



Tender Years of Deale, LLC
 6006 Drum Point Road
 PO Box 87
 Deale, MD 20751
 (443) 203-6325 www.tenderyearscenter.com

Hours of Operation:

Monday - Friday

Infant Room	7:00am - 4:00pm
2 years and older	7:00am - 5:30pm

Our Mission

We provide a nurturing, safe child care environment that lays a strong foundation of the Christian faith for children during their “tender years” of childhood through literacy-rich, play-based learning opportunities.

Our Motto

A Christian child care center where we love the Lord our God with all our heart, soul and mind...for the joy of the Lord is our strength. (Deuteronomy 6:4-9, Luke 10:27, Nehemiah 8:10)

Our Approach

We believe that a literacy-rich, play-based, gospel-based, learning environment helps children of every age reach important developmental milestones, foster friendships and build Christian character.

Our Licensing

Tender Years of Deale, LLC is a child care center regulated by the Maryland State Department of Education COMAR 13A.16 and licensed by the MSDE Office of Child Care Region 1.

Our Religious Affiliation

Tender Years of Deale, LLC is operated by Reverend Faith Wilkerson, an ordained elder in the Global Methodist Church. Together, we partner in ministry events, camps, service projects and worship services.

Our Families

Families are the foundation of children’s development. We view ourselves in partnership with our parents to ensure children the health and safety of every child. We welcome parent participation and feedback is valued because family input contributes to the planning and implementation of our program and shaping of our policies.

Gospel-Based Center

As a gospel-based center, our staff seek to model Christian values for the children. We seek to live in peace with God and one another (Romans 12:18) and glorify God through our words and actions (Colossians 3:17). Through bible lessons, prayer and praise, we lay the foundation for a “biblical worldview” that encourages children to marvel at God’s creation, recognize His hand in the complexities of nature, know our selves as created in His image and celebrate God’s love for us through Jesus Christ. (Genesis 1:26, Ephesians 2:4-9)

Staff Certification and Training

A listing of all teachers and staff members is posted at the front desk, listing their playgroup assignment or area of work. All of our teachers and staff have met screening and certification requirements regulated by the Maryland State Department of Education (MSDE) and Office of Childcare (OCC). Each year, staff attend a professional development conference for child care professions together in May. The center will be closed for this training time.

Tuition Rates and Fees

Upon enrollment, your tuition cost and activities fees are presented to you for acceptance. Tuition is paid weekly and Activity Fees are paid quarterly. These are payable via check, Zelle or cash. An end of year statement is provided for all families as per guidelines provided by the IRS.

INFANTS Rate \$350/ week	6 weeks - 18 months (approximate)	Teacher/Child Ratio 1:3
TODDLERS Rate \$350 / week	18-24 months (approximate)	Teacher/Child Ratio 1:3
TWOS Rate \$ 310 / week	24 - 36 months approximate	Teacher/Child Ratio 1:6
PRE-K Rate \$285/week	Ages 3+	Teacher/Child 1:10
SCHOOL AGE CARE		Teacher/Child 1:15
\$ 35/day as needed, drop in during school year and “Days off Camps”		
\$ 150 / week before and after care during school year and “Days Off Camps” at no additional cost		
\$ 175 / week for Summer 2025 Camps beginning June 16, 2025		

Deposit

At the time of enrollment, each child’s placement requires a deposit of \$175. This is non-refundable and non-transferable.

Activity Fees

At the time of enrollment, the first month Activity Fee is require. The monthly activity fee of \$15 per month covers the cost of enrichment materials and activities that occur through out the year for your child. These will include your child’s school t-shirt (or onesie), seasonal outings or special programs brought to the center, planned enrichment materials for additional STEAM activities and field trips.

Weekly Tuition

At the time of enrollment, the first week of care (tuition) is due in advance of starting. All weekly tuition must be paid the week before the care is provided. In other words, please pay on Friday for the upcoming week of care. Checks, cash can be given to Director. Zelle is also an accepted form of payment.

