

CONTACT US

Feel free to e-mail or call us with any questions you may have.
We look forward to hearing from you!

Sari Isdaner Early Childhood Center at the Katz JCC
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ECE ADMINISTRATIVE STAFF DIRECTORY

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CLASSROOM EXTENSIONS

Butterflies	Room 1	x1124
Fish	Room 2	x1125
Camels	Room 3	x1128
Elephants	Room 4	x1126
Dinosaurs	Room 5	x1136
Peacocks	Room 6	x1127
Lions	Room 7	x1131
Giraffes	Room 8	x1123
Owls	Room 9	x1129
Tigers	Room 10	x1132
Bears	Room 11	x1135
Kitty Cats	Room 12	x1134
Monkeys	Room 13	x1133
Ducks	Room 14	x1130
Bunnies	Infant Room	x1299
Bees	Infant Room	x1120

WELCOME TO THE SARI ISDANER EARLY CHILDHOOD CENTER!

We are excited to welcome you and your child/ren to our school serving infants, toddlers, preschoolers, pre-kindergarteners, and kindergarten students. It is an unprecedented time in our world. The guidance provided in this handbook is intended to help you navigate a very unusual year for all of us. Safety is our top priority and our staff is guiding their class under a completely new set of guidelines. Hygiene will be a part of all curriculum and social distancing will be practiced.

Our philosophy is based on the Creative Curriculum, children learn as they play. In this manual, you will find guidance on many topics. Our goal is for all children to be in a learning environment conducive to their individual success in all areas of development. As the school year begins, and as we move through the year, it is important to read this parent handbook to have awareness of our policies. Please keep this document handy, it will help guide you through health policies, lunch procedures and classroom curriculum and more. What is written within this handbook helps us to have the best early childhood community in South Jersey. Thank you for being part of our community and we encourage you to become an active member. Consider joining our Parent Committee, where you can play a role in planning events for your child's classroom and/or our school. We believe that a strong partnership between parents and staff remains vital to a child's success in school. We look forward to getting to know you and your family and having a continued connection as your child(ren) grow and develop.*

Tracey and Team

*Policies and procedures may change at any time

Dismissal from program:

The director reserves the right to cancel any child's enrollment or dismiss a child whose mental condition, conduct, influence or behavior is deemed unsatisfactory to the best interests of the school. You will have 10 days to make other arrangements for your child. * Our Expulsion Policy is included in your parent packet and requires your signature as per state regulations.

MEDICAL FORMS AND IMMUNIZATION POLICY

All children entering the Sari Isdaner Early Childhood Department – including Early Childhood Camps – must have an up-to-date immunization record on file prior to admission. If your child is 6 months to 5 years old, they must have an annual influenza vaccine by November 1 of each new school year. Each child also needs an updated Universal Health Form each year. If you do not comply with these deadlines, your child will be excluded from being a part of Early Childhood. The immunization record must include:

Parents are required to provide updated immunization records each time their child receives a vaccination.

- Name of child
- Name of parent/guardian
- Child's birth date
- Vaccine administration dates
- Date of issue
- Name and address of physician

Parents are required to provide updated immunization records each time their child receives a vaccination. There are no medical/religious exemptions.

Our school policy states:

- Children who are ill need to be kept at home until they are free of fever (without fever reducing medication) and symptoms for 24 hours and no longer contagious, or when a licensed physician indicates the child poses no serious health problem to themselves or other children through a written note.
- Gastroenteritis (stomach virus) Diarrhea and vomiting, whether viral or food related should be gone and child should have been on a regular diet for at least 24-48 hours. If a child has 2 or more watery diarrheas, they will be sent home. • Our school's definition of 24 hours means one full day out of school and symptom free. For example: if a child is sent home any time on a Tuesday, they may not come back to school until Thursday at the earliest.

MEDICATION

The school will administer medicine to a child only if the parent gives the medication in its original package – with direction of administration on the prescription – to the teacher and signs an authorization form stating the type of medication, reasons for giving it and instructions for administering. We DO NOT administer over the counter drugs. If needed, over the counter medicines need to be transferred to a prescription requiring:

- Doctor's prescription/note, along with the child's name, prescribed dosage and time interval dosage with the actual times indicated by your child's doctor, indicating that the medication is needed to be given to the child during their hours with us.
- The teacher & parents/caregivers will initial the form each time the medicine is administered.
- No medication will be administered on an "as needed" basis (except for emergency medication for asthma, EpiPen). Our staff cannot make the decisions about whether or not medicine is to be given.
- No medication can be given to a child that is "hidden" within a bottle or cup.
- All medications are kept out of the reach of children in a locked container.
- Insect repellent may be used with written parental permission on children older than 2 months once per day. ALLERGIES Please indicate your child's allergies on the enrollment/intake forms. We are happy to work with you in ensuring your child is safe in our care. If it is a life-threatening allergy, we will need specific information and an action plan on treatment in case of contact as well as the appropriate supplies (for example an EpiPen).

