



**TEREMOK CHILDCARE & PRESCHOOL**  
**POLICY HANDBOOK**  
Limerick Ave., Dublin, CA 94568

Welcome to my childcare. Since this will be your child's home away from home, I provide safe, caring, homelike atmosphere for your child while at the same time providing for their physical, intellectual, emotional and social development. Please read the policies of my childcare carefully.

**Family Child Care License.**

In order to provide child care, I have met all requirements according to the State of California Regulation for Community Care Licensing (Title 22, Division 12, Chapter 3). I am certified in CPR, First Aid, Preventive Health and Safety.

**About my program and me.**

I am an experienced preschool teacher, who offers child-centered curriculum with planned learning activities. Children need to be guided through structured schedule. That helps them feel comfortable and confident; they experience strong sense of control when kids can predict what comes next.

**Activities/Curriculum.**

I conduct wide variety of activities with your child, including:

- Language development (including fine motor skills)
- Russian (letters, reading skills)
- Math (numbers, counting, shapes, pattern)
- English (letters, numbers, shapes, colors)
- Our beautiful world (topics about nature, animals, everyday life)
- Music and Dance (2 times a week with a music teacher)
- Art and Craft
- Cooking lessons
- Puzzles & Board games
- Outdoor play

**Clothing and items from home.**

Please make sure your child has a complete change of clothing at the childcare at all times, including underwear and socks. Please bring a different change of clothes depends on weather and seasons.

Please do not allow your child to bring anything into the childcare: no toys, candy, money, etc...

**Naps and quite time.**

All the children take a nap or observe a quiet time from 1pm to 3 pm. Everybody lie down during this time. Each child has his/her own clean and separated bedding and you may bring a pajama, special blanket, or/and stuffed animal for naptime.

**Meals.**

I believe good food and nutrition are essential to a child's healthy growth and development. I provide homemade meals. No junk foods, candies, etc.

### Our sample menu:

**Breakfast:** Whole grain cereal / oatmeal / pancakes with sour cream / toasted waffles with applesauce / boiled egg with whole-grain bread and butter / yogurt with cut up soft fruit or berries. Served with 1% organic cow's milk.

**Lunch:** Chicken noodle soup / Chicken soup with veggies / Green pea soup / beet soup / turkey meatball soup with veggies & grains / fish and shrimp soup. Served with whole-grain bread with cream-cheese/butter

**Dinner:** Mashed potato, beef meat balls / buckwheat, chicken / rice, fish fillet / pasta, turkey. Served with fruits, vegetables and 1% organic cow's milk.

On special occasions such as BIRTHDAYS children eat cupcakes, cookies, candies and all sort of sugar that other parents often bring to childcare. It is distributed in moderation. I understand that an overload of sugar is unhealthy. If you are concerned about sugar intake, do not hesitate to let me know. **Please notify of any other special diet requirement or allergies.**

### **Sick child policy.**

Sick children are to stay home. Please do not send your child to the childcare if he/she has any of the following symptoms for at least 24 hours after last:

- Fever (100 degrees or higher)
- Skin rash (written statement from a doctor that the rash is not a communicable condition should be provided to return to the childcare)
- Diarrhea
- Vomiting (2 or more times in a day)
- Any parasitic infection
- Pink eye
- Lice
- Any other communicable or contagious disease

24 hours (medications free) prior to re-admittance.

### **Adminstrating medication.**

I do take the children, who are on prescribed medication when the doctor indicates that they are no longer contagious. Before dispensing medication, I require signed release from the doctor and written request from parent for each medical prescription. The medicine must be in its original container, labeled with directions and child's name.

### **Immunization.**

Parents are required to keep child's immunization current and send a copy of the immunization records to me. Parents must update the immunization records yearly.

### **Pick up children.**

Occasionally you child may need to be picked up from the childcare by someone other than a parent/guardian. Parent must provide me with the name and a photo of each person, who is authorized to pick up your child. Please notify me in advance if an authorized person will be coming to pick up your child.

### **Mandated Reporting.**

As a licensed child care provider, I am a mandated reporter. All providers must report suspected physical abuse, sexual abuse, or neglect of a child to agency or police as required by California State. This is simply listed to make you aware.