

# *Nike Tykes Preschool*



## *Program Information and Parent Handbook 2009 - 2010*

*A Developmentally Appropriate Learning Environment Operated  
by the Manchester Parks and Recreation Department  
Licensed by the State of Connecticut  
Accredited by NAEYC --National Association for the  
Education of Young Children*

**255 Garden Grove Road**  
Manchester, CT 06040-7039  
Phone: (860) 647-3168

**[niketykes.townofmanchester.org](http://niketykes.townofmanchester.org)**

## **Our Philosophy**

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At Nike Tykes Preschool we believe that each child is unique, with his or her own timing of development and growth, and that learning is an integrated process. We respect your child's individual needs and interests. We will work with you and your child to help develop the skills they need to feel confident in their developing abilities.

### **at Nike Tykes we**

#### **Create a learning environment in which children can:**

- feel safe and supported
- explore freely
- discover
- develop relationships with adults and peers
- develop a sense of trust and belonging
- take initiative by making choices
- assert themselves in socially acceptable ways
- feel competent through learning
- develop a love of learning
- be independent, curious, and creative
- be themselves.

#### **Play in a community where children:**

- are respected for who they are
- respect each other
- respect their environment.

#### **Provide developmentally appropriate activities, which are:**

- age appropriate
- individually appropriate
- integrated
- concrete, real, and relevant  
to the lives of young children.

#### **Actively include our parents in their child's learning and development by providing opportunities for:**

- classroom participation
- formal and informal communication
- parent education.

#### **Maintain high standards of professionalism and competency in early childhood education by:**

Providing continuing education for staff  
•abiding by the standards set forth by the National Association for the Education of Young Children (NAEYC).

## **Our Curriculum**

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Our curriculum is based upon developmentally appropriate practices and focuses on all areas of your child's development. Our goals are:

### **Socio-Emotional**

- to enhance a sense of self-esteem
- to exhibit a positive attitude toward life
- to demonstrate cooperative, pro-social behavior
- to develop an awareness of the world around them and the part they play in it

### **Cognitive**

- to acquire learning and problem-solving skills
- to expand logical thinking skills
- to acquire concepts and information leading to a fuller understanding of the immediate world
- to expand verbal communication skills
- to demonstrate skills in make-believe play
- to develop beginning reading skills
- to acquire beginning writing skills

### **Physical**

- to enhance gross motor skills
- to enhance and refine fine motor skills
- to use all senses in learning

Our curriculum goals are accomplished through an integrated, theme based approach. Your child will have opportunities for hands-on exploration in the following learning centers:

- creative art
- manipulatives
- homeliving
- rice/sand and water
- blocks
- library (reading, listening, and writing)
- science and nature  
math
- outdoor play
- woodworking
- cooking.

### **The Teacher's Role**

The teacher's role is to act as a support, not only to facilitate and encourage your child's learning, but to find a way to make the learning happen. The teacher's primary tool is the classroom environment. Through careful planning and preparation, he/she ensures that activities within the centers are meaningful, relevant, and motivate learning. This way the teacher is able to work with your child individually, expanding your child's learning through small group interaction, self-selected learning centers, and teacher directed activities.

## Our Daily Program Schedule

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Our daily program schedule supports our curriculum goals. We want your child to feel secure and independent so that he or she can move from one activity to another as easily and confidently as possible. The schedule below is a general example; in September during Open House you will receive a specific schedule for your particular class.

