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***“Guiding the Minds of Tomorrow!”***

**Parent Hand Book**

2023/2024

**Welcome to Riverbend Learning Center.**

**We thank you for entrusting us with the education, care and well-being of your child.**

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Winter, Spring & Summer Camp: Kindergarten-9 years old

**\*Forms that need to be detached and returned to the office**

**prior to enrollment!**

 -Child Enrollment Application

 -All About Me Form

 -Internet Camera Acknowledgement, Consent and Waiver Form

 -VPK Attendance Policy- (Only VPK Children)

 -Tuition Agreement

***Mission Statement***

As a family owned and operated facility, our goal is to provide a safe and productive “home away from home” for your child. The most important years for emotional, social and intellectual development are from birth through five. It is necessary to provide a child with a strong educational background that gives them the confidence to succeed. Our facility creates an environment filled with love, respect and acceptance, all of which are conducive to this process. Riverbend teachers are experienced and educated in all aspects of Early Childhood Development. Using a developmentally appropriate, research based curriculum as our framework, we will guide your family on the journey of developmental milestones up through school readiness. We pride ourselves on a positive and hands- on approach to learning. Riverbend maintains an open-door policy and we invite you to visit as often as you wish. The Administrative Team is available any time for your questions or comments. Enjoy all of your experiences at Riverbend!

**Riverbend Learning center does not discriminate against any student or staff member based on race, color, religion, or national origin and is committed to its non-discrimination practices in the acceptance and treatment of its students and staff members.**

**Staff**

Riverbend Learning Center strives to employ experienced, dedicated, professional educators. Our staff consists of an Administrative Team, Teachers, Teacher Assistants and Floaters. All staff members are strongly committed to the academic, social and physical well-being of each and every child. Throughout the day, Riverbend teachers encourage your child to explore, inquire and create through planned activities. We work toward developing self- confidence and independence in each child, while cultivating a joy for school and knowledge.

Our staff works together as a team to ensure stability and consistency in the progression toward school readiness. If the unfortunate event that a teacher substitution is needed, parents will be notified as soon as possible.

Riverbend Learning Center follows the established regulations from the state concerning training and certification. Every teacher participates in yearly professional development courses to ensure the latest innovations in early childhood education are being utilized.

**Security**

Maintaining a safe and secure environment for your child is a priority to us at Riverbend Learning Center. A *secure gate entry and security cameras* are two features we are pleased to be able to offer our families. An authorized adult is required to come into the center and escort the child to and from their classrooms. A sign-in/out sheet is provided for each child. **Signing your child in/out is required by law!!** No child shall be released to any persons other than the parent/guardian and authorized individuals listed on the “Child Enrollment form”. If someone other than the listed individuals needs to pick up your child, the following procedure must be followed.

 1. The parent must call prior and notify the office of who is coming.

 2. The office will ask you for your Parent Release Code (below), to confirm it is you they are speaking with.

 3. The individual picking up must stop by the office and present their photo ID. They must not know the parent release code!

-Submit your families Parent Release Code on the enrollment forms.

A **Secure Gated Entry** is another safeguard we provide your family. Families are provided a gate code to enter. Please do not hold the door open, allow your children to know the code or give the code to anyone.

**Adjusting**

Starting a new school can be exciting, but sometimes met with uncertainty by the child. Stay long enough to get them comfortable in their new surroundings, and keep good- byes brief to lessen anxiety. Gradually, your child will become familiar with the routine and it will become easier for him/ her to become engaged in the activities. Every classroom is equipped with a telephone. We encourage you to call during rest time to talk with your child’s teacher (when the teacher will have the most time to speak with you). Most children and their families adjust within two to three weeks. It is a difficult transition for your child to go from being home with family, to going to school. To help ease this transition, start by adjusting to the new classroom schedule before their first day. Use positive reinforcement to encourage good behavior, and always show YOUR enthusiasm, support and patience when in the new environment. Finally, keep the lines of communication open with your teachers.

