

Toddler Program



Toddler Calendar 2008/2009

JANUARY

Jan. 1st,2nd (Closed for New Year's)

January 19th - Martin Luther King Jr. Day (Open)

FEBRUARY

Feb. 13th - Valentine's Day Celebration

Feb. 14th - Valentine's Day

February 16th / Closed for President's Day

MARCH

March 17th - St. Patrick's Day Celebration

APRIL

Spring Planting

April 9th - Easter Egg Hunt

MAY

May 8th - Mother's Day Celebration

May 25th - School Closed for Memorial Day

JUNE

June 15th - Summer Session Begins

June 19th - Father's Day Celebration

JULY & AUGUST

July 4th - Independence Day

SEPTEMBER - "All About Me"

Sept. 3rd / Closed for Labor Day

Sept. 19th - Back to School Open House

School Pictures

OCTOBER - "Community Helpers"

Librarian & Dentist presentations

October 25th - Pumpkin Patch

October 26th - Halloween Parade & Class Parties

NOVEMBER - "Nutrition"

Nov. 20th - Thanksgiving Celebrations

Nov. 22nd & 23rd / Closed for Thanksgiving

DECEMBER - "Holiday Celebrations"

Dec. 13th - Toddler Holiday Program

Dec. 24th & 25th / School Closed for Christmas

Dec. 31st & Jan. 1st / School Closed for New Year's



GRACE and COURTESY



Exercises

- 1.How to be quiet, how to sit in a group (etiquette)
- 2.Take turns talking
- 3.Control of movement
- 4.Standing in line
- 5.How to sit up straight in the chair (feet on floor, chair legs on floor)
- 6.How to watch someone else work while walking by
- 7.How to ask someone if you may watch / do some work with them (acceptance and rejection)
- 8.How to walk around a rug
- 9.How to interrupt (touch, wait, wait for eye contact)
- 10.How to ask a question (May I have... Would you...Do you want to... How do you feel?)
- 11.How to carry on a conversation
- 12.How to introduce oneself
- 13.Talking up close to a person (rather than from across a room)
- 14.Greetings / Salutations
- 15.Offering a guest a chair
- 16.Taking care of the environment - pick up, throw away, mop, polish, sweep
- 17.Putting on an apron (independence), hanging it up
- 18.Food, snack preparation, courtesy ("Yes", "Please")
- 19.Waiting for a turn
- 20.How to help someone with a job
- 21.Using appropriate names vs. name-calling (labeling)

Toddler Program

Rainbow Montessori looks at the toddler as a child between 24 months and 36 months. It is a period characterized by the need to explore everything, and to move and develop large motor coordination and strength. We believe there is a huge expansion into language during this stage. The toddler develops a capacity to create symbols, images and concepts, and become aware of him/herself as a separate and independent person. The mastering of toilet training is a focal point at this age. The Child to Staff Ratio is 8 to 1.

The Teacher's Role

The teacher of a Montessori toddler is familiar with the stages of development for this age group. She has an extensive list of activities and developmentally appropriate educational materials. Each material isolates one concept or skill at a time. She carefully prepares the environment, observes the child, and then guides the child based on her observations.

The Environment

The toddler needs a self-contained environment prepared just for him/her. The child will learn to take care of his/her own needs. The toddlers need areas to facilitate toilet training, prepare their own meals and snacks, hang up their own clothes, and dress and undress themselves. They need a space for movement and larger motor activities, as well as quiet space which is more conducive to concentrating on manipulative, language and jobs.

The Toddler Curriculum

The main areas of curriculum and activity at the toddler level are as follows: Practical life and daily living skills, sense awareness, language development, movement, art and music. In Practical Life, the child will experience real life situations and activities promoting dressing and undressing, grooming and toilet training, carrying things, cleaning and grace and courtesy. Sense awareness is learning about dimensions, shapes, colors, tactile, auditory, taste and smell. Primary language development is the acquisition of the language connected to their observations and sense training. There are also stories, singing, conversation and dialogues, as well as special materials for more abstract vocabulary. One of the major differences in a Montessori toddler class is that the children are free to move around at will, carrying objects, walking in line and taking long walks outside. In art, children can freely choose coloring, gluing, painting or clay. We listen to music of all varieties to help children develop an ear for music as well as more formal instruction on rhymes, and moving to music.

