

Early Years Academy Child Care Program Plan

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Early Years Academy Child Care Program Plan

Early Years Academy child care center is open Monday through Friday year round from 5:30 a.m. to 6 p.m. Early Years Academy is licensed to hold 93 children between the ages of 6 weeks to 12 years old. The school-age ratio for teacher to children is 1:15, max 30 children, The Preschool ratio for teachers to children is 1:10, max 30 children, 33 months to 5 yrs. old or first day of kindergartner. Toddler ratio is 1:7, max 21 children 16 months to 33 months. The Infant ratio is 1:4, max 12 children 6 weeks to 16 months.

The child care plan will be developed and evaluated, in writing annually by the director of the center. The child care program plan is available for parents upon request.

All children at Early Years Academy will be provided with love and care from the staff. The children at Early Years Academy are supervised at all times. We have a secured access to enter into our center for the safety of the children.

Our staff will try to help each child succeed in life with a positive attitude and the highest self esteem possible. Each child will learn at age appropriate stages at their own pace.

Conferences will be held two times a year with written assessment E2, documenting changes on your child's physical, intellectual, emotional, and social progress.

Immunization records are due back the day your child starts, health history form is due back within 30 days of enrollment.

How will you know what your child's doing during the day?

Parents are encouraged to call, or stop in and visit during the day. Infants and Toddlers have a "daily take home sheet," on which the teachers will write and tell you how everything went or anything exciting that happened during the day. In the Preschool and school age rooms, there is a board for all parents to read that highlights the days events and activities.

The Infant Room

6 weeks to 16 months
Infant Capacity 12 children

Parents of Infant children are kept informed by detailed daily sheets that include naps, meals, bottles, diapers and all necessary information about their child's day.

Early Years Academy infant program is designed with two things in mind; safety and caring.

Your child will receive undivided attention in a stimulating, educational and nurturing environment. Your child is just learning the basics, and that will be our main focus. Your child will also get plenty of food, sleep, and love. As your child continues to grow, we will help them learn their new skills and reward their accomplishments with smiles along the way.

The objective of our infant room is to help each child learn, individually, all the important milestone of infancy, such as rolling over, crawling, walking, simple words and all the other skills necessary. When your child moves up to the next classroom your child will know how to walk, eat from a bowl, eat with a spoon, and drink from a Sippy cup, your child will respond to their name, will be ready to sleep on a cot, be able to identify some body parts and understand what to do during structured learning time.

We will also have activities designed to promote the intellectual, physical, emotional development of a child in a manner consistent with the child's cultural background. Some activities would be but not limited to: playing with toys from their cultural background, learning key words in multiply languages, and having events and days themed to many cultures throughout the world.

Early Years Academy hold conferences twice a year with the parents, at this time we will discuss the intellectual, physical, social, and emotional development of their child that will be documented and kept in their children's records.

Early Years Academy provides the following:
Baby food, table food, vitamin D milk, Snacks, bottles (labeled with child's name), nuks, bibs, blankets, Sippy cups, wipes, sun block.

The parents need to provide the following:
Diapers, Baby formula, A&D ointment and written dietary instructions for your child.

Infant Room daily schedule

*** Please note this schedule may vary day to day based on the changing needs of each infant.

5:30-8:30	Arrivals and Breakfast
8:30-9:15	Structured free play (Stories and music)
9:15-9:30	Art
9:30-10:00	Snack
10:00-11:00	Baby gym (work on rolling over, crawling, etc.)
11:00-11:30	Baby food lunch
11:30-12:00	Table food lunch
12:00-2pm	Naps for older infants and quiet time
2-2:30pm	Free play
2:30-3pm	Snack
3-5pm	Structured free play (Blocks, books)
5-6 pm	Departures

Diapers and bottles are done through out the day, based on each child's needs and parents request's.

Infant Activities

Younger Infants-Activities include, but are not limited to:

- Toy grasping
- Mobiles
- Stroller rides
- Peek-a-boo
- Who's in the mirror (ME!)
- Rolling over
- Crawling

Older Infant activities- Include but are not limited to:

- Push the walker
- Songs (Itsy Bitsy spider, 5 little monkeys, etc.)
- Clapping
- Where is your (body parts)

The Toddler Room

Each toddler will receive a daily sheet to take home at the end of each day of care given to your child.