**Times listed below are approximate; sometimes extended time is needed for clean-up and winter outside dress.**

### Arrival—First 15-20 minutes

*Children select quiet activities set out on tables, such as puzzles, books, or drawing.*

Clean-up, then **Morning Meeting—15 –20 min.**

*Teacher brings the group together for greeting, music and movement, discussion of the day's activities, special guests, jobs, and sharing.*

### Choice Activity Time—one hour

*Children choose from activities in learning centers such as; creative art, blocks, sand and water, dramatic play, library, manipulatives, and math and science. Snack is also served at this time. The children learn to serve themselves, to eat with a group, and to try new foods. At the end of this time, the children put away toys and materials and prepare to go outside.*

### Outdoor Activity—25 minutes

*Children select from a variety of outdoor interest areas.*

### Group Meeting—last 20 minutes

*Stories, music and movement, and other selected group activities.*

Our consistent schedule offers opportunities for:

- active and quiet play**
- small and large group activities**
- child and teacher directed activities**
- indoor and outdoor play.**

## Our Program Offerings

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### Fun Tykes

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**Age Requirement:** Children age 3 as of 12/31/09.

#### Specific Program Goals

- To develop trust
  - in their environment
  - in adults other than their parents
  - in peers.
- To foster emerging independence and self help skills.
- To enhance their ability to express themselves verbally.
- To develop large and fine motor skills.
- To gain confidence in themselves.

#### Mornings

Monday , Wednesday and Friday 9:30 to 12 noon  
Or  
Tuesday and Thursday (can add Fri. as space permits)  
9:30 to 12 noon

#### Afternoons

Tuesday and Thursday 12:30 to 2:30 p.m.

### On Our Way

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**Age Requirement:** Age four as of 12/31/09.

#### Specific Program Goals

- Continue to develop pro-social and negotiating skills.
- Develop language and literacy.
- Expand logical thinking and problem solving skills.
- Refine fine and large motor skills.
- Develop an appreciation for the arts.
- Stimulate curiosity and develop a love for learning.

#### Mornings

Mon., Wed., and Fri. 9 to 11:30 a.m.  
Or  
Tuesday and Thursday 9 to 11:30 a.m.

#### Afternoons

Mon., Wed., and Fri. 12:30 to 2:30 p.m.  
Or.  
Tuesday and Thursday 12:30 to 2:30 p.m.

## Program Dates

Nike Tykes Preschool operates from September through May and will mainly follow the Manchester Public School calendar.

We do NOT take time off for Election Day, Testing days, report card conference or Board of Education Staff Development days.

<b>Class</b>	<b>Begins</b>	<b>Ends</b>	<b>No. of Days</b>
Mon/Wed/Fri	September 9	June 9	102 days
Tues/Thurs	September 8	May 27	68 days

### Program Holidays

Programs will not be held on legal holidays and school vacations and will follow the Manchester Public School Calendar. These dates are already considered into the program. They are:

October 12	Columbus Day
November 11	Veteran's Day
November 26-27	Thanksgiving Recess
December 24 to Jan 1	Holiday Recess
January 18	Martin Luther King Day
February 15 to 19	Winter Recess
April 2	Good Friday
April 19 to 23	Spring Recess
May 31	Memorial Day

### Program Cancellations and Closing

If the Manchester Public School System **closes**, all **classes will be canceled**.

If the Manchester Public School System has a **delay in opening**, **morning** classes will meet at 10:00 A.M., and dismiss at 12:00 noon. Afternoon classes will be held as scheduled. If school lets out early in Manchester, afternoon classes will be canceled.

Please check with local radio stations or local TV for up to the minute school announcements. OR

#### ***For cancellation information call:***

Nike Tykes Preschool  
647-3168

**by 8 a.m.**

***Classes will not be notified by phone.  
If in doubt, please call.***

Classes canceled will be made up at the end of the program year and during spring recess if necessary.

### **Complaint Procedure**

If you are experiencing a problem, please speak to your teacher first. If this does not help, please discuss the problem with the Center Director. If you feel the problem is still not resolved, please contact the Recreation Supervisor/Leisure Programs at 647-3139.

If still not satisfied with the results, you may also wish to contact the Connecticut Department of Public Health and Addiction Services, Day Care Licensing Unit at 509-8045.

In most cases, the situation can be resolved by speaking with your teacher and the Center Director immediately.

