



Welcome to Deer Lake Preschool

Full-Day Program

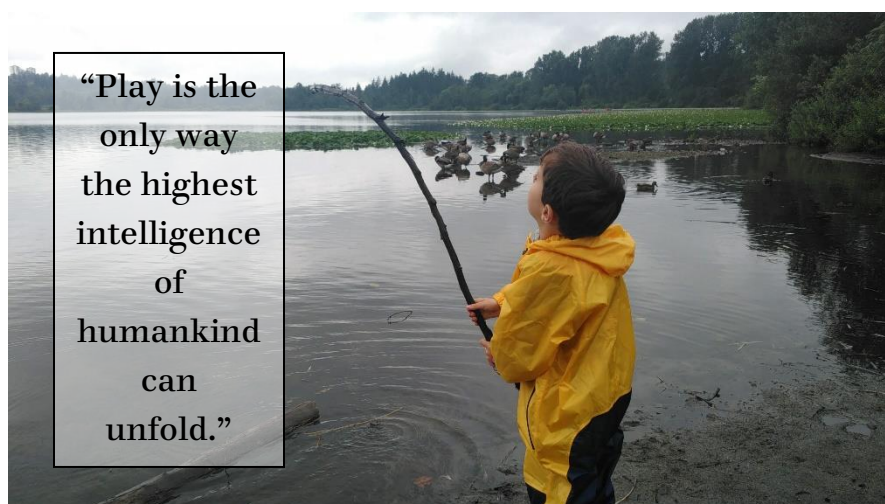
Philosophy

At Deer Lake Preschool Full-Day Program we aim to provide an environment that invites active engagement and exploration for all children. We believe that teachers must take into account each child's interests, needs and strengths in order to successfully co-construct (build together) curriculum.

We realize that each child is unique and will approach their learning in their own time and style. We strive to accommodate each type of learner through activities, equipment and the materials offered. The staff at Deer Lake Child Care recognize social and emotional development as key to every child's success. Through positive teaching of these important life skills we believe that children will be primed for pro-social behavior.

We follow emergent curriculum, which means that we base our curriculum on the interests of the children in our group. We are an inclusive program which means that we welcome all families and adjust and modify our program to meet the needs of each individual child.

Our program is play based. We strongly recognize the importance of play in a child's development. While academic skills are included in our curriculum, they are always explored through play and adjusted to the individual skill level of each child.



Guiding and Caring

At Deer Lake Child Care we follow a pro-social approach to guiding and caring. We feel strongly that the most important things educators can do to support children's behaviours is to build strong, trusting, meaningful relationships and set up both a physical and emotional environment that focuses on children's success. When these things are established, children will be able to learn and practice social and emotional skills through both natural and deliberate teaching methods.

We view challenging behavior as an opportunity to teach. When we see a child struggle in a social situation, we try to determine the missing skill. We break that skills down into teachable steps and then find interactive ways by using positive languages to teach that skill to the individuals or our whole group. We then find many ways for children to practice the skill. Our focus is about teaching the missing skills and not about fixing or changing the child.

Daycare Schedule

7:30am Free Play

9:10am Hello Circle

Divide into two groups after Hello Circle

9:30am Morning Snack

10am Group#1 - Outdoor play and exploration
Group#2 - Indoor play and focus group project time

11am Group#1 - Indoor play and focus group project time
Group#2 - Outdoor play and exploration

12:15pm Lunch (Children divide into napper and non-napper group)

1pm Napper - Nap time 1 – 3pm
Non-nappers – 30 mins Quiet time and get ready to outdoor play and exploration

3pm Afternoon Snack

330pm Non-nappers - Outdoor exploration / Gross motor time in Cubby room
Nappers – Indoor play