Our Program

We offer literacy-rich, play-based learning experiences to assist infants, toddlers and preschoolers reach developmental milestones. Our center builds upon the Beyond Centers and Circle Time© (BCCT) a play-based curriculum. This play-based curriculum is substantiated by research on play and brain development and covers the development of the child engaged in the three types of play – sensorimotor, structured construction, and dramatic play. See *Age Groups* and *Schedules* for details

Total Inclusion Approach

All children belong. Tender Years of Deale admits children of any religion, race, color, disability, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the child care center. We provide inclusive settings that recognize children's varied physical and cognitive abilities, interests, needs, and learning styles. We believe that a creative, discovery-rich environment helps children of every age reach learn and reach important developmental milestones for future health and well-being. We believe that each child is a gift from God, and we value the uniqueness of every child. Our center embraces the Christian faith but does not discriminate based on religion, creed or denomination.

Special Guest and Volunteers

Children love to have special guests to the classroom to enhance an activity or subject area they are exploring. We will invite families to consider volunteering for opportunities to read a book to the class or help with a project. Special guests such as fire fighters or police officers may be invited to the center during our unit on Community Helpers. All special guests and volunteers shall be under the close supervision of a staff member at all times.

Admission and Enrollment Policies & Procedures

Admission

Admission to the program is ongoing and non-discriminatory. No one is excluded from admission to the program based on religion, race, color, disability, sex or national origin. Preference may be made toward younger siblings of the child already enrolled in the program. All children files are kept confidential. Parents are expected to update center with change of address, pediatrician information or emergency and medical changes. Annual review of all Health forms will completed each summer.

Families are required to update the Emergency Form and Health Inventory annually which reflects updated report of child's health and vaccination. Deadlines for completing paperwork will be communicated to families via email and parent bulletin board.

Enrollment

Children will not be accepted into our care until parent or guardian has

- (1) received all the documentation of the Welcome & Enrollment Packet
- (2) returned the completed all documents in full
- (3) remitted a signed Tuition & Fees Agreement along with payment

Step 1: Review the "About Us" page on the website and familiarize yourself with our center, our mission, our approach to child care.

Step 2: Express interest by completing this Inquiry Request. Upon completion, our director will contact you to schedule a visit.

Step 3: If there is an opening for your child and you are interested in pursuing enrollment, you will be given the Welcome & Enrollment Packet.

Step 4: Complete and return all documents in the Welcome & Enrollment Packet along with first week tuition, first month activity fee and deposit.

- Annual Receipt Acknowledgment Form
- Program Selection with Tuition & Activity Fees Agreement
- Signed Acceptance of Parent Handbook
(initial specific policies on screen time, pets, photo policy and social media)
- Signed Acceptance of Calendar of Scheduled Closings
- Signed Acceptance of Child Care Regulations pamphlet
- Signed Acceptance of Consumer Education pamphlet
- Signed Acceptance of Walking Field Trip / Stroller Field Trip
- Complete the Emergency Form (one per child)
- Complete all Health Inventory Forms (one set per child)
- Complete About My Child Profile (one per child)

Contracts for Care

We recognize a family's child care needs may change. We prefer families inform us within 30 days of a plan to move or withdraw. When a child moves up to a new age group, contracts for care will be updated with new program selection, Tuition & Fees Agreement, and Receipt Acknowledgement Form.

Each June, all families will re-accept and complete documents listed above in Step 4, even if child is remaining in the same class. This includes the Health Inventory Forms that need to be signed by your pediatrician.

Starting and Ending Payments for Contract for Care

First week payment must be made in advance of the start date. Care can be ended by Tender Years of Deale if at any time payment for care is 14 days late. A family that ends care in the middle of a week will be responsible for payment for the full week.

Schedule and Calendar

Daily Schedule

Each classroom follows a daily schedule that is posted in the room. Children ages 2 and older must arrive to the center by 8:45am to begin their day. Children in our Young Infant group eat, sleep, and play on demand. See *Age Groups* for details.

Drop-off

We ask that preschool children arrive by 8:45am to begin the day and experience the fullness of our learning. All families will walk children into the center through the side door and sign children in/out. Cubbies are located in the reception area. Any persons entering the infant rooms must remove shoes or wear shoe covers.

