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**Chemda Jacobs-Administrator**

TORAH NURSERY INC. is a private, nonprofit, licensed Day Care Center. The Center's tax ID number is available upon request. The Center is licensed to operate legally by the Ohio Department of Job and Family Services. This license is posted in the lobby for review.

A toll free number is listed on the facility's license and may be used to report a suspected violation of the licensing law or administrative rules. The licensing law and rules governing child care are available for review at the facility upon request.

The administrator and each employee of the facility is required, under Section 2151.421 of the Ohio Revised Code, to report their suspicions of child abuse or child neglect to the local public children's services agency.

Any parent, custodian, or guardian of a child enrolled in the facility shall be permitted unlimited access to the facility during all hours of operation for the purpose of contacting their children, evaluating the care provided by the facility, or evaluating the premises. Upon entering the premises, the parent or guardian shall notify the administrator of his/her presence.

Contact information for parents/guardians of the children attending the facility is available upon request. This information will not include the name, telephone number, or email of any parent/guardian who requests that his/her name, telephone number, or email not be included.

The licensing record, including licensing inspection reports, complaint investigation reports, and evaluation forms from the building and fire departments, is available for review upon written request from the Ohio Department of Job and Family Services. The Center's licensing inspection reports for the past two years are also available for review on the Child Care in Ohio website. The website is: <http://jfs.ohio.gov/cdc/childcare.stm>.

It is unlawful for the facility to discriminate in the enrollment of children upon the basis of race, color, religion, sex, or national origin or disability in violation of the Americans with Disabilities Act of 1990, 104 Stat. 32, 42 U.S.C. 12101 et seq.

The Center is equipped to care for a total of 107 children, which includes 34 children under 2 ½ years of age.

### Philosophy

TORAH NURSERY strives to provide an atmosphere of warmth and acceptance, as we try to build each child's self esteem and nurture each one to be self-motivated and happy in his/her early childhood experience.

Knowing the impurity in the world around us and the need for protecting our children, we surround them with holiness and purity. Whether in books, pictures, stuffed animals, or games, we use kosher animals and holy objects. Every act that we plan is connected with a holy, Jewish theme. An event even as mundane as a birthday party is utilized as an opportunity to improve our *Middos* and take on good resolutions in serving Hashem.

As care-givers who are entrusted with the care of your children, we feel a tremendous responsibility. Nurturing, educating, and raising the future generation is a great privilege, and at the same time an enormous task. Therefore, we believe:

- 1) A good care-giver should bestow on the children his/her unconditional love and instill in the children a belief in themselves, that they are important, capable people who can access their full potential.
- 2) A good care-giver should provide a safe, clean, positive environment where all of the children's needs (physical, emotional, social, and intellectual) are met.
- 3) A good care-giver should realize that, even though discipline is important for a child to develop properly and be a responsible adult later in life, it must be reinforced in a positive, loving way. Severe punishments, especially in ways which would damage the child's self-esteem, are NOT choices for a good care-giver.
- 4) A good care-giver knows that in order to ensure that the environment is a safe, comfortable place where children can learn and grow, he/she must work hard and be dedicated. He/she also realizes that this can best be done when the care-giver and the parents work hand in hand.

### **Goals and Purposes**

The goals and purposes of TORAH NURSERY are to:

- Instill in the children a love for Torah and Yiddishkeit
- Teach the children Jewish values and traditions in a way that they can internalize them and make them part of their lives
- Maximize the children's potential, helping them grow in all areas – physically, socially, spiritually, academically, and emotionally
- Encourage frequent and ongoing communication between parent and staff
- Enable the children to make their own decisions, helping them gain independence and self-confidence
- Teach the children responsibility for their actions and proper social skills

### **Admission**

There will be a pre-admission interview for the parents or guardian of the child that will be attending our Center. During the pre-admission, our program will be explained to you. We will be happy to answer any questions you may have regarding the Center. This is also a good time to begin good communication between parents and staff.

Upon admission to the Center, the parents will be asked to fill out, date, and sign an emergency medical form, which will be updated yearly.