**Registration & Deposit**

A registration fee is due upon initial registration. The non-refundable registration fee includes processing of your application, insurance, educational materials and supplies. A deposit of 1 weeks tuition is required by your 90th day of enrollment. The deposit is applied towards your child’s last week of attendance at Riverbend. ***The Director or Assistant Director must be notified one week prior to your last week of attendance; lack of notification will result in forfeiture of your last week’s prepaid tuition.***

Thereafter, the annual registration fee is due at the time of fall registration (May). The registration fee will be prorated for new students enrolling for summer sessions only. There will be an annual cost of living increase in tuition each August.

**Attendance & Tuition**

Our staff monitors the attendance at our facility throughout the day. It is the parents’ responsibility to abide by the law of the state of Florida, and sign their child in at drop off time and sign them out at pick up time. Anyone you have authorized to pick up your child must also abide by this law.

Tuition payments are due on Monday of the current week (weekly billing) or the first of each month (monthly billing). We accept cash, check, credit cards and money orders. We provide tuition express online to make payments.

If a tuition payment is not received by Wednesday (weekly), or by the 5th day of the month (monthly), a $ 10 daily late fee per child will be charged to your account. If your account is two weeks past due, you will be in jeopardy of being withdrawn from the facility. To obtain their space back, you will need to re-register into the program and have a zero balance. If your account becomes past due again you will lose your space and not be permitted back.

A $10.00 sibling discount in tuition will be applied for each sibling that is enrolled full-time. There will be no discount for tuition when enrollment is part-time.

**Vacation and Absent Credits**

At Riverbend, your tuition is a requirement to hold your child’s space. **After 90 days of enrollment**, each child receives 2 credits. A vacation credit is worth one week’s tuition. Your child must be out 5 consecutive days in a week to use the vacation credit. The absent credit is worth 50% of your weekly tuition and may be used when your child is absent a majority of “your” week.

**You may not use your credits if you have an existing balance or if it is towards your last week of enrollment.** If you miss a partial week (for any reason) after those benefits are used, there is no discount! You must pay the entire tuition to hold your child’s space.

**Hours and Late Fees**

 Riverbend is open Monday thru Friday, 6:30 am - 6:00 pm. Administration is available from 7:30 am -5:30 pm. Any payments made after 5:00 pm must be placed in the drop box located outside the office door.

Any child picked up after 6:00 pm will be charged a late fee of $10.00 for the first 5 minutes and $1.00 every minute after that. This payment must be paid in cash by the end of the week. Any child left at the center after 6:30 pm (without notification from a parent) will result in a phone call being placed to local authorities per the Department of Children & Families.

Riverbend functions as a preschool! Being an academic facility, we ask that all children are present and ready to learn by 9:00am for VPK and 9:30 am for infants thru preschool 4. Riverbend tries to maintain affordable child care by maintaining an adequate staff/ child ratio. We take a daily count at 10:00 am, sending home any excess staff members. We do not permit drop off after 12 noon. If you are running later than 9:30 am, we require a phone call. Minimizing interruptions to classroom activities is very important to classroom management. We do not want your child to miss out on important curriculum- related activities.

**3 hour only VPK families will have a late charge applied beginning 5 minutes after dismissal time.**

**Holidays and school closings**

Riverbend will be **closed** on the following days: **\***New Year’s Day, \*Martin Luther King Jr., **\***President’s Day, **\***Good Friday**,**\*Memorial Day, **\***Independence Day,\*(2) August Teacher Workday **\***Labor Day, **\***Veterans Day**, \***Thanksgiving Day and the **\***Friday proceeding. **\***Christmas Day.

**\***Christmas Eve and **\***New Year’s Eve we will **close at** 12:30 pm. If any of the above dates fall on a weekend we will observe on either the preceding Friday, or the following Monday.

**\*RLC has the right to change the above dates or close the school as needed, with ample notification.**

**Weather and other Emergencies**

\*When warnings and watches begin, start checking your local news…

When the St. Lucie County school board closes, **we close.**

We **do not** wait for them to reopen!! Riverbend can reopen as long as we have power or generated power and clean water.

