

GRISWOLD

CHILD DEVELOPMENT CENTER

PARENT HANDBOOK

GRISWOLD PUBLIC SCHOOLS
2015- 2016 School Year
Nancy Duda, Director
860-376-7619

Welcome to the Griswold Child Development Center. We are happy that you have chosen our center. It is our intention to provide high quality care for your child in a warm, nurturing environment. All policies and procedures have been developed following the State of Connecticut Department of Public Health, Day Care Licensing regulations and statutes. If you have any questions or concerns about our center, your child and his/her development, or any other areas that we may be able to help you with, you need only to ask. We are here for you and your child! Once again, Welcome!

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Griswold Child Development Center Philosophy

The Griswold Child Development Center philosophy is that each child will be respected and accepted for their individuality.

We believe that learning is developmental and will occur naturally in an environment which encourages and accepts the growth of each child.

We feel that children learn about their world through exposure to many experiences, their exploration in creative play and the development of positive self-esteem and interpersonal relationships.

The GCDC program is designed to provide a positive, loving atmosphere and provide experiences that promote the growth of the whole child, physically, socially, emotionally and intellectually.

The GCDC will also strive to provide educational opportunities for students enrolled in the school system through the School-to-Career program.

Program Goals

The Griswold Child Development Center will strive to:

1. Meet the needs of children in a safe and nurturing setting that can support healthy growth and development;
2. Provide appropriate play experiences that contribute to the developmental needs of the child;
3. Foster the development of the physical, social, emotional and cognitive skills of each child;
4. Encourage each child to develop a positive self-concept and healthy social relationships with their peers;
5. Provide a partner to support parents in the care of their children;
6. Provide or facilitate access to an array of child and family support services;

Program Policies

Hours of Operation

The Griswold Child Development Center operates Monday through Friday, 7:00 a.m. to 4:00 p.m. and follows the Griswold Public Schools calendar, operating August to June. The GCDC is closed on recognized holidays and vacations. See the enclosed school calendar.

August 26, 2015 Center opens for the 2015-2016 school year.

Holidays and Closings

The GCDC is closed on the following days:

*Parents are responsible to pay for the following holidays:

September 7, 2015	Labor Day*
October 12, 2015	Columbus Day*
November 11, 2015	Veteran=s Day*
November 25, 2015	Early Closing Before Thanksgiving (2:00pm)
November 26, 2015	Thanksgiving Day*
November 27, 2015	Thanksgiving Break
December 24, 2015- January 1, 2016	Holiday Break
January 18, 2016	Martin Luther King Day*
February 15, 2016	President's Day*
February 16, 2016	Winter Recess *
April 18 – 22, 2016	Spring Recess
March 25, 2016	Good Friday*
May 30, 2016	Memorial Day*
June 10, 2016	Tentative Last Day -

Snow Closings, Delays and Early Dismissals

In the event of inclement weather, the GCDC will follow the school closing/delay notices. In the morning, we follow GHS/afternoon GES.

Notices will be broadcast by the following stations:

WICH (1310 AM)	WVIT, Channel 30
WILI (98.3 FM)	WDRG (102.7 FM)
WKSS (95.7)	WVVE (102.FM)
WTIC (96.5 FM 1080 AM)	WCTY (97.7 AM)

A reminder - regular tuition is due regardless of center closing due to inclement weather.

Enrollment

The Griswold Child Development Center services children between the ages of 6 weeks and 5 years of age. Priority is given to teen parents enrolled in Griswold High and residents of the town of Griswold. Enrollment is based in order of priority and availability. Priority is as follows:

Student enrolled in Griswold High School - Full-time placement

Student enrolled in Griswold High School - Part-time placement

IF A GHS TEEN PARENT NEEDS CHILD CARE, IT MAY BE NECESSARY FOR THE LAST ENROLLED CHILD IN THE CENTER TO HAVE HIS/HER ENROLLMENT TERMINATED.

Families with children presently enrolled in the Center

Griswold Resident - Full-time placement

Griswold Resident - Part-time placement

Employees of the Town of Griswold - Full-time placement

Employees of the Town of Griswold - Part-time placement

Out of Town - Full-time placement

Out of Town - Part-time placement

Note: Part-time placement consists of a child attending a minimum of two days per week. There are a limited number of slots for children attending part-time.