Pick-up

Children must be picked up on time (*see Late Pick Up/Overtime Charge*) and can be released only to those listed on the Emergency Form. Permission to pick up a child by an adult other than listed person can be arranged by adding the person's name to the approved pick up list. Please inform us in advance for a change in pick up. If an adult other than those verified by the pick-up list, needs to pick up a child, please provide written permission from the parent/guardian by email or on paper. Notes can be sent at drop off or emailed to faith@tenderyearscenter.com

Parking Lot Safety

Please do not leave children in vehicles unattended. Vehicles should not be allowed to idle in the facility's designated parking areas at any time, including during drop-off and pick-up.

Late Pick Up / Overtime Charge

Our infant room closes at 4pm and the child care center closes at 5:30pm, if you pick up after your child's classroom closes, there will be charge of \$30 for every 5 minutes overtime. Please contact the center if you are having a delay in picking up.

Weekly Schedule

Tender Years of Deale will be open Monday - Friday from 7:00am - 5:30pm. Our Infant and Toddler Program (age 6 weeks - 23 months) operates from 7am - 4pm. Our program for children ages 24 months and older operates from 7am - 5:30pm. Children must arrive at the center no later than 8:45am. Each playgroup has a daily schedule (see Schedule) that includes time for rest (see "Nap Times.") Infant schedules up to 6 months of age are individualized.

Calendar

A calendar of monthly events is available on the website and is posted in the reception area.

Pre-Scheduled Closures

	2025	2026
New Years Day	Wednesday, January 1, 2025	Thursday, January 1, 2026
MLK Jr. Day	Monday, January 20, 2025	Monday, January 19, 2026
President's Day	Monday, February 17, 2025	Monday, February 16, 2026
Good Friday	Friday, April 18, 2025	Friday, April 3, 2026
Staff Professional	Friday, May 2, 2025	To Be Determined
Memorial Day	Monday, May 26, 2025	Monday, May 25, 2026
Fourth of July	Friday, July 4, 2025	Friday, July 3, 2026
Summer Recess	August 4 - 8, 2025	Monday- Friday August 3-7, 2026
Labor Day	Monday, September 1, 2025	Monday, September 7, 2026
Thanksgiving	Thursday, November 27, 2025	Thursday, November 26, 2026
Day after Thanksgiving	Friday, November 28, 2025	Friday, November 27, 2026
Christmas Break	December 24 - 26, 2025	December 24-25, 2026
New Years Eve	Wednesday, December 31, 2025	Thursday, December 31, 2026

2025.



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Professional Day	Friday, May 2, 2025
Memorial Day	Monday, May 26, 2025
Fourth of July	Friday, July 4, 2025
Summer Recess	Monday - Friday August 4 - August 8, 2025
Labor Day	Monday, September 1, 2025
Thanksgiving	Thursday, November 27, 2025 - Friday, November 28, 2025
Christmas Eve	Wednesday, December 24, 2025
Christmas Day	Thursday, December 25, 2025
New Years Eve	Wednesday, December 31, 2025

01. JANUARY							02. FEBRUARY							03. MARCH							04. APRIL												
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09. SEPTEMBER							10. OCTOBER							11. NOVEMBER							12. DECEMBER															
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X = Center Closed

"Our Daily Bread" - Meals, Snacks and Feeding Plans

Meals & Food - Children ages 2+

Lunch- Parents/guardians of children in the 2's classroom and older will provide lunch for their children daily. Pack lunch in a labeled lunch box. Lunch boxes are stored in the classroom refrigerator.

Sippy cup/ Water bottle: All children must have a water bottle (or sippy cup if in the 2's classroom) that will be used throughout the day. These must have their name labeled on it. Children have access to water throughout the day.

Snack- An AM snack and PM snack is provided by Tender Years each day. We are committed to providing nutritional, balanced food choices. The weekly menu is posted near the sign-in sheet.

Meals for children ages 0-12 months

Children under 12 months and using bottles must bring in 3-6 (depending on age) clearly labeled clean bottles each day. Any bottles that are used during the day will be sent home during pick up for cleaning and sanitizing. Once children are able to sit upright, they begin partaking of meals with others. This occurs through the use of a transitional table where children begin eating in child-sized, safety chairs at child-sized tables. Snack and mealtimes serve as wonderful experiences where children develop their language and social emotional skills. Modified diets and allergies can be accommodated. Please complete Health Forms with your pediatrician.

