

Our Philosophy goes beyond just daycare.

My Treehouse is a play- based

program that enables us to encourage children to Play, Learn and Grow.

My Treehouse provides a quality child care experience from infants to toddlers. Our highly trained teachers nurture each child to reach developmental milestones. Ensuring each child become confident, joyful and fully prepared students. My Treehouse believes in guided play- based learning and discovery.

Our early development center reflects on the belief of Progressive Education and John Dewey principles. Therefore, allows your child to gain knowledge that is constructed through play, direct experience, hands on activities and social interaction with peers.

My Treehouse classrooms feature diverse learning programs including forge in language, yoga, world cultures, music, dance, science, literacy and math. Each classroom provides a child- centered environment with a wide range of materials and developmentally appropriate activities, which will allow students to create, manipulate, explore, discover according to their unique interest. Children who attend My Treehouse build a strong foundation for a lifetime of learning.

At My Treehouse Early Development Center, we believe communication with parents is very important. With so much of your child's time divided between home and school it is the upmost importance that we bridge the gap and share the events of your child experiences. We will strive to keep you updated on your child's daily activities and milestones reached.

We encourage parent involvement and welcome parents to visit anytime. Monthly newsletters will be sent out along with lunch menu.

 TUITION INFORMATION

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|  | Infants (3months-14 months old) |
| M-F | $ 2300 |
| M-W-F | $1800 |
| T-TH | $1400 |

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|  | Toddlers (14 months-2 years old)\* |
| 8:30 am-6 pm |
| M-F | $ 2200 |
| M-W-F | $1650 |
| T-TH | $1200 |

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| --- | --- |
|  | Toddlers (2-3 years old) |
| 8:30 am-6 pm |
| M-F | $2000 |
| M-W-F | $1400 |
| T-TH | $1000 |

\*In the event that we have available space and in case the Head- Teacher of your child’s classroom considers your child ready to transition towards the Toddler room, your child might be transitioned towards the next classroom earlier than the established age and tuition will be adjusted accordingly. \*\* Tuition Is based on 4 weeks of service including the closings through the year.

10% Discount of tuition will be offered for the second enrolled child.

6% Discount of tuition will be offered for cumulative payment of 6 months in advance.

12% Discount of tuition will be offered for cumulative payment of 12 months in advance

Registration Fee: There is a onetime fee of $150 due at the time of enrollment. This fee is non-refundable.

Tuition and Attendance Policies:

* Monthly tuition is due by the 20th of the previous month and no later than the 25th. There will be a $25 late fee after the 25th of each month.
* Should your tuition check not clear with the bank we would then require $35.00 to cover the bank fee. No exceptions.
* If tuition is not received by 2 weeks after tuition is due, your child’s enrollment will be terminated, followed by a collection notice.
* Tuition is based on a child’s age not classroom. Decisions to move children to other classrooms are based on age, cognitive, social and emotional development as well as availability.
* Tuition does not vary when school is closed.
* Tuition is only prorated for your child’s first month of school.

Tuition pricing includes lunch and 2 snacks for Toddler. Food menu for both categories consists of organic lunch, daily fresh fruits and age appropriate snacks



Infant /Toddler Classroom Newsletter

Dear Families,

We are very excited and pleased to have you and your child part of My Treehouse Early Development Center. Our classrooms offer creative learning for infants and toddlers providing a safe environment and a nurturing staff so children can explore and learn through art, music, reading, movement, and dramatic play. Each month we will focus on a theme and engage our babies with different educational fun activities that will also promote each developmental milestone: gross motor, fine motor, language development and social/ emotional development.

To help transition your child smoothly to our class please provide us with the following materials for your child:

1. Fitted Sheet
2. Bottles and bib for feeding
3. Feeding utensils
4. Diapers and wipes (container)
5. Pacifier if needed or soothing toy from home
6. Change of clothes (3 sets) pants, shirt and socks
7. Food and formula (you can bring a container of formula and leave at school)/breast milk
8. Classroom Shoes
9. Sunscreen

☺ Please make sure all your child’s belongings are labeled so nothing is misplaced. Every Friday your child’s crib sheet or any leftover food will be sent home for cleaning. In addition, every child will have his/her own bin for their clothes or other belongings. At the end of each day every child will go home with a “daily sheet” which will inform you everything your child did throughout the day from the times they ate or have been changed to what activities they did that particular day.