A child is considered to be enrolled in the Center only after the registration form has been received, the administrator confirms the availability of space, and the required paperwork is received, viewed, and approved by the administrator. This includes basic enrollment and health information. Any change to this information must be communicated to the office immediately so that the current information is always on file. This is for the safety of your child. A medical form, signed by a physician or certified nurse practitioner, is required to be submitted within 30 days of admission. This medical form must be updated every 13 months. A report of immunizations is required for each child. However, a child may be exempt from immunization requirements for medical, personal/philosophical, or religious reasons.

Enrollment is separate for each year and for the summer. The fact that your child is currently enrolled does not guarantee that he/she is enrolled for the summer or for the coming year. Please be sure to confirm with the directors regarding enrollment for the summer and for the coming year.

Classes are formulated based on age. From year to year, children may be switched from one group to another. If you have a preference or concern regarding which class your child will be part of, please discuss it with the directors well in advance, as classes are formed months before the first day of school, and it might not be possible to change a child's class once it has been established.

We realize that some children may experience some separation anxiety, especially at the beginning. Please allow ample time for your child to get used to his new surroundings. You are required to stay until your child feels comfortable.

The Center does accept children regardless of whether or not the parents give permission to secure emergency transportation in the event of illness or injury which requires emergency treatment.

### **Assessment on Enrolled Children**

We do not conduct formal assessments on enrolled children or report child level data to ODJFS.

### **Attendance**

Regular attendance at Torah Nursery is extremely important for your child to settle in well. Routine becomes part of your child's day. You are welcome to visit your child in the daycare at any time.

### **Arrival and Departure**

**Upon arrival**, parents must:

- Fill in your child's arrival time on the attendance sheet
- Put all extra clothing and diaper bags in the child's cubby or bin
- Put any food that needs to be kept cold in the refrigerator
- Take time to settle your child in, as necessary, and say goodbye

**Upon departure**, parents must:

- Fill in your child's departure time on the attendance sheet
- Make personal contact with a staff member

Drop off in the morning is between 8:45 and 9:15 A.M. Pick up for 2:00 dismissal is between 1:55 and 2:10 P.M., and for 3:00 dismissal is between 2:55 and 3:10 P.M.

Please be prompt in picking up your child. If the parent/guardian is more than one hour late picking up the child, we will make every effort to contact the two people mentioned on the emergency pick-up list. If, by the time the Center closes, they cannot be reached, the police will be contacted, and a note will be posted on the door of the Center to notify the parent that is late. If there is an emergency, please call us.

If a child comes to the Center by someone other than the parent or guardian, and that child is late, the Center will contact the parents by phone.

### **Parking Lot**

When entering and exiting the parking lot with your car, please obey all of the posted signs. Enter only from the north end of the parking lot, and exit only from the south end, as posted, and follow the arrows indicating the traffic flow. The speed limit in the parking lot is 5 M.P.H. If you plan to come into the building, please park your car in one of the parking places. Never park your car next to the building. If when you are dropping off or picking up you choose to stay in your car, please drive alongside the building and go forward until the sidewalk or right behind the car in front of you.

### **Absence**

If your child will be absent, contact the Center by phone at (216) 381-3900 before 10 A.M., if possible. A note signed by the parent may also be left in the office notifying us of an absence. It is the parent's responsibility to notify the office. Staff are not expected to convey messages about absences to the office.

**Child Release**

If a parent would like to release a child from the Center to any person other than the parent or guardian of the child, there must be a written note from the parent or guardian to the Center with the full name of the person who will be picking up the child. In the case of an emergency, the parent can call the Center with the full name of the person. The person who will pick up the child must be at least 16 years of age, and show one form of identification.

If a child is under the custody of parents who are divorced or legally separated, the Center will need a copy of the court’s custody decision on file. If at any time a parent comes to pick up a child and that parent does not have custody at that time, the Center will only release the child to that parent if the Center has a written consent from the parent who has the custody.

**Hours and Days of Operation**

TORAH NURSERY hours are Monday through Friday, 7:30 A.M. – 6:00 P.M. A schedule of holiday closings will be provided upon registration.

**School Cancellation Policy**

Our school may be closed any time the public schools in our district are closed due to bad weather. We will notify the parents through email as soon as we know that school will be closed or delayed.