“To Lie Down in Green Pastures” - Nap Policy

Nap Time / Rest Time

It is required by law that children are given a minimum of two hours opportunity for rest. Nap time is part of this daily routine. Each child has a cot with a fitted sheet (and blanket if age 2+) are provided and laundered weekly by Tender Years. Children may read books on their cot if they do not nap. Children in our Young Infant group eat, sleep, and play on demand.

Special Events / Holidays / Birthdays

We celebrate and learn about many holidays both religious and civic. We will not celebrate Halloween with the children. The church hosts an annual Trunk-or-Treat on Saturday with hayrides and games. We encourage families to participate. We encourage children to attend evangelistic activities hosted by Cedar Grove Methodist Church such as Vacation Bible School, Easter Egg Hunt, Family Christmas Service, Shrove Tuesday Pancake Supper, Ash Wednesday and Lenten Vespers.

Non-Food Birthday Celebration

For your child's birthday, each classroom teacher makes the day special. We do not permit food items for birthdays as part of this occasion. If you wish to bring in something for your child's class, please consider a goodie bag for each classmate that can be given out and opened at home by the parent and child.

Operation Christmas Child (October / November)

We will participate in a project for giving to kids around the world through Samaritan's Purse. Parents may provide donated items toward this, but it is not required.

Communications

Family + Center + Teacher Communication

Upon enrollment, we seek to establish communication preferences for families and introduce our patterns for keeping lines of communication clear and predictable. Please familiarize yourself with daily, weekly, monthly and emergency communication protocols. Upon enrollment, please complete the following:

- **Emergency Contact Form** is completed annually and identifies points of contact for each child enrolled in the center. If your child has a medical condition which might require emergency medical care, complete the back side of the form. If necessary, have your child's health practitioner review that information.
- **Center-Wide Communication is noted on your enrollment form** that identifies your preferred email addresses and cell phone numbers. We encourage you consider adding, with permission, grandparents and other adults who are part of your child's care to this form, so that they can keep abreast of inclement weather or special events.
- **About My Child Worksheet** for classroom teacher to get acquainted with your child.
- **Photo Consent** must be given to opt-in or out of photos for marketing and publication. See more on *Photography & Video Permission Policy*.

Phone

Our phone number is (443) 203-6325 and we welcome parents to call at anytime. Please call the center to inform when your child is ill or absent. Teachers may be reached through this phone. We ask that parents do not text or call teachers during their class time, as they are not able to take calls while teaching or supervising children.

Email

Center-wide messages, such as weekly reminders or monthly newsletters will be sent out via email. It will be the responsibility of each family to provide us with the most up-to-date email address that you would

like to have us use. We ask that you check your email for updates. Emails can be updated through the front desk anytime. We keep our internal communications private through our email service, Constant Contact, which does not sell personal information.

Text Messaging

Center-Wide Text messaging will be used to distribute timely information, such as an alert that may point you to an important email or update on a change of operation (such as inclement weather). Please remember that cellphone carrier rates may apply.

Website and Social Media

Our website www.tenderyearscenter.com and Facebook page will not post photos of children without the signed the permission form. See *Photography & Video Permission*

Communication about Your Child's Development

Milestones matter for children from birth to age five. We will provide feedback through a monthly checklist showing our observations in how he or she plays, learns, speaks, acts, and moves. If you notice that your child is not meeting milestones, we encourage parents to talk with doctor or nurse about any concerns. Teachers and parents are welcome to schedule a meeting with coordination through the Director.

Communication of Concerns or Conflicts

We subscribe to the belief that concerns & conflicts should be resolved at the lowest level possible. Our teachers are trained and supported in resolving conflicts. Parents/guardians should contact and schedule a time to discuss any concerns with their child's teacher. Conversations about conflicts and/or concerns should not be had within earshot of the children. Please contact the center director to reach the teacher to request a time to converse.

Emergencies & Inclement Weather

Tender Years of Deale follows the Federal Government guidelines for emergency and inclement weather. If local weather presents an emergency issue, a community-wide text will be sent out promptly. It is our goal to remain open and provide care as long as it does not jeopardize the health or safety of our staff or families.

