

Kids R Here



Parent Handbook 2023

Table of Contents

Table of Contents.....	2
Table of Contents Continued.....	3
Program Philosophy	4
Policies.....	4
Admission Requirements.....	4
Tuition/Other Fees.....	5
Hours of operation	6
Closing.....	7
Emergency Procedures.....	7
Licensing.....	7
Camers.....	8
Family Communication.....	8
Breastfeeding Policies and Resources.....	9
Breastfeeding Policies and Resources Continued.....	10
Breastfeeding Policies and Resources Continued.....	11
Clothing Guidelines	11
Meals.....	12
Illnesses & Injuries.....	12
Screentime Policies.....	13
Physical Activity.....	13
Physical Activity Continued.....	14
Child Care Weather Watch.....	15
Child Care Weather Watch Continued	16
Accountability of Staff.....	17
Curriculum	18
Discipline.....	18
Nap Time.....	19
Infants.....	19
Toddlers.....	20
Twos.....	20

Threes.....	21
Fours/Pre-K.....	21
Schoolers.....	22
Transportation.....	22
Field Trip/Event Days.....	22
Disenrollment.....	22
Termination.....	22
Emergency Preparedness Plan.....	23
KRH Policy Director/Caregiver Collaboration Addressing Challenging Behavior.....	24
Conroe Fee Structure.....	24
Montgomery Fee Structure	25
Spring Fee Structure	26

Our Philosophy

KRH believes that parents want the best for their children and the peace of mind that their childcare provider is implementing exactly that. We believe that all children are unique individuals and possess a marvelous capacity to learn; learning is best accomplished in an environment that is emotionally secure, physically safe, and fun! KRH feels that all children are unique individuals and should be recognized for their own individuality. We are dedicated to giving your children the best start in life by laying the foundation of a lifetime of learning and giving them the opportunity to realize their greatest potential for success by enriching their mind and body with child-centered experimental learning. We strive for children to develop integrity and fulfillment, but also encourage them to think critically, work cooperatively, solve problems creatively, and make decisions necessary to participate in society.

Children are precious and must receive care from adults who are capable, can meet individual needs, are empathetic, and harbors values that enable them to be excellent role models.

We Believe:

- That children should experience numerous positive learning milestones, leading to an increased sense of competence and independence.
- That children’s play is extremely vital to healthy physical development, acceptable social skills, and cognitive growth.
- That Our teachers, drawing upon their training and experience, must create an appropriate educational environment which carefully guides children from one developmental level to another.
- That parents contribute to, and enhance the quality of care offered here at Kids R Here.

KRH Vision:

Maintaining highest standards

- Maintaining the highest standards of quality childcare
- Nurturing children with loving care
- Providing a safe and secure environment
- Providing a clean and well-organized facility
- Offering quality educational that enhance:
 - Social-Emotional Development
 - Physical Development; Fine and Gross Motor Skills
 - Cognitive Development
 - Language Development

Enforce Basic Core Values Such as:

- Integrity
- Empathy
- Pride in self and community
- Respect for self and others
- Unity

Policies

Policies are reviewed annually and will have updates if necessary.

Admission Requirements

Equal Opportunity

KRH is an equal opportunity childcare center. We consider all applicants for enrollment, regardless of race, religion, color, sex, national origin, disability, or any other basis prohibited by law.

We will ensure that all possible accommodations for those with special needs that are as outlined by a healthcare professional. Refer to the Texas Minimum standard, subchapter F 746.2202. for more information.

- KRH will provide designated spaces for intervention sessions and therapies when needed.
- KRH will provide various language translations for literature and guardian resources.
- KRH respects all cultural backgrounds and will accommodate as needed.
- KRH will respect religion preferences.

Enrollment

Enrollment packages are provided to interested parents/guardians upon completion. We enroll based on first come, first served; once your enrollment packet is turned in and your registration fee is paid, it holds your placement.

The enrollment fee is based on each center's current prices or check the attached Fee Structure for your specific center.

All records must be filled out and kept available before admitting into childcare. In accordance with Minimum Standards, a completed immunization record must be on file at the Center prior to the first day of attendance for any child not attending Public School or a Pre- K Program. For more information, immunization requirements, visit www.dshs.state.us/immunize

Please see the Director or Assistant Director before your child's first day to make sure all records are complete.

Tuition/Other Fees

Tuition

Tuition is due every Friday.

There will be a late tuition fee of \$25/week implicated if not paid when due, this includes Workforce/NCI clients. We accept cash, card, or money orders as a form of payment.

Tuition is due whether your child attends or not. This is to keep your child's placement.

Families with more than one child enrolled receive a 10% discount on the older sibling's tuition.

We show appreciation to our families that are in a first responder, LEO, teacher, nurse/doctor, or city/state worker careers by giving a 10% discount off your weekly tuition. Tuition is put in on Monday, you have until the Friday of that week to pay.

KRH has a choose a free week policy; you may choose any one week that you do not have to pay tuition. This can only be done once every 365-day calendar rotation, for example if you take vacation the 2nd week of June you cannot have another vacation week until the 2nd week of June the next year. Please discuss your chosen week with the director prior. *You MUST be enrolled for a period of 365 days prior to use of the vacation week.

School age children's tuition changes when they attend whole days during the school year. If they attend 1-2 days of the week you will be charged normal schooler tuition. If they attend 3 or more days, you will be charged the summer program tuition. (If they do not attend at all during whole days, you will pay normal schooler tuition.)

Attached is our Tuition Fee Structure.

Other Fees

We have a late pick-up fee policy of \$1/minute for the first 5 minutes and \$5/minute for each additional minute per child if you do not pick up by 6:30 p.m. You must pay your late pick-up fee before your child(ren) can come back.

