

Young Children's Community Dandelion Room 2024/2025

Welcome to the 2024/2025 school year. I am glad you are here to join us as we journey through your child's toddler years. Below are the details that will keep us all on the same track for expectations and instructions. Thank you.

Car line/Drop off

Morning car line begins at 8:20 and ends at 8:40. If you miss the morning car line, please bring your child to the front desk. The person at the front desk will call us and a member of our classroom team will meet you in the lobby to assist the child in separating from you. We appreciate understanding of this protocol.

The mid-day pick up time starts at 12:20 and ends at 12:30.

Afternoon pick-up begins at 3:20 and ends at 3:40. Children will have had a snack and will have used the toilet or had a diaper changed before they get in the car.

Snack/Lunch

The school provides healthy snacks, which are fruits or vegetables, grains and sometimes proteins (yogurt or cheese). The snack is served at 9:00 during the morning and 2:45, after nap. We eat family style, sitting together, with tablecloths. Children are free to skip snack if they are not hungry. The process of getting ready for snack requires each child to wash hands and sit down at the set table until we are ready to begin our meal. Children pour water from the small water carafes into their cups. They also practice serving food from serving bowls with tongs, spoons, and ladles, according to their skills. When the children are done eating, they place the leftover food in the compost bucket and place dirty dishes on the dish cart. They are not allowed to walk with the food around the room and are always redirected to eat at the table.

Children have access to water throughout the whole day.

Lunch starts at 11:30 and ends at 12:00 Organic whole milk is served at lunchtime. If you're curious about the current lunch menu, you can find it [here](#) under Quick Links.

Allergies:

We have a student with life threatening allergies and this year we are implementing a new protocol. The child in our classroom is allergic to: mustard, eggs, lentils, peas, soy, and tree nuts.

We have been very diligent about the food brought into a classroom. All food, including snacks and lunches must be free of allergens. **Please help us keep our friend safe by**

leaving all the food in cars and homes. Even a granola bar in the backpack can be potentially dangerous if the crumbs are left on the floor.

Birthday Celebrations

To honor the child's birthday we will bake a simple cake for a morning snack. Before snack, we gather on the carpet to light our special candles. We sing "Happy Birthday" and look at the baby pictures of the child whose birthday we are celebrating and talk about how much the child changed and grew. Before the celebration, you will be asked to send pictures of your child.

Illness/Medication

Please familiarize yourself with the school's [Illness Policy](#). We promise to do our best to follow safety protocols to ensure the health and safety within our community.

Still, we know that young children often get sick. Should your child become ill and is cleared to attend school, we can administer medications. Medications, even over-the-counter, can be administered at school if a medication permission form is filled out by both you and your child's physician.

Your diligence in following these guidelines is greatly appreciated as it will help us to keep the community, as a whole, healthy throughout the year. Any infections/illnesses should be reported to the main office so that other parents can be made aware and watch for symptoms in their own children (Covid-19, strep, etc.).

Non-Parent Pick Up

Children can only be released to adults that are listed on your child's information card, created by you in Family Access. If a staff member is releasing any child to an adult they have not met, they will check this information and also ask for identification. Prior notice of a non parent pick up is appreciated.

Contact information

If you have any questions or need to contact me please, do not hesitate. We can schedule a phone conversation during my office hours. I will be available on Fridays from 1:30 to 3:30.

My schedule is Monday through Thursday from 8:00 am to 4:00 pm, and Friday from 8:00 - 1:00. I am not able to take your call during the time with children. To relay an immediate message please call the front desk. Otherwise, email is the best way of communication. I will respond to emails within 24 hours.

Phone: 231-929-9325 ex.#133

Email: agnes@traversechildrenshouse.org

Our schedule:

8:00 children arrive for Early Care

8:20 – 8:40 car line, individual work cycle, toileting

8:50 - 9:10 group snack, toileting

9:10 - 10:10 gym time

10:10 – 11:15 uninterrupted work cycle (children choose their own activities, they are presented lessons, sometimes it includes group activity)

11:15 -11:30 group time (we gather in a circle on the carpet and sing songs, dance, and play instruments. Group is a transitional activity allowing the children understanding that it is the end of work cycle and time for lunch), toileting occurs after group

11:30 - 12:00 lunch

12:00 - 1:00 outdoor time

12:30 midday car line/toileting and nap

2:45 – 3:00 children wake up from nap/toileting

2:45 – 3:10 group snack

3:30 afternoon car line

3:20 Friends Club starts