



## Our Approach

We provide first-class early childhood development learning programs designed for each age group. Our learning programs are a balance of adult-directed and child-led activities. We focus on:

- Art, music and dramatic play to encourage self-expression
- Teach via experiments, observation and play
- Reading materials that are age appropriate to enhance language
- Math, Science, Language and other basic concepts which will help them excel in Kindergarten
- A clean and safe educational environment to promote healthy, responsible kids

At our nest, your child becomes our child, a part of our extended family. We encourage our teachers and parents to work together constructively focusing on the needs of the individual child.

## Nutrition

At our nest, we believe – a healthy child is a happy child. We pay utmost care in providing your child with good nutrition as it contributes to their overall health. Our menu provides wholesome meals and satisfying snacks. Meals are prepared fresh daily with a rotating menu. Our child nutrition program includes breakfast, lunch and two snacks – one in the morning, and one in the evening. Every lunch and snack are nutritionally balanced and meet requirements regarding food components and portion size. Our menus always include a variety of fruits, vegetables, whole grains and lean proteins. Healthy snacks throughout the day will also help maintain your child's energy levels.

If your child has a special nutritional need or requires an adaptation to our menu, we will work with you to create a plan that adequately meets your child's needs.



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## Enrollment

When registering:

- Bring your child's immunization card and we can make a copy for our records.
- For your convenience, you can either click on the links available online and print the forms yourself, or we can provide the forms. We keep printed forms on hand.
- We are required to keep a copy of these forms in the child's file and give a copy to the parents.

Required forms upon enrollment:

1. Identification and Emergency Information for each child enrolled [LIC 700]
2. Consent for Medical Treatment for each child [LIC 627]
3. Affidavit regarding liability Insurance signed by each parent [LIC 282]
4. Receipt for Parent's Rights signed by each parent [LIC 995A]
5. Caregiver Background Check Process [LIC 995E]
6. Consumer Awareness Information [LIC 9212]
7. Parent Notification [LIC 9150]
8. California School Immunization Record [Blue Card]
9. Optional Child's Pre-admission Health History Parent's Report [LIC 702]

## Tuition

No deposit! One-time registration fee: \$100(non-refundable)

Full time:

- Infant 6 mon – 12 months - \$1800 a month
- 1-2 years old: \$1500 a month
- 2 years and older: \$1450 a month



## Full Time Daily Schedule


Time	Activity
8:30 – 9:00	Arrival and Free Play
9:00 – 9:45	Breakfast Time
9:45 – 10:15	Morning Circle Time: Letters, Numbers, Colors, Shapes and Songs (*Theme based)
10:15 – 10:30	Diaper change / Potty time
10:30 – 11:00	Art and Craft
11:00 – 11:15	Morning Snack
11:15 – 11:45	Outdoor play time
11:45 – 12:00	Wash hands, get ready for lunch
12:00 – 12:45	Lunch Time
12:45 – 1:00	Diaper change / Potty time
1:00 – 1:15	Relaxing story time
1:15 – 3:15	Nap Time
3:15 – 3:30	Diaper change / Potty time
3:30 – 4:00	Free Play and Milk Time
4:00 – 4:30	Evening Circle Time (*Theme based)
4:30 – 5:00	Evening Snack
5:00 – 5:30	Outdoor Play Time
5:30 – 6:00	Music and free play



## Menu

Our daily menu will be posted on the bulletin board.

We serve Indian and American home cooked food. All our meals are prepared fresh daily. Most of our grocery shopping is done at Costco, Whole foods and Felipe's Farmers market. Healthy snacks will be available throughout the day.

