



Dear Parents,

Positive Place Preschool's Infant/Toddler Program is designed to create and maintain the highest quality of care that encourages your child to reach his/her fullest potential socially, emotionally, cognitively, and physically. Our qualified staff is committed to providing a loving, nurturing and safe environment for your baby. A stimulating age appropriate curriculum will be implemented daily, providing sensory, language/dramatic play, large and small motor, and musical activities. Children will be encouraged to explore their surroundings and given ample opportunity to express their individuality.

It is essential that infants and toddlers alike are able to form strong bonds and positive relationships with their caregivers in order to create an environment in which they can thrive. Upon enrolling your child, he or she will be assigned to a primary caregiver. It is the responsibility of the primary caregiver to ensure that the individual needs of each child assigned to her are met. She will be responsible for following the personalized instructions for each infant such as feeding and napping schedules. The primary caregivers will also be responsible for filling out the detailed daily report for each child. This report will contain information such as nap times, feedings, diaper changes, and any supplies that your child may need replenished. The daily reports also serve as a means of communication between parents and staff members. We encourage open communication and welcome any questions or concerns.

Yours truly,

Nicole Kenworthy  
Child Care Director



### Infant/Toddler Classrooms General Daily Schedule

7:30-8:30	Arrival/Welcome Time
8:30-9:00	Breakfast/Snack
9:00-9:30	Gross Motor Activities/Outdoors
9:30-11:30	Teacher Directed Activity Time/Sensory Activities
11:30-12:30	Lunch Time & Nap Time Preparation/Quiet Activities
12:30-2:30	Nap Time & Musical Stimulation
3:00-4:00	Snack Time & Gross Motor Activities
4:00-6:00	Children's Choice Time

**\*Please be aware that our staff recognizes the need for an infant's sleeping and feeding schedule to remain consistent with their schedule at home, and will try their best to accommodate this need by adhering to specified instructions provided on each child's questionnaire. The daily schedule is a sample of the activities each child will engage in throughout the day as part of the curriculum.**



## Infant/Toddler Environment

Our Infant Toddler Classroom is set up to meet the developmental needs of the children in our program. There are areas containing various materials designed to stimulate language skills, large and fine motor skills as well as promote sensory exploration. The children will have social interaction not only with their caregivers but with the other children as well.

### Clothing & Supplies

**(Please remember to label all items clearly)**

Parents will be asked to provide the following items for their child:

- A constant supply of disposable diapers and wipes
- Topical ointment and sunscreen (you will be required to sign a permission form upon enrollment regarding topical ointment and sunscreen; we will not apply diaper rash cream without this form).
- Formula in bottles (pre-measured) & food in original containers only, spoons, bottles or sippy cups
- 2 sets of weather appropriate extra clothes that will be kept at the preschool (include a hat for both cold and warm weather)
- Closed toed shoes for children who are able to walk
- 2 sets of bedding (fitted crib sheet, blanket) in a small backpack  
*\*Please note that infants less than 12 months old require a **sleep sack** and are not permitted to have blankets. Infants over 12 months will sleep on cots\**



### Feeding Plan

Upon enrollment you will be asked to provide the staff with the “Feeding Instructions Form,” a written feeding plan which includes information regarding the feeding schedule, specific formula/breast milk and nutritional needs. Both formula and breast milk will be heated in bottle warmers. The introduction of new foods must be updated with caregivers as needed. We ask that all newly introduced foods are tried at home for at least 3 days prior to sending it to the center. The feeding schedule will be modified as your baby’s nutritional needs change.

If your child should develop a food allergy or intolerance, please be sure to inform the caregivers immediately. We ask that you provide a doctor’s note stating exactly what foods to which he/she is allergic. All food allergies will be posted.

### Infant/Toddler Curriculum

The Infant/Toddler program staff is well trained in the implementation of age appropriate curriculum. The staff will encourage exploration, discovery and independence through a variety of activities. Both infants and toddlers are curious and learn through hands-on play and interaction with adults and other children. The staff will facilitate play throughout the day incorporating visual, physical, emotional and cognitive stimulation.

In addition, your child will be nurtured and shown individual attention and affection throughout the day. This will provide your child with a feeling of security and close physical and emotional attachment. It is very important that caregivers are warm, respectful and understanding during all interaction. This is demonstrated through facial expressions, tone of voice and body language. Also, caregivers who respond gently and swiftly to a crying child help to create a sense of security and a trusting relationship.