



# WELCOME To our Clubhouse

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# Little Panda's Clubhouse

## Welcome Letter

Dear Parents,

I wanted to take a moment to THANK YOU for choosing Little Panda's Clubhouse a licensed daycare for your blessed little child or children.

As a mother of three beautiful children, I truly understand the importance of being able to TRUST a care provider for your child.

As a parent, the most difficult choice I had to make was choosing a home daycare that I felt was the perfect fit for my kids. I wanted the peace of mind and a provider that would truly care for my child.

After 20 years in the corporate world, I decided to make a major career change to child care. To be honest, I just wanted to spend more time with my kids. I had my first child at 17, which alone, was a difficult challenge as a young single mother. Like all parents, I wanted to give her the world, which meant working as much as possible.

One of the hardest challenges was being able to trust anyone other than myself to care for my daughter, I was truly blessed to have my mother help with my daughter until I was in the position to afford childcare.

After several child care providers, I was able to find the perfect provider for my little girl. She treated my daughter as if she was her own. I knew it was the perfect fit when my daughter would run from the car to her door, which alone made my day at work easier.

I had my 2<sup>nd</sup> child when 31 years old, and again I was blessed to find another provider that truly cared and loves my son. She continues to have a relationship with my son to this day.

Fast forward to 2016, I became a mother again to my 3<sup>rd</sup> child. He is definitely a blessing and the reason I decided to make a career change. I now own & operate a small family home day care

I look forward to your child joining our clubhouse!

~ Ms. Maria 

# Little Panda's Clubhouse

## Our Goal

At Little Panda's Clubhouse, our commitment to our parents is to provide a safe, loving, learning, friendly environment, a home away from home.

Each child will stimulate their physical, intellectual social and emotional growth. As a mother, I recognize a wholesome environment is very important for children. I also understand that maintaining a clean home is a must to ensure that children are as healthy as possible.

We have full intentions on ensuring your children will participate in a full range of activities such as free time, outside play, circle time, dramatic play, creative arts & crafts, music and much more!

Our goal is for parents to be able to drop off their child and be at ease while at work, we want parents to have a stress free day, and not worry about their child.

It's important that a relationship is built not just with the children but with the parents as well. Open line of communication is key.



# Little Panda's Clubhouse

## About Our Service

- Our Clubhouse holds up to 10 children.
- We open from 8:00 am - 4:00 pm (Monday - Friday).
- We provide flexible childcare services for babies from 6 weeks old.
- We provide Before & After school care.
- We have a spacious outdoor Saltwater Pool.
- We're walking distance to Orchard Park.



# Little Panda's Clubhouse

## Our Aim

- To create a safe and happy "home away from home" environment, where your children can grow.
- To provide high quality childcare and pre-education.
- To create an environment that is secure, safe and homely.
- To work in partnership with the parents in their child's development.
- To offer a service that promotes equality and diversity.
- To protect and encourage children and focus on positive behavior.





# Little Panda's Clubhouse

## FAQ

### How does the settling-in process work?

At Little Panda's Clubhouse, we pride ourselves in understanding the importance of every child having a really good settling-in period. We understand how difficult this process can be, for both the child, and for the parents. At Little Panda's Clubhouse we recommend you:

#### 1. Talk

Chat with your child about where different people go during the day, and why.

Talk to your child about the fact that one day they will go to child care, and the fun activities they will see and do there.

#### 2. Read

Read stories about children starting child care.

Some excellent examples are:

*Yoyo Goes to Play Groups* by Jeanette Rowe,

*Adam's Daycare* by Julie Ovenell-Carter.

#### 3. Visit

Start visiting child care centers a few weeks or even months, before your child starts care.

These visits may help your child get use to the environment, and show him/her how much fun it would be at child care.

#### 4. Use Transition Objects

Taking an object from home may help your child to feel safe and secure.

Example (stuffed animal, favorite blanket)

# Little Panda's Clubhouse

## 5. Give Some Control To Your Child

Giving your child some control over their day can help him/her feel more accepting of the things that they can't control.

