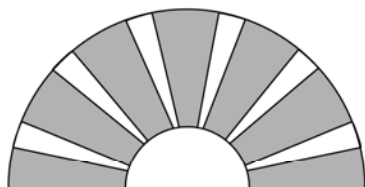


Welcome to the



Kangaroos Room  
2009-2010



# Child's Day

**Preschool · Kindergarten · Child Development Center**

2525 Wallingwood Drive # 100 • Austin, Texas 78746

Phone: (512) 327-3274 • FAX (512) 327-3281

Dear Parents,

Thank you for choosing Child's Day, where children come first! We will do our very best to make your time with us a safe, enjoyable and rewarding experience.

We believe young children learn best by doing – through play and meaningful work. They need a safe, happy, stimulating, and nurturing environment offering concrete sensory experiences, positive social encounters and age appropriate learning opportunities.

We believe children can achieve their full potential by experiencing success with activities which encourage development of a healthy self-concept and foster positive interactions with peers and adults. Children learn to feel good about themselves as people when they are treated in a positive, caring manner. Trust and emotional security result when children learn to expect positive experiences with caring, affectionate adults.

We believe each child is unique and part of a family system. Since parents are the most significant adults in a child's life and know their children better than anyone, respectful, supportive partnerships between teachers and parents are critical to meeting each child's needs. Daily communication between parents and teachers is very important.

We believe parents and teachers benefit from child development educational opportunities, enhancing their skills and improving their ability to help children become independent, self-confident, inquisitive learners.

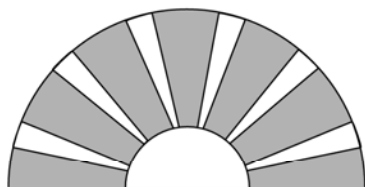
Please familiarize yourself with the Parent Handbook and other assorted documents and forms available on our web site: <http://www.childsday.com/Library.htm>. Additional information and helpful hints about child development are also available from the staff.

We strive daily to be the best early childhood center in Austin. Your comments and suggestions are welcome and expected. As owners, we want to know whenever you have a question or concern. Misunderstanding can occur when communication is lacking, so please be sure to let one of us (Lead Teacher, Director, or Owner) know when something is on your mind. We are proud of the faith you have placed in us and will work continually to justify your trust.

We look forward to having you with us!

*Shirley Gamble & Charley Tucker*

**Child's Day**



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Dear Parents,

## **Welcome to PAC!**

The Parents' Advisory Committee (PAC) is a volunteer group of parents whose children are enrolled at Child's Day—that's you! You are automatically a member of PAC with your child's enrollment. However, **PAC is defined by your involvement**, so as the 2009-2010 PAC President, I encourage you to join me in setting the agenda and activities of PAC.

PAC provides a wide variety of opportunities for parent participation throughout the school year and we value whatever contributions you can offer: time, creativity, hands-on participation, leadership, etc. Volunteering is a great way to stay involved with your child's experience at Child's Day, and to better enable Child's Day staff to maintain its high quality program.

Historically, PAC has run a "no-fuss" fundraiser (*i.e.*, families make a one-time donation in lieu of organized fundraising activities) to sponsor the events coordinated throughout the year. These events have included:

- scholarships for faculty and staff to enhance their teaching skills
- Family Night Out
- a staff holiday breakfast
- The Week of the Young Child (WOYC)
- Staff Appreciation Week (SAW)
- Parent Education/Child Rearing programs such as CPR and first aid

One hour meetings are held once a month from 5:30 to 6:30. By attending the meetings, you help determine how the PAC funds are spent, and can help define and execute the details of each of the events the group sponsors.

You can also volunteer to become your classroom's representative:

- communicate with fellow class parents about PAC events and relevant issues at Child's Day
- coordinate WYOC and SAW activities with or for your classroom teachers
- serve as the communication medium between your class, PAC, and the Child's Day staff.

Please join me in helping PAC sponsor these educational and appreciation events for the children, staff, and parents at Child's Day. I look forward to seeing you at the first meeting on **Wednesday, September 9** at 5:30.