There is a supply fee twice a year that ensures we can buy classroom supplies. This will be requested in March and August. The supply fee is \$55 per family.

Refund Policy

KRH has a No Refund Policy, no monetary refunds will be given, though alternative refunds may be offered such as tuition credit if approved by the director or owner.

Hours of Operation

We are open from 6:00 a.m. to 6:30 p.m.

Arrival and Departure

We do not accept children after 9:30 a.m. unless you have called us in advance and have a doctor's note. You must pick up your child by 6:30 p.m. or a late fee explained above will apply.

Upon arrival and departure, you must follow procedures for checking your child in and out on either the location's software or roster.

Arrival Policy: You must walk your child into either the breakfast room prior to 8:30am or to their classroom if you arrive after breakfast has ended. Please ask the front office staff for assistance if needed. You must follow procedures for checking your child in.

Departure Policy: You must pick up your child from their classroom, please ask the front for assistance if needed. Office staff will let you know if your child is in their class, outside, etc. for a smooth pick-up procedure. You must follow procedures for checking your child out.

Release Policies

- Children will only be released to who is listed on authorized pick-up form.
- You must be prepared to show picture ID to pick up if requested.
- No one under the age of 17 can pick up children.
- You must indicate on your enrollment who can pick up your child.
 - To change an authorized contact, ask office staff for your child's file, correct the contact, and sign and date the change.
 - If not listed on form and last-minute changes you must provide written permission.

Updating Contact Information

To update contact information staff assistance at any time without, you may provide a note or e-mail the center.

Visitors/Open Door Policy

We have an open-door policy. Parents are welcomed to come visit at any time; however, we ask that you keep in mind interruptions might interfere with our daily activities.

All visitors must sign in and present proper ID

Door Code

We keep a door code for entry to the building to ensure safety of our children. This code is meant for family only, please do not share it.

Absences

If your child will be absent for more than 1 day, we ask you to give the center a call.

If no communication is made withdrawal will be implemented after 5 business days.

- KRH has a No Refund Policy, no monetary refunds will be given.

Closings

We observe the following holidays:

- New Year's Day
- Martin Luther King
- Good Friday
- Memorial Day
- 4th of July
- Labor Day
- Thanksgiving Day and the following Day
- Christmas Day and the following Day

Emergency Procedures

In the event of an emergency, such as severe weather, or a fire, KRH will follow our emergency procedures, which are posted in every classroom.

We perform monthly fire, severe weather, shelter, and lockdown drills to ensure that each teacher, and child is familiar with each emergency procedure, and will know what to do if an emergency should occur.

Inclement Weather Policy

On the rare occasion that KRH may be forced to closed or have delayed opening due to a situation beyond our control, (e.g. Ice storms, floods, hurricanes, electrical outages, no water) tuition will still be due. We follow CISD School closures in these cases.

If possible, we will communicate these closures/delayed openings by flyers in the lobby of your daycare and our Facebook Page.

Licensing

Minimum State Standards

KRH is licensed by the Texas Department of Family Regulatory Services and thus required to follow Minimum Standards set forth by the State of Texas and subject to their inspections. KRH exceeds those requirements in many areas such as ratios, required teacher requirements, curriculum, and safety standards. Current Inspection reports are posted in the office for all to view. The local licensing office is located at 2017 N. Frazier, St. Conroe, Texas, 77301. The phone number is (936)-756-1551. Website www.dfps.state.tx.us

It is the right of the licensing agency to perform their duties as follows:

- Interview children and/or staff records without prior notice or consent.
- Observe the physical condition of the child (ren) including conditions which could indicate abuse, neglect, or inappropriate placement and. If determined necessary, provide protective custody and/or have a licensed medical professional physically examine the child (ren).

Employees of KRH are considered mandated reporters. A mandated reporter is a person who, because of his or her profession, is legally required to report any suspicion of child abuse or neglect to the relevant authorities. These laws are in place to prevent children from being abused and to end any possible abuse or neglect at the earliest possible stage.

Cameras

Security Cameras

KRH security cameras are located outside of the facility and in all classrooms, hallways, storage room and our kitchen. Cameras are not in bathroom. All indoor and outdoor cameras are recording on a continuous loop. Camera access is not public due to privacy reasons and to protect the identity of all the children in our care. Only management and childcare state licensing agencies have access to the security cameras. If there is an incident management will review the camera footage and address any issues/concerns with parents/guardians.

*If an alleged incident of abuse or neglect occurs the following applies:

According to Senate Bill 1098 from the 88th Legislative Regular Session added section 42.04271 to the Human Resources Code states that the parents have the right to inspect any video recordings of an alleged incident of abuse or neglect involving their child provided that:

- Video recordings of the alleged incident are available;
- The parent or guardian does not retain any part of the video depicting a child that is not their own; and
- The parent or guardian of any child in the video receives prior notice from the facility.

Family Communication

Communication between KRH and the guardian about events

We will provide flyers, calendars, newsletters and occasionally reminders of events on our Facebook page.

We will post photos of events on our Facebook page

Family Participation

Guardians or approved visitors may visit the child at the center at any time during operating hours, from 6:00 am to 6:30 pm to visit and to observe the building, practices, activities, and equipment without any prior notice.

On occasion after business hours, we hold special events, and all families are encouraged to attend.

Parent Concerns

Guardians may reach out at any time between 6:00a.m. and 6:30p.m. with concerns about policies and procedures of KRH. Guardians are always welcome to speak to directors/office staff in person, over the phone, or by e-mail.

Parent Conferences

Parent conferences are scheduled for 20-30 minutes but may go over if needed.

