Parent Orientation

Content:
- Welcome & Introductions
- History of the Center
- Philosophy & Curriculum
- Staff and Interns
- Daily schedules and Routines
- Food Program
- What do I need to bring to school?
- Separation & Discipline
- Forms, policies and Parent Participation
History and Funding

- **Non-profit center founded in 1968** in order to provide support to student parents.
- **Moved to present location in 1984** when we received a large donation from philanthropist, Anna Bing Arnold.
- 2003: Opening of Infant/Toddler Center and Kinder
- The Center receives support funding from ASI, Ca. Dept of Ed, US Dept of Ed. and parent fees.
Welcome and Introductions

- The Center is licensed by the state of California’s Dept. of Social Services for children 6 months to 5 years.

- Proud to be accredited since 1992 by the National Association for the Education of Young Children (NAEYC) More info: naeyc.org
  - Distinction held by only 8% of the nations child care centers
  - 5 Year renewal

- Higher standards for quality care and education.
NAEYC Program Standards

10 Standards that define high quality early care and education

• Positive relationships
• Developmentally appropriate curriculum
• Effective teaching
• Assessment
• Nutrition and Health
• Qualified, committed & professional staff
• Family partnerships
• Community connections
• Safe and healthy physical environment
• Management policies

www.naeyc.org
Center Staff

- **Director**: Patty Ramirez-Ulloa
- **Assistant Director**: Jim Goodrich
- **Office Manager**: Diana Hechavarria
- **Food Program Manager**: Natalie Apodaca
- **Admin. Assistant**: Iris Cornejo
- **2 full-time teachers** in each classroom with B.A. Degrees in Early Education, are credentialed as Master Teachers, have an average of 10 years with ABACC!
- **Part-time Support Staff**: Made up of Child Development or Education majors
- **All staff have Criminal/FBI** background check and clearance.
- **All staff participate in ongoing staff development and trainings!**
Student Interns and Observers

- All **student interns** and observers must have current T.B. test, sign in and wear a badge while in the Center.

- Students are **never left alone** with children.

- **Research** for Departments of Cal State L.A.
Philosophy and Curriculum

- **Developmental Constructivist Philosophy**

- **Plan of Possibilities** and **Reflections** Posted!
  - Emergent and balanced
  - Teacher and child directed

- **Learning Played Here!!!**

- **DRDP assessment linked to State Foundations and Framework**
Discipline

- **Socialization** through guidance: (before 15 months) To share rules by living through example, demonstration, explanation and focusing attention.

- **Teach through modeling**, redirection, prevention, positive reinforcement and problem solving.

- **Establish simple rules** and set consistent reasonable limits. Take care of ourselves, others and the environment.

- **Time to calm vs. time out**

- **Consistency** between home and school is important! Mixed messages????
Assessment & Conferences

- **IEP** (Individualized Education Plan)
- **Desired Results**
  - Assessments are completed 2 times a year
  - Parent/teacher conferences
- **Special Needs:**
  - Resource and Referral
  - Lobby Resource Library
  - Parent Education Pamphlets

Desired Results for Children and Families

1. Children are personally and socially competent.
2. Children are effective learners.
3. Children show physical and motor competence.
4. Children are safe and healthy.
5. Families support their child’s learning and development.
6. Families achieve their goals.
DESIRED RESULTS MODEL

Assessment Tools
- Desired Results
- Developmental Profile
- Desired Result Parent Survey
- Environment Rating Scales
- Categorical Program Monitoring/Contract Monitoring Review Instrument (CPM/CMR)

Companion Documents
- Infant/Toddler Learning and Development Foundations and Preschool Learning Foundations
- Infant/Toddler Learning and Development Program Guidelines
- Prekindergarten Learning and Development Guidelines
- Preschool English Learner Guide
- K-12 Academic Content and Performance Standards
- Preschool Curriculum Framework

Individual Child Progress

Family Goals

Classroom/Family Child Care Home

Program
Table 1
Overview Alignment of the Domains in the California Preschool Learning Foundations with Domains in Key Early Education Resources

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The 2015 DRDP is based on the Preschool Learning Foundations which incorporates and supports CA State Kindergarten Content Standards and The Common Core State Standards
Daily Schedules & Routines

- 8:30 am/11:45 am arrival
  - Late arrivals to school can impact your child’s ability to transition into their day successfully.

- Classroom schedule is **flexible** to meet individual needs.

- **Routines, continuity and relationships** are at the heart of our program.
  - We limit children moving from classrooms/staff in order to build trust and relationships.
What does my child need for school?

- Bring spare clothes, children will get dirty! Make sure your child’s clothes are labeled.

- For infant/toddler parents, *bring bottles, special cup, pacifier, diapers, wipes, ointment, blanket the first day.

- **Transition object** (stuffed animal, picture, favorite blanket, etc…)

- **Pillows and blankets** must be small enough to fit in their cubby.

