

CHILD CARE PROGRAM

18 months - 5 years

The full day early childhood program is operated by Eager To Serve Inc. We provide children with a safe and comfortable environment. The program is licensed by NYS Office of Children and Family Services. Our goal is to ensure that each child feels loved, cared for and welcomed. Child care is available Monday- Friday from 6:00a - 6:00p.

DAY PROGRAM

The curriculum is child centered and includes enriched activities in a serene setting. We create a cooperative setting where children can express their individual needs, emotions and intellect. The program nurtures and promotes a child's creativity, self-esteem, their independent thinking and their physical growth (through indoor & outdoor play).

ADMISSIONS

When submitting documents, submit copies rather than original documents as they will not be returned. A registration fee and tuition installment is required upon admission. Each child must have on file a registration application, completed medical emergency consent form, and policy statement. If your child will be late or absent please contact the office at (516) 223-7886.

FEES

Upon registration, parents will receive orientation to ensure full understanding of the health policy, payment policy, drop off, dismissal, discipline policy, etc. Enrollment fees are non-refundable and fees cannot be transferred to another child. There are no refunds for absentees, withdrawals, and terminations. Deposits cannot be refunded or applied to another child's tuition. There will be \$35 fee for all returned checks.

HEALTH CARE POLICY

All children are required to submit a medical clearance upon enrollment if a child gets sick during school, the child is offered the opportunity to rest until the parent arrives to bring the child home. Sick children must stay home. We do not administer medicine.

ARRIVAL/DISMISSAL

A parent/guardian must sign-in and out with the classroom teacher daily. Children will only be released to an authorized person whose name must be on file. In the event of an emergency, the emergency contact person may be called. A \$35 late fee is charged if a child is picked up later than the agreed upon time.

HOLIDAYS

The program will be closed on the following days:

Martin Luther King's birthday

Jewish holidays (TBA)

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Christmas Day

New Year's Day

MEALS

Kosher meals only are offered to children. All menus are posted on the parent's bulletin board. Breakfast will not be served after 8:45 am. Food and beverages are only allowed during meal time. Candy, gum, and glass bottles are not allowed.

SUPPLIES

Parents are responsible for supplying the following items:

- Jumbo-size crayons

- Child-size safety scissors

- Elmer's non-toxic, white glue

- Set of water color paints with brush

- 2 marbles notebooks

- Tissues, anti-bacterial hand soap, wipes

- Change of clothing

- Sun block (summer camp)

- Slipper shoes

Supplies will remain in the classroom. Parents will be notified when supplies run low.

Toys are only allowed for show and tell.

CLOTHING

All children must wear comfortable and appropriate clothing according to the weather at the time. Hat/caps will not be worn inside the building.

DISCIPLINARY POLICY

Good behavior is encouraged. Children are praised for good behavior. Children are closely monitored. Inappropriate behavior receives intervention before it escalates. Children are in time out to be given an opportunity to think about the in appropriate behavior. The teacher will help the child understand the appropriate behavior so that the child may return to the group setting.

PARENTAL INVOLVEMENT

All parents have the privilege of viewing the program during schedules times. We do request that all parents visiting the school sign the visitor's log which is in the office. Parents are expected to attend monthly parent meetings and participate on a committee. Parents are expected to assist with or donate to all fundraisers held during the year. Please do not hold lengthy conversations with your child's teacher during the program hours. Schedule an appointment.

NAPTIME

Children enrolled in the full day program will have a rest period after lunch. The length of each rest period varies for each class depending upon the ages of the children. Naptime will be no longer than 1 1/2 hours.

SUMMER CAMP

We provide a high quality summer camp. Each child will gain an experience, which is both rewarding, exciting, and great fun. The camp features educational and/or adventurous trips off site. Trips include museums neighborhood parks & walks, amusement parks, pony rides swimming, etc. Children participate in performing arts, arts and crafts, music, sports, nature trails, games,

trips and more. The camp is licensed by New York State Department of Health.

FIELD TRIPS

Field trips are an essential component that supports our thematic curriculum. All planned trips are educational as well as fun.

- All children attending trips are expected to arrive by 8:00 am
- All children should wear sneakers or comfortable shoes.
- Sandals or overalls are not permitted on the field trips
- Children are to wear the program T-shirt on all trips.
- Dress children appropriately for weather. Children must have rain gear.
- Each child should bring their lunch on field trips. Your child's full name should be printed on the bag lunch.
- The program is closed for children who are not participating on fieldtrips outings.
- See calendar for scheduled trips. Children will not be allowed to bring visitors on trips. Parents and siblings may attend trips and must pay a fee of \$57.00 per person. This fee must be paid prior to the day of the trip.