Thanks,  
Leah Stewart  
2009-2010 PAC President  
512-330-9433 or lbs4t@hotmail.com



Dear Parents,

I'd like to extend a warm welcome to you and your child to the Kangaroo family! I would like to take this opportunity to introduce myself. My name is Sabrina Mendoza, and I am 25-years-old. I was born and raised in Plano, TX and moved to Austin in 2002 to attend The University of Texas at Austin. I graduated in 2006 with a Bachelor degree in Human Development and Family Sciences with a focus in Early Childhood Development. I began working at Child's Day in the fall of 2006 as the Assistant/Float Teacher for the Field Mice classroom, and for the past school year, I have been the Assistant Teacher in Kangaroo room.

As the Lead Teacher, my intent is to maintain consistency in the children's daily routines, to learn about you and your child, and to work closely with my team of teachers on future goals for the classroom.

Our goals for the children include:

- To increase children's independence in self-help skills
- To effectively utilize verbal communication
- To foster empathy and build strong secure relationships with others
- To nurture positive self-esteem and autonomy
- To cultivate creativity and strengthen problem-solving skills for both classroom materials and life lessons
- To participate in small-group and partner activities

I realize that this transition may be a difficult time for both children and parents, but I assure you that the Kangaroo team will do everything we can to make this transition as smooth as possible. Since strong communication is key to a positive and successful relationship, I encourage you to ask questions, make observations, and express your thoughts in order to bridge the distance between your child's life at home and life at school. There will be several opportunities throughout the year for family interactions, and I welcome and encourage any additional involvement your family wishes to have. I hope that we can all work together in order to make this year a meaningful and pleasant one for your child and your entire family. With your patience, support, and understanding, I know this will be a wonderful learning experience for us all, and I look forward to working with you and your child!

Best regards,  
Sabrina Mendoza – Lead Teacher



Dear Kangaroo Parents,  
Hi, my name is Angie Cortez. Like Sabrina, I am from Plano, TX and attended The University of Texas. I graduated in 2005 with a bachelor degree in Human Development in Family Sciences. I had the opportunity to complete my practicum at the UT Lab School, which was a wonderful and enriching experience. Before coming to Child's Day, I worked at Children's Courtyard in the 2- and 3-year- old classrooms. In 2007, I started as the Little Lamb assistant teacher, and this past year I worked as the assistant/float teacher on the Kangaroo's team. I really enjoy working with this age group, and I have to say, my favorite part of working in the Kangaroos is getting the chance to see children take their first steps! I am looking forward to this upcoming school year and getting to know your family!

Angie Cortez – Asst./Float Teacher



Dear Parents,  
Hello and welcome Kangaroo Parents! My name is Juanita "Nita" Beam. I have four children ages twenty-three through seven, and a handsome grandson. I began working at Child's Day in April of 2006. Before that, I worked at two other child development centers with a total of 6 ½ years of experience. I am very excited that I have been given the opportunity as the assistant / float teacher position in the Kangaroo class and look forward to the new school year.

Juanita Beam – Asst./Float Teacher

# Kangaroo Daily Schedule

7:00	Early Drop-off in Activity Room
7:30	Arrival in Kangaroo room; Open centers; Daily Health Check
8:00	Diaper check
8:15	Playground
9:30	<b>Snack</b>
9:45	Open centers; Diaper check
10:00	Open-door with Activity Room
10:45	Gathering time; Diaper check
11:00	<b>Lunch</b>
11:30	<b>Nap</b>
1:15	Wake-up; Diaper check; Quiet activities
1:45	Playground
2:30	<b>Snack</b>
2:45	Open centers; Art/Sensory/Science activities
3:45	Diaper check
4:00	Open centers; Manipulative play; Bucket ride/walk; Activity room
4:45	Gathering time
5:00	<b>Snack</b>
5:15	Open center; Diaper check
5:30	Activity room
6:00	Extended care (if needed)

**Please** bring your child into the classroom no later than **9:00a**. After 9:00a, the teachers and children become involved in the daily routine, and it can be difficult to pull away and properly greet a latecomer. Avoid dropping children off between the hours of **11:30a to 1:30p**. During this time, the children will be preparing for lunch and taking their naps. If you know you will be late, please let us know or give us a call so we can be prepared.