**State-Required Staff to Child Ratios**

<u>Classroom</u>		<u>Maximum Group Size</u>
Infants (0-12 months)	1:5 or 2:12	12
Infants (12 months-18 months)	1:6	12
Younger toddlers (18 months-2 ½ years)	1:7	14
Older toddlers (2 ½ - 3 years)	1:8	16
Preschool (3 years)	1:12	24
Preschool (4 years)	1:14	28

**Class Transition Policy**

If the Center feels the need to transition a child into the next age group, the administrator shall meet with the parents or legal guardian to discuss this possibility. If the parents agree, they will set up a time for the child to visit the new class periodically for a week in order for the child to become familiar with the new room, new classmates, and teachers. Before the final transition, the parents will be required to sign the transition letter.

**Outdoor Play**

As specified in the below daily schedule, every class has outdoor play everyday. Please be sure that your child comes to nursery with appropriate clothing for the weather. Outdoor play will be limited when the weather is too hot or too cold, at the Center’s discretion. Children will not be taken outside when the temperature (wind chill and heat index factored in) goes below 30 degrees or above 90 degrees. On the days that outdoor play is not possible, the children will have indoor gross motor activities such as exercising, dancing, obstacle courses, etc. in the gym or classrooms.

**Water and Swimming Activities**

In the summer months, we provide wading pools and other water activities for the children. Parents are required to give written permission for water and swimming activities. The following are the requirements to ensure the safety of your children:

- Swimming pools, wading pools, and other swimming/wading sites are be made inaccessible to the children when not in use

- We use wading pools less than eighteen inches in wall height regardless of the amount of water put into it
- Wading pools are sanitized daily or more often if needed
- We supervise children at all times while a wading pool is in use and we make sure to clearly see all parts of the wading area

### **Meals and Snacks**

The Center provides breakfast, lunch, and afternoon snack each day. Lunches are catered by Issi's Place four days a week. The menu can be found posted in the lobby. Please refer to the schedule below for the meals and snacks times. **IMPORTANT:** If you choose to send any food with your child, please be sure that it is kosher, Cholov Yisroel, Pas Yisroel, and Bishul Yisroel.

### **Modified Diet**

If your child requires a food supplement or a modified diet, you must secure written information from your physician regarding this. Please speak with the administrator for more details regarding this.

### **Napping**

Each day after lunch will be rest time. The length of naps depends on the individual child. Naps are not mandatory. Children who have outgrown naps will have quiet time, read books, do puzzles, or do other quiet activities.

### **Infant Care**

Our environment is set up to meet the needs of each individual child as much as possible in a group setting. Infants are fed, diapered and napped according to their needs. We ask parents to provide us with information about their child's routines, before their first day, to help us become familiar with the child's schedule. We are aware that children's schedules change as they grow and we make adjustments as needed. Please feel free to discuss with teachers any questions that you may have.

Bottles and formula needed for your child are to be brought daily, labeled with your child's name. The bottles are to be taken home at the end of each day to be washed and sanitized.

Children's diapers are checked every 2 hours, and changed as needed. At every diaper change, staff members use disposable gloves. We also use disposable paper on the changing table that gets thrown out after each change. Furthermore, the changing pad is sanitized after every change.

Each infant has his or her own designated crib. The infants are put to sleep on their backs, unless the Center as a letter from a physician indicating otherwise. The parents are asked to provide 2 sets of sheets for the crib. Please remember to label the sheets. The sheets are sent home weekly to be laundered and should be brought back the following Monday.

The teachers maintain a daily written record for each infant that is provided to the infant's parent or person picking up the infant on a daily basis. The record includes the following information:

- Food intake
- Sleeping patterns
- Times and results of diaper changes
- Information about daily activities

### **Support for Breastfeeding**

- Mothers are welcome to breastfeed their children or express milk in the infant classroom
- We provide employees with reasonable break time to nurse their babies
- Staff communicates a baby's schedule (i.e., feeding, napping, etc.) so that the mother can adjust her schedule for visiting to feed her baby

## Discipline Policy

Our Center considers discipline to be a form of guidance to help children learn to make correct choices and become responsible adults later in life. We are careful to be clear and appropriate in our expectations.