School's Policies and Procedures for the Toddler Program

Hours of Operation

The school is open from 6:00 a.m. to 6:00 p.m. A maximum of 10 hours a day is permitted.

Programs

Half-day program: 8:00 a.m. to 11:30 a.m.; Mondays to Fridays.

Lunch is not included. Optional lunch costs \$50.00 monthly (regular or vegetarian)

A fee of \$5.00 per hour will be charged after 11:30 am.

Full-time program: 4 to 10 hours per day between 6:00 a.m. to 6:00 p.m.

Lunch, morning and afternoon snacks are included with no additional fee.

A fee of \$5.00 per hour will be charged in excess of the maximum allowable hours of scheduled program. Pick up after 6:00 pm will result in a fee of \$5 per 15 minute charged.

Sign In/Sign Out

Community Care Licensing requires families to sign a FULL SIGNATURE upon arrival and departure of your child every day. The sign in and sign out binders are located at the S-Bldg office.

Release of Child to Authorized Persons Only

Your child is only released to those persons appearing other than yourself, we must first have your permission in writing. We ask that you do this in the morning. An 'Alternative Pick Up' slip must be completed in the office, or the school should be notified by telephone every time a non-listed person will be picking up your child. Please inform the persons picking up your child that he/she will be required to present picture identification to the office in order to take your child from the school. There are no exceptions. it will be very helpful if you let the teacher in charge know that someone else is picking up your child.

Emergency Information

Emergency cards must be kept current and up-to-date. Work and home phone numbers should be correct, addresses and emergency contacts should be current, and authorized persons to pick up your child should be up-to-

Toddler Schedule H-4

6:00 - 7:00	Office
7:00 - 8:30	Greetings in H1; Morning Jobs
8:30 - 9:00	Morning Jobs
9:00 - 9:15	Morning Circle
9:15 - 9:30	Snack
9:30 - 10:00	Outdoor Play
10:00 - 10:30	Individual Jobs / diapering
10:30 - 10:40	Story
time	
10:40 - 11:00	Lunch
11:10 - 11:30	Toilet Training; Preparation for Nap
11:30 - 2:00	Naptime
2:00 - 2:30	Clean Up, Toilet Training & Diapering
2:30 - 3:00	Circle Time
3:00 - 3:25	Outdoor Play
3:25 - 3:45	Snack
3:45 - 4:00	Presentation
4:00 - 4:30	Individual Job, Diapering, Toilet Training
4:30 - 5:00	Arts & Crafts, Small Group Activities
5:00 - 5:15	Story time
5:15 - 5:45	Afternoon Jobs
5:45 - 6:00	Music & Movement, Departure
6:00 - 6:15	H2
6:15 - 6:30	Office



Toddler Schedule H-2

6:00 - 7:00Office
7:00 - 8:30Greetings in H1; Morning jobs
8:30 - 9:00Toilet training, diapering
9:00 - 9:30Outdoor Play
9:30 - 9:45Snack
9:45 - 10:00Morning circle
10:00 - 10:15Presentation
10:15 - 10:45Individual jobs, diapering, toilet training
10:45 - 11:15Story time
11:15 - 11:45Lunch
11:45 - 12:00Prep for nap
12:00 - 2:30Naptime
2:30 - 3:00Clean-up, toilet training & diapering
3:00 - 3:30Outdoor play
3:30 - 4:00Snack
4:00 - 4:15Small Presentation
4:15 - 4:30Small groups
4:30 - 5:15Individual jobs, Toilet training, diapering
5:15 - 5:30	..Clean-up time / Afternoon jobs, Arts & crafts
5:30 - 6:15Story time / music & movement / Departure
6:15 - 6:30Office

Late Pick-up

Our pick up time is 6:00 p.m. Please arrive on time. Picking up your child late is costly to you: \$5.00 for every 15 minutes that you are delayed. Please call and notify the school if you will be picking up your child after hours.

Change of Schedule

All changes, including withdrawal, require a two-week (or ten business days) written notice on a 'Change of Schedule' form. No other form of notice will be accepted. An additional two-week billing will be charged if the appropriate notice isn't given. All changes are to go through the school office using the appropriate form. Verbal changes and changes made with teachers are not acceptable.

Breakfast

Breakfast is served from 7:30 a.m. to 8:30 a.m. for children who are in our breakfast program. Please DO NOT SEND BREAKFAST FROM HOME, as it creates unnecessary problems.