Program Sections - The center consists of two sections:

Infant Section (Birth to 15-18 months)

The program is designed to simulate as much as possible, the child's typical day at home. The daily routines evolve from each child's individual schedule. Included in the day are activities to stimulate sensory development and perception, physical development, social interaction and communication and language development.

The infant program accommodates up to eight infants. We maintain a one to four adult/ child ratio at all times.

Parents must furnish the following items: formula or milk in plastic labeled bottles, baby food in labeled containers, disposable diapers, wipes, several changes of clothing, bibs, pacifier if needed and a warm blanket. A daily schedule is kept by parents and caregivers so that we all are aware of how the child's day was and of the child's eating, sleeping and elimination habits. If a baby is on any medication, the GCDC staff must be informed.

Toddler Section (15-18 months to three years)

When developmentally ready, a child enters our toddler program. Here, the children are introduced to a more structured environment, while still reaping benefits from a small group experience. Included in the day's activities are fine and gross motor activities, dramatic play, language and literacy activities, music and movement, art materials and blocks. Children are encouraged to nap, however if a child is resistant they will be able to rest quietly on their cot with a book.

The toddler program accommodates up to eight toddlers. We maintain a one to four adult/child ratio at all times.

Parents are to furnish the following items: disposable diapers, wipes, many pairs of training pants if the child is potty training, a full set of extra clothes (including, shirt, pants, underpants, undershirt, socks and shoes). If the child has a favorite cuddle toy or blanket for nap time, please bring it to the center.

Please bring warm coats, hats and mittens every day in the winter because your child will be participating in outdoor play. Boots are required on snowy days. Except in extreme weather, conditions, we go outdoors daily even if only for a few minutes.

Preschool Program - Servicing Children ages 3-5 years

Children may enter the Griswold Child Development Preschool program at 2 years 10 months if developmentally ready and may attend until the child enters kindergarten.

The children learn about themselves, their community and their world in special monthly units presented at Acircle time. During the Aactivity time period, children move freely among weekly planned activities; choosing from art, music and movement, cooking, sand and water play, stories, puppetry, block building, housekeeping, group games and dramatic play.

Program Activities:

The following is a list of program activities and our objectives for the activities. These activities are offered on a daily basis in all programs. Activities are geared to the age and the abilities of each child and the group.

Block Building: Large muscle development, eye-hand coordination, cooperative play, creative self expression, problem solving, concepts such as size and shape, sense of accomplishment.

Dramatic Play: Cooperative play, self expression, development of imagination, spatial relationships, opportunities for verbalization and communication of ideas.

Creative Art: Self expression, sense of satisfaction and pride, sense of form, design and color, expression of ideas, interests and feelings, motor control through manipulation, creativity.

Music and Rhythm: Group interaction, expression of feelings in musical and rhythmic ways, development of listening skills, tone and rhythm awareness.

Library Area: Appreciation of the value of books, reading for pleasure and information, development of vocabulary, language skills, and listening skills.

Language Arts: Development of oral and written language concepts, language development, development of listening and communication skills, improved vocabulary, whole language development.

Table Top Activities: Perception of size, shape, color and relationship to other things, problem solving and judgment, eye-hand coordination, experience with counting, sorting, grouping and quantity, practice in classification, sequencing and patterning, familiarity with shapes, letters and numbers, understanding of cause and effect, small motor development.

Sand and Water Play: Tactile experience, imaginative and creative play, experience in measuring and pouring, opportunities for social interactions.

Large Motor Activities: Release of energy, development of large muscle coordination, freedom of movement, group interaction and creative, imaginative play.

Science Activities: Experience in observation, experimentation and testing, comparing, classifying, stimulation of curiosity, interest, and exploration, language development, sensory experience.

Math Activities: Understanding of numbers, size, shapes and quantities, measurement, counting, sorting, classification, spatial relationships.

Birthdays: Parents who want their child to celebrate a birthday at the G.C.D.C. need to notify the staff in advance. Fruit or muffins are welcome.

Nap/Rest Time: There is a daily nap or rest time for the children. If your child does not nap, he or she must rest quietly on a cot.

Registration Procedures and Requirements

In order to enroll a child in the Griswold Child Development Center, a parent or guardian must be residents of the town of Griswold or enrolled full-time at Griswold High School. The parent or guardian must schedule a pre-enrollment meeting with the director to discuss our program. Several forms must be completed before the child begins. A registration packet is given to parents on their first visit to the center, or may be mailed to the parent. The packet includes:

1. Registration Form
2. Enrollment Contract
3. Health Record
4. Emergency Medical Authorization Form
5. Authorization for prescriptions and non-prescription medication
6. Permission for Participation
7. Copy of the Parent Handbook
8. Emergency Contacts
9. Authorization for Pickup

Any questions may be directed to the director or head caregiver of the center. After reading the handbook, parents will sign the form indicating they have read and understand the policies included in the GCDC handbook.