Parent conferences can be scheduled for the following reasons but not limited to:

- Share academic progress and growth based on classroom observations, testing data, assessments, portfolio, and assignments.
- Learn from parents or guardians so you can be better informed about students' strengths, needs, behaviors and learning styles.
- Discuss enrichment or intervention strategies to support students' learning.
- Discuss issues that may be interfering with students' learning and growth.

Parents can request available time slots and will either receive written or verbal notice.

* KRH reserves the right to terminate a child with written or verbal notice due to parent by being rude, abusive, cursing, violent, biting, or harming staff.

Breastfeeding Policies and Resources

KRH will provide a comfortable place with an adult sized seat in our center or within a classroom that enables a mother to breastfeed her child. In addition, parents have the right to breastfeed or provide breast milk for your child while in care.

KRH follows the CDC's Human Milk Storage Guidelines listed below.

Human Milk Storage Guidelines

STORAGE LOCATIONS AND TEMPERATURES

<i>TYPE OF BREAST MILK</i>	Countertop 77°F (25°C) or colder <i>(room temperature)</i>	Refrigerator 40 °F (4°C)	Freezer 0°F (-18°C) or colder
Freshly Expressed or Pumped	Up to 4 Hours	Up to 4 Days	Within 6 months is best Up to 12 months is acceptable
Thawed, Previously Frozen	1–2 Hours	Up to 1 Day <i>(24 hours)</i>	NEVER refreeze human milk after it has been thawed
Leftover from a Feeding <i>(baby did not finish the bottle)</i>	Use within 2 hours after the baby is finished feeding		

These guidelines are for healthy full-term babies and may vary for premature or sick babies. Check with your health care provider.

Find more breastfeeding resources at: WICBreastfeeding.fns.usda.gov
www.cdc.gov/breastfeeding/

Logos for WIC, CDC, and USDA are displayed at the bottom of the infographic.

Supporting Breastfeeding Families in Early Care and Education (ECE) Programs

The Dietary Guidelines for Americans for 2020–2025 recommends that:



- Infants are exclusively breastfed for about the first 6 months of life.
- Infants continue breastfeeding along with starting appropriate solid foods at about 6 months of age.
- Infants continue breastfeeding for 1 year or longer.

Despite this recommendation, only 1 in 4 mothers reports breastfeeding exclusively through 6 months.

Breastfeeding has benefits for mothers and infants

Benefits for the Mother	Benefits for the Infant
<ul style="list-style-type: none"> • Lower risk for breast and ovarian cancer, type 2 diabetes, and high blood pressure 	<ul style="list-style-type: none"> • Lower risk for ear infections, gastrointestinal infections (diarrhea/vomiting), asthma, type 1 diabetes, obesity, and Sudden Infant Death Syndrome (SIDS) • Best source of nutrition for most babies

Storing breast milk at your facility

Breast milk is not a biohazard and does not require special handling. Expressed milk is a food and may be stored alongside other foods in any refrigerator that is appropriate for food storage. Make sure that breast milk is labeled with names and dates according to your ECE program’s policy and wash your hands before preparing breast milk to avoid contamination.

Federal reimbursement for serving breast milk to children older than 12 months

If your program participates in the Child and Adult Care Food Program (CACFP), serving breast milk is reimbursable at any age (similar to cow’s milk after 1 year). Breast milk is an acceptable substitute for all or part of the milk requirement in the CACFP meal pattern. If a mother breastfeeds her child onsite, this is also reimbursable.



How your facility can support breastfeeding moms

When mothers return to work or school and their child is in someone else's care, they may face barriers to continuing to provide their child breast milk. Here are some ways your ECE program can support mothers in reaching their breastfeeding goals:



- Be a cheerleader for parents and program staff who are trying to breastfeed.
- Establish procedures for storing and handling breast milk and for feeding breastfed infants.
- Post your breastfeeding policies onsite in visible spaces. You can find a sample policy in the Resources section.
- Train all staff on your facility's breastfeeding policies.
- Include breastfeeding-positive messaging and images in your resources and communications.
- Tell families about your program's breastfeeding policies when they tour your facility. When families provide breast milk in addition to other milk products, serve breast milk first.
- Share information with families on local lactation resources such as support groups and government support programs like USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).
- Welcome mothers to breastfeed onsite at any time. Create a comfortable, private space for breastfeeding or pumping. This could include a door, curtain, or furniture to serve as a privacy barrier; a relaxing chair or sofa; access to water or hand hygiene; and an electrical outlet and small table for pump and bottle supplies. Make sure mothers also feel welcome to breastfeed in the classroom.
- See if your state has an ECE Breastfeeding Recognition Program or offers professional development trainings on breastfeeding for your staff.
- Support your ECE staff who are breastfeeding or pumping by including them in your program's breastfeeding policies.
- Communicate with parents/guardians to establish a plan for children receiving breast milk during emergencies or natural disasters when a parent might not be reachable.

Resources

- [Better Kid Care Professional Development Trainings](#)
- [Ten Steps for Breastfeeding-friendly Child Care](#)
- [Preparing, Storing and Feeding Human Milk – Caring for Our Children](#)
- [Child and Adult Care Food Program Handbook](#)
- [Sample ECE policy for breastfeeding](#)
- If your state has a license for [Go NAP SACC](#), your ECE program may have access to trainings and technical support to help create a supportive breastfeeding environment for children in your care



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention

CS 330253-C August 10, 2022

Clothing Guidelines

Kids R Here recommends children wear clothing that is loose fitting, comfortable, and weather appropriate. We recommend avoiding wearing sandals, even when it's warm out, unless it has an

ankle strap to prevent falls/tripping. Closed-toe shoes like sneakers are strongly encouraged to prevent rocks, mulch, and gravel from getting stuck in their shoes. Clothing with drawstrings around the hood/neck are discouraged as it can propose a strangulation danger.

Most importantly, please dress your child(ren) in clothing that's okay to get dirty and stained – a major part of free play is allowing kids to get dirty!

