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ChaiDaycare

A Home Away From Home

PARENT HANDBOOK **2016 - 2017**



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Welcome

Welcome to our Chai Daycare family!

We have compiled a handbook that should help you answer basic questions. If you do not find your answers after reading through this handbook and the materials, please approach the director for more detailed information.

So...join us in our journey through a fun-filled loving and educational experience.

Mission & Philosophy

The mission of Chai Daycare is to operate a Jewish early childhood center that nurtures and educates children ages 2 months to 24 months.

For infants 2 months to toddlers up to 24 months, Chai Daycare encourages emotional, social, and intellectual growth and development. Your child will smile, play and learn while interacting with loving, responsive, and professional caregivers who provide lots of personal attention and direction.

Schedule

Our program offers the following options:

A: 8:00 am – 1:00 pm

B: 8:00 am – 3:00 pm

C: 8:00 am – 4:00 pm

D: 8:00 am – 6:00 pm.

A child that is left beyond the above hours without prior arrangements will be charged a fee of \$10 for every **15 minutes** of being late.

Arrival & Dismissal

For safety reasons, children must always be brought directly to the classroom and left in the care of an adult.

Health Policy

Our health policy stipulates that a child must be kept home if:

- he/she has or had a fever in the previous 24 hours
- is within the first 24 hour period of taking antibiotic
- has a constant cough
- is fussy, cranky, and generally not behaving like themselves
- symptoms of a possible communicable disease
- has diarrhea – due to any cause
- has a runny nose that requires wiping at least every ten minutes

If your child becomes ill at daycare, you will be notified and must make necessary arrangements for him/ her to be picked up. Parents **MUST** notify the daycare in case of any infectious or contagious disease, such as strep throat, chicken pox, measles, lice, etc.

A child who has lice can return to daycare only with a note from an experienced professional lice remover, stating that the condition has been treated successfully.

After an illness, a child must be symptom free, strong, and active before returning to daycare. Remember that children tire more easily in group situation. Since teachers go outside with their classes, we cannot keep one child inside during outdoor play time.

Administering Medication

According to the NYC Board of Health, daycare centers may not administer any kind of medication (including Tylenol for teething or on- going medications such as asthma medication or antibiotics.) We are sorry for the inconvenience.

Emergencies

In case of serious illness, accident or injury, a parent will be notified immediately. We will also notify Hatzolah (a volunteer ambulance) who will determine if the child has to be hospitalized.

In case of minor injury such as cuts, scrapes, bumps, or bruises, your child's teacher will use First Aid. Teachers will fill out an accident form reporting the nature of the accident and care that was given. You will be contacted through phone or report form depending on the severity of the injury.

In case of a family emergency, please contact Chai Daycare's Director, Chaya Hecht, at 718-399-3979

Severe Weather

Closing the daycare due to inclement weather will usually be decided based on the public schools in the area. You will be informed by the director in case of closing, by phone or email.

Medical records

Children under two years of age must have a physical examination at least every 6 months, and

Chai Daycare must be provided with Child Health Reports documenting the exams.

Stroller Policy

As a courtesy we have provided stroller storage. We request that you use a compact stroller to allow for as many people as possible to leave their strollers at the center. When you drop off your child you should fold your stroller as tightly as possible and latch it. Do not leave excess covers or bags in it that cause it to take up extra space. These items may be put in your child's cubby. Strollers may not be left outside the designated areas. Doing so is a fire hazard. We reserve the right to refuse any stroller which is not stored properly or is too big that prohibits others from taking advantage of this courtesy.

Sleeping Policy

Naps and rest periods are provided as needed. Parents are consulted regarding their child's sleeping pattern and behavior. A record of each child's daily sleeping pattern will be maintained. Any difficulties or changes in sleeping pattern will be reported to parents. Infants will be placed to sleep on their backs, unless written medical instructions from the infant's primary health care provider directs otherwise. In accordance with the NYC Health Code the following conditions or materials are not to be used in an infant/toddler crib: loose bedding, blankets, bumper pads, pillows, toys, and sleep positioning devices not medically prescribed.

Daily Program

Chai Daycare provides a warm and welcoming environment where your baby can grow from a bundle of joy to a bundle of curiosity. Your baby's primary caregiver is a nurturing child development professional who is focused on creating experiences and opportunities that invite exploration and support the rapid and important development that is occurring in a child's first 2 years.

More than just daycare, we are focused on keeping your baby happy, engaged, and secure. We personalize care for each infant based on his or her unique schedule, nutritional guidelines, and any other special attention he/she requires.

Warm and nurturing interactions with caregivers, days spent in a home-like environment for learning, individualized attention and experiences, and meaningful partnerships with parents are the cornerstones of our curriculum for our infants and toddlers.

Program Highlights:

Music and Movement: In addition to music being an integral part of the day, a music teacher sings with the children once each week. Research has shown that even infants can appreciate music and dance, illustrating a connection between body movement, rhythm and awareness. Additionally, there is a designated daily activity of music and movement.

Yoga: Once a week your child will participate in a Yoga class. Yoga movements help babies chart a more direct path of growth and development. Babies who have the opportunity to explore movement have greater confidence and ability when it comes time to sit, crawl, and walk. Babies who move with freedom as well as intentional guidance learn early about relating to gravity and relating to people.