Our goal is to open and get back to normal as soon as possible. With the past storms, we were able to open by generator the following day (we had **no** damage).

\*We will do our best to notify everyone we have opened, through phone calls, television, newspaper, radio and most effective: notices on the gate!! It is your responsibility to utilize the above resources.

\*If we needed to evacuate our building we will go to the post office directly next door or Veterans Memorial Park Boat Ramp Pavilion.

**Please do not forget the wonderful absent or vacation credit that Riverbend gives you. You can utilize them during these uncertain times.**

**Health Requirements DC&F code-22.004**

Riverbend follows state regulations regarding the maintenance of proper health records. \*Please note that some children in our care may not have current immunizations. The following records are ***required for enrollment***:

* Department of Children and Families blue Immunization Form (with expiration date)
* Department of Children and Families yellow (Statement of good physical health record)
* Department of Children and Families Immunization exemption form.

The Department of Children and Families audits your child’s records periodically throughout the year. If your child’s file is expired the health dept. will monetarily penalize us or could suspend our license. Your immediate cooperation to this matter is a necessity and is greatly appreciated.

If two weeks of non-compliance to provide requirements, your child will then be **terminated** from our program! You will need to register your child again if space is available.

**It is the parent/guardian’s responsibility to make sure the records are accurate and not expired!!**

**Illnesses**

 **Our goal and responsibility is to keep our facility clean and healthy; we need you to be a responsible parent.**

**Please keep your child home if they have any of the following symptoms:**

 \*Running a fever (100º) the night before or that morning.

 \*Has green discharge from the eyes, ears, nose etc.

 \*Vomiting or diarrhea the night before or that morning.

 \*Is complaining of a sore throat the night before or morning of.

 \*Has any sort of open wound that could not be covered.

 \*Any physical trauma the night before or morning of.

 \*Generally, not feeling like his or herself.

**Bringing your sick child to school will only contribute to the spread of illness. Please be considerate of the other working parents, their children and our staff.**

*\*Continuing to violate this policy will result in termination of your enrollment.*

While at school if your child becomes ill with any of the following:

 \*Fever of 100° or higher- Infants 101° or higher.

 \*2 diarrheas/ 1 uncontained diarrhea for Potty Trained children.

 \*Open wound not coverable.

 \*1 vomit (not just mucus from coughing, real vomit).

 \*Thick, green, reoccurring discharge from eyes or nose.

 \*Rash /unknown skin irritations (blisters etc.) of any kind.

 \*Lice/Scabies.

\*Any symptom and or injury the Director or Acting Director deems necessary.

Per the Department of Children and Families, Your child will be isolated from the other children. You will be called and will need to make arrangements to have your child picked up immediately (***within one hour).***

**Your child must be**

**Symptom- free for 24 hours, or a physician’s note stating the diagnosis & that your child is not contagious BEFORE you may return to school!!**

**Medication**

Medications may be administered at school if the following guidelines are followed:

* The medication must be in its original container clearly labeled with a current prescription in that child’s name. Nebulizer medications need to have the box with the prescription on it.
* Nebulizer treatments will **only be given once a day!**
* Only the dose on the prescription label will be administered.
* Other medications will **only be given up to twice a day!!** Any medication needed to be given more than every 4-6 hours means your child is too ill and requires a smaller group setting until better.
* Medication is allowed to be administered for a period of one week at a time. The “Medication Permission Slip” needs to be completed each week.
* Over the counter medications such as chap sticks, lollipops, and candy medications are not allowed.
* Non-prescription medicines will only be administered with a doctor’s note stating the reason and dosage for the medication. It is the parents’ responsibility to provide the facility with this medication. If the medicine is just to keep a fever down (due to teething, immunizations etc.), you will still need to pickup your child or provide a doctor note stating your child is not contagious and clearly indicate what is cause of fever and can attend school.
* “As needed” medicines will now require additional paperwork from the doctor for Riverbend to provide medicine to child.