Meals

Food Program

KRH is a part of the Child + Adult Care Food Program (CACFP). This program ensures that we are continuing to provide healthy and nutritious meals to your children by tracking what we serve, how much, and at appropriate times.

Mealtimes

Breakfast: 7:30a.m.-9:30a.m.

Lunch: 10:30a.m.-12:30p.m.

Snack: 2:30p.m.-4:00p.m.

Supper: 5:00p.m.-6:00p.m.

*No meals will be served after mealtime.

Nutrition/Other Meal Info

Nourishment takes on a new meaning at KRH, at our center we believe in the importance of nourishment. Your child receives a minimum of three healthy nutritious meals and/or snacks each day. Menus include foods that meet their daily nutritional needs as well as licensing requirements. You are encouraged to bring in meals/snacks if your child does not prefer a menu item or has an allergy.

Kids R Here follows a state approved food program, Child and Adult Care Food Program.

Our priority is to ensure that we provide a healthy and safe environment for the children in our care. Therefore, our policy only allows pre-packaged food items to be brought in for class treats, parties, or any other instance where the treat is being shared. We also implicate policies such as, using food gloves, styrofoam cups, portion control.

You may pack your child a meal if desired, we will help children open items and heat up or refrigerate food if needed.

Illnesses and Injuries

Injuries

Should your child have an accident or suffer a minor injury while at our center, we will administer basic first aid and you will be notified.

If your child is injured while in care and requires medical attention, you will be contacted to pick up your child. If for some reason we cannot reach you, KRH will see appropriate medical attention.

If your child is injured while in care you will be given an incident report within 24 hours detailing what happened, how the accident occurred, and what we did to help.

We have safety measures; however, accidents can happen. We will notify 911 as well as you

Biting Policy

- The child who bit is removed from the situation
- The bitten child will be comforted
- The classroom environment will be assessed
- The bitten areas will be cleaned and given ice
- An ouchie report will be filled out and given to you
- The parent of the child bitten and the parent of the child who bit will be notified (The identity of the other will be kept)
- After a child bites four documented times and/or bites once in the face will face Suspension or termination

Illnesses

Children may not remain at KRH if they have the following symptoms or illnesses:

- Vomiting
- Diarrhea 3 times within a single hour
- Fever of 100.3 or higher
 - They must be fever free for 24 hours before returning, unless with a DR's note stating it is not contagious.
- They are too sick to participate
- Present case of lice
 - Children can return after being treated with zero signs of issues remaining.

Non-contagious health problems will be managed per physician's written instructions.

Medication

All meds must be signed in and kept in a locked drawer in the front office. No meds are allowed in classrooms.

All medicine brought in must be in original container with child's full name. We cannot administer any medicine that is not signed in, so please be sure to sign in all medicine with child's name, name of medicine, dosage needed, and time of administration.

Screen Time Policies

Screen time activities are not permitted for children under the age of two years.

We may use a screen time activity to supplement, but not to replace, an activity for a child who is two years old or older that is described in §746.2507 of Minimum Standards for Child-Care Centers.

Screen time activities must be planned activities that meet educational goals, is age-appropriate, does not exceed one hour per, is not used during mealtime, snack times, naptimes, or rest times, does not include advertising or violence, is turned off when not in use.

A school-age child may use screen time without restriction for homework.

Kids R Here does not permit any electronic devices such as phones, tablets, computers, etc unless it for homework for a school-age child.

Physical Activity

Physical activity has many benefits we wish to promote including, but not limited to strengthening muscles, bones, hearts, and lungs, improving coordination, balance, and flexibility, and promoting self-esteem. Outdoor play provides for greater freedom and flexibility, fuller expression through loud talk, and a greater range of active movement.

Kids R Here provides a balance of active and quiet play that includes both group and individual activities, for indoor and outdoor activities, requiring a minimum of 60 minutes of moderate to vigorous active play for toddlers and a minimum of 90 minutes of moderate to vigorous active play for pre-kindergarten age and older. Children will be taken outside two times a day if the weather permits. Infants will be engaged in outside time for as long as they can tolerate, as there are no set times for children under 12 months. Children 13 months through pre-kindergarten age will be engaged in outdoor play for a minimum of 60 minutes.

External Programs of physical activity include but are not limited to The Giggle Bus, Dance Class, Splashpad, and other special events/field trips.

Outdoor Physical Activity

Outdoor play provides for greater freedom and flexibility, fuller expression through loud talk, and a greater range of active movement. Outdoor play also extends opportunities for large muscle development, social-emotional development, and small muscle development by offering variety, challenge, and complexity in ways that are not attainable in a confined indoor space Child Care Regulations HHSC. (2023). *Minimum Standards for Child-Care Centers*.

<https://www.hhs.texas.gov/sites/default/files/documents/doing-business-with-hhs/provider-portal/protective-services/ccl/min-standards/chapter-746-centers.pdf>

While outdoors, children will be encouraged to participate in unstructured play such as: pretend play on the play structures, collecting rocks, exploring their environment. They will also be encouraged to participate in structured play such as: to run, jump, and climb as well as interact in teamwork centered games and activities, such as Red-Light Green Light, tag, and hide and seek.

Outside activities will take place on designated playground or outside area at their respective scheduled times if weather permits. If extreme weather occurs that prohibit or limit outside activities then we will ensure physical activity still occurs by choosing an inside activity such as freeze dance, musical chairs, acting out songs, small relay races, etc.

Extreme weather is defined as heat advisories, thunderstorms, tornados, hurricanes, freezing temps, or freeze warnings. For example, outside activities will only be permitted for up to 15 minutes at a time when the temperature is 95+ degrees or below 55 degrees. Attached is Child Care Weather Watch Resource.