Field Trips

A walking field trip for the older preschoolers may be arranged for a visit to the fire house, library, church or park. Infants and toddlers may take a stroller ride to the park when weather is permitting. We ask that parents sign a permission slip for children to participate in any off-site programs. Staff to child ratios are maintained during all off-site programs.

Pet Policy

Maryland state law allows service animals to accompany individual students, guests or staff in schools under the criteria provided by the Individuals with Disabilities and Education Act. During the school year, animals may be invited to the classroom for special events or as a class pet. Tender Years of Deale will notify parents in advance of any animals taking part in a school-sponsored activity.

Photography & Video Permission

Tender Years of Deale uses photography and video to document children's learning process & experiences as well as highlight our programs in marketing materials, the website or other media outlets. By accepting admission to TYD, parents/guardians acknowledge this policy and determine if they would like to allow their child's picture to be shared. Upon enrollment, families elect to opt-in or opt-out of photos used for external communication by signing the Annual Acknowledgment form. There is no opting out of internal use of photography and video documentation that is given to the parent throughout the child's day, as this is shared within our community to reflect the learning process & experiences.

Resources for Community Support

Sometimes, families, children and parents need extra support. Our center can provide you with information to access local agencies that offer helpful service. Child Find, The Resource Center, South County Assistance Network and Anne Arundel County Systems of Care all provide services at little to no cost for Anne Arundel County residents. See our bulletin board in the reception area for information and updates.

What to Bring

Preschool Clothing and Outdoor Gear

Each child should come to school dressed appropriately for the weather and ready to play. Comfortable, durable play clothes are suggested, and sturdy sneakers are recommended. Sandals, crocs and flip-flops are inappropriate and unsafe for much of our daily outdoor play activities. Families will be asked to provide rain boots (that will remain at the center) for outdoor play on wet days. Snow gear for winter will also remain in children's cubbies. In late spring or summer, we may request water shoes for special water days. The following clothing items should be clearly labeled with the child's first & last name and always at the center for use:

- Rain boots
- Rain coat (we value outdoor time rain or shine)
- Snow boots (winter)
- Snow pants (winter)
- Winter coat (winter)
- Mittens / Gloves (winter)
- A change of clothing (including underwear, socks, & shoes) so that your child can be changed as needed during the day.

Infant & Toddler Clothing and Supplies

These will be stored in your child's personalized marked container on a shelf in the diapering area.

- Change of clothing (labeled with name)
- Weather-Appropriate Coat (labeled with name)
- Bottles (labeled with name)
- Disposable diapers
- Pop-up Wipes

Personal Items from Home

Please limit the personal items that your child brings from home to lunch box, water bottle, clothing, special items for sleeping, books, or unit materials for sharing during circle time or for projects. Label everything with your child's name. All bedding (fitted sheet for cot or crib mattress and napping blanket) is provided and laundered by Tender Years of Deale. Special items for sleeping will remain in student's cubby area until rest time.

Water Bottle or Sippy Cup

Families must provide a labeled water bottle or sippy cup that remains at the center during the week (infants 3-6 months are exempt from bringing a sippy cup). Water bottles will be sent home at the end of each week for cleaning and should be returned to the Center at the beginning of the next week.

Cell Phones, Tablets or Electronic Devices

Children are not to bring cell phones, tablets, iPods or any electronic devices to the center.

Reinforcing Positive Behavior

Disciplinary Policy (COMAR 13A.17.07.03c Child Discipline)

Tender Years of Deale will abide by the above COMAR regulation. There will never be physical punishment of any kind.

Behavior Management

Behavior is a form of communication. Children must learn the social & soft skills related to the appropriate behaviors needed to be successful in life. At Tender Years of Deale, we use both proactive and reactive approaches to behavior management. In our programs, children participate in explicit experiences designed to help them build their understanding and ability to meet acceptable behavior expectations.

Appropriate behavior at Tender Years of Deale is defined by following three basic expectations:

- We respect self and others.
- We respect and care for our school and personal property.
- We observe personal and school boundaries (e.g. playground, classroom, etc.)

Intolerable Behaviors

Aggressive, reckless, harassing or bullying behavior which jeopardizes the health, safety, or welfare of the child, other children, the greater community, or staff members is immediately recorded on an Incident Report, which is filed with administration and shared with families.