**PLEASE remember that the first payment for 2009/2010 school year is due on August 15th and checks should be made out to the "Town of Manchester". Classes start after Labor Day.**

**See you in the Fall!**  
***-The Nike Tykes Preschool Staff***

The Nike Tykes Preschool is town sponsored and licensed by the State of Connecticut. We are also accredited by NAEYC (National Association for the Education of Young Children). We are open Monday through Friday from 8:30 a.m. until 2:30 p.m. Fun Tykes (3 year old) classes are 9:30 until noon and 12:30 to 2:30 p.m. The On Our Way (4 year old) classes run from 9:00 until 11:30 a.m. and 12:30 to 2:30 p.m., as detailed on the previous page.

# REGISTRATION INFORMATION

## **Admission and Enrollment**

Nike Tykes Preschool is open to all children regardless of race, religion, sex, ethnic background, disability or the inability to pay.

## **Age**

Children age three (as of December 31) to five.

## **Toilet Training**

It is strongly recommended that children be toilet trained however it is not mandatory.

## **Required Forms**

These forms are mandatory and must be completed and returned before a child may begin.

Child Care Health Form: A physical completed by a licensed physician, physician assistant or a certified nurse practitioner. The physical is valid one year from the actual date of the physical and is due by August 29.

Emergency Information Form: This form contains important emergency contact information. It is imperative that this form be complete, accurate, and legible. All areas must be completed. For the safety of your child, please notify the Center Director of any change of phone, address, or emergency contacts immediately. Also, if during class time you will be anywhere but home, it is helpful to let the teacher know where you will be, and a contact number.

Authorization Form: Authorizes us to provide for the safety of your child in case of an emergency as well as permission for photographs, field trips, walks, and use of artwork. Authorization for Emergency Procedures is mandatory.

Enrollment and Payment Card: Provides general information and program for which you are registering.

Application for Sliding Scale Fees: This application is mandatory for those requesting a reduction in fees only. The information provided will be confidential and is required in order to determine eligibility and amount of program fees. **For Manchester residents only!** If you have any questions about sliding scale, **Please read "Clarification of Requirements";** it is part of the paperwork you must fill out when requesting aid. The Director has the paperwork.

## **Payment Methods**

Payments can be made at the Parks and Recreation Office, August 15<sup>th</sup> through February 15<sup>th</sup> by checks, money orders, credit card or cash. It is your responsibility to keep all your receipts.

**MONTHLY:** Payments are due on the 15<sup>th</sup> of each month, August 2009 through February 2010.

A child may be dismissed from the program if payments are 60 days in arrears (2 payments missed).

Children will not be allowed to return until the past due balances are paid in full.

## **Late Payment Fee**

A \$5 Late Payment Fee will be assessed for payments received after the 30<sup>th</sup> of the month.

**ONE PAYMENT:** The fee is due on August 15<sup>th</sup>. The discount is forfeited if payment is not received on time.

## **Refund Policy**

The Registration Fee is non-refundable.

Credits only will be issued for those children who are absent for two weeks or more due to an illness (a doctor's note is required).

Those participants entering the program anytime before the 15<sup>th</sup> of a month pay the full month's tuition; those on or after the 15<sup>th</sup>, pay half of the month's tuition. Please see "Withdrawal and Dismissal" below regarding refund requests and timelines.

## **Withdrawal and Dismissal**

Please notify the Center Director **at least one month in advance and in writing**, with the reason for withdrawal and the last date your child will be attending. **If this is not done, you will be assessed one month's tuition, since this is valuable time wasted in filling your child's space.**

A child may be dismissed from the program if:

- all required forms are not on file.
- physical is not up to date.
- payments are 60 days in arrears (2 payments missed).
- a child's behavior is a risk to the safety and well being of all participants.

## Staff and Supervision

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Our staff is what makes Nike Tykes Preschool such a special place for your child. Their warm and nurturing ways let your child know that this is a place they can trust, be themselves, and have fun!

Each teacher is a trained professional in early childhood education and brings a wealth of experience to their program area. There are two teachers in each class and each teacher is trained and certified in Connecticut Childcare First Aid, CPR, medication administration and OSHA training. Teachers also receive training annually through conferences and workshops, and are members of the National Association for the Education of the Young Child (NAEYC).