Understand the Weather



Wind-Chill

- 30° is *chilly* and generally uncomfortable
- 15° to 30° is *cold*
- 0° to 15° is *very cold*
- 32° to 0° is *bitter cold* with significant risk of *frostbite*
- -20° to -60° is *extreme cold* and *frostbite* is likely
- -60° is *frigid* and exposed *skin will freeze* in 1 minute

Heat Index



- 80° or below is considered *comfortable*
 - 90° beginning to feel *uncomfortable*
 - 100° *uncomfortable* and may be *hazardous*
 - 110° considered *dangerous*
- All temperatures are in degrees Fahrenheit!

Child Care Weather Watch

Wind-Chill Factor Chart (in Fahrenheit)

Air Temperature	Wind Speed in mph															
	Calm	40	5	10	15	20	25	30	35	40	45	50	55	60	65	70
40	40	36	34	32	30	29	28	28	27	27	27	27	27	27	27	27
30	30	25	21	19	17	16	15	14	13	13	13	13	13	13	13	13
20	20	13	9	6	4	3	1	0	-1	-1	-1	-1	-1	-1	-1	-1
10	10	-1	-4	-7	-9	-11	-12	-14	-15	-15	-15	-15	-15	-15	-15	-15
0	0	-11	-16	-19	-22	-24	-26	-27	-29	-29	-29	-29	-29	-29	-29	-29
-10	-10	-22	-28	-32	-35	-37	-39	-41	-43	-43	-43	-43	-43	-43	-43	-43
-20	-20	-34	-41	-45	-48	-51	-53	-55	-57	-57	-57	-57	-57	-57	-57	-57
-30	-30	-46	-53	-58	-61	-64	-67	-69	-71	-71	-71	-71	-71	-71	-71	-71

Comfortable for outdoor play

Caution

Danger

Heat Index Chart (in Fahrenheit %)

Temperature (F)	Relative Humidity (Percent)															
	40	45	50	55	60	65	70	75	80	85	90	95	100	105	110	115
80	80	80	81	81	82	82	83	84	84	85	86	86	87	87	87	87
84	83	84	85	86	88	89	90	92	94	96	98	100	103	103	103	103
90	91	93	95	97	100	103	106	109	113	117	122	127	132	132	132	132
94	97	100	102	106	110	114	119	124	129	135	140	145	150	150	150	150
100	109	114	118	124	129	136	141	147	153	159	165	171	177	177	177	177
104	119	124	131	137	143	149	155	161	167	173	179	185	191	191	191	191
110	136	142	148	154	160	166	172	178	184	190	196	202	208	208	208	208

Child Care Weather Watch

Watching the weather is part of a child care provider's job. Planning for playtime, field trips, or weather safety is part of the daily routine. The changes in weather require the child care provider to monitor the health and safety of children. What clothing, beverages, and protections are appropriate? **Clothe** children to maintain a comfortable body temperature (warmer months - lightweight cotton, colder months - wear layers of clothing). **Beverages** help the body maintain a comfortable temperature. Water or fruit juices are best. Avoid high-sugar content beverages and soda pop. **Sunscreen** may be used year around. Use a sunscreen labeled as SPF-15 or higher. Read and follow all label instructions for the sunscreen product. Look for sunscreen with UVB and UVA ray protection. **Shaded** play areas protect children from the sun.

Condition GREEN - Children may play outdoors and be comfortable. Watch for signs of children becoming uncomfortable while playing. Use precautions regarding clothing, sunscreen, and beverages for all child age groups.

INFANTS AND TODDLERS are unable to tell the child care provider if they are too hot or cold. Children become fussy when uncomfortable. Infants/toddlers will tolerate shorter periods of outdoor play. Dress infants/toddlers in lightweight cotton or cotton-like fabrics during the warmer months. In cooler or cold months dress infants in layers to keep them warm. Protect infants from the sun by limiting the amount of time outdoors and playing in shaded areas. Give beverages when playing outdoors.

YOUNG CHILDREN remind children to stop playing, drink a beverage, and apply more sunscreen. **OLDER CHILDREN** need a firm approach to wearing proper clothing for the weather (they may want to play without coats, hats or mittens). They may resist applying sunscreen and drinking beverages while outdoors.

Condition YELLOW - use caution and closely observe the children for signs of being too hot or cold while outdoors. Clothing, sunscreen, and beverages are important. Shorten the length of outdoor time.

INFANTS AND TODDLERS use precautions outlined in Condition Green. Clothing, sunscreen, and beverages are important. Shorten the length of time for outdoor play.

YOUNG CHILDREN may insist they are not too hot or cold because they are enjoying playtime. Child care providers need to structure the length of time for outdoor play for the young child.

OLDER CHILDREN need a firm approach to wearing proper clothing for the weather (they may want to play without coats, hats or mittens), applying sunscreen and drinking liquids while playing outdoors.

Condition RED - most children should not play outdoors due to the health risk.

INFANTS/TODDLERS should play indoors and have ample space for large motor play.

YOUNG CHILDREN may ask to play outside and do not understand the potential danger of weather conditions.

OLDER CHILDREN may play outdoors for very short periods of time if they are properly dressed, have plenty of fluids. Child care providers must be vigilant about maximum protection of children.

Understand the Weather

The weather forecast may be confusing unless you know the meaning of the words.

Blizzard Warning: There will be snow and strong winds that produce a blinding snow, deep drifts, and life threatening wind chills. Seek shelter immediately.

Heat Index Warning: How hot it feels to the body when the air temperature (in Fahrenheit) and relative humidity are combined.

Relative Humidity: The percent of moisture in the air.

Temperature: The temperature of the air in degrees Fahrenheit.

Wind: The speed of the wind in miles per hour.