# Classroom Philosophy

To provide a safe environment that instills a feeling of belonging and respect

To implement developmentally appropriate curriculum that allows children to be active explorers and problem solvers; fosters creativity; and enriches and challenges their physical, cognitive, emotional, and social areas of development

To utilize positive guidance to develop a healthy self-esteem and self-discipline

To encourage children to be responsible members of society

To work alongside parents to facilitate each child's optimal development

# Classroom Goals

To increase children's independence in self-help skills

To effectively utilize verbal communication to adults and other children

To foster empathy and build strong secure relationships with others

To nurture positive self-esteem and autonomy

To cultivate creativity and strengthen problem-solving skills for both classroom materials and life lessons

To participate in small-group and partner activities

# Emergent Curriculum in the Kangaroo Room

The whole world is a potential curriculum for the preschool child, and our curriculum acknowledges and supports the interests that emerge from the daily lives of the children. The curriculum will provide the children with the ideas that form the foundation for the units of study that are prepared, organized, coordinated, and facilitated by the teachers.

The classroom curriculum will be based on the Emergent Curriculum philosophy. Emergent Curriculum is based on the interests of the children. Ideally, a teacher can create interesting, challenging, learning experiences that respect the current development and curiosities of the children in their class. In an Emergent classroom, this is accomplished by utilizing the children's expressed interests, the teacher's observations, and knowledge of developmental stages. Interaction between teachers and children will contribute to ideas of study throughout the year. The curriculum will also focus on the important developmental process of the children and will be integrated in the classroom in the following ways:

## **Self-Help Skills**

Toddlers crave independence and obtain a sense of pride when they begin to accomplish tasks on their own. Throughout the day, they have tons of opportunities to exert their autonomy, from washing their hands independently to successfully drinking from an open-cup to taking off and putting on their shoes.

## **Social Competency Skills and Emotional Development**

Toddlers are egocentric, and through their everyday interactions with adults and other children, they learn how to express their needs and how to respect and care for others. We don't expect toddlers to grasp the concept of sharing, but we do encourage patience.

## **Physical Development**

Activities to develop large and small muscles are carefully planned to meet individual needs. Children can experiment manipulate, discover, progress, and achieve at their own rates.

## **Cognitive Development**

The curriculum is flexible and encourages intellectual growth by developing the thinking process. This is fostered by exposure to and exploration of many materials and games.

# First Day of School Checklist

## BRING

- 3 individual child photos
- Assortment of family photos (mom, dad, siblings, grandparents, close relative/friends)
- Large bag of diapers
- 3 sets of clothing (either top/bottoms or onesies) – **labeled**
- 2 pairs of socks – **labeled**
- 1 pair of shoes (no open-toed shoes) – **labeled**
- Diaper cream – **labeled**
- Prescribed medication (includes Tylenol, Motrin, Dimetapp, etc.) – **labeled**
  - **Must come with a Doctor's note**
  - **Must come in original packaging, unopened**
- Non-prescribed medication (i.e. teething tablets/gel) – **labeled**
- Lunch box with a nutritious lunch – **labeled (lunch containers and bottles/sippy cups must be labeled as well)**

## WHEN YOU ARRIVE

- Early pick-up is in the Activity Room from 7:00am-7:30pm
- Sign in upon drop-off. Sign-in/sign-out sheet is on the clipboard by the door to Kangaroos room
- Wash your hands and your child's hands
- Be sure to locate your child's daily cubby, diaper tub, and extra clothes tub
- Put your child's lunch box in refrigerator in appropriate tub
- Communicate with the Teacher
  - How the child slept the night before, including hours of sleep
  - The child's mood and demeanor of the morning
  - If the child ate well for dinner and breakfast
  - If there is any change in routine for the family at home which may have an impact on the child
  - If there has been any sign of fever, skin eruptions, vomiting, diarrhea, discolored mucus, extreme fatigue, discharge from the eyes
  - If the child is taking any medication and the time it was given
  - If the child needs to leave earlier than normal
- Must say good-bye to your child so that the child knows the parent is leaving