*Avoid using plastic bottles or cups labeled #7*
Separation

- **Goodbyes** are difficult. This is normal and natural.
- The **positive way** you leave and return establishes trust.
- **ALWAYS** say goodbye! Be intentional and avoid the “Departure Dance”, it creates anxiety!
- **Indicate** when you are ready for the teachers to assist.
- **Separation anxiety may be delayed.** This is natural as well.
- **Classroom visits:** Assigned visits will help to ease anxiety before your child’s first day.
Food Program

- The Center provides **breakfast, lunch and a snack** with the assistance from the U.S. Dept. of Agriculture (USDA).

- Menus are emailed bi-weekly

- **Please do not bring food from home**

- **Food allergies and substitutions**

- Please call by 8:00am if your child will NOT be attending.
Policies and Procedures: **Illness**

- **Incident reports:** Filed in front office mailbox
- **Injury:** We will use the locator card to call you. We have to be able to contact you at a moment's notice!
  - **Picked up within 60 minutes!**
- **Illness:** Please keep your child at home. **Contact the center by 8:00 am.** Communicable illness? Fever?
- **24 Hour Clearance!** Your child must be kept home until the symptom(s) have been cleared for 24 hours without medication. (ex. FEVER/DIARRHEA/RASH)
- **Medication:** Give all medication to staff. Complete the classroom medication form. **All medications must have a prescription label with dosage.**
Policies and Procedures: 
**Attendance and Billing**

- Sign in and out BEFORE you enter the classrooms. Please sign using a **FULL** signature.
  - **THIS IS A LEGAL REQUIREMENT TO TRANSFER RESPONSIBILITY TO THE CHILDREN’S CENTER.**

- Parent Folders
- Parent Contract/Agreement:
  - States your obligation to the Center
  - **Services are paid in advance**
    - **Center accepts: Visa/MasterCard/Debit-NO CASH**
  - Schedule changes
  - **2 week notice**
Policies and Procedures: *Contracted Hours*

- **Contract hours** (Grace period for drop off, 10-15 minutes **before** contracted time)

- **NO GRACE PERIOD FOR LATE PICK UP**

- **Extra time:** You will need to contact Diana or Iris to see if space is available. Classrooms are generally full.

- **Child/Teacher Ratios:** We have strict guidelines enforced by California Department of Social Services and Department of Education.
Late Policy (Pick up)

- Please be on time! **The center closes at 5:30.** Eligible Preschool children may be signed up for extended time.

- If your **contract hours** are 7:30 am to 12:00pm, pick up at 12:01 or after is considered late. Respectively, 5:31 is considered late.

- Late parents will be billed **$1.00/minute** for your first late, **$3.00/minute** for your second late and **$5.00/minute** for the third late past contract hours.

  - **Late slips:** After 3 late slips, contract hours will be cut 15 minutes. 3 more late slips will result in another 15 minutes cut in hours or possible cancelation of services

- Be sure to always say goodbye to the teacher, we must always be aware of the number of children present!

- Teachers are generally off at 5:30 and have families and child care obligations, please respect their time
Find us on the Cal State LA main page under Campus Resources.
Parent Resource Webpage

- Parent Orientation Presentation
- Child Seat Safety Law
- Parent Handbook
- Grant Regulations 2008
- GCC Policies and Procedures 2010

Parent Advisory Committee & Involvement

Parent Resources
- Setting Appropriate Limits with Children
- Child Development Institute
- CDC Child Growth and Development (Mental Health)
- PBS: The ABC’s of Child Development
- KCET/PBS: A Place of Our Own
- All About Young Children
- The Echo Parenting & Education Center
- LINK: Echo Parenting Classes Information Page

Education Resources:
- Kindergarten Readiness
- Reading Development Tips for Parents (Infancy-Third Grade)
Parent Participation

- **Strongly Encouraged**
- *Studies show that children who’s parents are involved in their education flourish from their early years through college.*
- Sign up through classroom teachers or at the beginning of the school year
- **Social Events:** International Potluck, Movie Night, Parent Education Opportunities, Spring Festival, etc...
Parent Advisory Committee

- **Meets** on scheduled Fridays 4:00-5:15 pm
- **Responsible for planning** fundraisers, social events, and funding various field trips.
- Meetings help to **facilitate dialogue** between parents, teachers and administrators.
- Success depends on your involvement!
General Information

- **NO CELL PHONE ZONE!**
- Campus Walks (Pedestrian Safety)
- Child Abuse Reporting (Mandated Reporters)
- Social Media Policy
- School calendar and staff development closures
- School Newsletter (Emailed and Posted)
Parking

- Parents should park in the GREEN stalls marked 30 minute parking. Limited spaces

- **DO NOT PARK AT THE RED CURB (Fire and Public Safety Hazard)**

- Our parking lot is a CSLA FACULTY lot. A current STAFF decal is required. We are not responsible for parking tickets.

- Please help with air quality and do not let your car idle while parked in the center lot. (Eco-Healthy Certification)
FORMS

- **ALL FORMS MUST BE RETURNED BEFORE YOUR CHILD STARTS THE PROGRAM.**
  - Including all enrollment documents; Physicians Report with current immunization History
  - Forms may be turned into the front office.
  - **PLEASE make sure your contact information is current and complete.**
- **QUESTIONS?**
Thank you for attending our Parent Orientation.

Please attend **Back to School Night** for detailed information about your child’s classroom program.

We hope to make your child’s stay at our school a positive, enriching experience.

Have a great year!