**Meals and Nutrition**

Riverbend parents are responsible for providing their child with a healthy, enjoyable lunch every day. Due to the amount of children and limited space, lunches cannot be refrigerated or heated up. Using ice packs and thermoses can be helpful.

 Pizza and veggies are available every Friday for $3.

 Big Apple Pizza voluntary hot lunch program for $3.50 daily.

Breakfast provided by the parent may also be served, **but only until 8am.**

 Nutritional snacks are served every mid- morning and afternoon. Our weekly snack menu will include: Fresh whole fruits, whole vegetables, filtered water, 2% milk, cheese, cookies, crackers and/or pretzels. Weekly menus are generated and posted on each classroom parent board. You may also provide your own snacks at any time.

**The State of Florida holds the child care center accountable for ensuring nutritious consistency in your child’s lunch. Riverbend prohibits candy, soda or any food that contain high sugar contents. Riverbend reserves the right to suggest alternate meal items if we observe that you are not providing an adequately nutritious lunch.**

**Rest Time**

Each child is provided a floor cot to rest on. The cots are cleaned after EVERY use. We suggest that each child brings in a fitted crib sheet, a cozy blanket. All of your child’s belongings must fit into his/her cubby and be labeled with last name or initials (per the Department of Children and Families).

Rest time is important to the body and mind. While sleeping is **not** mandatory, quiet respectful behavior is! The daily lesson plan is generally very stimulating and the children need relaxing ‘down time’ to refresh for the afternoon. Please speak with your child regularly about being respectful to friends that still need to rest.

**Dress Code**

*Please remember your child will be painting, running, sweating, cooking and spilling. Try not to dress your child in very expensive clothing or jewelry*. *This is not just for your own benefit, but your child’s safety as well.*

Parents of children in Preschool 3-4 & Prek are required to provide a complete change of clothing that includes shorts, underwear, t-shirt, socks & shoes.

Infants, Toddlers, and PS2 are advised to provide 2 or more changes of clothing. Remember to dress ‘potty training’ children in child- friendly clothing. Onesies, belts and overalls take time to get off and are hard to manipulate.

Keep in mind to coordinate your child’s spare clothes with the appropriate weather. Remember to check your reserves periodically, and replace missing items. Each child is required to wear clothing that is appropriate to his/ her daily activities and the weather of the day.

**Sneakers** are the **best,** **safest** and most comfortable form of footwear for the active play your child will experience.

* **Riverbend reserves the right to require appropriate footwear at any time during the day**.
* **Jewelry, valuables and toys need to *remain at home!***
* **Riverbend is not responsible for any lost items.**
* **EVERYTHING MUST BE LABLED!!**

**Birthdays**

Children may celebrate their birthday at school if the proper guidelines are followed. With prior notification and scheduling with your child’s teacher, we ask that you keep it simple. No more than 4-5 guests. Perhaps you could share your child’s favorite snack or movie with their classmates. If you provide a snack that is homemade and not store bought, you must provide a list of ingredients used to make the snack per the Health Department (this is due to allergies). Riverbend does **not allow any** **goodie bags**. No **hard candy**, **small toys, lollipops or balloons**. Please keep decorations to a minimum and **no caricatures or special guests (magicians, entertainers etc.)**. Parents must help the classroom set up and clean up so everyone can get back to their daily lessons.

**Parent/Teacher Relations**

Parent/teacher communication is necessary to ensure your child is receiving a productive and fulfilling early childhood experience. Your primary relationship needs to be with your child’s teachers. However, they are very busy!! The Administrative Team is here to assist you with your professional and financial matters, as well as any classroom concerns. Please know, the teachers must give the children their undivided attention, Therefore, you should expect to have brief, casual conversations with your child’s teacher. Riverbend does offer private conferences throughout the year or on request to discuss your child. Riverbend has an “open door” policy and invites you to visit as often as you would like. This allows you to partake in your child’s achievements as well as struggles. Each classroom is equipped with a Parent Information Bulletin board as well as a personal file for each student. We will use these items to relay important messages. Please check both of these items on a daily basis. We also encourage parents to become active participants in special school functions.

