

Kids First School Age **Summer** 2024

Routine and Field Trip Information

Dear Parents,

In order for us to maintain a well-structured environment and routine, please read the following information.

Attendance: Please call the center if your child will be arriving later than 8:30 in the morning so we can make lunch arrangements for your child. Parents are required to sign in and sign out their students each day. In the mornings, the sign in sheet will be located upstairs, and in the afternoons, you will sign out your child at the front desk.

Smartcare: Announcements and photos will be posted on Smartcare and the Kids First private Facebook site so be sure to check the site and your emails frequently.

Discipline: We expect children to follow our rules in order to maintain a safe environment for our children, and for our children to do their part to create a classroom community. Children will be required to stay in their assigned groups, listen and follow directions, as well as treat everyone with respect. Misconduct will NOT be tolerated. We have many children enrolled in our program, so we can not divert our focus to one child's disruptive behavior. Unacceptable behavior on field trips will result in the child not being allowed to go on the following field trip. All Misconduct will result in a write-up on an Incident Report. After three write-ups, a conference will be requested. If your child's behavior continues to be an issue, your child will be removed from our program. According to our handbook discipline may include time-out, an office visit or a phone call for the parent to come and get their child.

Water Bottles and Snacks: Please send your child with a LABELED bottle of water daily. Snack time will be in the afternoon every day. Please send your child with a healthy snack each day.

Electronics: The children may bring electronics ONLY on Wednesdays. We are not responsible for lost or broken electronics. Children are not allowed to access the internet during electronic time. Also, if electronics are not used appropriately, the electronic will be taken to the office for a parent to pick up. Students are also not allowed to send text messages or make phone calls at any time. Please notify the center office at 205-655-0583 if you need to contact your child.

Sunscreen: Parents must apply sunscreen prior to coming to daycare each morning. We spend a lot of time outside through the summer, so it is vital for sunscreen to be applied each morning. In the afternoons, staff will reapply sunscreen as needed. Please send sunscreen in a gallon Ziploc bag. This will need to be turned in with an attached medication form.

Field Trips: Please have your child here by 8:30 on the days of a field trip. Send your child dressed in tennis shoes because they will do a lot of walking. Flip flops break very easily and become a safety issue for your child.

Field Trip Shirts: Your child will be given a field trip shirt for them to wear on field trip days. This shirt is NOT allowed to go home. The shirt will stay in their cubby and will be washed here at the center. Shirts will be sent home at the end of summer.

Water Days: Water days may consist of a pool, splash pad, waterslide, sprinklers, and/or water balloons. For each of these, your child will need to wear their swimsuit with a cover-up. Children must also bring a towel and a change of clothes.

Movie Day: We will be going to the Regal Movie theater here in Trussville on Movie Day. Your child may bring a snack from home, or they may purchase a snack pack at the movie theatre for \$9. The money will need to be given to a teacher when you sign in on that morning. Children are allowed to choose water or Sprite with their snack pack.

Library Day: On Tuesdays we do not have water day, we will go to the library, where your child will get the chance to check out a book. The book is not allowed to go home and will remain in your child's cubby.

Stay at the Center Day: On the days the children are not attending a field trip, planned activities will include science, art, reading aloud, drama, team-building games, math, cooking, and so much more!

Rest Time: Each day after we either get back from a field trip or go to the playground or gym, we will have a resting time. During this time, it is encouraged for children to have independent reading time, write in their journals, or rest. Children are allowed to bring a blanket if they would like to.

PLEASE LABEL everything sent. Due to limited storage, please do not allow children to bring things that will not fit in their cubby.

We are so excited to make this the best summer ever! Please let us know if you have any questions or concerns.