We look forward having your child in our infant and toddler classrooms and can’t wait to start our journey together. So let’s climb in and explore at our treehouse!



My Treehouse Early Development Center

Infant Classroom Daily Schedule

8:00-8:30 Arrival Time

8:00 - 8:30 Diaper Checks/ Changes

9:00 - 9:30 Breakfast

9:30 - 9:45 Spanish

9:45- 10:15 Outdoor play/ neighborhood walk

10:15 – 11:00 Morning Nap

10:45 – 11:00 Diaper Checks/ Changes

11:00 – 11:45 Baby Gymnastics

11:35 – 12:00 Free Play

12:00 – 12:30 Lunch

12:30 – 2:15 Afternoon Nap/ Diaper Change

2:15 – 2:30 Music

2:30 - 2:45 Yoga/Gymnastics

2:45 - 3:15 Afternoon Snack

 3:15 – 3:30 Story Time

3:30 - 4:00 Afternoon Activity

 4:00 – 4:15 Diaper Checks/ Changes

4:15 – 5:00 Arts and Crafts Activities

5:00 – 5:30 Free Play

5:30 – 5:45 Diaper Check/ Changes

5:50-6:00 Dismissal

\*Infant’s meals schedule is an estimate.

We work with each family and follow the baby’s individual feeding schedule



My Treehouse Early Development Center

 Toddler Classroom Daily Schedule

8:00-8:30 Arrival Time/ Table Manipulative (Fine Motor Skills)

8:30 - 8:50 Welcome Activities

8:50 - 9:00 Wash hands for Breakfast

9:00 - 09:30 Breakfast

9:30 – 9:45 Diaper Change

9:45 – 10:00 Circle time

10:00 – 11:00 Outdoor play/ Neighborhood walk

11:00 – 11:35 Arts and Crafts Activities

11:35 – 11:45 Wash hands for Lunch

11:45 – 12:00 Diaper Change

 12:00 – 12:30 Lunch

12:30 – 2:15 Rest Time

2:15 - 2:20 Wake up/ Diaper Change

2:20 – 2:30 Snack

2:30 – 2:45 Music

2:45 – 3:00 Yoga/Gymnastics

3:00- 3:15 Story Time

3:15- 4:15 Free Play (Work center activities)

4:15- 5:00 Outdoor play/ neighborhood walk (OPTIONAL)

5:00 - 5:30 Sensory play

5:30- 5:45 Table Manipulative (Fine Motor Skills)

5:50-6:00 Dismissal

My Treehouse Early Development Center

 Toddler Classroom Daily Schedule

8:00-8:30 Arrival Time/ Table Manipulative (Fine Motor Skills)

8:30 - 8:50 Welcome Activities

8:50 - 9:00 Wash hands for Breakfast

9:00 - 09:30 Breakfast

9:30 – 9:45 Diaper Change

9:45 – 10:00 Circle time

10:00 – 11:00 Outdoor play/ Neighborhood walk

11:00 – 11:35 Arts and Crafts Activities

11:35 – 11:45 Wash hands for Lunch

11:45 – 12:00 Diaper Change

 12:00 – 12:30 Lunch

12:30 – 2:15 Rest Time

2:15 - 2:20 Wake up/ Diaper Change

2:20 – 2:30 Snack

2:30 – 2:45 Music

2:45 – 3:00 Yoga/Gymnastics

3:00- 3:15 Story Time

3:15- 4:15 Free Play (Work center activities)

4:15- 5:00 Outdoor play/ neighborhood walk (OPTIONAL)

5:00 - 5:30 Sensory play

5:30- 5:45 Table Manipulative (Fine Motor Skills)

5:50-6:00 Dismissal

My Tree House Policies

Parent Communication: We encourage parents to openly discuss with their teachers any wants/needs/concerns for their child. All students at My Treehouse will go home with “daily reports” Which outlines the course of your child’s day. It will let you know what and how much they ate, how long they napped and what activity they participated in that day.

Arrival/Departures: It is very important that your child is dropped off in the morning no later than 9:30AM. First snack is served around 8:45/9 AM and all children will eat at the same time, together. If you are going to be late, please email/call the director so that she can inform the teachers. It is also extremely important that your child is to be picked up no later than 6:00 PM.