- DISCIPLINE IS NOT A PUNISHMENT
- We always try to be consistent
- We speak to the children in a positive way
- We redirect the child and/or offer choices
- For the safety of the children, repeated aggressive behavior is not tolerated and we will need to speak to the parents to find a solution

The child care staff member shall:

- 1) Use developmentally appropriate techniques suitable to the children's ages and relevant to the circumstances such as, but not limited to:
  - a) Setting clear limits
  - b) Redirecting the child to an appropriate activity
  - c) Showing children positive alternatives
  - d) Modeling the desired behavior
  - e) Reinforcing appropriate behavior
  - f) Encouraging children to control their own behavior, cooperating with others and solving problems by talking things out
- 2) Intervene, when needed, as quickly as possible to ensure the safety of all children
- 3) If centers use developmentally appropriate separation from the situation the separation shall last no more than one minute for each year of age of the child and shall not be used with infants. When the child is to return to the activity child care staff members must review the reason for the separation and discuss with the child what behavior is expected.
- 4) Communicate and consult with parents or guardians prior to implementing any specific behavior management plan. This plan must be in writing and signed by the parent/guardian and must be consistent with the requirements of this rule.

All employees and child care staff members shall not:

- 1) Abuse, endanger or neglect children
- 2) Utilize cruel, harsh, unusual, or extreme techniques
- 3) Utilize any form of corporal punishment
- 4) Delegate children to manage or discipline other children
- 5) Use physical restraints on a child
- 6) Restrain a child by any means other than holding children for a short period of time, such as in a protective hug, so that the children may regain control
  - a) Prone restraint of a child is prohibited. Prone restraint is defined as all items or measures used to limit or control the movement or normal functioning of any portion, or all, of a child's body while the child is in a face-down position
  - b) Prone restraint includes physical or mechanical restraint
- 7) Place children in a locked room or confine children in any enclosed area
- 8) Confine children to equipment such as cribs or high chairs
- 9) Humiliate, threaten or frighten children

- 10) Subject children to profane language or verbal abuse
- 11) Make derogatory or sarcastic remarks about children or their families
- 12) Punish children for failure to eat or sleep or for toileting accidents
- 13) Withhold any food, including snacks and treats, rest or toilet use
- 14) Punish an entire group of children due to the unacceptable behavior of one or a few
- 15) Isolate and restrict children from all activities for an extended period of time

These rules apply to all employees of the Center.

### **Abuse Policy**

The staff members of TORAH NURSERY are required by the State of Ohio to report any suspected child abuse and/or neglect. Forms of child abuse are: physical, sexual, verbal, mental, emotional, and neglect. The teachers are to report the suspicion of abuse to the administrator, and the administrator will contact 800-422-4453.  
**CONFIDENTIALITY WILL BE STRICTLY ENFORCED.**

### **Safety**

We feel it is of the utmost importance to keep our children safe. Our safety policies include:

- No child shall be left unattended at any time.
- There will be a working telephone in the Center at all times.
- There will be a monthly fire drill.
- There will be a fire emergency plan and tornado alert plan posted in each classroom with diagrams showing evacuation routes. The Center's primary emergency evacuation location will be at the sidewalk at the southeast side of the building. If this area is not safe, the secondary emergency evacuation location will be on the grass area at the northwest corner of the parking lot. In case of a gas leak or a bomb threat, the primary evacuation location will be on the grass area at the northwest corner of the parking lot. The secondary emergency evacuation location will be at the next-door building – 2004 S. Green Rd.
- The Center will notify the parents of the emergency situation via telephone or email, whichever is possible.
- In case of a medical or dental emergency, the center will administer the first aid, and contact the parents. If necessary, the center will call for an ambulance to transport the child and send along a teacher to accompany the child. The parent will be notified, and requested to meet the child at the medical facility.
- There will be a plan for safety whenever children are transported by vehicle away from the center for field trips.
- There will be a person in the center at all times that is trained in first aid, and a first aid kit available.
- Use of spray aerosols is prohibited when children are in the attendance of the Center.
- The telephone number for Poison Control Center will be posted in every classroom.
- TORAH NURSERY is a smoke-free environment. No smoking is allowing in the vicinity of our building.

There will be an incident report completed by a staff member of the Center in the case of an accident, or if the child requires emergency transportation. The parent will be asked to sign the report and will receive a copy. Copies are also placed in the child's file in the director's office.