Wind Chill Warning: There will be sub-zero temperatures with moderate to strong winds expected which may cause hypothermia and great danger to people, pets and livestock.

Winter Weather Advisory: Weather conditions may cause significant inconveniences and may be hazardous. If caution is exercised, these situations should not become life threatening.

Winter Storm Warning: Severe winter conditions have begun in your area.

Winter Storm Watch: Severe winter conditions, like heavy snow and ice are possible within the next day or two.

Playground Safety

KRH firmly believes in providing a safe place where children of all abilities can play together. An inclusive playground will ensure a positive, engaging experience for all children that breaks down the barriers to exclusion, both physical and social, providing a rich experience for all. All children are required to go outside twice per day for a minimum of at least 60 minutes, weather permitting, per childcare licensing regulations. Children always have access to drinking water while outside. Our teachers provide reminders and encourage the children to take regular water breaks.

Kids R Here follows the outdoor play guidelines published in the *Stepping Stones to Caring for our Children: National Health and Safety Performance Standards; Guidelines for Out-of-Home Child Care Programs*. We follow the Child Care Weather Watch chart (Condition GREEN, Condition YELLOW, Condition RED) as closely as possible. *CHART ATTACHED BELOW

When a class has scheduled outside time all children must stay with their class, the teacher will continuously walk the playground while visually and auditorily supervising the children and will complete name to face checks when entering and leaving the playground.

Administration and other teachers will inspect the playground daily to ensure that the playground is free from dangerous circumstances such as poisonous plants or insects, trip hazards, trash, etc and will report any unsafe conditions immediately so that they may be addressed and corrected as soon as possible.

Sunscreen and Bug repellent

Sunscreen and/or Bug spray may be applied to your child while they are in attendance, and there will be permission slips included in each enrollment packet. Sunscreen and insect repellent will be labeled with each child's first name, last initial, date received, and expiration date, and will be kept in the office until needed.

Indoor Physical Activity

While indoors, children will be encouraged to participate in unstructured play such as building towers, riding a toy, chasing bubbles, tummy time, and throwing a ball into a can. They will also be encouraged to participate in structured play such as: Dancing, yoga Simon Says, acting out stories and Musical Chairs.

Accountability of Staff

Our Director

Our director has an executive director's license, that is posted in the front office, this means she is qualified to run multiple daycare centers.

Requirements of Teachers/Staff

Any person who is employed at KRH must be at least 18 years old, have a high school diploma or equivalent, and is certified in CPR and First Aid.

KRH has a policy in place that does not allow staff to babysit children outside of work, due to the differences in environments. Our Center does not take any responsibility for any services that staff provides outside of our facility.

Curriculum

In each of the programs at KRH, Toddlers; Two's; Three's; Four's; and School age, we provide activities that meet each child's emotional, social, and cognitive needs as well as enriching all other developmental milestones. Each class has their own age-appropriate curriculum that is specifically designed for their age group. This includes, learning ABCs, numbers, colors, shapes, identifying body parts, expressing feelings, days of the week, months of the year, handwriting practice, and beginning levels of Spanish. Please look at the curriculum bulletin board for a more in-depth calendar of what is going on in your child's classroom curriculum.

The purpose of our lessons and activities being taught at KRH is because the day children are born, they are learning. They are absorbing. As a result, the early experiences in a child's life are critical to their long-term development and health. The most rapid period of brain development is between birth and age eight, making early education a key component to a child's success.

Early childhood education gives little ones the opportunity to learn, discover, and play in a safe, nurturing environment outside of their home. In our classrooms, children are encouraged to explore colors, letters, numbers, sounds, nature, art, and other topics, while simultaneously fostering curiosity and developing core motor and social skills.

Discipline

We take a preventative approach to discipline that teaches children positive behavior rather than punishing them for misbehaving. Our goal at KRH is to encourage and help build skills that allow the children to make good choices, function independently, respect others, adapt to routines and simple rules, and become responsible group members. We teach our children to care for their classmates and teachers as well as think of other's feelings.

Kids R Here discipline techniques are based on a positive approach, praising the child's behavior, and redirecting the inappropriate behavior. To achieve this goal, we apply principles that build self-esteem and avoid shaming practices. As such, we accomplish order and discipline through close supervision, gentle guidance, and redirection. Inappropriate behavior includes the use of profanity, fighting, biting, disrespectfulness, and failure to respond to the directions of a teacher. In most cases we will first try to work together with the parents to correct this behavior. We are committed to our responsibility for the care and well-being of each child in our care. Therefore, we DO NOT allow serious behavior to continue. The child may be suspended and or terminated as the director determines appropriate for the wellbeing of all concerned.

****NOTICE**** KRH follows a strict NO TOLERANCE policy. If we believe any child's behavior endangers the safety of another child or staff member at any time, that child will be suspended/terminated from our center immediately and all fees/tuition will not be refunded

Our staff and director work as a team to not only maintain an atmosphere the parents can feel safe leaving their children with, but also a loving place for the children to feel welcomed and adored. Please feel free to communicate with us if you have any questions or concerns. Happy kids mean happy parents, and nothing makes us happier than having you pick us for your childcare needs.

Attached is our Steps for Challenging Behavior Policy

Punishment

KRH discipline techniques are based on a positive approach, praising the child's behavior, and redirecting the inappropriate behavior. To achieve this goal, we apply principles that build self-esteem and avoid shaming practices. As such, we accomplish order and discipline through close supervision, gentle guidance, and redirection. KRH has a strict no corporal punishment policy.

KRH follows a strict NO TOLERANCE policy. If we believe any child's behavior endangers the safety of another child or staff member at any time, that child will be suspended/terminated from our center immediately and all fees/tuition will not be refunded.