A non-refundable \$50.00 registration fee shall be paid upon enrollment of each new child, and upon the re-enrollment for each new school year, a \$25.00 re-enrollment fee is due. Additionally, one week's tuition is due to reserve your child's space at that time. This will be used as tuition for your child's last week at the center. An additional week's tuition is due on the child's first day. **No space is reserved and enrollment is not official until registration and enrollment forms are complete, the \$50.00 registration fee and a week's deposit have been paid. Neither are refundable once paid.**

For high school students who may have difficulty paying the \$50.00 registration fee, \$25.00 re-enrollment fee, and/or balance of the tuition from Care for Kids (CFK), they may make in-kind contributions. Please see the Director.

We reserve the right to a trial period of two weeks upon admitting a child to the GCDC. If after two weeks the Head caregiver or Director do not feel we can offer appropriate services for your child, the child will be withdrawn. If problems develop at any time during your child's care and education at the GCDC, parents will be notified. Every attempt will be made to refer the family to a more appropriate setting that meets the child's or family's needs.

Tuition

Weekly tuition does not change because of a child's illness, holidays or snow days. Parents are responsible to pay for all scheduled days as agreed upon at enrollment. Child care fees for the 2015-2016 school year are as follows:

Infant/Toddlers	\$175.00 weekly (full-time) \$ 50.00 daily (part-time)
Preschool	\$153.00 weekly (full-time) \$45.00 daily (part-time)

***Tuition is due the Friday before each week. As of Monday, the first day of the current week, tuition will be considered late. A late fee of \$10.00 per day will be assessed to any account not paid by the previous Friday. If we do not receive payment on Tuesday, your child will not be able to attend that day, until paid. If your account is still delinquent (5 days overdue) your child will be withdrawn from the program.**

Care for Kids Funding to Community Member Families

Community members may be eligible to apply for or may already be receiving Care for Kids funding must comply with the following:

1. The entire Care for Kids application and necessary documentation must be submitted 35 days prior to enrollment start date to ensure acceptance.
2. The Center must accept written notice of acceptance into the Care for Kids before the child's first day at the Center or payment of the first week's tuition is due. If tuition is not paid, the child may not attend. Tuition will continue to be due on the first day of each week until an acceptance letter has been received. Please note parents who are accepted into the CFK may still have to pay part of the monthly tuition. Once accepted any overpayments will be refunded.
3. Should a parent opt not to make this payment, an enrollment slot cannot be held. Their child will be removed from enrollment and placed on the waiting list. Re-enrollment will be based on availability.

Care for Kids Funding to Teen Parents

1. Prior to determination funding through CFK, teen parents' weekly tuition fees for full time childcare at the GCDC will be as follows:
At time of enrollment, teen parents will be responsible for paying \$25.00 a week. Teen parents may choose to work in the Center 3 hrs/wk in lieu of the weekly payment.

2. Once Care for Kids contribution funding is established through the program, what will teen parents be expected to pay each week for full time childcare at the GCDC? Depending upon the tuition that CFK will cover, teen parents may expect to pay \$25.00 to \$75.00 for full time care. Teen parents may choose to work at the Center for 3 hrs/wk in lieu of paying \$25.00 a week.
3. If the CFK program funds the entire weekly tuition payment, the GCDC will reimburse the family for payments made to date.

Parent Involvement

According to the National Association for the Education of Young Children, a high quality early childhood care and education program should establish close ties between families and the program and provide opportunities for meaningful parental involvement. A daily schedule is kept by parents and caregivers so that we all are aware of how the child's day was and of the child's eating, sleeping and elimination habits. The Griswold Child Development Center encourages parents to talk with your child's caregivers daily. This will enable parents to ask questions, voice any concerns and/or offer suggestions. The more involvement between parents and caregivers, the more cohesive the program will become for the child. Communication is important to foster a relationship of understanding and cooperation between the GCDC and parents. Newsletters, bulletin board, and other written communication are used for this purpose. Please check your child's cubby everyday for letters and notices. Parents are also welcome to make an appointment with the primary caregivers or director for a conference.