Our group size does not exceed twenty children and the maximum teacher to child ratio is one to ten.

Children are supervised by their assigned teachers within their classroom area and during outdoor play. If a teacher is absent, a qualified substitute is assigned. At no time is the teacher/child ratio above the maximum number allowed.

Bathrooms assigned to a classroom are open to the children at all times. A teacher will assist if needed; however, children are encouraged to use the bathrooms independently.

### Consultants

Nike Tykes Preschool is fortunate to have a caring and supportive group of consultants which we utilize on an on going basis.

#### **Early Childhood Education Consultant**

Sharon Kozey, MA, LPC  
Early Childhood Specialist  
Town of Manchester

#### **Nurse Consultant**

Rhonda Dannehy, School Readiness nurse and  
Manchester Early Learning Opportunities Nurse

#### **Social Work Consultant**

Mary Roche-Cronin, Human Services

#### **Nutritional Consultant**

Nick Aldi, Food Service Director  
Manchester Board of Education

#### **Special Needs Assistance**

Child Find, Manchester Board of Education  
Early Childhood Consultation Partnership

#### **Dental Consultant**

Pediatric Dentistry, Main St., Manchester

## Program Staff

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### **Richard S. Bunce (Mr. Rich) Director**

#### **Education**

Central Connecticut State University Elementary Education	1990
Springfield College M.Ed. Leisure Services Administration	1986
Nasson College B.A. Psychology	1972

#### **Professional Experience**

Nike Tykes Preschool 1991 to present

*"Early childhood education means the first exposure for many children to people and places outside the home and as such should be an experience that nurtures and encourages social and emotional growth and fosters a lifelong enjoyment of learning and sense of community."*

Rich resides in Manchester with his wife Gail and their two children (graduates of Nike Tykes), Chris and Jenny, who are students at UCONN. In his free time he enjoys sailing, bike touring, cross country skiing, winter camping, home improvements, auto mechanics and family activities.

### **Lisa Nisula (Miss Lisa) Teacher, On Our Way Certified Educator/ State of CT**

#### **Education**

College of Notre Dame, 1979  
BA in Education, Minor in Special Ed & Early Childhood

#### **Professional Experience**

Nike Tykes Preschool 1999 to present  
Partners in Play Instructor, 1994-1999  
Former Kindergarten and 3rd Grade Teacher  
Head Start Teacher

*"I feel strongly that a happy, stimulating pre-school experience is the foundation to a successful school career. I will do my best to help your child grow, smile, and be successful."*

Lisa resides in Manchester with her husband, Rick, and her three children, Jessica, Jonathan and Jared, two of whom are now attending college. She has two cats and a dog. Her family spends summers at the shore.

## **Sarah Choquette (Miss Sarah) Teacher, On Our Way**

### **Education**

Becker College, 1990  
Associates, Early Childhood Education

### **Professional Experience**

Over ten years of experience teaching preschool curriculum with ages 2 through 4.

*"As a teacher, I believe that children learn through their experiences. This is why I feel that play, and hands-on activities provide the main fundamentals of preschool learning. I am honored to help guide and encourage your children through the beginning of their love for learning."*

Sarah resides in Manchester with her husband Gene and their two children Chris and Jillian. They also have a family dog named Ruby. Sarah's daughter Jillian is a graduate of Nike Tykes. Sarah enjoys antiquing, craft fairs and spending quality time with her family and friends.