Nap

Our nap time is from noon until 2 p.m. This time is for all classes, including school age. We do not make children sleep, but this is considered quiet time so they must stay on their nap. If your child does not nap our teachers prepare a silent activity for them such as coloring, reading, or play dough.

KRH provides all mats and assigns one to your child that remains only theirs, you may bring your child their own mat if you wish. Parents must supply a blanket if your child is enrolled in the toddler, two's, three's, or four's classroom.

All bedding must be taken home on Friday to be washed/sanitized for the following week.

Infants

We provide daily reports each day noting diaper changes, feedings, nap times, and any other info we may think you wish/need to know.

Policies in the Infant Room

All formula bottles must be premade. We have a fridge in the classroom to ensure quality. We also have a bottle warmer for babies that prefer their milk warm.

Due to our limited space, we do not allow cloth diapers. You will supply diapers, wipes, and an extra pair of clothing.

According to DFPS babies under 12 months are not allowed blankets in cribs. Due to this we recommend sleep sack or long sleeve clothes if your baby gets cold easily. DFPS also does not allow teething necklaces or pacifier clips.

- You must fill out an Infant Feeding Form and sign/update every 30 days to ensure we follow your infant's feeding needs.
 - If you need to update before the 30 days, you may do so by requesting the form.

Biting Policy

- The child who bit is removed from the situation
- The bitten child will be comforted
- The classroom environment will be assessed
- The bitten areas will be cleaned and given ice
- An ouchie report will be filled out and given to you
- The parent of the child bitten and the parent of the child who bit will be notified (The identity of the other will be kept)
- After a child bites four documented times and/or bites once in the face will face Suspension or termination

Toddlers

We provide daily reports each day noting diaper changes, feedings, nap times, and any other info we may think you wish/need to know.

Policies in the Infant Room

Due to our limited space, we do not allow cloth diapers. You will supply diapers, wipes, and an extra pair of clothing.

DFPS does not allow teething necklaces or pacifier clips.

Curriculum

Circle Time consists of subject material that is appropriate for their age and developmental stage such as learning to identify colors, shapes, ABCs, and numbers. Their teachers work on these subjects by singings songs, reading books, talking with them throughout the day, and showing fun pictures. Our ones are also being introduced to age and developmentally correct material such as identifying body parts (eyes, nose, mouth, hands, feet, etc.); expressing feelings; manners (please and thank you); how to communicate; and maximizing their emotional development with silly songs.

Biting Policy

- The child who bit is removed from the situation
- The bitten child will be comforted
- The classroom environment will be assessed
- The bitten areas will be cleaned and given ice
- An ouchie report will be filled out and given to you
- The parent of the child bitten and the parent of the child who bit will be notified (The identity of the other will be kept)
- After a child bites four documented times and/or bites once in the face will face Suspension or termination

Twos

We provide daily reports each day noting diaper changes, feedings, nap times, and any other info we may think you wish/need to know.

Policies in the Infant Room

Due to our limited space, we do not allow cloth diapers. You will supply diapers, wipes, and an extra pair of clothing.

DFPS does not allow teething necklaces or pacifier clips.

Biting Policy

- The child who bit is removed from the situation
- The bitten child will be comforted
- The classroom environment will be assessed
- The bitten areas will be cleaned and given ice
- An ouchie report will be filled out and given to you
- The parent of the child bitten and the parent of the child who bit will be notified (The identity of the other will be kept)

- After a child bites four documented times and/or bites once in the face will face Suspension or termination

Curriculum

Circle Time consists of subject material that is appropriate for their age and developmental stage such as learning to identify colors, shapes, ABCs, numbers, and days of the week. Their teachers work on these subjects by singings songs, reading books, talking through activities, and using visual learning with flash cards and posters. Our twos are also being introduced to age and developmentally correct material such as identifying body parts (eyes, nose, mouth, hands, feet, etc.); expressing feelings; manners (please and thank you); how to communicate; and maximizing their emotional development with silly songs.

Your child is also meeting and exceeding physical milestones by participating in exercise and recess twice a day, weather permitting.

Threes

Our threes class is designed to help children transition from toddlerhood to being pre-k ready.

If your child is not yet potty-trained our teachers help transition to that milestone.

Curriculum

Circle Time consists of subject material that is appropriate for their age and developmental stage such as learning about the weather, days of the week, months of the year, day placement, shapes, numbers, their ABCs, and colors in English and Spanish. Their teachers work on these subjects by singing songs, reading books, visual learning with flashcards and posters, and interactive games/activities.

They are also being introduced to age and developmentally correct material such as expressing feelings; learning manners; how to communicate; pre-k readiness with curriculum such as handwriting practices (ABCs, numbers, and their name); maximizing their emotional development with fun activities.

Your child is also meeting and exceeding physical milestones by participating in exercise and recess twice a day, weather permitting.

Fours

DFPS requires all children not enrolled in school and turning 4 before September 1st receive a hearing and vision screening that is due by May 31st. Without this, your child may not be allowed back to school.

Curriculum

Circle Time consists of subject material that is appropriate for their age and developmental stage such as learning about the weather, days of the week, months of the year, day placement, shapes, numbers, their ABCs, and colors in English and Spanish. Their teachers work on these subjects by singing songs, reading books, visual learning with flashcards and posters, and interactive games/activities.

They are also being introduced to age and developmentally correct material such as expressing feelings; learning manners; how to communicate; pre-k readiness with curriculum such as

handwriting practices (ABCs, numbers, and their name); maximizing their emotional development with fun activities.

Your child is also meeting and exceeding physical milestones by participating in exercise and recess twice a day, weather permitting.

Schoolers

School age children's tuition changes when they attend whole days. If your child attends during times like spring break, thanksgiving break, Christmas break, etc. their tuition raises to the summer program tuition. Please see your director for prices. If your child does not attend during breaks, you will be charged normal tuition.