Parents are encouraged to visit the center anytime. Please keep in mind that some children (especially toddlers) have a difficult time when they see their parents and are unable to leave with them. If they do cry, it usually lasts only a minute or two.

Volunteers

Our program is part of the Child Development courses offered at the high school. The students in these classes may observe and interact with children in the center. The students may bring in healthful snacks, prepare an activity and/or be involved in the daily routine of the center. The students involved are under the guidelines of the center and directed by teachers or caregivers in the room.

Teen parents enrolled in the Graduation, Reality and Dual-Role Skills (GRADS) course at the high school will visit their children at the center as part of a Alearning laboratory to foster positive parent-child interactions.

Disenrollment

Parents must give a two week written notice to the director before your child stops attending the GCDC. Failure to do so will result in a charge of one week's tuition.

Meals and Snacks

Parents provide all meals and snacks for their children. **Meals need to be put in a lunch box and labeled with your child's name.** Those children arriving between 7:00 -8:00 a.m., may bring breakfast in addition to lunch and three snacks, including beverages. We encourage awareness of the nutritional value of lunches. Try to offer at least one item from each food group. Young children need simple and easily digested foods since their digestive ability is not as well developed as that of adults. Omit hard-to-digest foods such as rich desserts and sweets, sauces, gravies, fried foods, and highly seasoned foods. Avoid snacks and beverages high in sugar, sodium and fat and those containing artificial sweeteners and chemical food additives. **Juices are 100% juice, not 10% products.** Per our healthy food policy, no sugary foods are to be served to the children. No Chocolate or Peanut Butter.

Appropriate snack foods for toddlers

Yogurt	Whole Grain Breads
Cottage Cheese/Cheeses	Crackers
Fruits cut into small pieces	Rice
Vegetables cut into small pieces	Vanilla Pudding
Meats cut into small pieces	100% Juice
Tuna fish	Milk
Grapes – must be cut into small pieces	
Cold, Dry or Hot Cereals such as Oatmeal, Kix, Cheerios, Cream of Wheat, etc.	

Toddlers do not always chew their food properly; instead they may gulp their food. For safety reasons, foods should be served in very small pieces to prevent choking. Therefore, the following snacks should not be sent in with your child

Unsafe foods for toddlers

Popcorn	Whole Hot Dogs
Nuts	Raw Carrots
Celery Sticks	Whole Grapes

Other age inappropriate foods

Refrigerator and cabinet space is available for storage of food. **Parents are required to label all prepared bottles of formula or breast milk, baby food, lunch boxes and thermoses with their child's name. The staff can also warm foods in the microwave, therefore all foods must be precooked, cut, peeled, etc.** Any unused portions of formula, breast milk or other foods will be discarded after each feeding. Information on the child's consumption of foods will be recorded on the Daily Routine Communication Sheet. Toddlers are served their snacks at approximately 9:00 and 2:15.

Due to peanut allergies, we do not permit peanut butter in the Center.

Feeding Procedures

Infants will be held when being bottle fed. Once an infant begins solid foods (4-6 months) the staff will follow the parent's recommendations for introducing foods and will observe children for signs of allergic reaction and inform the parents. High chairs will be used for infants who are able to sit up for solid foods (about 7 months of age).

Depending on the individual needs of the toddler the child may be seated in a high chair or at a toddler table during feedings. The use of small tables and chairs will assist toddlers in learning to feed themselves.

Clean up and storage of unused items

Unused food items will be discarded and consumption amounts recorded on the Daily Communication Record. Used paper goods will be discarded.

Supervision of Children

It is our belief that there is no more important resource in an early childhood program than the caregiver. As recommended by the State of Connecticut Department of Public Health, Day Care Licensing the infant/toddler ratios will be one adult to four infants/toddlers in groups of eight children.

Infant	6 weeks to 15-18 months:	Eight Infants to Two staff
Toddler	15-18 months to 3 years:	Eight Toddlers to Two staff
Preschool	3 years to 5 years:	Ten Preschoolers to One Staff

Older toddlers needing to use the restroom down the hall will be escorted by a staff member and the floating staff or director will step in to supervise the group. These ratios will be maintained at all time, both outdoors and indoors throughout the day including nap times.

Outdoor Play

Outdoor play is an important aspect of every child's day. Children need fresh air, sunlight, and the freedom of outdoor play in all seasons. Children in all sections will play outside daily except in cases of rain or extremely cold weather (at the discretion of the director or head caregivers).

