



Toddler and Preschool Classrooms
Informational Packet



Toddler and Preschool Classrooms

Water Bottles

Please send a water bottle for your child with their name on it. Your child will be given their water bottle multiple times throughout the day and at every meal. We will be able to refill their water bottles with filtered water in the room. If you would like to provide milk, please make sure it is a single serving milk carton. Please do not send juice for your child.

We do not have the capabilities of properly sanitizing cups and/or water bottles. Please do not ask your child's teacher to wash and reuse the same cup and/or water bottle.

Milk (Green Room)

If you are bringing whole milk for your child to drink, please bring a milk cup that is clearly labeled as milk with your child's first name and last initial visible. Please notify your child's teachers that you are bringing milk and when it should be offered (ex. at meal times, before nap, after nap, etc.) If your child drinks whole milk on a daily basis, you have the option to provide a carton or gallon of milk that can remain at the school that will be refilled at the specified time. Milk cups need to be returned home at the end of every day.

Food

The Holy Spirit Child Development Academy does not prepare nor provide meals and snacks for the children in our program. Parents will need to provide lunch and snacks daily for their child. All food that is distributed to children, other than your own, must be store bought and pre-packaged. Depending on the age of your child and their eating habits, you will need to provide between **2-4 items for each snack time and 3-5 items for each lunch time**. Please send nutritious snacks and lunches. Avoid sending foods high in sugar and caffeine. We have a small fridge in the classroom to keep some items cold such as milk products. We ask that all parents pack their child's lunch box with an ice pack as we do not have sufficient space to keep ALL items that need to be refrigerated in the classroom refrigerator.

If you drop off your child between 7:00 AM and 7:30 AM, you have the option of packing a breakfast for your child that he or she can eat at the Academy. **Breakfast should contain between 1-3 items** for each child depending on the age or the child's eating habits. Please note that if you drop off after 7:30 AM, your child should eat a healthy and nutritious breakfast at home.

All children should have their food in “containers” that can easily be opened without assistance as we encourage the children to become independent. If you are providing anything other than finger food, please provide utensils for your child, even if they are in the toddler classrooms.

We have an example meal plan available for parents to view. Please note that we are not nutritionists and this meal plan is only intended to provide parents with an idea of items to pack for your child. Parents DO NOT have to follow this meal plan.

Per the State of Florida Department of Children and Families, all lunchboxes and drink cups are required to be labeled with your child’s first and last name.

Naps

Nap time will be from 12:00 PM to 3:00 PM in the toddler classrooms and 12:00 PM to 2:00 PM in the preschool classroom. The children will sleep on cots with a blanket or nap mat and a nap time buddy (if needed). All nap time items will be sent home on Fridays to be washed and should be returned to the Academy the following Monday.

Attire

The children are very active at the Academy – both in the classroom and on the playgrounds. When on the playground, we encourage them to climb, slide, jump, run, skip – all to develop their large motor skills. It is important that children are dressed so that it does not interfere with their ability to develop these large motor skills, or that it does not contribute to an injury. For girls, we ask that parents not dress them in large billowy dresses – they are a tripping and falling hazard when climbing. In addition, the shoes that a young child wears should be form fitting, appropriately sized, and with traction. We require that all children wear shoes that are closed toe, form fitting, and that provide traction. Flip flops and open-toed sandals are prohibited for children to wear during the school day. Please provide extra clothing that can get stained, torn, or thrown away when soiled.

Labels

Please label **ALL** items that are brought into the Academy for your child such as clothing, shoes, cups, containers, etc. If an item is not labeled, we cannot guarantee that we can return it if it becomes lost.

Responsibility Bags

We aspire to create an environment where children can be independent and attend to their own needs. In the spirit of independence, the Holy Spirit Child Development Academy will provide bags for the children. These bags will hold their extra change of clothes, lunch box, a folder and any necessary items that may be needed. These bags will be replacing the use of backpacks.

Diaper Cream, Sunscreen, and Bug Spray

When you enroll your child, you will complete an Authorization to Dispense External Preparation form. You will select the topical ointments or preparations that you wish the Academy to apply on your child. Teachers will apply diaper cream/ointment as needed at diaper changes and sunscreen or bug spray when your child goes outside. ***ALL medication and topical ointments must be given to the Front Office.***

Toilet Training (Toddler Classrooms)

In our toddler classrooms, we are actively toilet training children that are developmentally ready. We strive to make this transition as easy and comfortable as possible. ***It is essential that parent's partner with the teachers to make the home and school toilet-training consistent.*** Children must always be honored during this process. We ask that parents bring extra clothing during the toilet training phase; this would include several changes of underwear and/or pull-ups, several pairs of pants or shorts, a couple of shirts or tops, and several pairs of socks. Teachers may also request a second pair of shoes from time to time. We do not allow children to “borrow” clothing from other children and we do not keep extra clothing available for emergencies.

While your child is going through the toilet training phase, please be aware that sometimes clothing articles may not be salvaged due to a need to maintain a hygienic and healthy environment.

Self-Soothers (Toddler Classrooms)

We understand the comfort a child may feel with a certain stuffed animal, lovey, pacifier, blanket, or another object that a child has grown attached to. We will offer the self-soother at nap time or whenever the child needs the extra comfort. We encourage the children to express and vocalize their emotions so we can aid them in their social-emotional growth. We have a calming corner in the classroom where the children can practice their self-regulation skills.

Pacifiers will not be encouraged in the Blue Room and will only be used until a child is comfortable in the classroom environment.

Folders (Preschool Classroom)

Students will be given folders that will contain artwork and school work. The children will be responsible for bringing them to school and taking them home every day.