A conference with the parents may be requested, and a student may be suspended, expelled, or the parents may be asked to withdraw their child from the center.

When a child has been significantly injured, the parent is also notified by phone promptly and the incident is documented with the Incident Report Form. All copies of Incident Reports are placed in a child's file, one copy each in the file of anyone involved.

Incidents of harm resulting from intolerable behavior towards another child can result in immediate suspension or expulsion from the center.

Biting/Pushing Policy

Biting and pushing is unfortunately not unexpected behavior for infants/toddlers. Some children and many toddlers communicate through this behavior. However, biting/pushing can be harmful to other children and to staff. This biting/pushing policy has been developed with both of these ideas in mind. Our goal is to help identify what is causing the biting/pushing and resolve these issues. If the issue cannot be resolved, this policy serves to protect the children that are bitten/pushed. If a biting/pushing incident occurs, regulations require that the parent of the child biting/pushing and the parent of the child who was bitten/pushed be contacted. Names of the children are not shared with either parent.

When Biting/Pushing Does Occur

Our staff strongly disapproves of biting/pushing. The staff's job is to keep the children safe and help a child that bites learn different, more appropriate behavior. We do not use techniques to alarm, hurt, or frighten children.

For the child that was bitten/pushed:

1. First aid is given to the bite. It is cleaned with soap and water. If the skin is broken, the bite is covered with a bandage.
2. Parents are notified.
3. The "Incident Report" form is filled out documenting the incident.

For the child that bit/pushed:

1. The teacher will firmly tell the child, "We do not bite/push." And ask them to check in with the child who was hurt.
2. The child will discuss with a teacher how the other child may feel and what other ways there are to deal with their frustration.
3. The parents are notified. The "Incident Report" is filled out documenting the incident.

Moving forward

The child will be shadowed to help prevent any biting/pushing incidents. The child will be observed by staff to determine what is causing the child to bite (teething, communication, frustration, etc.) The child will be given positive attention and approval for positive behavior.

When Biting/Pushing continues

If a child inflicts 2 bites/pushes in a one week period (5 days of school attendance) in which the skin of another child or staff member is broken or bruised or the bite leaves a significant mark, a conference will be held with the parents to discuss the child's behavior and how the behavior may be modified.

If the child again inflicts 2 bites/pushes in a one week period (5 days of school attendance) in which the skin of another child or staff member is broken or bruised or the bite leaves a significant mark, the child will be asked to take a one week break from the school.

If the child again inflicts 2 bites/pushes in a one week period (5 days of school attendance) in which the skin of another child or staff member is broken or bruised or the bite leaves a significant mark, the parents may be asked to make other day care arrangements.

If a child, who has been through step 1 and 2 and then goes 3 weeks (15 days of school attendance) without biting/pushes, we will go back to step one if the child bites/pushes again. If a child bites/pushes twice in a 1 hour period, the child will be required to be picked up from preschool for the remainder of the day.

Healthy Center Standards

A Healthy Center Begins with Each of Us - Preventing the Spread of Disease

Hand washing is the single most important line of defense in preventing the transmission of disease-causing organisms. Children and staff shall wash hands upon arrival at the child care center. Hand washing procedures are posted at each sink used for washing hands.

Children will wash hands:

- upon arrival at Tender Years of Deale.
- after each diaper change or visit to the toilet.
- immediately before eating meals or snacks.
- before and after water activity.
- after playing on the playground.
- whenever hands are visibly soiled.

Staff will wash hands:

- upon arrival at the child care center.
- immediately before and after handling food, preparing bottles, or feeding children.
- before handling clean utensils or equipment.
- after using the toilet, assisting a child in using the toilet, or changing diapers.
- after handling of body fluids (e.g., saliva, nasal secretions, vomitus, feces, urine, blood, secretions from sores, pustulant discharge).
- after handling soiled items such as garbage, mops, cloths, and clothing.
- whenever hands are visibly soiled.
- after removing disposable gloves.