Parents are responsible for providing appropriate outdoor clothing for their children. In the center situation, the child who is too sick to go outside is considered too sick to be at the center. Even in winter months, short periods of outdoor time are vital to restoring good health.

Discipline Policy

The staff at the Griswold Child Development Center shall provide each child with guidance that encourages and promotes a positive self-concept and teaches self-control and acceptable behavior. Discipline and behavior guidance used by each caregiver will at all times be constructive, positive and suited to the age of the child.

The following standards and rules will apply:

1. Children will receive positive interaction by a caregiver (smiling, holding, touching, and speaking at eye level) throughout the day.
2. To prevent unacceptable behavior from occurring, the staff will:
 - X model appropriate behavior (please, thank you)
 - X arrange the classroom environment to enhance the learning of behaviors that are acceptable (child size furniture, low shelves, a variety of age appropriate toys and activities)
 - X use descriptive praise when appropriate behavior is occurring (John, I'm so pleased that you put all the blocks on the shelf!)
3. When unacceptable behavior is about to occur/is occurring, the staff will use:
 - X redirection: substituting a positive activity for a negative activity
Example: Child is throwing blocks - (Remember our rule. Blocks are for building. If you want to play a throwing game, you may toss these bean bags in the bucket.)
 - X distraction: change the focus of the activity or behavior
 - X give warnings and reminders: Example: (Hannah, where do we put the blocks when we're finished playing with them?)
 - X active listening: to determine the underlying cause of the behavior
Example: (It sounds like you're really upset because the paint spilled on your picture you worked so hard on.)
 - X separation from the group: this is only used when the less intrusive methods have been tried and the behavior of the child is dangerous to him/herself or the other children. In the event that time out is used the child will remain in sight and hearing of the staff. The child will be separated from the group for a maximum time of two minutes.
4. **The GCDC staff believes that parents and child care staff must work together to deal with persistent behavioral issues such as biting, unusual or dangerous aggression or other issues. Parents will be contacted for a conference when a child appears to be unusually stressed, anxious or otherwise motivated to engage in negative behaviors.**

5. Biting is a very serious problem in any early childhood program. However, it is not unusual behavior for infants and toddlers, especially when they are teething. We will make every attempt to work with both the child and parents to correct the behavior. If a bite breaks the skin, the injured child must receive medical attention. If severe biting is persistent, the GCDC may be forced to disenroll a child (sometimes only temporarily).

6. Additionally, staff is prohibited from using the following, unacceptable discipline procedures which will result in immediate dismissal, they include:

- 1) Any form of physical punishment
- 2) Abusing a child
- 3) Humiliating a child
- 4) Withholding food from a child
- 5) Placing a child in a confined space

Late Pick Up

The Griswold Child Development Center closes promptly at 4:00 p.m. The staff of the center understands emergencies and delays can occur unexpectedly. However, we cannot, in any case waive late charges. Therefore, it is key to have a back up pick-up system for such emergencies.

A late fee of **\$15.00, per child** for each quarter hour or portion thereof is charged for children remaining after **4:00 p.m. (Classroom/School clock will determine the time)**. This policy is strictly enforced and fees must be paid on the day of the offense or within three days. If the fee is not paid promptly, the child must be withdrawn. If three instances of late pickup have been noted, the director will notify the Department of Children and Family. Any parent who is consistently late (over three offenses) must withdraw their child. Late fees are used to cover the high cost of paying at least two staff overtime.

When a child has not been picked up at closing the staff will call the parent(s) and/or emergency contacts beginning at 4:15 and continuing to contact parents or emergency contacts every 15 minutes. If after one hour there has been no contact with the parents or emergency contacts, the police will be notified.

No staff member is to remove a child from the center except when previously approved by both the parent and director.

