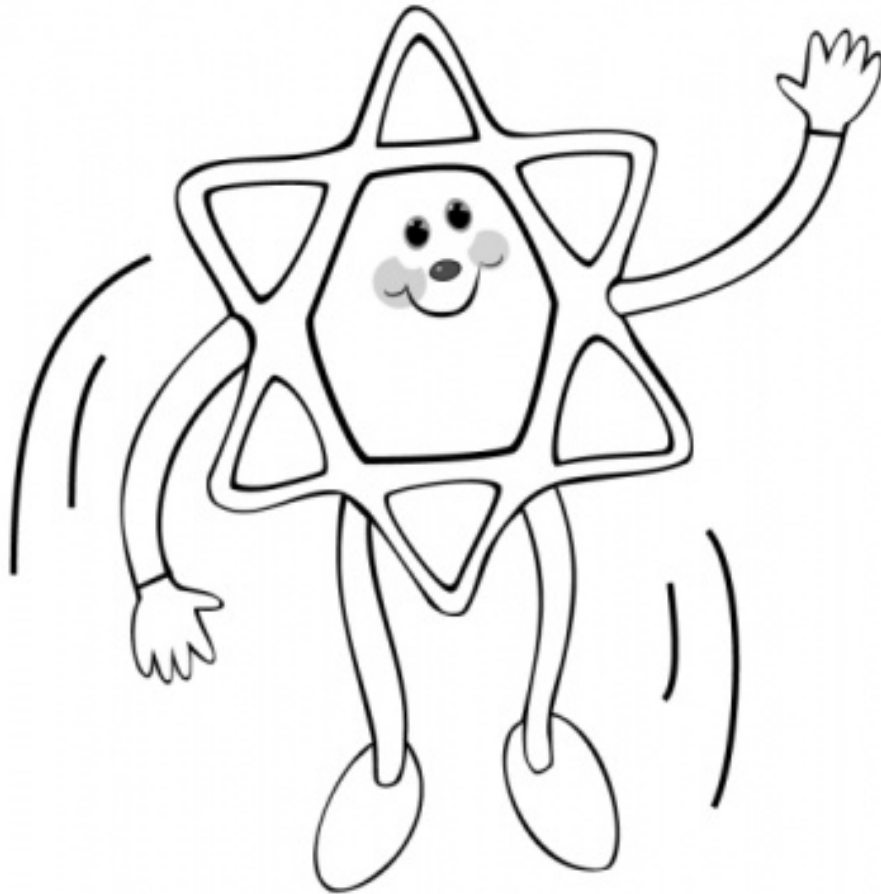


Congregation Beth Shalom



Early Childhood Center Parent Handbook



Congregation Beth Shalom
6800 35th Ave NE
Seattle, WA 98115
(206) 985-2517
(206) 524-0075 (Shul)
www.bethshalomseattle.org
eccdirector@bethshalomseattle.org

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Letter from the Director

Dear Congregation Beth Shalom Early Childhood Center Families:

At the Beth Shalom Early Childhood center, we strive to provide a loving, nurturing environment for your child and for your family. Our goal is to be an extension of home and reflect some of each family's individual culture. Your child's safety and well-being are our top-priority. This handbook is full of rules and guidelines designed to ensure that the best possible care is being provided for your child. Please read through these carefully as they are an essential part of our program. We view ourselves as your partners in helping your children reach their full potential. We work to meet the needs of each child as an individual and guide them as they grow along their own path.

Our center's goal is to develop a community both among the children and among the families as a whole. We want to celebrate your simchas (joys) and support you through tough times. Please keep us informed of these events to help us stay attuned to your child. Even very small infants are affected by the circumstances around them, so let us know if we can help.

We strongly value effective communication. We will regularly inform you about your child's day. We will share the special things they did and the things we have done to support their development. We ask that you do the same for us. If you have something to share that will take more than a couple of minutes, please try to do this via the communication log, or e-mails so teachers can give their full attention to the children during school hours. You are welcome to ask lead teachers to call you to talk about any questions or concerns and they will do so during their planning time. Feel free to contact me at any time with any questions or concerns. You are welcome to call me at (206) 985-2517 or email me at leah@bethshalomseattle.org. I can usually return calls and emails within hours, but sometimes it may take a day or so.

Thank you for trusting us to love and care for your child throughout the day. It is a responsibility we take very seriously. I am confident you and your child will be happy here. The staff and I look forward to welcoming you into our community.

B'Shalom,

Leah Lemchen
Early Childhood Director

Welcome to the Congregation Beth Shalom Early Childhood Center!

Mission Statement

The Beth Shalom Early Childhood Center is committed to providing excellent quality childcare and preschool for all young children in a safe, nurturing, Jewish environment.

Jewish Values Statement

Congregation Beth Shalom believes in the values of Torah, avodah (service), and g'millut hassadim (acts of loving kindness). At the Beth Shalom Early Childhood Center (ECC), these values form the foundation for how we educate our students. In keeping with these values, the ECC has the following policies in place:

Kashrut

All foods provided by the center are Kosher in accordance with the standards of the United Synagogue of Conservative Judaism. We are a vegetarian congregation, so no meat products are served here. This includes products containing gelatin. We do, however, serve fish products that are kosher.

When packing your lunches, please ensure that you only pack vegetarian & kosher fish options for your child. You can go to www.kashrut.com/articles/fish for information on which fish options are acceptable. This will allow us to maintain kashrut. To respect the fact that individual families observe kashrut to varying degrees within their homes, kids will not be permitted to share their lunches with others.