## **Kim Tipton (Miss Kim) Teacher, Fun Tykes**

## **Mary Shane (Miss Mary) Teacher, Fun Tykes**

### **Education**

University of Connecticut, 2009  
B.A., Early Childhood Education

*"I strongly believe that energetic teachers who exude warmth and happiness are essential to the school experience for young children. A successful preschool program should provide laughter, friendship, songs, stories and imaginative play in an atmosphere of acceptance, respect, and encouragement. My goal is to help young children develop confidence, independence, and an enthusiasm for learning that will stay with them as they go on to elementary school and beyond."*

## **Orientation and Open Houses**

It is our goal that children are as relaxed and as comfortable as possible so that they may get the most benefit from their classes. Therefore we hold an Orientation and an Open House in September, and invite interested new families to tour the facility on an individual basis during January and February. These are opportunities for the children and their parents to meet the staff, become acquainted with the environment and hopefully ask questions so that they leave feeling knowledgeable and happy about the program.

In July/August, we will send you a brief incoming parent questionnaire designed to help inform your child's teacher so that s/he may be prepared for your child's arrival.

### **OPEN HOUSES**

#### **FOR REGISTERED CHILDREN AND THEIR PARENTS**

#### **On Our Way (4-year-olds)**

##### For M/W/F AM Class

Wednesday, September 2 9:00 to 11:30 a.m.

##### For M/W/F PM Class

Wednesday, September 2 12:30 to 2:30 p.m.

##### For T/TH AM Class

Thursday, September 3 9:00 to 11:30 a.m.

##### For T/TH PM Class

Thursday, September 3 12:30 to 2:30 p.m.

#### **Fun Tykes (3-year-olds)**

##### For Mon./Wed./Fri. A.M. Classes

Wednesday, September 3 9:30 to 12:00 noon

##### For T/TH AM Class

Thursday, September 4 9:30 to 12:00 noon

##### For T/TH PM Class

Thursday, September 4 12:30 to 2:30 p.m.

## **PARENT ORIENTATION NIGHT**

**For parents only.** Discussion of curriculum goals and an opportunity to see what it is your child will be doing and why. **Tuesday, September 1 at 7 p.m.**

## **Initial School Days**

During the first exciting days of school we will be setting a routine with your children so they will feel comfortable and know what to expect. It is important that they are in school on time. Your cooperation is appreciated.

### **Preparing for the First Day**

About a week before school starts, casually remind your child about the upcoming event, mentioning your teachers' names. As the day approaches, if you feel that your child is getting anxious about coming, calmly assure your child that they will have fun and that they will be safe. We have articles on separation. If you feel this will be a problem, let us know so that we can work with you and your child to make an easy adjustment. Children can feel a parent's apprehension. If you have concerns, please let us know. The teachers know how to get your child through it - trust them.

## Parent Involvement

Parents are an important part of a child's life and love for learning. We would like to become partners in this learning process. We offer you, as a parent, many ways to become involved in our community such as:

- parent volunteer for the day
- participation in class activities
- parent resource room
- special family events
- fund raising
- parent conferences
- snack
- input through program evaluations.

We truly welcome you into your child's classroom. At Parent Orientation, we will provide you with information on how you may volunteer and become involved.

### **Parent Conferences**

Parents will be able to meet with their child's teachers in January and May. These conferences are designed to be a relaxed and informal meeting in order to discuss your child and his/her needs. You will be made aware of conference dates and times a month prior.

### **Keeping Informed**

How do you keep informed of your child's progress and class happenings? First, we hope to make extensive use of email, so please check your mail often. Second, check the class bulletin board and easel each day. There you will find current information relevant to your child's activities at school. Third, remember to pick up your mail in your box. Fourth, read the monthly class newsletter as well as the quarterly center newsletter. If you have any questions, please do not hesitate to speak with your teacher. Daily contact at drop off and pick up is the best way to establish open lines of communication and rapport with your child's teacher.

### **Parent Survey**

We will be asking you to fill out a short parent survey in February so that you can evaluate the job we are doing in meeting your families' needs. You will be able to make comments but if you have a problem or concern, please do not wait until then to say something. Speak up right away.

## **Health, Safety and Emergency Procedures**

### **Arrival and Departure**

You **must** escort your child in and out of the building daily. Parking directly in front of the building is limited. However, you must **not** block the entrances to the building at anytime or parallel park across the street.