Attendance

If your child will be absent on a scheduled day, we ask that you call the center as soon as possible to notify the staff. Regular tuition is due regardless of absences due to illness or other reasons. (860) 376-7619

Arrival and Departure

1. Arrival - **Each child must be accompanied into the center and signed in our daily attendance sheet. Alert the staff of your arrival and share any necessary information about your child. Children must arrive to the center by 9:00 a.m.**
1. Departure - **Each child must be accompanied out of the center by a parent or authorized person and signed out in our daily attendance book. Inform the staff of your departure. Remember to check your child's cubby, for notes and belongings to go home on a daily basis.**

***** For your protection and the protection of your child, we will not release your child to anyone who is not authorized to pick him/her up. Those people who you wish to authorize to pick up your child must be listed on your Parent Authorization Form. If someone is scheduled to pick up your child and he/she is not listed on the form, you must give us written notice, including the name of the person who will be picking up your child, the date and your signature. Any person picking up your child will be required to show a picture ID and leave a signature in the sign out book.**

Emergency Procedures

Safety

1. Our room is safe for infants who crawl and toddle.
2. The floors are cleaned, toys washed and eating surfaces disinfected daily.
3. Cribs and cots are assigned to individual children and cleaned weekly.
4. Emergency procedures are posted in the GCDC.
5. Monthly fire drills will be conducted.
6. In the event of a real fire, the designated evacuation site is Griswold Elementary School.

Sick Child

Your child should remain at home when he/she is not well enough to participate in the full programs, including outside activities. It is important to keep your child at home when ill to minimize the spread of illness and to restore his/her health.

You should NOT bring your child to the center if:

- **a temperature is over 100 degrees without medication. The child needs to be fever free for 24 hours before returning. Fever is not a disease but a sign that the body is fighting something.**
- **the child has consistent diarrhea- this means if a child has a couple of instances of loose stools they should remain at home. The child can return after 24 hours and has NO diarrhea.**

- **the child is vomiting. The child can return 24 hours after the last bout of vomiting.**
- **their eyes are red, swollen, and have yellow discharge. This may be pink eye. They need to be on medication for 24 hours before returning.**
- they have an infectious disease. They must be on medication for 24 hours before returning. Please talk to staff about particular instances if you are unsure.**
- **should your child need to go home due to illness, you will be notified and have one hour to pick up your child from the time you receive notification.**
- **contagious illness requires a doctor's note stating the illness, enabling the child to return to the G.C.D.C.**

You may bring your child to the center if: the child has a slight cold with no fever; rash from new food, or mild non-contagious diaper rash, child is fussy from teething and fussing from immunizations. Please be sensitive to others in the center. The better we are able to contain an illness, the healthier the center will be. A daily health inspection is given upon each child's arrival at the child development center. The child may be sent home if any symptoms of illness are apparent upon arrival or if such symptoms appear during the day. In such cases, your child will be immediately isolated from the other children and parents will be contacted. Parents must arrange to pick up their child within one hour of being notified. If a parent/guardian does not pick up a sick child within one hour, a conference will be scheduled with the director. The staff at the GCDC understands it is not always easy to leave work to pick up a sick child. Therefore, it is key to have a backup system for such emergencies. Tuition is due regardless if the child is absent.

Non-Prescription Medication

Topical creams (diaper ointments) may be applied by a staff after a proper authorization form for non-prescription medicine has been completed by the child's physician.

Please note the GCDC limits the administration of medications to the following topical medications:

1. Non prescription diaper changing ointment that is free of antibiotic or steroidal components.
2. Non prescription mediated powders
3. Non prescription teething medications, and

Parents and volunteers are reminded that no medicine should be kept in handbags or school bags while they are stored in the center. The nurse consultant helps outline policies concerning health issues and may be called upon to observe and/or check your child.

Complaint Procedure

We hope that these policies, along with staff efforts, will make the day care experience an exciting, warm and loving experience for your child and you. If, at any time, you have a problem, it needs to be discussed and resolved as soon as possible. Please take the following steps in this sequence. Discuss your concern with:

1. Your child's caregiver. If you feel your problem has not been resolved, then,
2. The Director. If you still feel your problem is unresolved, then,
3. The Building Administrator.

IT IS THE POLICY OF THE GRISWOLD BOARD OF EDUCATION NOT TO DISCRIMINATE IN ANY OF ITS EDUCATIONAL PROGRAMS, ACTIVITIES OR EMPLOYMENT PRACTICES ON THE BASIS OF RACE, SEX, NATIONAL ORIGIN, COLOR, AND RELIGION, HANDICAPPING CONDITION, AGE, SEXUAL ORIENTATION OR MARITAL STATUS.

CONTACTS

Title IX Coordinator – Curriculum Director - 376-7600

Title VI Coordinator – Curriculum Director - 376-7600

Section 504 Coordinator - Director of Special Education - 376-7650

Civil Rights Coordinator - Curriculum Director - 376-7600

08/2015