

I want to thank all families for entrusting in our program to care for your child(ren). We survived the renovations at both locations and there are more building improvements to come. Both centers continue to face challenges as we slowly get back to normalcy. With that being said, our Penny Lane team appreciates your patience. Teachers and staff have been working hard, long hours over the past year. I encourage you to show them respect and appreciation for their hard work as it continues. It is priority to continue to provide quality childcare in our community. We value your opinions, comments, encouragement, and support!

♥ Ms. Kelly



### [Program Update]

Fall has arrived, and winter will be here before you know it. The year is off to a good start with the kiddos. Everyone is adjusting to daily routines, classroom atmospheres, and developmentally appropriate activities. Both centers have upgraded and improved their Curriculum Framework. It's imperative that teachers and family members communicate through your child's learning process. As the year continues, there will be opportunities for families to get involved to help us achieve individual and classroom goals.

Please make sure we have all documentation required for your child's file and portfolio. We encourage all families to join the "BLOOMZ" App to assure consistent communication with directors, teachers, and parents.

### REMINDER

- ✓ Check cubbies for personal items to take home; parent notes, cubby folders, soiled clothing, blankets, etc.
- ✓ **Wash items weekly!**
- ✓ Be sure your child has extra clothes
- ✓ Do not bring oversized items to put in your child's cubby; no food or drinks in cubby.
- ✓ Please bring a water bottle to keep in the classroom at all times.
- ✓ Label your child's personal items.
- ✓ Communicate with teachers at least weekly; contact us when your child is absent or coming in late (after 10:30am).
- ✓ Complete/Update all paperwork as needed and return to teacher and/or Director.



### [HOLIDAYS/CLOSINGS]

Please remember to let us know if your child will not be attending; vacations, sick, holidays, etc. The centers will be closed on the following dates:

Thanksgiving Break [CLOSED Nov. 24<sup>th</sup> and 25<sup>th</sup>]  
Christmas Break [CLOSED Monday, Dec. 26<sup>th</sup>]  
New Year's Break [CLOSED Monday, Jan. 2<sup>nd</sup>]

### School Pictures



East [October 11<sup>th</sup>]  
West [November 1<sup>st</sup>]



Indiana fall weather has finally made its arrival. With the temperatures dropping, it is imperative that your child be dressed accordingly. Although it is cold, we are still authorized to take the children outside for a short amount of time. Children must be offered outdoor play daily, weather permitting and temps above 25°.

Warm coats, hats, and gloves are highly encouraged for daily wear. Families are more than welcome to leave spares in their cubbies.

With that being said, please bring in extra weather appropriate clothing for their cubby bins.

Due to limited space, we ask that you reduce your child's personal items to linens, weather wear, and extra clothing. These items should fit in their cubby nook and bin without touching others' belongings.



Both centers have gone back to the original sick policy, restrictions have decreased. We continue to follow CDC Guidelines/FSSA Licensing recommendations, as well as cleaning and sanitizing on a daily basis. We do ask that all family's follow our sick policy that is posted several places at each center, and in the parent handbook included with the enrollment process. ***Just a reminder to always get a doctor note when your child is sick.*** This helps reassure everyone that your child is not contagious to others. Your child will need a doctor note to return and/or wait 24 hours symptom free. ***We do this to try and maintain a safe and healthy environment for all (including staff).***

### Protocol for Ill Children (Sick Policy)

1. The child who is ill cannot remain at Penny Lane according to Indiana State Board of Health guidelines.
2. The parent will be contacted to pick up the child if any of the following symptoms (on following pages) are present as determined by the Director, Assistant Director, or Supervisor in charge.
3. Parents are expected to pick the child up within a reasonable amount of time after being notified of child's illness. We MUST ALWAYS have emergency contact numbers available.
4. In some circumstances, a physician's statement will be required for the child to be readmitted to Penny Lane.

For the protection of all children, your child will be sent home if s/he shows any of the following symptoms:

- ✓ temperature (101°)
- ✓ diarrhea (3x)
- ✓ vomiting
- ✓ rash of concern
- ✓ discharge from the eyes or ears
- ✓ presence of one or more nits and/or head lice

Parents should exercise every caution and keep their child home should other unusual symptoms occur. Our staff will screen children as they arrive and follow guidelines supplied by Center for Disease Control (CDC). If your child has been exposed to a contagious disease (refer to the FSSA Communicable Disease Chart) and should be reported to the center. If you are uncertain as to whether your child is contagious you may contact our center or your physician. If your child is placed on antibiotics, s/he **MUST BE ON THEM FOR 24 HOURS BEFORE RETURNING TO DAY CARE.** If your child becomes ill during the day, s/he will be placed in the isolation area (usually the office) and you will be contacted to pick him/her up. Please keep in mind that children are taken out daily (weather permitting). We require a doctor's statement for your child to remain indoors after returning from an illness.