***\*When a parent participates, their child feels a sense of importance and confidence****.*

**Babysitting Policy**

It is not the mission of Riverbend Learning Center to provide childcare for its clients in any location other than at the Center or off-site Center sponsored activities during regular operating hours. RLC Staff members are not endorsed or recommended for hire of service outside of their job duties and Riverbend Learning Center will not be held responsible for any service rendered outside of their job description.

Any arrangement for childcare which does not take place at the Center or involved with offsite Center related activities is strictly a private arrangement between the parents and the individual staff member. No such private arrangements shall be made for childcare during the work shift of the individual staff member, and no such arrangements may interfere with the operation of Riverbend Learning Center or the individual staff members job performance or professional relationships. Parents and staff should understand that such arrangements are not within scope of the staff members job duties and that the staff member are free to either accept or reject such requests from parents. If such activity interferes with the professional relationships required of the staff member and their job performance, the individual staff member will be addressed by their supervisor on an individual basis to rectify the problem. If there continues to be a breach of professional conduct related to their job performance, then the supervisor will consider a disciplinary course of action.

This policy will be presented for signature for staff and families at request. A copy will be kept in each child’s personnel file.

**Shaken Baby Syndrome (Abusive HeadTrauma) Prevention Policy**

This policy is designed to prevent the possibility of abusive head trauma during care. Abusive head trauma (also referred to as Shaken Baby Syndrome) occurs in infants and young children, whose neck muscles are not well-developed and whose heads are larger relative to their bodies. As a result, they are especially susceptible to head trauma caused by any type of forceful or sudden shaking, with or without blunt impact. Damage can occur in as little as 5 seconds.

 Abusive head trauma can occur in children up to 5 years of age; however, infants less than one year are at greater risk of injury. Shaken baby syndrome can lead to serious conditions including:

• Brain damage, problems with memory and attention, cerebral palsy;

• Blindness or hearing loss;

• Intellectual, speech or learning disabilities; and

• Developmental delays.

**Signs and Symptoms**: The signs and symptoms of shaken baby syndrome or head trauma include:

• Seizures;

• Bruises;

• Lack of appetite, vomiting, or difficulty sucking or swallowing;

• Lack of smiling or vocalizing;

 • Rigidity, inability to lift the head;

• Difficulty staying awake, altered consciousness;

• Difficulty breathing, blue color due to lack of oxygen;

• Unequal pupil size, inability to focus the eyes or track movement; or

 • Irritability.

**Injury Prevention:**

 Infant crying is normal behavior, which improves as a child ages.

Caregivers should develop proactive strategies to manage stress levels and appropriate responses to a crying child. This includes being self-aware and noticing when the caregiver may become frustrated or angry. Parents/guardians, caregivers and coworkers should discuss what calming strategies are successful with a child at home or in the center.

**Emergency Response:**

 If a child presents any of the above symptoms or you suspect a baby has suffered abusive head trauma:

• Call 911, call the parent/guardian and inform your director and regional manager.

 • Report to the appropriate child protective services agency (or law enforcement, if applicable) within 24 hours or less as required by law. See Child Abuse/Neglect and Mandated Reporting Policy and Procedure for further information.

• See Medical Emergencies-Calling 911 for additional information.

**Strategies for Caregivers and Parents**:

 A child is usually shaken out of frustration, often when the child is persistently crying or irritable. The following strategies may work some of the time; but sometimes nothing will comfort a crying child. A teacher should seek support from a coworker or center management. If a child is inconsolable on a regular basis, the director and regional manager should be notified and determine if the right supports are in place for the child and for staff.

***Do:***

• Hand the child to another caregiver.