4:30pm Two groups merge and play inside

5:30pm Center is closed

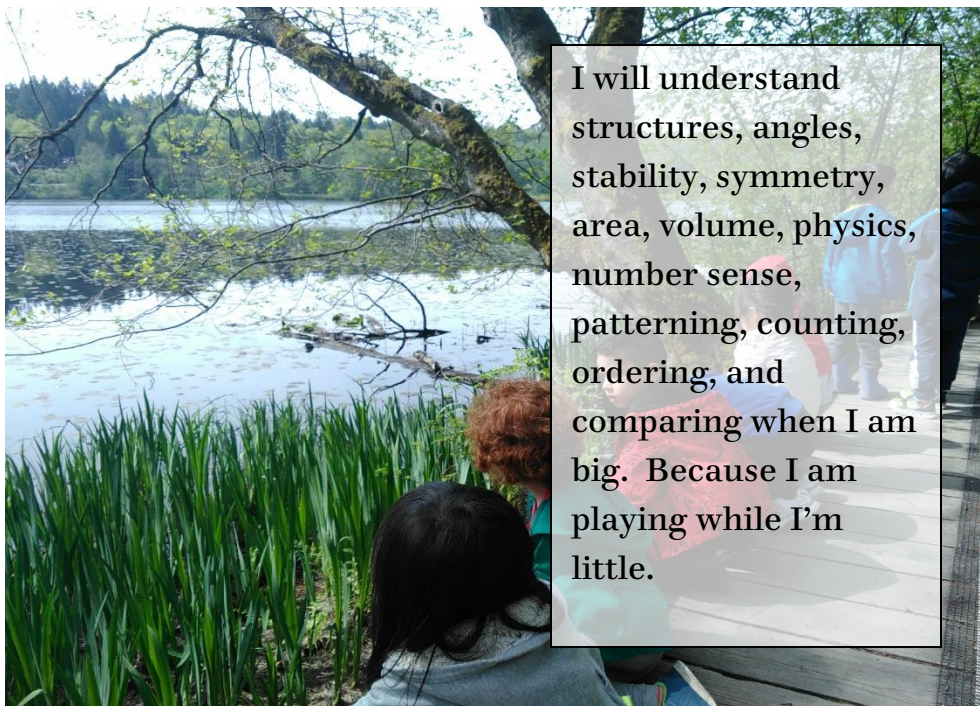
Our full day program is open from 7:30am to 5:30pm.

While our schedule is flexible to meet the needs of the group, we also like to create a structure that the children can rely on.

Both our indoor and outdoor free play offers opportunities to explore all areas of the classroom. This includes opportunities for blocks, table toys, art, dramatic play and a writing area. These areas will create the chance for exploration of math, language, science, social and creative skills. Outdoor free play has the additional opportunity to also enjoy gross motor activities and the chance to be in a natural setting.

Napping

Our full day program allows for a daily nap time for those children requiring a rest. We have rest cots that take a crib sheet. We ask that you send a light blanket and a small pillow if required in addition to the crib sheet. It is also encouraged to send a small soft toy that will allow your child to feel secure during the nap time. This bedding will be sent home weekly for washing.



Clothing and Supplies

As we go outside everyday, it is very important that you send your child with appropriate clothing. At times we may use our spare clothing for your child. If this happens please wash it and bring it back to the centre as soon as you can.

It is extremely important for you to label all items as it is hard to keep track of what belongs to who. If you happen to go home with an item that does not belong to you. Please send it back asap as someone will be missing it.

A list of items to prepare for your child follows:

- ✓ **Crib sheet**
- ✓ **Light blanket**
- ✓ **Small soft toy**
- ✓ **Full change of clothes**
- ✓ **Extra socks**
- ✓ **Extra underwear**
- ✓ **Sunscreen**
- ✓ **Hat**
- ✓ **Mittens**
- ✓ **Warm hat**
- ✓ **Muddy buddy**
- ✓ **Warm and waterproof boots**
- ✓ **Water bottle**
- ✓ **Snow suit**

****As the cubby room is a shared space with other groups, we encourage families to keep all your children's belongings inside their cubbies, a small cubby bin is provided to keep extra clothes, sunscreen, hat and mitten, etc. accordingly to the season.**

Fees

Fees are due on the 1st of every month for that month. There is a half-month deposit for daycare which is deducted from your first month's fees. We ask that you supply the program with the post-dated cheques for the time period of Sep to Feb or Mar to Dec, depends on the time your child enrolling into the program.

A late fee of \$25 will be charged for fees not received on the 1st unless there has been a previous arrangement made.

Late Pick-Up

Late fees will be charged for late pick up when pick up is over 5 minutes late. While we understand that life is busy and sometimes circumstances get in the way we ask that you make every possible effort to pick up on time. The first five minutes is considered a grace period.

After that time, we will charge \$1 per minute. This will go to pay for the teachers who will need to remain late for your child.

Our teachers are off at 5:30 and have school, and families that they must attend to. Therefore, prompt pick up is absolutely necessary.