## WHEN YOU PICK UP

- Sign out on the clipboard
- Important information and flyers are often posted on the Kangaroos door, please be sure to read them on your way in
- Locate your child's daily note, which will be found on the counter underneath their cubbies
- Take home papers found in your child's cubby
- Read and sign any pink Incident Report and leave it with the closing teacher

# Communication between Parents and Teachers

The Kangaroo Team firmly believes communication between parents and teachers are essential to the children's optimal development. There are many opportunities for parents to be aware of what is going on in the classroom and their children's lives.

- During pick-up, please allot yourself time for a **face-to-face** conversation with the teachers to talk about your child's day. This is a great opportunity to discuss any challenging behaviors that may have arisen during the day.
- An individual **daily note** will be sent home every day providing information on what your child ate for snack and lunch, how long he/she napped, when diaper changes occurred and the type (urine or BM), your child's disposition, something he/she enjoyed, and reminders.
- A **lesson plan** will be posted on the hallway bulletin board providing information on our developmental curriculum for each week.
- Please be sure to read any **flyers** posted on the front door or letters sent in your child's cubby. They will often have important information, i.e. updates with the classroom, classroom parties, pre-conference worksheets, etc.
- Every other month the **Kangaroo Express newsletter** will be sent out. Each issue will present updates in Emergent Curriculum and classroom routines, and classroom events.
- Three times a year, I will hold **parent-teacher conferences** to discuss with you your child's individual development and goals.
- You are welcome to request a **meeting** anytime during the year to address any concerns or to obtain more information regarding the development of your child.
- Unlike the Infant Center, we do not have a telephone in the classroom. If you need to reach the Kangaroo Team, **call** the front office and leave a message, and they will promptly deliver the message to us, and we will return the call as soon as possible.
- Please feel free to **email** me at any time about anything at [sabrina.a.mendoza@gmail.com](mailto:sabrina.a.mendoza@gmail.com).

## Please inform us about

<ul style="list-style-type: none"> <li>* How the child slept the night before, including hours of sleep</li> <li>* The child's mood and demeanor of the morning</li> <li>* If the child ate well for dinner and breakfast</li> <li>* If there is any change in routine for the family at home which may have an impact on the child</li> <li>* If there has been any sign of fever, skin eruptions, vomiting, diarrhea, discolored mucus, extreme fatigue, discharge from the eyes</li> </ul>	<ul style="list-style-type: none"> <li>* If the child is taking any medication (provide the time it was given)</li> <li>* If the child needs to leave earlier than normal</li> <li>* New pregnancy or baby</li> <li>* Anyone visiting your home</li> <li>* Either parent traveling out of town</li> <li>* Random stay-home days</li> <li>* Illness or Death in the family</li> <li>* Extracurricular activities</li> </ul>
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# Kangaroo Food Policy

## Lunches

- We encourage you to pack your child a balanced, nutritious meal with a variety of options for your child to choose from.
- Lunch boxes go in the refrigerator in the room. **Be sure lunchbox, containers, and drinking cups are labeled!**
- Lunch items must be cut **at maximum ½ inch**. This size is required by NAEYC for all childcare facilities. With 10 lunches to prepare in very little time, **items not cut and prepared will NOT be served and sent home.**
- Food items that are elongated (i.e. bananas, hotdogs, string cheese), **must be cut lengthwise to prevent choking.**
- Due to licensing rules, staff is not allowed to serve children under two-years-old:
  - Whole grapes (please cut them in half)
  - Raw peas
  - Uncooked carrots
  - Nuts (of any kind)
  - Pretzels
  - Chunks of peanut butter
  - Popcorn
- We have a classroom microwave and can warm-up foods in plastic containers.
- No glass containers, unless it is baby food which will be warmed in the bottle warmer.
- Please pack enough food for the day – we do not save food in the refrigerator. Food not eaten will be thrown away.