Sample Weekly Menu					
	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Breakfast</b>	Pancake & Fruits	Indian Idlis & Fruits	Rice noodles & Fruits	Indian Veg Upma & Fruits	Waffles & Fruits
<b>Morning snack</b>	Fresh squeezed Orange Juice	Cut Fruits	Fresh squeezed Orange Juice	Cut Fruits	Fresh squeezed Orange Juice
<b>Lunch</b>	Rice + Sambar (Indian fresh Veg Soup) + Yogurt	Pasta & Yogurt	Indian Paratha & Yogurt	Noodles & Yogurt	Ravioli & Yogurt
	Available Everyday: Indian Khichadi (Rice + Mixed Veggies)				
<b>Evening snack</b>	Milk + Cookies/Crackers/Cheese Stick	Fresh Seasonal Fruit Smoothie + Crackers	Milk + Cookies/Crackers/Cheese Stick	Fresh Seasonal Fruit Smoothie + Crackers	Milk + Fresh Baked Goodies

\*\* No frozen, pre-cooked, canned or deep-fried foods served. We use organic ingredients for cooking as far as possible; these include dairy, vegetables and fruits that are consumed without peeling.



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## Holiday Schedule

Holiday Schedule for 2019 – 2020	
Date	Event
Wed, Jan 1, 2020	New Year's Day
Mon, Jan 20, 2020	Martin Luther King Jr. Day
Mon, Feb 17, 2020	President's Day
Fri, April 10, 2020	Good Friday
Mon, May 25, 2020	Memorial Day
Mon, Jun 29 - Fri, Jul 3, 2020	Independence Day/ Summer break (1 week)
Mon, Sep 2, 2019	Labor Day
Mon, Oct 14, 2019	Columbus Day
Mon, Nov 11, 2019	Veterans Day
Thu, Nov 28 – Fri, Nov 29, 2019	Thanksgiving
Wed, Dec 25, 2019 – Wed, Jan 1, 2020	Christmas and Winter break



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## Policies

### **Clothing & Supplies**

We provide a cushioned mattress and a bedroll for sleeping for every child with their name on it. We chose a bedroll because it has a built-in pillow and attached blanket. We provide drinking cups with straw with your child's name labeled. Please have your child dressed in shoes for outdoor play.

### **List of items to be provided by parents**

- Diapers
- Baby wipes
- Diaper rash cream
- Extra change of clothes – 2 pairs
- Pull-up training pants

### **Payment Responsibilities**

A onetime registration fee of \$100 and the first month tuition is required at the time of enrollment. Monthly payment is due at the 1st of each month; late payment after the 5<sup>th</sup> of the month will be subject to late fees. For payments, we accept checks or cash.

Parents are responsible for full payment whether or not your child is here; including federal holidays and winter break. \*Full payment is due for all absences including family vacations, change in work schedule and illness of the child.

### **Termination**

You must give at least 30 days' notice in advance if planning to terminate childcare services. Parents are responsible for full payment of childcare fees through the final date.

### **Late Pick Up**

Many, if not most childcare facilities charge by the minute for late fees. We do not charge for late pick up, nor do we charge for early drop off. We are flexible to meet parents' needs. We just ask to be reasonable.



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### **Pick up policy**

We must have prior written authorization from parents for anyone to pick up their child that is not a parent or not on the Emergency Information form. Any authorized person that we do not know will be required to show proper identification.

### **Mandated Reporter**

As a childcare provider, we are a mandated reporter to the State to report any suspected child abuse or neglect to the Child Protective Services.

### **Illness & Medication**

- a. Parents will be notified if your child becomes ill during the day. You will be expected to pick up your child if any of the following symptoms develop:
  - Fever over 101 degrees F
  - Vomiting
  - Anything contagious such as pink eye, hand/foot/mouth disease, mumps, flu, etc.
  - Diarrhea
- b. Your child may return to daycare:
  - ✓ When symptoms subside for 12-24 hours.
  - ✓ The child is past the contagious stage of illness.
- c. Written authorization is required for us to administer medication; including prescription and over the counter medicine. Any medication brought to daycare will be labeled with child's name, date, and dosage.

911 will be called for anything life threatening; then parents will be notified immediately.