Field Trips

Field trip permission slips must be signed, dated, and returned for your child to participate. Field trips are an award for good behavior, meaning it is a privilege. Behavior can remove the right to go on a field trip.

Transportation

KRH provides transportation to and from school, field trips, and emergency care if authorized. Vehicle emergency plans are always in the van.

Schoolers

We ask that if your child is not going to ride the bus that you notify us in advance. KRH provides booster seats in both vans for children that are required to use. KRH reserves the right to suspend/terminate transportation of children who misbehave on the bus. This includes but is not limited to not putting on seat belt, jumping up and down while the bus is in motion, or distracting the driver.

Field Trips

Field trip permission slips must be signed, dated, and returned for your child to participate. Field trips are an award for good behavior, meaning it is a privilege. Behavior can remove the right to go on a field trip.

Field Trips/Event Days

Field trip permission slips must be signed, dated, and returned for your child to participate. If the field trip/event day is at the center, you must sign your child up on the signup sheet. Field trips/event days are an award for good behavior, meaning it is a privilege. Behavior can remove the right to go on a field trip or participate in event days.

Disenrollment

KRH asks that if you plan to unenroll your child that you give us a two-week notice. All fees must be paid in full by the last day.

Termination

KRH reserves the right to terminate a child with written or verbal notice for the following reasons:

- Noncooperation of a child or parent by being rude, abusive, cursing, violent, biting, or harming the other children or staff.
- Delinquency in payment, recurring tardiness picking your child up, inability for a child or parents to adjust to the center.

No fees will be refunded if termination occurs. KRH typically will provide a weeks' notice of termination, however, the center reserves the right to immediately terminate enrollment if we feel warranted.

Steps leading up to termination include behavior reports, warnings documented in your child's file, guardian/director/caregiver conferences.

Emergency Preparedness Plans

All emergency plans are posted by all exits. Every classroom has emergency plans posted by the doors.

There are also emergency plans located in the vans.

Thank you for choosing Kids R Here to help grow with you and your child!

Contact us at:

Conroe

(936) 523 1622

Kidsrhere@yahoo.com

Montgomery

(936) 494 2860

Kidsrheremontgomery@yahoo.com

Spring

(281) 353 0446

Kidsrherespring@yahoo.com

KRH Policy Director/Caregiver Collaboration

Addressing Challenging Behaviors

1. First, A KRH staff member will talk to the parent/guardian about the behavior issues that are ongoing at pick-up or with a phone call.
2. We will have the parent/guardian sign a behavior report detailed about the situation that occurred, to log conversations that are being held about behavior.
3. Second, if the behavior persists, we will call home so that the parent/guardian can talk to the child and/or come up to the center to talk to them in person.
4. Next, if the behavior persists, we will then send the child home for the day.
5. Then, if the behavior persists, the child will be suspended from care for 3-5 days.
6. If the child comes back from suspension and the same behavior persists, care will then be terminated. * No fees will be refunded if termination occurs. KRH typically will provide a weeks' notice of termination, however, the center reserves the right to immediately terminate enrollment if we feel warranted.

*If we find a particular behavior disruptive and/or a danger to classmates or staff, we reserve the right to immediately go to step 4 without addressing steps 1-6

KRH Conroe Fee Structure

Registration Fee – 1st child (charged 1x)	\$75
Registration Fee – 2nd child (charged 1x)	\$50
Registration Fee – 3 or more children (charged 1x)	\$130
Supply Fee (charged per child in March and August each year)	\$55
Late Payment Fee (charged if prior weekly tuition was not paid on that Friday or if WF Parent Fee was not paid by the end of assigned month)	\$25/week
Late Pick-up Fee (charged if child(ren) are not picked up by 6:30pm)	\$1/minute per child for the first 5 minutes, \$5/minute per child for each additional minute
Infants	\$230
12-17 Months	\$220
18-23 Months	\$215
2's	\$205
3's	\$180
Pre-K/4's	\$175
Before/After School	\$130

Before School	\$105
After School	\$120
Schooler Holiday Break	\$140

KRH Montgomery Fee Structure

Registration Fee – 1st child (charged 1x)	\$80
Registration Fee – 2nd child (charged 1x)	\$55
Registration Fee – 3 or more children (charged 1x)	\$140
Supply Fee (charged per child in March and August each year)	\$55
Late Payment Fee (charged if prior weekly tuition was not paid on that Friday or if WF Parent Fee was not paid by the end of assigned month)	\$25/week
Late Pick-up Fee (charged if child(ren) are not picked up by 6:30pm)	\$1/minute per child for the first 5 minutes, \$5/minute per child for each additional minute
Infants	\$270
12-17 Months	\$260
18-23 Months	\$250
2's	\$240
3's	\$230
Pre-K/4's	\$220
Before/After School	\$160
Before School	\$120
After School	\$130
Schooler Holiday Break	\$160

KRH Spring Fee Structure

Registration Fee – 1st child (charged 1x)	\$100
Registration Fee – 2nd child (charged 1x)	\$125
Registration Fee – 3 or more children (charged 1x)	\$150
Supply Fee (charged per child in March and August each year)	\$55
Late Payment Fee (charged if prior weekly tuition was not paid on that Friday or if WF Parent Fee was not paid by the end of assigned month)	\$25/week
Late Pick-up Fee (charged if child(ren) are not picked up by 6:30pm)	\$1/minute per child for the first 5 minutes, \$5/minute per child for each additional minute
Infants	\$270
12-17 Months	\$260
18-23 Months	\$230
2's	\$225
3's	\$215
Pre-K/4's	\$210
Before/After School	\$110

Before School	\$70
After School	\$95
Schooler Holiday Break	\$185