### **Attendance**

If your child will not be attending class, please call the school at 647-3168 by 8:45 a.m. You may leave an immediate message by pressing \* on your touch-tone dial as soon as the voice mail answers. Please state your child's name, class, and the reason why s/he will not be attending that day. We keep track of the way illness such as vomiting or diarrhea runs its course through classes.

### **Communicable Diseases**

For the health and safety of all our participants, you are required to notify your teacher of all communicable diseases your child may contract i.e. chicken pox, fifth disease, conjunctivitis, pertussis, strep throat, etc. Specific information will be kept confidential; however, we must notify all participants of the situation. Depending on the illness, children will be allowed back to the program 24 hours after treatment begins or with a physician's approval.

### **Medications**

If your child requires emergency medication, such as an epi-pen, arrangements will be made for medication administration. Please speak to the Nurse or Director. For other medications, such as antibiotics, consult your physician for a modification in the time of administration if it coincides with class time.

### **Illness Exclusion**

**Your child will not be allowed into class if these symptoms appear. During class, you will be asked to pick up your child in the event of: a temperature of 100 degrees or higher, diarrhea, vomiting, serious cough, head lice, chicken pox, rashes, fairly constant thick and green discharge, and conjunctivitis with pus.**

An ill child will be isolated from the other children with the Center Director in his office and will be comforted until you or an authorized alternate arrives. Depending on the illness, children will be allowed back to the program 24 hours after treatment begins or with a physician's approval. If diarrhea, vomiting or fever have occurred within the last 24 hours, your child must remain home in order to prevent the spread of infection.

In the event of a serious injury, 911 will be called, first aid will be administered, and parents will be notified immediately. The Center Director will accompany the child to the hospital.

In the event of a minor injury, the staff will administer first aid and notify you of the situation when you arrive.

### **Evacuation**

In the event of an emergency, such as fire, the staff would relocate the children immediately to safety, either to the large parking area or in case of inclement weather, shelter in the building across the street. The Center Director would call 911, then the Main Office for assistance in notifying the parents of the situation.

### **Fire Drills**

Fire drills are practiced once a month. Your help in confirming to your child the importance of these drills and the fact that they are just practice is invaluable.

### **Early Closing**

In the event of an emergency which would force us to close early (i.e. severe weather), we would contact parents to pick up their child(ren) immediately. If parents cannot be notified, then persons listed on the Emergency Information Form would be contacted. At least two staff members would remain with the child until an authorized person arrives.

### **Late Pick-ups**

The Department realizes that situations arise which may delay a parent in picking up their child, however, for the safety of your child and out of courtesy to the instructors, we ask that you notify the Center Director of any delays. If children are not picked up within 15 minutes after the end of the program, persons listed on your Emergency Information form will be notified. After one hour, the police will be notified. If the problem is persistent, we will ask that you consider another program.

### **Early Arrivals**

Out of courtesy to our instructors, the doors will not be opened until five minutes prior to the start of class. Our instructors need this time to set up. Your cooperation is greatly appreciated.

**PLEASE NOTE: WE ARE NOT RESPONSIBLE FOR THE SAFETY OF SIBLINGS PLAYING ON THE OUTDOOR OR INDOOR EQUIPMENT. PLEASE SUPERVISE YOUR CHILDREN WHEN WAITING.**

### **Clothing**

We recommend comfortable and durable clothes that can take the wear and tear and occasional paint spills that come with preschool. For this reason, we ask that you **bring an extra complete change of clothing to Open House** This includes underwear (or diapers), pants, shirt, and socks. Place clothing in a bag **labeled with your child's name**.

We **will be going outside daily** unless it is raining, or the temperature falls below 20 degrees. Please prepare your child in cold weather by bringing snow pants and boots as well as the usual coat, hat, and mittens (mittens are warmer and easier than gloves). Please label all outside clothing (hat, coat, etc.) with your child's name.

### **Behavior Management / Discipline Policy**

Our goal is to create an environment which promotes pro-social behavior. By effectively arranging the classroom environment and establishing clear limits for behavior, children are able to understand what behavior is expected of them.