## Medication

The Center will administer medications to a child only after the parent completes a Request for Medication form. All proper sections must be completed and the medication handed to the teacher each day. Medications will be stored in a designated area inaccessible to children. Medications may NOT be stored in a child's cubby or bookbag. The only exception to this requirement is for school age children that require the immediate use of their inhalers. Parents must sign a release form stating that they are permitting their child to have access at all times to the inhaler. The child must keep the inhaler on his person at all times, it may not be stored in a cubby or bookbag. Anytime the child is unable to maintain control of the inhaler it must be handed directly to the staff member responsible for the child.

Prescription medications must be in their original container and administered in accordance to instructions on the label. Over the counter medications must also be administered in accordance to label instructions. If parents request any different dosages of uses, a physician must provide written instructions on the Request for Medication form. Over the counter medications will not be administered for more than three days without instructions from a physician.

## Communicable Disease Policy

Signs and symptoms of illness and proper hand washing and disinfection procedure will be reviewed with all staff members. This review shall be given to each new employee and periodically at staff meetings.

There will be at least one person in the Center at all times who has completed a course in first aid and in prevention, recognition, and management of communicable diseases which is approved by the State Department of Health.

Children will be observed every day from the moment they enter the building. For any child that is suspected of having a communicable disease, the Center will contact the parent immediately, explaining the signs and symptoms that the Center has observed.

A child with any of the following signs or symptoms of illness shall be immediately isolated and discharged to his parent or guardian or person designated by the parent or guardian:

- 1) Temperature of at least one hundred degrees Fahrenheit when in combination with any other sign or symptom of illness. Temperature shall be taken by the auxiliary (armpit) method with a digital thermometer. The thermometer shall be sanitized after each use
- 2) Diarrhea (three or more abnormally loose stools within a twenty-four hour period)
- 3) Severe coughing, causing the child to become red or blue in the face or to make a whooping sound
- 4) Difficult or rapid breathing
- 5) Yellowish skin or eyes
- 6) Redness of the eye or eyelid, thick and purulent (pus) discharge, matted eyelashes, burning, itching or eye pain
- 7) Untreated infected skin patches, unusual spots or rashes
- 8) Unusually dark urine and/or gray or white stool
- 9) Stiff neck with an elevated temperature
- 10) Evidence of untreated lice, scabies, or other parasitic infestations
- 11) Sore throat or difficulty in swallowing
- 12) Vomiting more than one time or when accompanied by any other sign or symptom of illness

The child will be re-admitted to the Center with a written permission slip from the doctor. The medical return slip must clearly state that the child is well enough to return to the Center.

In the case of noticing any of the symptoms below, the child will be isolated and observed, and provided with a cot, sheet, and blanket in a designated area within the sight and hearing of an adult. No child shall ever be left alone or unsupervised. After each and every use, the cot, sheet, and blanket will be disinfected. Decisions regarding the discharge of the child will be decided by the administrator and the parents.



- Unusual spots or rashes
- Sore throat or difficulty in swallowing
- Elevated temperature
- Vomiting
- Evidence of lice, scabies or other parasitic infestation

A child with the following symptoms will be watched within a group and observed for worsening of condition:

- Minor cold symptoms alone (runny nose, light coughing)
- Not feeling well enough to participate

A note will be sent home to all parents or a call will be made concerning the exposure of their child to a communicable illness.

Our Center has a written policy concerning the management of communicable disease in the director's office and will be available to all parents upon request. There will be a communicable disease chart posted in every room of the center.

### **Tuition**

Please refer to the tuition schedule for the tuition fees. The tuition includes lunch and snacks. Payment is due on the first of each month. The parents are requested to give in post-dated checks at the beginning of the year. To reserve a spot for your child, you need to give in a registration fee of \$150, which will be credited towards your first month's tuition. If you are on pre-school vouchers, you will need to sign a contract. All checks should be made payable to TORAH NURSERY INC., and should be given to the directors. Our tax ID number is available upon request.

The Center does accept state child care benefits (vouchers), and can assist you in applying for them. Please ask in the office if you are interested in applying.

### **Withdrawal**

In the event that the child will need to be withdrawn from the program, please give us four weeks advanced notice. In the case of an unexpected, prolonged absence, please contact the director if you plan to have your child still attend the Center.

