



EXTENDED CHILD CARE FAMILY NEWSLETTER May 2007

HERE COMES SUMMER.....

Our enrollment for summer is complete. If your summer child care needs change, please notify the office as soon as possible. This really helps us to plan staffing for summer. We appreciate your help!

SUNSCREEN POLICY CHANGE

We have changed our policy on sunscreen effective this summer. **We are asking that you apply sunscreen to your child before they come to the center and the Center will supply sunscreen to reapply during the day.** Check with your Center Director to get a new Sunscreen Permission Form.

SIGNING YOUR CHILD IN & OUT

We require that a parent or guardian sign each child in when brought into the center and sign out when the child leaves the center at the end of the day. *This needs to be the adult's full signature.* This is for the protection of your child and is a requirement of Community Care Licensing, Title 22. The center staff appreciates your help by remembering this when you sign your child in or out.

JOB OPENING

Office Manager at the Extended Child Care office. Full time, Monday – Friday. Starting pay \$19.50 per hour with full benefits. Requires 3-5 years experience in personnel supervision and office management. Must have good oral and written communication skills along with a high level of organization, problem solving and ability to work as part of a team. Must also have ability to do computerized record keeping, including proficiency in Excel, Word, Access and Windows. If interested fax cover letter resume to 545-4860.

OLD COMPUTERS WANTED

We are looking for donations of old computers. We are finding that the games and programs the children use do not work on the VISTA software on a new computer. Please call Cherelle at the office 545-2402, if you have an old computer you want to get rid of. Thanks!

SOME SPRING BREAK HIGHLIGHTS

Mattie and Windsor Creek: When asked what they liked during spring break, the children said they liked the Jump House, they liked “police guy” and “fire guy” who visited, they thought the

kick ball game was fun and one child “liked being with my cousin everyday”. The children were able to sit in the fire truck and learn all the different tools on the truck.

JX Wilson: One of the many great projects during spring break was the drums that Hank made with the children. First they painted large containers and then decorated them with feathers, yarn, buttons, stickers, handmade clay beads and even shells Hank brought back from Costa Rica. The next step will be trying out the drums in a drum circle.

RL Stevens/Wright: The kids made box cars out of cardboard boxes and there was a race. The fans enjoyed popcorn and juice as they cheered their favorites on. They also had a picnic lunch with their “stuffies”.

Riebli: Stomp rockets were the favorite! Other activities included hama beads, finger knitting and Shrinky Dinks.

ANTI BULLYING POLICY

Extended Child Care is committed to making our centers a safe and caring place for all children. We all treat each other with respect, and we will refuse to tolerate bullying in any form at our centers. Our program defines *bullying* as follows: Bullying is unfair and one-sided. It happens when someone keeps hurting, frightening, threatening or leaving someone out on purpose.

Examples include: teasing someone in a hurtful way, stealing or damaging another person’s things, spreading rumors about someone, ganging up on someone, hurting someone physically, using put-downs such as insulting someone or making fun of them, and leaving someone out on purpose.

Our staff will do the following things to prevent bullying and help children to feel safe at the center:

- Be accepting of each child's individual strengths, personal characteristics, family culture and background.
- Be inclusive of all children in program activities and guide and encourage all children to do the same.
- Closely supervise children in all areas
- Watch for sign of bullying and stop it when it happens
- Respond quickly and sensitively to bullying reports
- Take seriously families’ concerns about bullying
- Look into all reported bullying incidents
- Implement the agency’s Behavior Management Policy as a consequence to bullying

Children in our program will do the following things to prevent bullying:

- Be accepting and respectful of one another's individual strengths, differences, physical characteristics and family background.
- Treat each other with respect and try to include everyone in play, especially those who are often left out.
- Treat each other respectfully
- Refuse to bully others
- Refuse to let others be bullied
- Refuse to watch, laugh, or join in when someone is being bullied
- Try to include everyone in play, especially those who are often left out
- Report bullying to an adult