nap Time

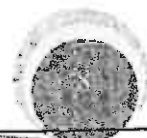
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When your child celebrates his or her birthday during the school year, you may provide a special snack to share with the class. Please let your teacher know your intentions ahead of time.

Sunscreen

Please remember to apply sunscreen on your child every morning. For young-children PABA-Free is recommended. The children spend time in the sun every day. (Remember children 6 months or younger should not have sunscreen applied.) Protective clothing is encouraged. Send your child with a hat daily. Your teacher will make sure your child wears it. If you provide sunscreen make sure it is labeled with your child's name. Your teacher will apply throughout the day. You will need to fill out a sun block authorization form to be kept with your child's sunscreen.





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Health, Medical and Wellness

We take the health and wellness of each child, seriously. The role of our classroom and office staff is to ensure and maintain the health of our students.

This includes assessing children who get sick or injured at the center, during hours of operation. The Center will carry out written orders of your child's physician, to assist parents in the treatment and continuity of care of their child. A prescription authorization form must be complete for both prescription and non prescription medications. All prescribed medications must be labeled with child's name and dose and in the original container.

In the Event of Serious Illness or Accident:

- Parent will be notified immediately.
- If parent can not be reached:
 - The person listed by the parent as an emergency contact will be called.
 - Children need to be picked-up within 30 min of parent or emergency contact being notified.
 - If deemed necessary, 911 will be called in the case of an Emergency. If the parent or emergency contact has not yet arrived, one of our staff will accompany the child to the Emergency Room.

KEEP ALL PHONE NUMBERS, EMERGENCY NUMBERS, ALLERGIES, MEDICATIONS, AND OTHER PERTINENT INFORMATION UP-TO-DATE.

CONTACT EARLY CHILDHOOD OFFICE AND UPDATE INFORMATION AT ANYTIME.

714-573-8888

Morning Illness Check:

Each morning when you drop-off your child, at their classroom, your teacher will do an illness assessment. If your child shows signs of illness he or she may be dismissed from school for the day. In order to avoid being sent home, here is a check list for parents to assess the child's readiness for school each day.

Do not bring child to school if they have:

Diarrhea	Vomiting	Runny Nose	Wheezing
Fever	Rash	Cough	Fussy
Nausea	Change of Appetite	Sore Throat	Feels Ill
Headache	Red Watery Eyes	Stomach Cramps	Cranky
Earache	Lethargy	Chest Congestion	Not themselves





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If your child has one of the following, please follow the below criteria for returning to school:

Symptom	Your child must remain home until
Fever of 100 or above	24 hours after the temperature has returned to normal(98.6) without medication
Nasal Discharge	Thick yellow discharge or green mucous discharge is no longer draining from the nose and coughing has subsided (this is whether from allergies, a "viral" cold, or bacterial infection)
Diarrhea/ Vomiting	Loose stools have subsided, and the child has returned to normal eating without stomach upset for 24 hours
Ear Ache	No Drainage from the ear
Pink Eye	24 hours after antibiotic eye drops have been started
Strep Throat	24 hours after antibiotics have been started, and child is not coughing
Rash	Rash disappears, or it is determined by the physician that the rash is not the result of a communicable disease
Impetigo	24 hours after antibiotics have been started Lesions must be covered at School

Possible Contagious Setting

Bright Visions Early Childhood Center holds the potential for exposure to a variety of viruses and bacteria, some of which may be contagious. As the child's parent, it is your responsibility to notify your teacher and the Early Childhood Center office of threat of exposure to include and not limited to: Chicken Pox, Measles, Lice, CMV, Rubella, Strep Throat, Croup, Scarlet Fever, Bronchitis and others.

Please remember to sign and turn in the form acknowledging that you have received, read, and understand the content of this handbook Thank you





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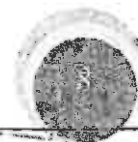
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714-573-8888

Morning illness Check:

Each morning when you drop-off your child, at their classroom, your teacher will do an illness assessment. If your child shows signs of illness he or she may be dismissed from school for the day. In order to avoid being sent home, here is a check list for parents to assess the child's readiness for school each day.

Do not bring child to school if they have:

Diarrhea	Vomiting	Runny Nose	Wheezing
Fever	Rash	Cough	Fussy
Nausea	Change of Appetite	Sore Throat	Feels Ill
Headache	Red Watery Eyes	Stomach Cramps	Cranky
Earache	Lethargy	Chest Congestion	Not themselves





**Bright Visions Early Childhood Center
Parent Handbook**

If your child has one of the following, please follow the below criteria for returning to school:

Symptom	Your child must remain home until
Fever of 100 or above	24 hours after the temperature has returned to normal(98.6) without medication
Nasal Discharge	Thick yellow discharge or green mucous discharge is no longer draining from the nose and coughing has subsided (this is whether from allergies, a "viral" cold, or bacterial infection)
Diarrhea/ Vomiting	Loose stools have subsided, and the child has returned to normal eating without stomach upset for 24 hours
Ear Ache	No Drainage from the ear
Pink Eye	24 hours after antibiotic eye drops have been started
Strep Throat	24 hours after antibiotics have been started, and child is not coughing
Rash	Rash disappears, or it is determined by the physician that the rash is not the result of a communicable disease
Impetigo	24 hours after antibiotics have been started Lesions must be covered at School

Possible Contagious Setting

Bright Visions Early Childhood Center holds the potential for exposure to a variety of viruses and bacteria, some of which may be contagious. As the child's parent, it is your responsibility to notify your teacher and the Early Childhood Center office of threat of exposure to include and not limited to: Chicken Pox, Measles, Lice, CMV, Rubella, Strep Throat, Croup, Scarlet Fever, Bronchitis and others.

Please remember to sign and turn in the form acknowledging that you have received, read, and understand the content of this handbook Thank you

