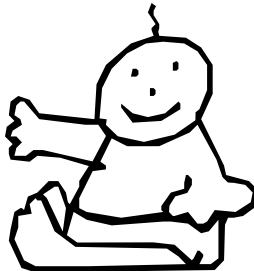
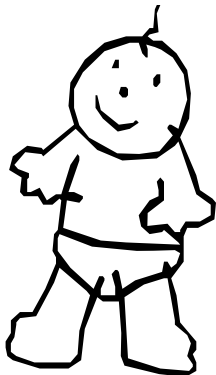


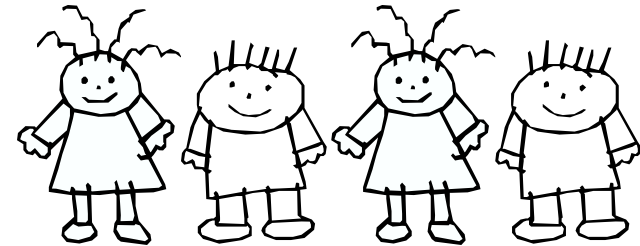
Daily Schedule

This is an approximate schedule for toddlers. The Infant Program is completely individualized. Parents will be notified of any schedule changes affecting the child by reading the child's daily log. If parents make a schedule change in the child's daily routine, it is essential that caregivers be aware of that change...again...by communicating in person and in writing in the child's daily log. We will attempt as much as possible within a group setting to maintain a schedule that is compatible to home.

6:30 am	Themba opens Infants and Toddlers go to their room immediately. Staff follow the individualized schedules as indicated.
8:00	Morning snack for toddlers Routine diapering and clean-up
9-10:30	Individual classroom teacher-directed activities
10:30-11	Outdoor play for toddlers, weather permitting Some toddlers may still require a morning nap
11-11:30	Routine diapering and clean-up
11:30-12 noon	Music, books, lunch prep
12:00-12:30 pm	Lunch
12:30-1:00	Routine diapering and clean-up
1-3	Nap Time
3-3:30	Routine diapering and clean-up
3:30-4	Afternoon snack for toddlers
4-4:30	Outdoor play for toddlers, weather permitting
4:30-6:30	Individual classroom teacher-directed activities Routine diapering and clean-up Parents pick-up children



Themba Creative Early Learning Center



Infant and Toddler Programs

Our commitment to family-centered child care is a cornerstone of Themba philosophy. As professional early childhood teachers, we are dedicated to maintaining an open channel of communication between ourselves and parents for the benefit of the children in our care. Parent involvement ensures continuity and consistency between the child's experiences at home and at Themba. We will work with you to find approaches and solutions that work best for your child. Our door is always open!

In the Infant and Toddler Programs, the emphasis is on physical, social, emotional and cognitive development while continuing to expand on the foundations of trust, security and relationships to others. The staff understand the special needs of this age group and guides each child along a path of discovery, fun and accomplishment. By providing an atmosphere where every child is accepted, where interests are nurtured, where natural curiosity is rewarded in a positive way, Themba helps each infant and toddler to learn that the world is a happy place, full of interesting experiences.

The Infant Program, ages 6 weeks to 18 months, places emphasis on individualized care, close personal attention, and a high level of parent-staff communication. Like you, we're concerned with giving your baby the very best start. Staff-child ratios are maintained at 1:3. We follow your child's daily schedule of napping, eating and diapering. The Infant Room is warm, cozy and bright. The strictest standards of hygiene are followed. Experienced caregivers cuddle, talk to and play with your baby, stimulating and encouraging cognitive, physical, social and emotional development. Themba personalizes the Infant Program to the needs of each infant. Therefore, there is no set program. Parent(s) should indicate the regular feeding, napping and playing schedule followed at home, in order to maintain a routine that is similar at the Center. Infants will be diapered routinely and as needed. Constant communication between parent(s) and the staff is necessary.

Themba provides	Parent's provide:
☺ A safe, developmentally appropriate classroom	☺ Diapers and baby wipes
☺ Trained caregivers	☺ Formula & baby food
☺ Two snacks per day for toddlers	☺ Labeled bottles/training cups
	☺ Labeled crib/cot sheet/blanket
	☺ Labeled clothing changes

The Toddler Program is also coordinated between parents and caregivers. Some modification of the individual schedule may be necessary to accommodate a larger group of children. All times indicated in the daily schedule are approximate. However, all activities listed will occur every day. Toddlers are encouraged to satisfy their natural curiosity and to explore the various play areas and activities and will be continuously guided by their caregivers. Structured activities such as circle time, outdoor play and introduction to arts and craft will be directed by staff and limited to a smaller group of children at any one time. An individual notebook will also be kept for daily notes between parents and caregivers.

General Health Concerns

Parents should communicate changes in schedule or routine, illnesses, pediatrician visits and immunizations...in short...any change that may reflect a change in the baby's mood or wellbeing. An individual notebook is kept at the Center for daily notes between parents and caregivers, as well as for any special instructions to caregivers. It is the parent's responsibility to keep information up to date and to communicate to caregivers.

It is of primary importance that the Infant and Toddler Programs be a healthy place for the children enrolled. Because children at this young age have not completed all immunizations, and have undeveloped immune systems, the risk of illness is higher than at other ages. Parents must be considerate of their own child's well-being, as well as the health of the other children. It is unacceptable to bring a sick infant or toddler to the Center. Please read the Parent Manual for a definition of illnesses and when children can return to the Center. We recognize how difficult this can be for working parents, but the health and welfare of all the children in our care is our greatest concern.

Due to health regulations and sanitary concerns, toddlers still using a bottle must be seated in a specific area while drinking from a bottle. They may be held, rocked or cuddled by a caregiver, but they may not walk around with a bottle. The same policy applies to pacifiers.

Pillows, blankets, stuffed animals are discouraged due to health regulations and sanitary concerns. Parents provide light-weight blankets and cot sheets that are crib sized for the child's use during naptime. These are sent home weekly or as needed for laundering...more than one set should be at the Center at all times. Special toys, stuffed animals or naptime "cuddlys" that help a child sleep may be placed in the crib or on the cot only at naptime.