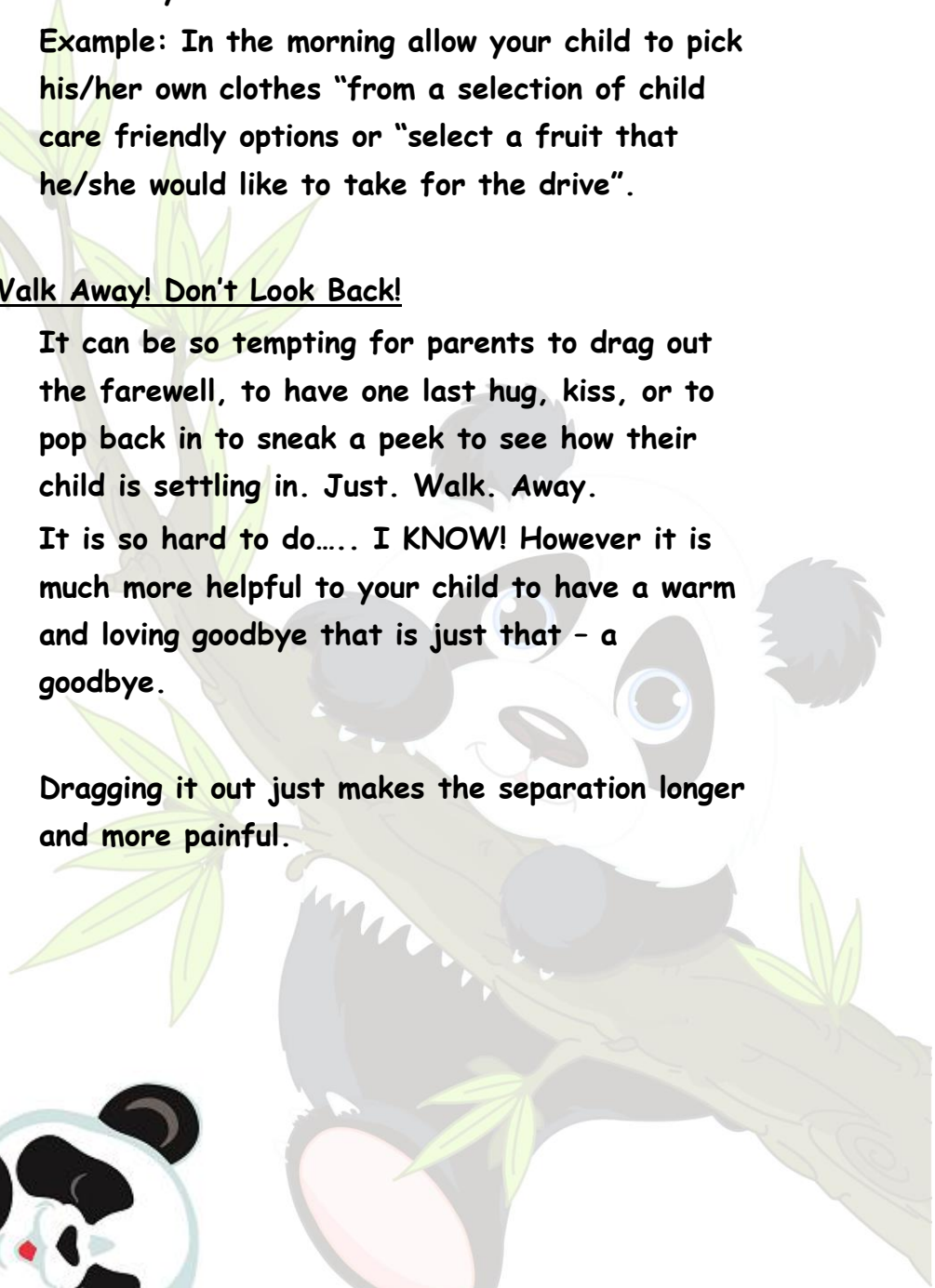
Example: In the morning allow your child to pick his/her own clothes "from a selection of child care friendly options or "select a fruit that he/she would like to take for the drive".

## 6. Walk Away! Don't Look Back!

It can be so tempting for parents to drag out the farewell, to have one last hug, kiss, or to pop back in to sneak a peek to see how their child is settling in. Just. Walk. Away.