Electronic Media/Screen Time Policy (COMAR13A.17.09.01.E6 Program Requirements)

Tender Years of Deale will abide by COMAR regulation and will limit the use to those children 2 years and older to view age appropriate interactive technology that will NOT replace creative play, hands-on learning and social interaction. Tender Years of Deal also understands that children over age 2 will view no more than 30 minutes of age appropriate educational passive technology per week the only exception being a special event.

Passive technology is defines as video clips/movies may be used on a limited basis to extend learners' understandings about specific project topics. This only applies to our learners two and older; children under two will not utilize any passive technology during open hours. All videos/clips will be approved by our center director Faith prior to sharing with children and will not exceed 30 minutes per week except for special occasions (families will be given advance notice of these occasions).

Also please see *Cell Phone, Tablets, Electronic Devices Policy* stating that children are not to bring cell phones, tablets, iPods or any electronic devices (including electronic games) to the center. For those families who send devices to school with school-age children, please note that devices will not be accessible by children during their time at the center. All devices must be kept in in backpack during before/ after care. Devices that are found being used by children will be held by the Director until returned to the parent at the end of day. Repeated use of a device by a child may result in the device being kept regularly in a locked area for parent retrieval.

Sick Child Policy for Acute Illnesses

Limiting the spread of disease is important for keeping children and staff healthy and safe. We cannot admit a child to care or allow a child to remain in care when the child is exhibiting symptoms of acute illness.

Read through our **Healthy Center Standards** section of the handbook on how we handle illness that arises when your child is at the center as well as and guidance for determining when to keep your child home.

Please keep your child home if you child:

- has a fever of 100 degrees or higher
- has a cold for more than 4 days
- has nasal discharge
- is diagnosed with an illness. Stay home until child has been on medication for 24 hours
- has a constant cough

If your child becomes sick at the center:

All child care staff monitor a child for signs and symptoms of acute illness. The center director will notify a child's parent (or other designated person on the emergency contact list) upon observing a sign or symptom of acute illness. Until parent or authorized person picks up your child, we will provide temporary isolation for the affected child in a separate area within sight and hearing of an adult. A child may not be readmitted to care after an absence of 3 days or more due to illness without a written statement from the parent or physician that the child may return to a regular schedule.

We will call you (or if you cannot be reached we will call your emergency contacts) if your child shows signs of and of the following:

- a fever of 100 degrees or higher
- two episodes of diarrhea
- Vomiting
- Ongoing signs or symptoms of illness that prohibit the child from participating in the day's activities.

Medical Administration Policies and Practices

General medication, whether prescription or nonprescription, may not be administered to a child with out parental permission that is document as follows:

- Parental permission is documented on a medication authorization form.
- A licensed health practitioner has approved the administration of the medication and the medication dosage.

Prescription medication may not be administered to a child unless at least one dose of the medication has been given to the child at home. If medication is by prescription, it shall be labeled by the pharmacy or physician with:

- The child's name
- The date of the prescription
- The name of the medication
- The medication dosage
- The administration schedule
- The administration route
- The duration of the prescription
- An expiration date that states when the medication is no longer useable.

How Infant Toddlers Grow and Develop: Supporting Healthy Brain Development

At Tender Years of Deale, we seek to lay a strong foundation for your child to reach developmental milestones and support healthy brain development. We understand that while your child is in our care, we become one of your child's earliest teachers. With that great responsibility, we strive to do all that we can to support and encourage children along the continuum of learning.

Holding, cuddling and talking to your infant are also important for her brain! Our teachers physical and emotional contact with your baby is essential. For example, eye contact, warm and soothing voices as well as responding to your baby's vocalizations will foster social connection and promote language development. The development of strong attachment relationships lays a foundation for children's sense of personal identity and self-esteem, as proposed by researcher J. Ronald Lally who called for a focus of identity development in the context of infancy. (Lally 1995, 58–59; Zero to Three 2009).

Our play-based curriculum, Beyond Centers & Circle Time and Beyond Cribs and Rattles is substantiated by research, based on current and past research, and grounded in the theories of three types of play – sensorimotor, structured construction, and dramatic play. Infants and toddlers are supported in healthy brain development through playful, loving, language-rich experiences that are at the center of our program.