## Milk

- Child's Day will provide Borden's whole milk for lunch and afternoon snack. If you desire a different kind of milk for your child, you are welcome to bring a liter-sized carton of your preferred milk.
- Any milk brought in a sippy cup/bottle must be taken home at the end of the day, or the contents will be discarded.

## Bottle

It will be your responsibility to provide your baby's daily bottles. Bottles of water (for formula) or breast milk must be pre-made, labeled with the baby's name and date made. Breast milk will be stored in the refrigerator. Pre-measured water will be stored at room temperature. School policy requires that formula must be discarded 60 minutes after being offered to a child, and cannot be re-warmed.

We expect all the children to be off formula feeding by one-year-old. If you haven't begun transitioning your child, I recommend that when you switch to Sippy cups, you can also begin switching to regular whole milk.

# Other helpful tips for the Kangaroo Classroom

## Arrival Time

- Please have your child here no later than 9:00 am. Taking part in the morning activities will give your child a better feeling throughout the day and will enable your child to transition into class with minimal difficulty. Unless prearranged with the Lead teacher in advance, **children may not be dropped off during naptime.** Exceptions: Teachers can be expected to be supportive and flexible when circumstances occasionally necessitate a naptime drop off such as, when a child is picked up for a 10:30 am doctor appointment. When a situation like this arises, parents should be reminded when nap begins. Parents can also be asked to feed the child lunch before returning, if that would reduce disruption. It is very important not to disrupt the sleep patterns of the children, plus the dark room could cause your child to become apprehensive about your leaving.
- **Be sure to SIGN IN and SIGN OUT each day.** This sheet is used when we have a fire drill or other evacuation practices. It also allows us to comply with state regulations.

## Drop-off Routine

- Please be prepared to spend a few minutes with your child at drop off time. Establishing a Drop-off Routine, such as reading a special book or giving 5 big kisses before leaving, will help make drop-off a more pleasant experience because they learn what to expect and count on.
- Just before leaving the classroom, let your child know that you will be back to pick him/her up later. Toddlers have a remarkable level of "receptive speech," and we want them to be reassured that you will return.

## Classroom Health Precautions

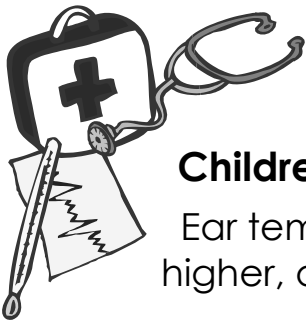
- **Remember to wash your hands and your child's hands upon EVERY arrival.**
- It's important to bring attention to how the children's health will be affected coming into the classroom. With the children's immune systems still developing, group care exposes the children to susceptible illnesses at a higher rate. It's very likely that if one child develops a fever, a few more will follow in its path. We understand that you all have very busy schedules throughout the day, but it's imperative that you follow Child's Day's Illness Exclusion Policy (which can be found further on in this packet).

## Special Events

- **Family Style Lunch.** Very similar to potluck. Each family will bring a particular item, and the children will be served family style.
- **Family Gatherings.** Every few months, family gatherings will often be held off-site since the classroom is very small. This is a wonderful opportunity for parents, teacher, and children to get together and socialize.
- **Birthdays & Holidays.** When celebrating birthdays please remember candles and balloons are not permitted at school. If you wish to provide treats, I encourage you to also bring something "healthy" (fruit, cheese, etc.) Please discuss your plans for birthday and holiday celebrations with a team member in advance.

## Visiting the Classroom

- I welcome each of you to visit the classroom and experience your child's life at school. This can be reading books, watching children play, or even playing blocks with a small group of children.
- Please inform a team member when you wish to have a visit. If it's during drop-off, let us know of your extended time and follow through with your child's drop-off routine.
- Remember that children model adult behavior, so please do not sit on tables or furniture. Be prepared to sit on the floor and remain at the children's eye-level.
- We ask that you follow our classroom positive guidance techniques.