• Place the child somewhere safe in the classroom (or home) and call the office (or a neighbor) for support; take deep breaths and count to 10.

• Check to see if the baby’s diaper needs changing.

• Give the baby a bottle. If baby readily takes bottle, feed slowly stopping to burp often. Do not force the baby to eat.

• Check for signs of illness and call the parent if you suspect the child is sick.

 • Give baby a pacifier.

• Hold the baby close against your body and breathe calmly and slowly.

• Gently rock the baby using slow, rhythmic movements.

• Sing to the baby or play soft, soothing music.

• Use "white noise" or rhythmic sounds that mimic the constant whir of noise in the womb • Hold the baby on its side or stomach position to help with digestion. Babies should always be placed on their backs to sleep.

 • Take the baby for a walk indoors or outside for a ride in the stroller.

• Be patient: let the baby cry it out if necessary.

 ***Never:***

• Shake a child.

 • Drop a child.

• Throw a child into the air or into a crib, chair, or car seat.

• Push a child into any object including walls, doors, and furniture.

• Strike a child’s head, directly or indirectly.

**Discipline**

Riverbend Learning Center’s discipline policy is to be educational, consistent and positive. Age appropriate guidance techniques such as: having clear responsible boundaries, limitations, redirection, praise, and communication are used. We will always remind the children of their better choices. We agree that discipline is a necessary element in a child’s development. A child’s character and self-discipline develop as a result of loving guidance and respect.

\*At times, it becomes necessary to discipline a child whose behavior deems destructive, violent, disruptive or unacceptable. The child may need to be separated from the class and take a “breather”.

If your child’s behavior is destructive, violent and is uncontrollable, the parent will be called to pick up their child immediately. Once you have been contacted you have 1 hour to pick up your child.

We adhere to the regulations of the state of Florida which states:

* Discipline is not to be severe, humiliating or frightening!
* Discipline shall not be associated with food or toileting!
* Spanking or any form of physical punishment is strictly prohibited!

Whenever a child’s behavior is persistently disruptive, disrespectful, or harmful, a Parent/Teacher/Administration conference is scheduled. Hopefully, this will help correct the child’s behavior. If it does not…

**Riverbend reserves the right to:**

**Suspend and/ or withdraw a child from the facility at any time, for any reason without prior notification!!**

Our ultimate goal is to educate and be a role model for all of our students and their families.

**Biting Policy**

Biting is a natural behavior for young children and is often difficult to control. There are many reasons why a child may bite including teething, verbal frustration, hunger and a lack of social skills. We strive to prevent or eliminate this behavior as much as we possibly can. However, in some cases, it is unpreventable. If a child is bitten, an incident/ accident form is generated for all parties involved. The area is washed with soap and water. Depending on the severity of the bite, a phone call may or may not be made to that parent. Per the confidentiality laws of the Dept. of Children & Families, we are **not** permitted to reveal names of the other families involved.

* Administration will research the incident.
* Investigation of possible patterns and triggers
* Administration will provide technical assistance to the teachers
* Parent/Administration conferences will be held.
* Child is shadowed by an additional staff member, to redirect before incidents occur, and can give immediate choices.

**Family Policies**

Riverbend provides a safe, positive environment for all its children, staff and families. All custodial legal documentation must be provided to your Director. ***Riverbend must comply with the most recent court order on file. It is your responsibility to inform the school of any custodial changes.*** We will not allow any activities that might endanger the personal or mental safety of our children and staff.

Marital disputes and custody battles cannot and will not involve Riverbend Learning Center.

Families involving Riverbend Learning Center in marital or custodial disputes will be withdrawn after one warning!

\*If Riverbend’s employees, administration or owners ever need to be subpoenaed for any reason, their testimony shall be taken by deposition only!!

Furthermore, grounds for immediate disenrollment include:

* Non-custodial or custodial parent threatening school or its owners or employees for any reason!
* Non-custodial or custodial parent attempting unauthorized pick-up.
* Any parent disrupting school/managerial activities.