Closure

The center is closed due to weather or natural disaster and this will be posted on our Facebook site and an email will be sent if possible. Generally, if the Burnaby Schools are closed our programs will also close. And this is family's responsibility to get to the center as soon as safely possible for the safety of the children and the educators. If there are any safety concern regarding the building or natural disasters, the daycare may not open.

Also, the center is closed on statutory holidays and early closing at noon on Christmas eve.

Withdrawal

If it becomes necessary to withdraw your child from our childcare centre for any reason, one month written notice is required to be given on the first day of the previous month or before. Any remaining un-cashed cheques will be returned to you upon receipt of one-month notice. And after the current month cheque has cleared the bank. Please note that there are no refunds for illness or vacations. Please use you cancelled cheques for tax receipts.



Completion of Forms

Each child is required to have the following on file:

- A completed registration form
- A signed parent agreement
- A completed emergency card with a photo and a witness signature
- A record of immunizations (or a declaration of your choice to abstain)
- A copy of any custody papers

It is extremely important to keep all of this information valid and also to inform educators of any changes or events that may affect your child's behavior or progress in the Early Childhood site.

Allergies

It is the parent's responsibility to inform the childcare Centre of any allergy that your child has and /or develops, at any time during the school year. It will be the responsibility to the family to work with the educators to develop a plan that will manage this allergy. Any Emergency plan and all of the related forms and equipment or medications must be at the center before the child can attend. If medication is part of the plan a form signed by the doctor is also necessary before the plan is valid.



Snacks

We ask that each family send a chopped-up fruit or vegetable each day for snack time. This will be shared with the group and the center will add a grain and a protein. The center will provide water for the children to have at this snack time and throughout the day. Please provide a water bottle each day. There is a scheduled snack time for the groups and an educator will be seated with each group of children while they are eating.

Lunch

Lunches must be either a cold lunch or sent in a thermos as time does not allow for heating of 20 to 24 lunches. Deer Lake Child Care is a nut aware zone. No nuts or nut products may be brought to the center. As water is available for the students please do not send juice. There is a scheduled lunch time for the groups and an educator will be seated with each group of children while they are eating. Each day at mealtimes we try to have the same children sitting with the

same peers and teacher. We love the relationship building that occurs when this happens. If you would ever like to join us for lunch you are certainly more than welcome to.

Celebrations

We welcome all celebrations and encourage families to share their family celebrations with us at our center. Please come and teach us about your culture and your family rituals.

Birthdays

We love to celebrate birthdays with our children. We prefer to have a special fruit snack to mark the occasion. If you want to send something special. Another option is to send you child with their favorite story from home to share with the class.



Documentation and Journals

Our educators regularly document the work that your children are doing at the centre through photographs and written anecdotes. Many of these documents are posted at and around the classroom. Please take some time to read these and provide the educators and students with your perspective on their learning and experiences.

Our practice is guided by three important documents.

Community Care Licensing Regulations - www.bclaws.ca/Recon/document/ID/freeside/332_2007

ECE Code of Ethics - http://www.ecebc.ca/resources/pdf/ecebc_codeofethics_web.pdf

Early Learning Framework - <http://www2.gov.bc.ca/gov/content/education-training/early-learning/teach/early-learning-framework>

Health

We will work diligently at our child care centre to keep your child healthy. We choose to clean and sanitize with a product called Benefect. This product does the same job as bleach to kill germs yet it is safe for children and better for our environment. It is extremely important that we all work together to be sure we keep the spread of germs to a minimum. Therefore, your child is not able to attend the centre when they are sick. Children must wait 24 hours after experiencing a fever, vomiting or diarrhea. A child attending the program must be well enough to be able to participate in all areas and activities of the program.

If we all follow these rules we will keep our teachers and our children healthy. Without teachers our programs can't operate.



“The best classroom and the richest cupboard is roofed only by the sky.”

Margaret McMillan

Outdoor Play

We feel that regular outdoor play provides wonderful learning experiences for all children. Therefore, we are committed to daily 2 hours for outdoor opportunities. Please be assured that if there is extreme weather or dangerous outdoor situations we will take this into consideration and choose to be indoors and keep your child safe. If we did not go outside when it rained in Burnaby we would spend way too much time inside!!! We are program which is committed to being outdoors everyday as we know the value of being in nature and learning in a natural environment.

We so look forward to becoming a part of your families and your child's lives!!

Welcome.