Smoking/Vaping

Obviously, this is for the adults. But just a reminder that the use of any tobacco/marijuana product or nicotine/marijuana vapor product is prohibited on our property or at any TYD sponsored activity. If a staff member suspects an adult is under the influence of alcohol or drugs, they will not relinquish a child to said adult if they are operating a vehicle.

Suspected Child Abuse

All of our staff are mandated reporters and will report EVERY suspected instance of child abuse or neglect directly to the protective services unit of Anne Arundel County. **PROFESSIONAL BEHAVIOR IS OF THE UTMOST IMPORTANCE IN SUCH MATTERS** - these suspicions and reports will only be discussed with necessary Center staff and leadership in addition to protective services. If a staff member suspects an adult is under the influence of alcohol or drugs, they will not relinquish a child to said adult if they are operating a vehicle.

Support through Community Resources

We are glad to help families connect with the many local resources that are available to assist with locating mental health services, food assistance, housing, utilities, crisis or emergency services, mentoring, parent training and education. Please see our community bulletin board for more information or contact the director for confidential referrals.

Age Groups

Young Infant: 6 weeks - 8 months

In our young infant program, we recognize the importance of a safe, nurturing environment. Children in our Young Infant group eat, sleep, and play on demand. Play materials, and routines are important but the adult is the most vital ingredient at this stage. Our curriculum is individually designed and the intentionally planned experiences assist our young infants in their development through loving and caring child/adult interactions. Food, sleep, and play experiences occur based on individual needs of children. Some of the first ways infants participate in faith formation is through music and baby's first bible.

Older Infant 9 months - 17 months

With our older infant program, children begin following a simple schedule during their day. Food and naps still occur somewhat on demand, but this stage includes playful, language-rich lessons developed & delivered within small groups or pairs of children. Baby books that share the gospel and hearing adults say together The Lord's Prayer lays the foundation of "a faith that comes by hearing." Shared mealtime experiences, with prayer before a meal, promotes faith as well as table etiquette and manners. Our adults continuously assess children and adapt activities as necessary.

Toddler: 18 months - 24 months

The young toddler is an eager learner who needs to touch, smell, taste, hear, and see everything. That includes the Bible! By this age, the Bibles are able to be held and even chewed. Children hear the Bible read as well as continue with prayer and praise daily. The schedule for this stage is more structured than the older infant, but still flexible and based on play experiences guided by the caring adult. At this age, all domains continue to be addressed and project topics are selected from a combination of adult observation and children's expressed interests. Sustained outdoor exploration is promoted through the use of outdoor free play centers.

Two Year Old Program

At this stage, the older toddler turns into a child. Their brain reaches 80% of an adult size brain, the body becomes more balanced, and there is an ability to learn new skills quickly. Milestones include: Striving for power/autonomy, Tantrums, Continued development of language, gross & fine motor skills, and make-believe play skills, Beginning of social play with others and Potty training. Their love of ritual & routines during this time leads to increased enjoyment in the pattern of praise and prayer. Further participation in weekly chapel and daily prayer. Outdoor time is maximized at this stage. Project work is driven by child interests and occurs in longer sustained periods than previous stages.

Threes - Fours - Fives

When we put together our daily schedule, we recognize the older preschool learner thrives within a combination of routines and choice/autonomy. Our schedule has a pattern of prayer, play and learning. In a literacy-rich environment, we promote discovery, curiosity and appreciation for the blessings God has given us each day. We spend much time outdoors appreciating the change of seasons and the life that is all around us. It's important that our preschoolers fundamentally understand that God made the world and God is bigger than anything our minds can imagine. However, God knows us, loves us and became small like us. Sending His Son, born a baby, who became our Healer, Teacher, Friend and Savior.

School-Age Care, Ages 6-12

We understand our school-age youth need engaging experiences that are designed to explore interests, make friends, and feel connected with trusted adults. During the school year, children attending before and after care may also attend full-day when school is closed or cancelled due to weather. During the summer, weeks are arranged by general themes (nature, animals, drama skills, etc.). Children help determine the direction of each camp by sharing their interests with the adult who then designs experiences, arts/crafts, and activities. During the year, a variety of after school clubs, Days Off Events and Summer Day Camps will be offered based on the interest of children such as gardening, bible academy, art, cooking, sports, dance, etc.