**Child Abuse:**

In accordance of the Florida State Statutes Chapter 39; it is the policy of the administration and staff of Riverbend Learning Center that any suspected child abuse or neglect will be reported immediately to the central abuse hotline of the Department of Children and Families. The abuse hotline number is 1-800-96-ABUSE.

*-With that said if we suspect that the adult authorized to pick up your child/children is intoxicated, we will not release the child/children. As this is a form of child abuse, we will contact the authorities immediately.*

***The Programs at Riverbend Learning Center***

Riverbend Learning Center is dedicated to giving the highest level of care and education through fun, hands on activities. Their day will be filled with large and small group activities, both indoors and out. Language & literacy, science & discovery, manipulatives & math, creative music & movement and art are learning centers your child will get to experience and learn from on a daily basis. We strategically design our classrooms to promote the most conducive environment for learning. We utilize a nationally accredited, research based, developmentally appropriate curriculum in each classroom.

**Infant: Ages 6 weeks to 1year:**

Through soft and gentle communication, RLC uses the Learn Everyday curriculum even with our infants. We focus on cognitive and physical developmental play. Puppets, music, storytelling and massage are all common activities daily.

**Waddlers & Toddlers: Ages 1 to 2:**

Through supervised play in a structured loving environment, toddlers rapidly develop a foundation of their basic skills. Beginning language, potty training, motors skills, complex thinking, social and emotional developments occur with proper interaction from our teachers. The classroom’s engaging routine and atmosphere are vital elements, which provide the most productive learning and growing experience.

**Preschool: Ages 2, 3 & 4:**

Preschool age children really enjoy interacting with their peers’ one-on one, as well as participating in large group activities. They are very curious and interested in their surroundings. This is the age when we introduce a more structured educational environment. The basics of language arts, social studies, math and science are introduced. The emphasis is given to self- help and fine motor skills. But let’s not forget our manners!

**Pre-Kindergarten/VPK: Ages 4 & 5**

The goal of any Pre-k program is to provide a child with the tools they will need to be successful in school. Our Pre-k program continues the structured environments of our preschool classes, with an emphasis on school readiness. Learning has more intensity. There will be at home activities focusing on pre- reading, pre- writing & pre- math skills. Your child’s attendance and your participation is an important element in creating a lasting “family academic foundation”. Preparing your child for all aspects of their elementary career also includes field trips! Pre-k will go on several trips a year to practice school bus safety. A graduation ceremony and other special events are all things to look forward to in Riverbend’s Pre-K program!

**Before/ After School Program: K-9 yrs**

Our school- age program is set in a safe, small group environment. We pick your child up on time, at the designated elementary schools. When they arrive at Riverbend, they will have outdoor activities and a snack. A half hour of quiet “homework” time is required daily. We ask the children if they have homework. If they say no, then they can choose a quiet activity. If the child is not telling the truth, we will communicate with the parents regarding typical homework assignments. We do not tutor your child. It is the responsibility of the parent to check your child’s homework daily.

 Specific activities and themes are planned for each day of the week. Science, cooking and art projects are integrated regularly into the curriculum. Movie and park days may also be scheduled. Early release days are also included in your tuition. We will go to the library or local parks.

**Summer, Fall, Spring, Winter Camps & Teacher Workdays**

**K-9 yrs**

Camp Riverbend is perfect for your school-age child. We maintain a small group environment in our facility as well as on all field trips. We have activities from arts-n-crafts, cooking & science projects to water parks, field days, bowling, beaches, wild life exhibits, museums and theaters.

**Special Needs**

It can be financially difficult accommodating every child’s specific needs in a classroom setting, however at Riverbend we plan and budget ahead. If your child has been diagnosed by a medical professional with a special need, we will do our absolute best to accommodate. For example, if your child is allergic to certain materials, foods or chemicals we will find alternatives. We already meet the ADA building requirements. If your child requires any special equipment or extra assistance, please speak with the director about all of the possible solutions.