We use redirection as a tool in changing the child's behavior. If a problem remains, we offer children positive

guidance to help them understand the consequences of their actions. We will also help children to problem solve and to understand alternative choices.

If a situation arises which may jeopardize the safety of the other children, we may institute a "time out" and intervention if need be. Any such intervention is designed to be instructive rather than punitive.

If a particular behavior continues, we will meet with the parent(s) to discuss our observations and request authorization for an observation by our social work consultants. After this observation, we would meet again to discuss a possible course of action.

If we are able to meet the needs of the child, then as a group we would implement a plan as provided by the consultant. After a recommended period of time, we would meet again to see if progress is being made.

If we are unable to provide for the child or progress is not being made, then we would make recommendations to place the child where he/she may be best served.

We will NEVER hit, physically abuse, scream at or demean a child.

### **Abused and Neglected Children and Children at Risk**

It is required by law "that where there is evidence of abuse or neglect ... or when there is reasonable cause to suspect or believe a child is in danger of being abused," it must be reported to the Department of Children and Families (DCF). We hope that before a situation of this magnitude occurs, that parents and staff can meet to discuss any problems that may be occurring in order to prevent any harm that may come to any child. Of course any information would be kept strictly confidential. We are here to help and assist you in any way possible.

### **Snack**

The severity of food allergies is increasing every year. In the interest of safety, and out of respect for those children with food allergies, we have adopted a "no home made foods" snack policy. **Food that comes from home for sharing among the children must be either whole fruits or commercially prepared packaged foods in factory sealed containers.**

For each child with special healthcare needs or food allergies or special needs, the child's health provider gives the program an individualized care plan that is prepared in consultation with family members and specialists involved with the child's care. The program protects children with food allergies from contact with problem food. The program asks families of a child with food allergies to give consent for posting information about that child's food allergy and, if consent is given, then posts that information in the food preparation area and in the areas of the facility the child uses so it is a visual reminder to all those who interact with the child during the program day.

Staff do not offer children younger than four years these foods: hot dogs, whole or sliced into rounds; whole grapes; nuts; popcorn; raw peas and hard pretzels; spoonfuls of peanut butter; or chunks of raw carrots or meat larger than can be swallowed whole.

Please read the list of ingredients on the packaging of any food you bring to school to share. We are a peanut-free facility, so any foods with peanuts or other nuts in them or foods exposed to peanut or nuts in processing, cannot be served.

It is incumbent upon the parents of children with food allergies to read labels daily in order to approve or disapprove of any snack. Ask your teacher before class about the snack for the day.

Some snack suggestions are (please check labels for peanuts or nuts in the processing):

- crackers – goldfish, cheese nips, wheat crackers  
etc. with or without cheese
- fruit (whole fruit, fruit cups, applesauce, grapes cut in half)
- graham crackers
- yogurt or gogurt
- fresh vegetables with or without dip
- store bought breads, packaged, with nut-free labels

Birthdays are celebrated during the first or second week of the month in which they fall. We celebrate all birthdays for the month together so that we have only one “sweet snack” per month. Cupcakes, birthday cakes, ice cream etc. are permitted on birthdays as long as they are “store bought”, and have labels that can be checked for allergy causing ingredients. For other special events such as Friendship soup, Holiday sing-a-long, Valentine’s Day, Mother’s Day Tea and graduation, please check the labels of the items you bring for all to share.

### **Our Approach to Holidays**

At Nike Tykes, we celebrate a variety of holidays in an effort to understand our uniqueness and diversity. We will work with you and your family to insure that every child feels comfortable in this area. Please help us to celebrate by sharing your holidays and customs with us. Birthdays are also celebrated as a "special day". Birthdays for the month are celebrated usually during the first week of that month. Check your monthly calendar and you may sign up to contribute to the snack. We work with Jehovah’s Witness families as well as families from any nationality to insure that their child(ren) are not exposed to anything that would violate the requirements of their religion.