It is so hard to do.... I KNOW! However it is much more helpful to your child to have a warm and loving goodbye that is just that - a goodbye.

Dragging it out just makes the separation longer and more painful.



# Little Panda's Clubhouse

## How will I know what my child has been up to at Little Panda's Clubhouse?

A Children's Daily Log can be provided "per your request "  
(we may also customize one just for you)

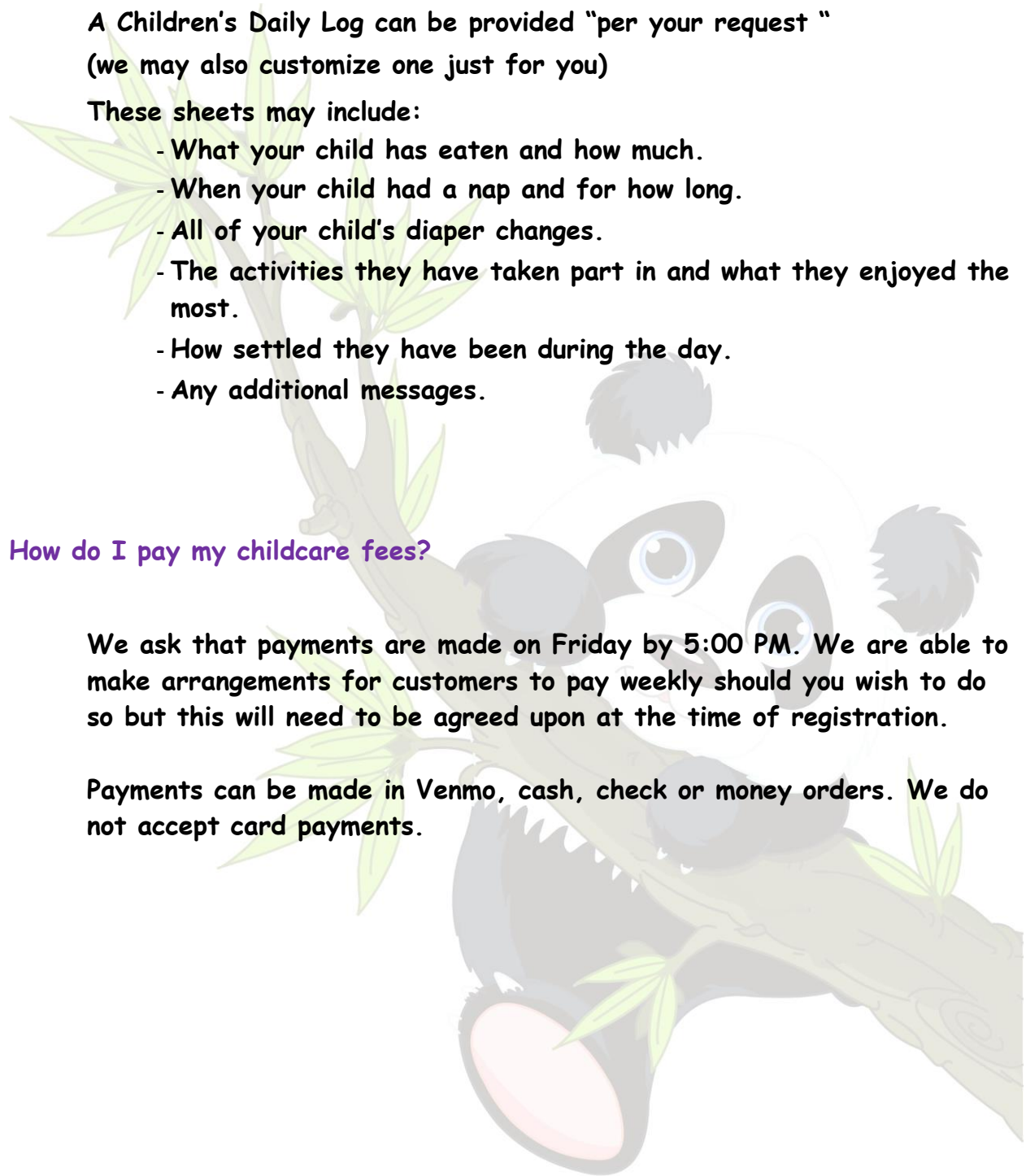
These sheets may include:

- What your child has eaten and how much.
- When your child had a nap and for how long.
- All of your child's diaper changes.
- The activities they have taken part in and what they enjoyed the most.
- How settled they have been during the day.
- Any additional messages.