We have several children highly allergic to nuts; therefore, our school is deemed "NUT AWARE".

HYGIENE PRACTICES

We are increasing our already strict hygiene practices.

- All staff and students will wash their hands for 20 seconds immediately upon entering the classroom.
- Healthy hygiene habits will be a huge part of the curriculum this year.
- Children will have high touch supplies in their cubby for their personal use.
- Teachers will clean products before another child uses them.

CLEANING AND SANITATION

- All cleaning products used by staff will be EPA and CDC approved.
- Cleaning products will be used away from children and with adequate ventilation.
- High-touch surfaces/supplies will be cleaned after each use. Toys that cannot be fully cleaned (fabric items) will not be used.

ACCIDENT PROCEDURES

In case of an accident, we will first try to notify the parents/guardians, emergency contacts; ECE directors and teachers and assistant teachers are certified in Cardiopulmonary Resuscitation. Should emergency action be needed, staff will provide immediate care; call EMS (911) and call the parents/guardians. A staff person will accompany the child (if permitted by EMS) and EMS to the hospital when necessary. Emergency Medical Forms- Individual emergency care plans for children with known medical or developmental problems or other conditions that might require special care in an emergency (allergy, asthma, seizures, orthopedic or sensory problems, and other chronic conditions that require medication or technology support) are on file with the teacher.

Staff will contact you when your child receives any minor injury that requires more than slight attention so you will be aware of the accident. An accident report will be filled out by your child's teacher and signed by an administrator. A copy of this will be on file.

- All staff members must use barriers such as gloves when bodily fluids (i.e. blood) are involved.
- Fully equipped first aid kits are taken with each group when they leave their classroom and are readily available in classrooms.
- Liquids and foods hotter than 110 degrees Fahrenheit are kept out of children's reach.

BIRTHDAYS

Families celebrate their children's birthdays in different ways and some do not celebrate birthdays at all. We try to recognize and respect these differences. We are also aware that a little bit of excitement goes a long way in groups of young children. We intentionally keep birthday observances low key. If you would like your child to celebrate a birthday, we welcome you to bring in store-packaged, individually wrapped, kosher cupcakes, cookies, donuts or other treats to share with the class. Other acceptable suggestions are Entenmanns, TastyKake or animal crackers.

You should make arrangements with your child's teacher in advance and remember that any items to be shared with the class need to be marked with a kosher symbol and be nut free. Please do not send in any home-baked items. We also ask that you limit the birthday celebration to the special treat and not bring in paper goods, party hats, favors, balloons or goody bags. Invitations to birthday parties are to be mailed to your child's classmates. Please do not use the cubbies for this purpose unless all classmates are invited. A roster with student names, telephone numbers and addresses are available upon request from the ECE registrar.

CLOTHING AND BLANKETS

We encourage children to be active, explore their environment and participate in art projects. This means they get dirty. Please dress your child comfortably in clothes that are easily laundered. It is difficult for a child to play freely if he or she is worried about getting messy. For safety purposes, children should wear sneakers or closed toe shoes with rubber soles daily. Please send in a shoebox and a complete set of labeled clothing suitable for the season. Please include: one pair of socks, one pair of pants or shorts, one set of underwear, one shirt and several masks.

NOTE: ALL ARTICES OF CLOTHING AND BEDDING MUST BE LABELED

CLOTHING

Please bring the following on the first day school. PLEASE LABEL EVERYTHING.

INFANTS:

- 1 crib sheet to fit cribs 24'x38'

TODDLERS:

- Underwear (if applicable)
- 1 sheet for rest time on cot

INFANTS & TODDLERS:

- Bibs
- Socks
- 2 or 3 changes of outfits (seasonal)
- A jacket for cooler weather
- One baby picture of your child & one current picture of your child
- Disposable diapers and wipes

CUBBY CHECK

If we send home your child's clothing, be sure to send clothing back the next day. All soiled clothing or cloth diapers are placed in a plastic bag and sent home. Linens go home on your child's last day of the week and brought back when they return the following week

DIAPERING

We follow state procedures posted in all classrooms that have diapering. Diapers are changed every 2 hours or when diaper is soiled or wet and after naps and documented on our Tadpoles Communication System. Trash cans have lids to keep children away from materials inside. The staff discards diapers and contaminated materials into a securely tied, plastic bag and put in a closed container. Changing tables are exclusively used for diapering purposes only. If cloth diapers are used, they must have an absorbent waterproof lining.

FOOD

Infants are fed on their individual schedules and are fed the food items you send in for them. If your toddler arrives at school before 8:30am, a light breakfast is available, i.e. cold dry cereal (or whatever you send in with them). Please send a dairy lunch (no meat, please), fruit (ready to eat), yogurt, etc. for lunch. Please do not send in any raw carrots or popcorn. Also, grapes must be cut in half. Morning and afternoon snacks will be provided each day. Water is provided.