Lunch

Mandatory lunches are included for children who are enrolled in our full time program. Children enrolled in our part time program may request school lunches from the office and will be billed \$50.00 monthly or \$3.75 for an individual meal. Please DO NOT SEND LUNCHES FROM HOME, as it creates problems.

Sick Policy

State law requires that all contagious children be kept at home. In addition, Rainbow Montessori policy requires that any child with a temperature of 101 degrees or higher may not attend school. Please be aware of the following:

- A temperature of 101 degrees or higher may be a sign of infection or other contagious illness.
- A temperature of less than 101 degrees that is accompanied by other symptoms such as vomiting, diarrhea, constant crying and/or fussiness should also be considered reasons to keep your child at home.
- We will notify you if your child becomes ill while at school. You will be required to pick him/her up as soon as possible. Due to State law prohibiting sick or contagious children from being at school, it is very important that your child be picked up within an hour of being called.
- We cannot accept children back in school until contagious symptoms and/or fever have been absent for 24 hours or a doctor's note is required if you are bringing your child the following day after being sent home.

Medication

Medications must be signed in on the medication log every day. A measuring spoon or dropper should accompany all medications. These procedures apply for all prescriptions and over-the-counter medications. Tylenol can only be given to your child (in case a parent cannot be reached) when the written authorization on the back of the emergency card has been completed.

All medications must be labeled with your child's name and must be put in the medication basket located at the S-Building office. Please write your child's name, name of medicine, the dosage and the time the medication is to be given in the Medication Log and sign your full signature. The Medication Log is located by the Medication basket in the main office.

Your child's medical problems and accidents at the school are recorded and reported to you. A written record is kept of such incidents.

Notify the teacher if your child is taking any medication that may account for behavioral changes.

Clothing

Please encourage your child to dress appropriately for school and the weather conditions. Avoid expensive, dressy and formal Clothing. We recommend shoes, which cover the entire foot that are safe and comfortable. Sandals are not recommended. Also avoid jewelry, especially hanging earrings and necklaces.

Questions and Concerns

Questions and concerns should be addressed to your child's teacher or the Director of the program, Ms. Eva Balajonda.

You are welcome to initiate a conference at any time that you feel the need. We work together to make decisions about how to best support your child's development, progress, accomplishments and learning. Teacher's appreciate any of your input regarding your child that allows us to provide the opportunity to best assess the needs and growth of your child.

Difficulties and differences that arise from interactions between teachers and families are resolved through special conferences or individual meetings involving all participants. The Toddler Director, Ms. Eva Balajonda, facilitates the meetings.



Toddler Schedule H-1

6:00 - 7:00Office
7:00 - 8:30Greetings; Morning jobs
8:30 - 8:50	..Toilet training, diapering, and morning jobs
8:50 - 9:00Transition to Morning circle
9:00 - 9:15Morning circle, presentation
9:15 - 9:25Snack
9:25 - 9:30Transition to playground
9:30 - 10:00Outdoor play
10:00 - 10:30Individual jobs, diapering, toilet training
10:30 - 10:45Small groups, Transition to lunch
10:50 - 11:20Lunch
11:20 - 11:30Toilet
11:30 - 2:00Nap
2:00 - 2:30Clean-up, toilet training & diapering
2:30 - 3:00Outdoor play
3:00 - 3:25Snack
3:25 - 3:30Transition to classroom
3:30 - 3:45Small group presentations
3:45 - 4:45Individual jobs / diapering
4:45 - 5:00Music and movements
5:00 - 5:30Afternoon jobs, arts & crafts
5:30 - 6:00Story time, Departure
6:00 - 6:15Late Room H2
6:15 **Office

7. Talk about the advantages of being trained: no more diaper rash, no more interruptions for diaper changing, the pleasure of being clean and dry.
8. Let your child practice lowering and raising training pants or putting them on and taking them off.
9. Have a potty chair handy so the child may sit (even with clothes on) perhaps while you are in the bathroom yourself, but only if he or she wants to. The intention is not to get results, but to promote familiarity with the equipment. Let your child flush the toilet for you, to help him/her get used to the noise it makes and avoid possible fear later on.
10. Begin reading "potty" books to your child.