### **Supply List**

There are a few items that the child should bring on the first day of school or summer camp:

- A complete change of clothing in a zip-lock bag LABELED CLEARLY with the child's name
- Box of tissues
- Diapers and wipes (if not trained)
- Sheet and blanket (for classes that have nap time)
- 3 rolls of pennies or nickels for Tzedakah
- A recent picture of the child
- Sunscreen lotion (NOT aerosol)

### **Additional Summer Supply List**

- Bathing suit
- Towel
- Swim shoes or slippers

Please label everything including extra clothing, sunscreen, baby bottles, pacifiers, etc.

PLEASE DRESS YOUR CHILD CASUALLY, activities can be messy.

### Transportation

The Center does not provide transportation to and from the Center.

Transportation will be arranged for field trips. Rules and regulations for the field trips are:

- Each child is required to have a permission slip that is signed and dated by the parent.
- There will be at least one person trained in first aid accompanying us on the trip.
- There will be a first aid kit available in case of an emergency.
- Each child will have a name tag attached to them with the Center's name, address, and telephone number in case a child gets lost.
- An emergency transportation authorization form and health record is to be taken on all field trips.

### Parent Participation

In order to accomplish the tremendous task of providing the children with a safe, comfortable place where they can play, explore, and learn, we must work hand in hand with the parents. Parents have a wealth of information about the child. When we, as caregivers and parents, work together, this gives the child a great sense of security. Below are some suggestions of how parents can be involved in program activities:

- Volunteer to be part of Parent-Teacher Association (PTA). PTA entails:
  - 1) Arranging extra-curricular activities before holidays for the children
  - 2) Arranging for gifts of appreciation for staff
- Volunteering in school during programs and events, such as birthday parties, holiday celebrations, picnics, fieldtrips, etc.
- Please feel free to bring to our attention any suggestion or comment that you have by placing a note in the suggestion box, located by the entrance.
- Newsletters and information will be sent home to keep parents up to date on the news and issues concerning their child, the Center, and Early Childhood Education.
- Aside from the parent-teacher conference that takes place yearly, please feel free to notify the care-givers at any time regarding any concerns that you have by leaving a message at the director's office. The care-giver will get back to you, and if necessary, set up an appointment.
- The administrator will be available to speak with parents everyday between 1:00 p.m. and 2:00 p.m. She can also be reached in the evenings by phone, at 216-321-6937.

**We hope that together, we will be able to raise happy, healthy and caring children.**

### Daily Schedule

At TORAH NURSERY we are committed to care and educate the “total child”. Our activities and programs are planned to benefit the child in all aspects of his/her development (physical, social, emotional, and intellectual). Therefore, our program consists of a balance of the following activities:

- Group and individual activities
- Indoor and outdoor play
- Quiet and active times
- Child-selected and teacher-directed activities

#### Daily Schedule for toddler classes (18 months-3 years old):

8:45-9:30	Free choice activities (children choose from various small motor-skills activities around the room, i.e. coloring, painting, dramatic play, manipulative toys...)
9:30-9:45	Cleanup, diaper check, wash, snack
9:45-10:00	Circle time (davening, songs, games, discussions)
10:00-10:45	Gym / outdoor play / gross-motor activities in classroom, or music (developing cognitive and physical abilities through dance and music)
10:45-11:15	Art projects, activities (related to the subjects discussed during circle time)
11:15-11:30	Open-ended activities
11:30-12:00	Cleanup, wash, lunch, bentching
12:00-12:15	Diaper check, story time, finger play
12:15-1:30	Rest time
1:30-1:45	Diaper check, wash, snack
1:45-2:00	Recap the day’s activities, quiet activity (play dough, coloring, etc.), dismissal

#### Daily Schedule for nursery classes (3-4 year olds):

7:30-8:30	Arrival, books, sensory table, coloring
8:30-9:30	Free choice activities (children choose from various small motor-skills activities around the room, i.e. coloring, painting, dramatic play, manipulative toys...)
9:30-9:45	Cleanup, bathroom, wash, snack
9:45-10:15	Circle time (davening, songs, games, discussions)
10:15-10:45	Art projects, activities (related to the subjects discussed during circle time)
10:45-11:30	Gym / outdoor play / gross-motor activities in classroom, or music (developing cognitive and physical abilities through dance and music)
11:30-12:00	Cleanup, wash, lunch, bentching