16-33 Months Capacity 21 children

As your child enters the Toddler age group; he or she is trying to become independent while still somewhat un-sure of their new role. Toddler age is what's known as the battle between infant and preschool. For the most part, a Toddler's new world revolves around the child themselves and most everything is "mine". This is the age where a lot of changes occur as your child becomes a little person. It is a fun but sometimes difficult time in every child's life.

At Early Years Academy, our Toddler room is familiar with the unique needs of a toddler and their family. Your child will be educated in a way that is neither too frustrating or too boring. Each week, the Toddlers will focus on one new topic for the entire week. There will be activities such as art, science and reading, along with circle time so they learn the days of the week, months of the year, their shapes, and colors, all of which are tailored to the way a toddler learns. Your child will also spend as much time learning outdoors as weather permits. Remember to bring labeled appropriate outdoor clothing.

The main objective in our Toddler room is to teach the children their roles in the huge world they have entered. Manners are focused on, as well as simple feats, such as eating from a plate with a spoon or fork, drink from a cup without a lid, and be able to sit by a table on a chair, be able to wash their hands, recognize their name, colors, and shapes. Each Toddler will be potty trained and/ or in the process by the time they move to the Preschool room.

We will also have activities designed to promote the intellectual, physical, emotional development of a child in a manner consistent with the child's cultural background. Some activities would be but not limited to playing with toys from their cultural background, learning key words in multiple languages, and having events and day themes to many cultures throughout the world.

Toddler daily schedule

5:30- 8:00	Arrival/ Free play
8:00-8:30	Breakfast
8:30- 9:00	Dramatic Play
9:00- 9:30	Diaper/ Bathrooms
9:30-10:00	Group time
10:00-10:30	Art/ Sensory
10:30-11:00	Outside play
11:00- 11:30	Diapers/ Free play
11:30-12:00	Lunch
12:00- 12:30	Clean- up/ Short video
12:30- 2:30/3:00	Nap
2:30/3:00- 3:30	Diapers/ Story time
3:30- 3:45	Snack
3:45- 5:00	Outside play/ Large Muscle
5:00- 6:00	Combine rooms/ Good-byes

Toddler Activities- Include but not limited to :

Quiet: story time- books, nap time- where's my blanket? Puzzle time- puzzle and equipment. Look at me- mirror time, bathroom time- toilet or diaper

Active: Listening to music- music and dancing. Rolling and catching – balls, outside play - run, walk, marching, bean bag throw- bean bags

Teacher Directed

Coloring- paper and colors, Toddler tasks- cleaning up, toy's to be picked up, Puppet show- Puppets, Finger Play- finger puppets, Painting- paint, paper, vegetables, Worksheets- dealing with shapes, #'s, colors, ABC's, paper and writing utensils, Singing Songs

Child Initiated

Imaginative Play & Pretend, Outdoor play, Reading, Free choice play

The Preschool Room

Preschool parents will be informed daily by a board on which the teacher will write down that days events and activities. Any issue or concern regarding a particular child will be addressed to their parent in a private matter, either in person or by letter.

Preschooler-33 Months to kindergarten Capacity 30 Children

Early Years Academy Preschool room is designed with new, updated toys and activities to challenge young minds. In our preschool room, your child will learn and have hands-on experience with science, art, music, games, puzzles, books, language and more. The Preschool classes take field trips and have special activities year round. Your child will work on age-appropriate and stimulating projects in a caring and understanding environment.

Each week, there is a weekly theme that is studied and talked about. Most topics are related to things your child will use in their every day life, such as feelings, our bodies, sharing and more. Your child will also learn about the world around them, how they fit into that world. Preparing the children for Kindergarten and having the skills needed to be successful in school is focused on while in the pre school classroom. Your child will be encouraged to learn at their own pace.

The main objective in our Preschool room is to teach the children their roles in the huge world they have entered, one being Kindergarten readiness. Manners are focused on, along with washing their hands, recognize their name, know their colors, and shapes, days of the week, months of the year, letters and numbers. We work on knowing our names, phone numbers, and addresses. We will teach the children how to put on their coats, shoes, snow pants, boots, hat, and mittens. We will also work with the children on being able to zip their coats and pants, and know how to use scissors. Some other objectives include, learning not to talk to strangers and other important life-long skills. We go on many field trips to enrich your child about the world around them. If a child is not potty trained when they enter the preschool class room our staff will work with the parents on the best way to get their child potty trained.

We will also have activities designed to promote the intellectual, physical, emotional development of a child in a manner consistent with the child's cultural background. Some activities would be but not limited to playing with toys from their cultural background, learning key words in multiply languages, and having events and day themes to many cultures throughout the world.