## How do I pay my childcare fees?

We ask that payments are made on Friday by 5:00 PM. We are able to make arrangements for customers to pay weekly should you wish to do so but this will need to be agreed upon at the time of registration.

Payments can be made in Venmo, cash, check or money orders. We do not accept card payments.





# Little Panda's Clubhouse

## What will my child do at Little Panda's Clubhouse?

### Our Daily Schedule

8:00 am		<b>Arrival Time / Breakfast</b> Breakfast will be served no later than 8:30. Free play is encouraged after breakfast
8:30 am - 9:00 am		<b>Circle Time Activities</b> Story Time, Group Time, Sensory Bins, Show & Tell, etc.
9:00 am - 10:00 am		<b>Pre School Curriculum</b> Letters, Numbers, Weekly Themed Activities, etc.
10:00 am		<b>Morning Snack</b>
10:30 am - 11:30 am		<b>Outdoor Play (weather permitting)</b> Walk to the park, Riding toys and activities to learn colors, science and about nature
11:30 am - 1:00 pm		<b>Lunch Time / Clean Up</b>
1:00 pm - 3:00 pm		<b>Quiet Time</b> Younger children do not have to sleep but are encouraged to rest on their mat, so as not to disturb others. Older children (4 and up) are given books, puzzles and other games for quiet time play
3:00 pm		<b>Afternoon Snack</b>
3:30 pm - 4:00 pm		<b>Group Activities</b> Arts and Crafts, Dramatic Play, Group Games, etc.
4:00 pm		<b>Free Play / Pick-Up Time</b>

### When we open?

Little Panda's Clubhouse business hours 8:00 am - 4:00 pm,  
Monday to Friday.

# Little Panda's Clubhouse

## Infant Supply List



- ☐ Prepared bottles
- ☐ Pacifiers
- ☐ Baby food and cereal when age appropriate
- ☐ Diapers
- ☐ Wipes
- ☐ Diaper ointment
- ☐ Extra Clothes
- ☐ Extra formula (for emergency use only)
- ☐ Diaper bag (large enough to store empty bottles and clothes that may be sent home)

### Please Remember:

- Please label all items with child's first and last name.
- All creams and sunscreens to be applied require a completed medical authorization form and must be kept in their original containers with your child's full name on it.
- All prescriptions must be in the original containers with the patient's name, dosage and prescribed time to be given. The doctor must complete a medical form before medication can be administered.
- Any over the counter medications (Tylenol, Motrin, etc.) require a permission form from your doctor which must include the proper dosage for your child's weight, age and the reason why it is to be administered.

# Little Panda's Clubhouse



## Baby's Daily Report Sheet

Date: \_\_\_\_\_

### Baby's Meals

#### Fluids

Time: \_\_\_\_\_ Amount: \_\_\_\_\_ oz.  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_ oz.  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_ oz.  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_ oz.  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_ oz.

#### Food

Time: \_\_\_\_\_ Amount: \_\_\_\_\_  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_  
Time: \_\_\_\_\_ Amount: \_\_\_\_\_

### Baby's Naps

Start Time: \_\_\_\_\_ Wakeup Time: \_\_\_\_\_  
Start Time: \_\_\_\_\_ Wakeup Time: \_\_\_\_\_  
Start Time: \_\_\_\_\_ Wakeup Time: \_\_\_\_\_

### Baby's Diapers

Time: \_\_\_\_\_ ☐ Wet ☐ B.M.  
Time: \_\_\_\_\_ ☐ Wet ☐ B.M.  
Time: \_\_\_\_\_ ☐ Wet ☐ B.M.  
Time: \_\_\_\_\_ ☐ Wet ☐ B.M.

Comments and Reminders:

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