12:00-12:15	Story time, finger play
12:15-1:15	Rest time
1:15-1:30	Bathroom, wash, snack
1:30-2:00	Recap the day's activities, free choice play, first dismissal
2:00-3:00	Art center, sensory center, dramatic play
3:00-4:00	Gym / outdoor play / gross-motor activities in classroom

Daily Schedule for Pre-K class (4-5 year olds):

8:45-9:00	Arrival, free choice activities
9:00-9:45	Gym / outdoor play / gross-motor activities in classroom, or music (developing cognitive and physical abilities through dance and music)
9:45-10:00	Cleanup, bathroom, wash, snack
10:00-10:45	Circle time (davening, songs, games, discussions)
10:45-11:00	Music and movement / games in the classroom
11:00-11:30	Art projects, science, pre-math activities, emergent writing in journals
11:30-12:15	Cleanup, wash, lunch, bentching
12:15-12:30	Free choice activities (individual activities, exploration of materials, learning centers)
12:30-12:45	Story time, finger play
12:45-1:15	Rest time, quiet activities
1:15-1:30	Bathroom, wash, snack
1:30-2:00	Recap the day's activities, free choice play, learning centers, first dismissal
2:00-3:00	Gym / outdoor play / gross-motor activities in classroom
3:00-4:00	Art center, sensory center, dramatic play

## WEEKLY MENU

	Mon.	Tues.	Wed.	Thurs.	Fri.
breakfast	Variety of Whole Grain Cereals	Variety of Whole Grain Cereals	Variety of Whole Grain Cereals	Variety of Whole Grain Cereals	Variety of Whole Grain Cereals
	milk	milk	milk	milk	milk
	Canned Peaches	Canned Pears	Canned Pears	Canned Peaches	Fresh Bananas
lunch	Cottage Cheese	Scrambled Eggs	Sliced Cheese	Tuna Fish	Pizza
	Canned String Beans	Canned Kernel Corn	Canned Peas/Carrots	Canned Kernel Corn	French Fries
	Pasta and Sandwiches	Sandwiches (Peanut butter or cream cheese)	Pasta and Sandwiches	Sandwiches (Peanut butter or cream cheese)	Whole Wheat Bread
	Canned Pineapple	Canned Peaches	Apple Sauce	Fresh Bananas	Canned Pineapple
	milk	milk	milk	milk	milk
afternoon snack	Canned Pears	Apple Sauce	Canned Peaches	Canned Pineapple	
	Whole Grain Rice Cakes and Peanut Butter	Enriched Pretzels	Saltine Crackers	Whole Grain Rice Cakes and Peanut Butter	

## CALENDAR - 2018-2019 / 5779

### September- '18

- 3 Mon.- orientation- 10:00 A.M.-3:30 P.M.
- 4 Tues.- first full day of nursery
- 7 Friday dismissals- 2:00 P.M.
- 10-11 Mon.-Tues. Rosh Hashanah- closed
- 12 Wed.- Tzom Gedalia- 9:30 A.M. start
- 18-19 Tues.-Wed. Erev Yom Kippur, Yom Kippur – closed
- 20 Thurs. - 9:30 A.M. start
- 21 Fri. - Succos vacation

### October

- 4 Thurs.- nursery resumes

### November

- 9 Friday dismissals- 1:00 P.M.

### December

- 3 Mon.- Pre-K Chanukah party
- 6-10 Thurs.-Mon.- Chanukah break
- 11 Tues.- nursery resumes

### January- '19

- 31 Thurs.- mid-winter break

### February

- 5 Tues.- nursery resumes

### March

- 15 Friday dismissals- 2:00 P.M.
- 21 Thurs.- Purim - closed
- 22 Fri.- Shushan Purim- 9:30 A.M. start
- 26 Tues.- Pre-K Alef-Beis Siyum

### April

- 17 Wed.- Pesach vacation
- 29 Mon.- nursery resumes

### June

- 7 Fri.- closed
- 10 Mon.- Shavuot- closed
- 11 Tues.- Isru Chag- 9:30 A.M. start
- 18 Tues.- Pre-K graduation
- 20 Thurs.- Last day of nursery

Have a wonderful summer!!!