Preschool daily schedule

5:30- 8:00	Arrival (TV, puzzles, books, play)
8:00- 8:30	Breakfast
8:30- 9:00	Small group activity
9:00- 9:15	Bathroom
9:15- 10:00	Independent play/ outside
10:00- 10:30	Circle time (calendar, weather, etc.)
10:30- 11:30	Learning time (Art, group games, learning skills)
11:30- 11:40	Bathroom break/ wash hands
11:45- 12:15	Lunch
12:15- 12:30	Clean up/ short movie
12:30- 3:00	Nap
3:00- 3:15	Bathroom break/ clean- up
3:15- 3:35	Snack
3:35- 4:00	Story/ quiet time
4:00- 5:00	Outside
5:00-6:00	Free play/ departure

Preschool activities

Science Activities include, but are not limited to: Growing plants, Nature walks, Colored water experiments, Animal day, Zoo visits

Art-Activities include, but are not limited to: Collages, Painting, Coloring (markers and crayons), Cutting and gluing

Teacher Directed include but not limited to: Coloring- paper and colors, Toddler tasks- cleaning up, toy's to be picked up, Puppet show- Puppets, Finger Play- finger puppets, Painting- paint, paper, vegetables, Worksheets- dealing with shapes, #'s, colors, ABC's, paper and writing utensils, Singing Songs

Child Initiated: Imaginative Play, Outdoor play, Reading, Free choice play, Pretend play.

Preschool activities, Continue

Library/Quiet time- Activities include, but are not limited to:

- Book reading
- Creating stories
- Educational Television (occasionally)
- Whisper contests

Large Muscle-Activities include, but are not limited to:

- Walking and Running activities
- Sport games (modified baseball, basket ball, etc.)
- Jump rope
- Parachute

Small muscle/Manipulative-Activities include, but are not limited to:

- Lego building
- Play dough
- Sand castles
- Making necklaces

The School age room

School age- Kindergarten- 12yrs.
Capacity 30 children

Early Years Academy School age room is designed with new, updated toys and activity centers to challenge your child's mind. In our school age room, your child will learn and have hands-on experience with science, art, music, games, puzzles, books, math and more. The school age children will take field trips and have special activities year round. Your child will be encouraged to learn and grow at their own pace. If your child needs extra help with their school work after school we will help work with them and give them time to work on school work.

We will also have activities designed to promote the intellectual, physical, emotional development of a child in a manner consistent with the child's cultural background. Some activities would be but not limited to playing with toys from their cultural background, learning key words in multiply languages, and having events and day themes to many cultures throughout the world.

*** Please note this schedule may vary day to day based on the changing needs of each school age child

5:30-8:00	Free time
8:00-8:30	Breakfast
8:30-9:15	Outside
9:15-9:30	Calendar and weather
9:30-10:00	Learning time
10:00- 10:30	Art
10:30-11:15	Small groups
11:15-11:30	Bathroom/ wash hands
11:30-12:15	Lunch
12:15-12:45	Outside/ large muscle
12:45-1:30	Quiet reading/ puzzles
1:30-3:00	Movie/ rest time
3:00-3:15	Snack
3:30-4:30	Outside/ free choice
4:30-5:00	Story time
5:00-6:00	Combine rooms/ good-byes

Library/Quiet time- Activities include, but are not limited to:

- Book reading
- Creating stories
- Educational Television (occasionally)
- Whisper contests

Large Muscle-Activities include, but are not limited to:

- Walking and Running activities
- Sport games (modified baseball, basket ball, etc.)
- Jump rope
- Parachute

Small muscle/Manipulative-Activities include, but are not limited to:

- Lego building
- Play dough
- Sand castles
- Making necklaces

Science Activities include, but are not limited to: Growing plants, Nature walks, Colored water experiments, Animal day, Zoo visits

Art-Activities include, but are not limited to: Collages, Painting, Coloring (markers and crayons), Cutting and gluing

Teacher Directed include but not limited to: Coloring- paper and colors, Toddler tasks- cleaning up, toy's to be picked up, Puppet show- Puppets, Finger Play- finger puppets, Painting- paint, paper, vegetables, Worksheets- dealing with shapes, #'s, colors, ABC's, paper and writing utensils, Singing Songs

Child Initiated: Imaginative Play, Outdoor play, Reading, Free choice play, Pretend play.