CURRICULUM FRAMEWORK FOR ALL ECE CHILDREN

We emphasize the following skill areas in our curriculum:

- Social/Emotional Skills
- Literacy and Language Development
- Listening Skills
- Visual Discrimination Skills
- Large Motor Skills
- Manipulative and Fine Motor Skills
- Social Studies and Community
- Art
- Music and Drama
- Math
- Science and Technology
- STEAM (Science, Technology, Engineering, Arts, Mathematics)
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TO MAINTAIN A SAFE AND HEALTHY PHYSICAL ENVIRONMENT

1. Teacher/child ratios meet or are better than the state guidelines.
2. A Full COVID assessment is performed before a child is allowed to enter the building.
3. Rooms, equipment and materials are routinely inspected and kept in clean working order.
4. All staff is trained in appropriate methods of preventing illness and maintaining a safe environment.
5. Children are never left unattended, and always within sight and sound supervision.

TO PROVIDE A DEVELOPMENTALLY APPROPRIATE PROGRAM THAT OFFERS CHILDREN CHOICES IN A SUPPORTIVE AND STIMULATING ENVIRONMENT.

1. Space, routines, materials, and equipment are used as resources for activities, that are appropriate to the developmental levels and individual learning styles of the children.
2. Activities are designed at appropriate developmental levels to build self-esteem and to encourage curiosity, exploration, and problem solving.
3. All children are encouraged to explore a variety of individual and socially-distanced large group options so that boys and girls have the opportunity to experience roles and feel free to experiment with all materials, equipment and toys.

TO PROMOTE THE SOCIAL/EMOTIONAL DEVELOPMENT OF EACH CHILD

1. The environment is conducive to developing relationships with other children and adults. Cooperation efforts, mutual respect, appreciation of diversity, and shared leadership characterizes all activities.
2. Emotional security grows as each child is guided in self-knowledge, self-acceptance and pride in individual accomplishments. Children are also helped to maintain a comfortable separation from their parents as they join in activities that promote a sense of competence and independence.
3. Social skills are developed under the guidance of the staff that helps set the stage for problem solving, cooperative play, and shared responsibility.

TO PROMOTE COGNITIVE GROWTH

1. Activities involving communication, literacy, math, science, music, drama and art are offered at appropriate developmental levels to foster each child's growth and competence.
2. Children are encouraged to express thoughts, ideas, and feelings as they expand their understanding of the world and to represent these ideas to others cerebrally, graphically, and through dramatic play.
3. Children are encouraged to explore new materials, investigate new areas, and develop confidence in their ability to process and integrate new knowledge.
4. Listening and thinking skills are naturally developed through story reading and conversations. Children are read stories daily and we encourage parents to continue this activity at home.
5. Children are given the opportunity to make choices as they solve problems, join in activities and plan their day.

TO PROMOTE PHYSICAL DEVELOPMENT

1. Physical development is promoted through daily structured and choice activities, such as playground, movement activities and gym.
2. Fine motor development is promoted by the inclusion of manipulative and age-appropriate tools.

CURRICULUM LEARNING EXPERIENCED

ART

Mediums of all types provide an opportunity for the child to experience satisfaction with manipulation, experimentation, and exploration of the medium, and provide outlets for the expression of ideas, feelings and emotions.

DRAMATIC PLAY

This enables the child to re-enact the experiences in his/her world to understand and explore their meaning. With the help of props such as dolls, and other items, a child may explore being a parent caring for a baby, or an astronaut on the moon. Children can express their new knowledge and use their new vocabulary through Dramatic Play.

CONCEPT DEVELOPMENT

Young children are in the process of forming many concepts about their world. The teacher provides experiences in relevant areas of interest to expand each child's knowledge of cognitive skills, language, curiosity, and problem-solving skills.

LARGE AND SMALL MOTOR ACTIVITIES

Climbing, running, pushing and pulling are a few of the large muscle activities encouraged by the availability of slides, balance beams, and various climbing apparatus. Activities such as cutting and pasting, art activities, puzzles, and other manipulative materials, provide opportunities for the practice and development of small motor skills.

MUSIC

Opportunities include singing, rhythms, listening, rhythmically moving, experimentation with various instruments, and creation and interpretation of music.

LAG B'OMER

This holiday celebrates Jewish survival. At school, we celebrate with outdoor activities.

YOM HA'ATZMAUT

Yom Ha'Atzmaut is the Independence Day of modern Israel. We celebrate by learning songs and making Israeli flags.

SHAVUOT

A thanksgiving and harvest feast, also commemorates the giving of the Ten Commandments on Mount Sinai. More detailed information about your child's classroom activities for these holidays, as well as activities which expose your child to Jewish values, will be in the monthly newsletter and daily communications.