# Illness Exclusion Policy

**Children should remain at home (or will be sent home) with:**

Ear temperature of 100.4 or higher. Oral temperature of 100.4 or higher, or underarm temperature of 99.4 or higher, in the past 24 hours.

**Conjunctivitis** “Pink eye” – redness of the eye and/or lids, usually with secretion of yellowish discharge and crusting.

**Bronchitis** – usually begins with hoarseness, cough, and a slight elevation in temperature. The cough may be dry and painful but gradually becomes productive.

A **rash** you cannot identify which has not been diagnosed.

**Impetigo** – red pimples which become small vesicles surrounded by a reddened area. When blisters break, the surface is raw and weeping. Look for signs in neck creases, groin, underarms, face, hands, or edge of diaper.

**Diarrhea** two or more times within 24 hours (watery BM's that look different and are more frequent than usual.)

**Vomiting** within 24 hours (more than the usual “spit up”).

**Head Lice** – live contagious insects or their nits (egg sacs) that infest hair. Children will not be readmitted without being free of live lice and nits, or must have a written note from a physician, local health authority, advance practice nurse, or physician's assistant stating that they are no longer contagious and may return to school.

Some **unknown illness** without obvious symptoms other than unusual paleness, irritability, tiredness, or lack of interest.

Any **contagious disease**, including Measles, Chick Pox, Mumps, Roseola, Strep Throat infection, Head Lice, until the child has been diagnosed by a physician and the established Center readmission criteria for individual illnesses has been met.

Children may be brought into the Center if they have a mild cold or allergy, an allergic rash, diaper rash, prickly heat, a loose bowel movement, dietary or medication diarrhea, and can cope successfully with the program. Staff should be alerted to anything out of the ordinary.

Children's exclusion and readmission to the program is subject to review by their receiving classroom staff and / or a Director.

If your child has a chronic illness or disability, please discuss a plan for reasonable admission/exclusion criteria with a Director.

By helping us to observe good health standards, you will be protecting your child and the others in the Center.

## Child's Day Parent Volunteer Opportunities

Research shows that children are more successful when their parents are involved in their classroom experience. Volunteering in your child's class or at the PAC school-wide level is one way to help meet this goal. Please take the time to read through the opportunities listed below and determine where you would like to help this year. Your time and efforts will be well spent while enriching the children's learning experience. We encourage both parents to sign up and volunteer.

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Volunteer's Name	Email Address	Phone #
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Volunteer's Name	Email Address	Phone #
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Child's Name	Classroom	Teacher's Name
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### \* Volunteer Opportunities \*

Please indicate areas of interest by checking below:

- Parent Advisory Committee (PAC) Classroom Representative: PAC meets on the second Wednesday of each month for one hour to discuss how to create the richest possible environment that promotes the learning, health and well-being of all of the children at Child's Day.
- PAC Classroom Alternate: Attends PAC meetings when the regular PAC representative cannot.
- PAC Special Events Volunteer: Assist with one-time, special PAC events such as the Staff Holiday Breakfast
- PAC Family Night Out (FNO) Volunteer: Assist with the annual FNO event by either helping to plan, setup, coordinate food, welcome table, t-shirt, or clean-up
- PAC Staff Appreciation Week (SAW) Classroom Representative: Coordinate classroom recognition activities during SAW
- Room Parent: Supports teacher and classroom and helps organize classroom events such as family social events.
- Story-time Reader: \_\_\_ Once a month; \_\_\_ every other month; \_\_\_ on occasion
- Material Preparation: Helps the teacher to make, color, cut or collect materials to be used in the classroom
- Talent Search: Share your interests, hobbies, work/job experiences with the children, PAC, and the school.  
Specify: \_\_\_\_\_
- Miscellaneous:
  - \_\_\_ Computer Work
  - \_\_\_ Field Trip Driver
  - \_\_\_ Special Projects Helper
  - \_\_\_ Photo Helper

Please return this form to the office. Thanks!