Signs your child may be ready:

1. Your child stays dry for a longer period of time (after two or more hours). This indicates that his/her bladder capacity is increasing.
2. Your child must first recognize and feel the sensation of a full bowel or bladder, understand what that feeling means, and make the connection between dry pants and using the toilet.
3. Your child is able to easily pull his/her pants up and down.
4. Your child shows interest and desire: interest in keeping dry or clean, interest in wearing underwear.

Signs when toilet teaching can productively begin:

1. When a child wakes up from a nap.
2. When a child stays dry for a longer period of time.
3. When a child pauses during playtime or even looks surprised when urinating.
4. When he/she complains about being wet or dirty and indicates by gesture or wonders that it is time to change his/her diaper.

References: www.babyparenting.about.com

www.yourfamilyhealth.com

www.pediatrics.about.com

Arrival and Departure

For the purpose of maintaining a quiet and peaceful environment for all our children at all times, we are requesting parents to please enter quietly and wait by the parents' corner when bringing and taking your children. Avoid talking extensively to the teachers when you bring or pick up your child as it interferes with effective supervision. We will be more than happy to make an appointment for a private conference with the teacher.

Playground

Please avoid communicating with the teachers while they are on the playground. Close supervision in the playground is needed to avoid accidents.

Due to liability issues, we do not allow children to play on the playground at any times other than their scheduled and supervised recess times. Please comply with this rule by NOT allowing your child to play on the playground after he/she has been picked up. Please sign out and promptly exit the area. You are welcome to visit with other families outside the gated area.

Clothing (summary)

Avoid expensive, dressy and formal clothing and jewelry.

We recommend shoes that cover the entire foot and that are safe and comfortable.

Please label all items with your child's name and classroom.

Teachers are not responsible for any lost item.

Items Toddlers Need

1 standard fitted bed sheet & 1 small blanket, put in a pillow case

1 Box of wipes (weekly)

1 Package of diapers containing 24 diapers each (weekly)

1 Change of clothes (shirt/undershirt, pants, socks)

1.) All items must be labeled with the child's name

2.) Part time children DO NOT NEED the blanket & fitted sheet

Fitted sheet & blanket are sent home EVERY FRIDAY for washing and need to be returned to school on the following Monday.

Toddler Room

The following guidelines have been established in order to provide a safe and quiet atmosphere for the children:

- Please enter the classroom quietly when dropping off or picking up your child.
- For safety reasons, children are to walk in the classroom and hallway. (If your child runs, please remind him/her to go back and walk).
- Remind your child to put his/her work away before leaving.
- Briefly speak to the teacher during drop-off and pick-up as the teacher cannot be distracted from the children.
- If you need to address any concerns to the teacher, please request a parent-teacher conference to be scheduled. Remember the teacher's main role is to be with the children, supervising and assisting their needs.



Is my toddler ready for potty training?

Toilet training and toilet learning are two different words. Experts point out that toilet training is something you do to your child. Toilet learning, on the other hand, is something you do with your child by helping him/her learn to recognize and master a very important developmental skill for a lifetime.

Like learning to sit up, crawl and walk, toilet learning is a skill that a child must learn. Before mastering this skill, there are certain abilities that must be in place before toilet training begins. Your child needs your help and guidance.

Toilet learning should be done at the right time, for the right reason. Pediatricians warn that asking a child to do something for which he/she is not physically or developmentally ready can cause feelings of inadequacy if he/she fails to live up to the parents' expectations.

10 WAYS TO PREPARE YOUR CHILD FOR THE POTTY: (excerpted from Vicki Lansky)

1. Take your child to the bathroom with you. It is especially helpful if father and brothers set the example for boys, and mother and sisters for girls.
2. Try to help your child recognize the emotions of 'being wet', 'wetting now' and 'about to be wet'. Encourage your child to talk about these emotions. Use statements such as "You are having a bowel movement", rather than asking the general question, "What are you doing?"
3. Let your child go nude in appropriate settings to help the child see what he or she is doing.
4. Changing a diaper in the bathroom will also associate the process with the place. Children over age 2 should be off the changing table for this reason.
5. Although there is proper terminology for body parts and functions, you should use the words that come most easily to you and your **child. "Peeing", for example, may be more effective than the term '*urinating'. Try not to use words that will make your child think of *his or her bodily functions as being dirty or disgusting (for example, *"duty", "stinky", "yucky", etc.)
6. *Help your child learn the meaning of the terms "before" and "after" *by using them yourself in other contexts such as, "We'll wash the *dishes after dinner".