Strollers: If your child is in the infant/toddler room – Your stroller must be able to be folded as an umbrella in the closet as we have to comply with regulations established by the New York City Fire Department as well as Department of Health code. All strollers must be labeled with your child’s name as we are not responsible for lost or damaged strollers and/or personal belongings kept in the stroller.

Indoor/Outdoor Play: All of our classes (as long as weather permits) will spent time outdoors. A breath of fresh air for the infants, a neighborhood to walk for our toddlers, and an energetic time in the park for our preschoolers (2-3 years old) will expose the children to new experiences that classrooms can simply only talk about. All teachers are required to bring their cell phones and emergency bag which contains parent contact information, first Aid Kits and extra tissues/wipes/cloves.

Nap/Rest Time: Children are required to have at least one hour, of nap/rest time. Those who do not nap will be quiet activities/books. Each child will be provided with their own cot. Parents must provide a light blanket, sheet and/or both at the start of every week as the bedding will be sent home every Friday to be laundered.

Medical Records: All children registered at My Treehouse are required to submit proof of all required vaccinations before the child’s first day of school.

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| DTaP (Diptheria and Tetanus toxoids and Pertussis vaccine) | * (4 Doses)
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| MMR (Measles-Mumps-Rubella) | * (1 dose)
 |
| Hepatitis B | * (3 doses)
 |
| Varicella (Chickenpox) | * (1 dose)
 |
| Polio | * (3 doses)
 |
| Hib (Haemophilus influenza) | (1 to 4 doses- depends on child’s age at first dose) |
| PCV (Pneumococcal conjugate) | (1 to 4 doses- depends on child’s age at first dose) |
| Influenza | * (1 dose)
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For more information please read: [Immunization Requirements (2017-18) SH65](https://docs.wixstatic.com/ugd/72daf5_efb40608844d44969cf9d202883ff508.pdf)

Medication Management: My Treehouse Early Development Center DOES NOT dispense medication. If a child needs to take medication, the parent or designee will administer the medication. Parents are encouraged to administer controlled substances and once a day medication at home.

Children may not take their own medication at My Treehouse Early Development Center.

Babysitting: If you enter into an agreement with a My Treehouse employee to babysit outside of the school, understand that the employee is acting as a private citizen and not a My Treehouse employee. We will not assume any responsibility for the employee.

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| **My TreeHouse 2021-2022 Calendar** |  | **\*\*SUBJECT TO CHANGE\*\*** |  |
|  |  |  |  |
| MONTH |  DATE |  |  Holidays |  |
| **January** | Monday 18th 2021 |  | School Closed: Martin Luther King Jr Day |  |
| **February** | Monday 15th 2021 |  | School Closed: Presidents Day |  |
| **March** | Friday 26th 2021 - Friday 2st 2021 |  | School Closed: Spring Recess  |  |
| **April** | Monday 5th 2021 |  | **REOPEN SCHOOL** |  |
| **May** | Monday 31st 2021 |  | School Closed: Memorial Day |  |
| **June** | Monday 21th- Friday 25th 2021 |  | School Closed: Summer recess \*Summer Camp\* |
| **July** | Monday 5th 2021  |  | School Closed: Independence Day |  |
| **August** | Monday 23th - Friday 27th 2021 |  | School Closed:\*Summer Camp\* |  |
| **September** | Monday 6th 2021 |  | School Closed: Labor Day |  |
| **October** | Monday 11th 2021 |  | School Closed: Columbus Day |
| **November** | Wednesday 11th 2021 |  | School Closed: Veterans Day |  |
| **November** | Wednesday 24th 2021 |  | **Early Dismissal 3pm** |  |
| **November** | Thursday 25th - Friday 26th 2021 |  | School Closed: Thanksgiving Recess |  |
| **November** | Monday 29 2021 |  | **REOPEN SCHOOL** |  |
| **December** | Thursday 24th 2022 |  | **Early Dismissal 3pm** |  |
| **December** | Friday 25th - January 1st 2022 |  | School Closed: Winter Break |  |
| **January** | Friday 1st 2022 |  | School Closed: New Years |  |
| **January** | Monday 4th 2022 |  | **REOPEN SCHOOL** |  |
| **January** | Monday 18th 2022 |  | School Closed: Martin Luther King Jr Day |  |