Parents often wish to bring in snacks or treats, especially to celebrate special occasions. Any outside food brought in must be pre-packaged and marked with an approved hechsher (kosher symbol). For allergy reasons, all outside food must also be nut free. No home baked goods are permitted, though arrangements can be made to cook in the synagogue kitchen.

Shabbat and Jewish Holidays

The early childhood center honors the sanctity of Shabbat and holidays. On Friday afternoons, we will close early to allow families and our teachers to prepare for Shabbat. From March to October, we close at 4:30 pm. From November to February, when the sun sets earlier, we close at 3:00 pm.

On the evening when major holidays begin, we observe the same early close time as outlined above. On major holidays when work is not permitted, our facility will not be open. Please feel free to join us for services and other programs on those days.

Jewish Activities in the Classroom

As we are a program that values Jewish education, we integrate Judaism into every day's activities. We say blessings when we eat food, read stories with Jewish content, and sing Jewish songs. On Fridays we have a special Shabbat circle, including challah and juice. We integrate Hebrew language Jewish values, holidays and traditions into our daily activities.

We encourage parents who wish to do so to continue this learning at home. If parents would like some suggestions or ideas on how to do this, please contact the Rabbi or ECC Director for ideas.

The Early Childhood Center is part of the Beth Shalom Community. Congregation Beth Shalom offers a variety of programs for young families that you are encouraged to participate in. Here is just a sampling:

- **Tot Shabbat** – 11:00-11:30, First Shabbat of the Month – This is an excellent program designed for children ages 0 to 3 years old. Your child can sing Jewish songs, play with stuffed Torahs and more!
- **FDI (Future Daveners of Israel)**-10:45am-12:15pm, Weekly on Shabbat- Children ages 3-5 sing Shabbat songs, learn about Jewish holidays, and march with stuffed Torahs.
- **CBS Family Camp**-Enjoy a retreat full of community, learning, and fun at Camp Solomon Schechter. This annual event invites your entire family to come spend the weekend with other CBS & ECC members in a beautiful environment.
- **Shabbat and Holiday Services** – There are always wonderful programs happening for children and for families here at Beth Shalom during Shabbat and Holidays! Come learn all about them.

As your children graduate from the ECC, consider our Religious School. To learn more, please visit our website at www.bethshalomseattle.org or contact Irit Eliav, Director of Education, at (206) 524-0075 x3 or Iriteliav@bethshalomseattle.org.

Educational Philosophy

Congregation Beth Shalom ECC provides quality care for young children in a safe and nurturing environment, rich with Jewish content. We are licensed through Washington State's Department of Early Learning. The ECC uses pieces from several theories when designing curriculum. Our curriculum is emergent, child centered, and creative. We respect children as capable people who are able to make choices in their own learning. We believe that children learn best through play and hands on experiences. We design the environment to provoke children's natural curiosity and interest in learning. We maintain low staff ratios, so teachers are readily available to provide support to children's experience by asking open ended questions, facilitating problem solving and providing opportunities to expand or extend projects. Some resources we use include: The Creative Curriculum, The Project Approach, and The Power of Play.

Our program is set up to encourage free play, social interaction, and creativity. As a developmentally appropriate program, we encourage learning through child-initiated activities and open-ended materials. Through all different kinds of play, children are learning. As adults, we sometimes view learning as something that has to produce direct results or outcomes. For children, learning is a process rather than a product and the results are more discreet. Many activities have learning outcomes that are not obvious at first, but will appear again and again throughout the child's life. Some examples of learning through play include:

Block Play: Through block play, children learn the sizes, shapes, and properties of materials. They learn about spatial relations and how things fit together. Cause and effect is displayed through the natural process of stacking and knocking down. Children can work together to encourage each other and experience teamwork first hand.

Dramatic Play: Children learn social skills in safe ways through imitation and exploration. They are able to experiment with emotions and get reactions from others. They learn about their world and can act out experiences that they either have had or may have in the future. We try to include aspects of each child's home life into our dramatic play areas. We include props from Jewish life as well as every day kitchen materials and much more.

Practical Life: Practical Life play allows children to experience things that will realistically happen in the world around them. This includes (but is not limited to): dressing by themselves, taking off and putting on shoes, food preparation, performing simple cleaning tasks, serving snack and folding clothes. For adults, these every day activities may seem dull, but for children it is exciting and empowering to take charge of simple tasks within their own life.

Art/Drawing/Writing: Children learn about using space and color. They are able to express themselves through different elements. They learn cause and effect in the ways that the supplies change as their work progresses. We provide materials to help children gain fine motor control and practice "writing" at whatever level they may be at.

Math: Young children learn math concepts from hands on activities. We provide puzzles, manipulatives, and games to encourage math skills. We also do occasional cooking projects which provide a great opportunity for children to learn math and science concepts through measuring, mixing and creating.

Science and Sensory: We have a sensory tub in each classroom which includes different materials for children to explore. It might be beans, rice, sand, clay, etc. We provide natural materials for children to explore and investigate. We set up activities that allow children to learn science concepts in their own way at their own pace.

Books and Stories: Our classrooms are filled with books for children to read. We have picture books, story books, Hebrew books, books about Jewish life, values and culture, rhyming books, song books, classroom-made books, and more. Teachers read to children

every day. We give children an opportunity to tell their stories and we take dictation. We provide many positive experiences with books and stories to set children up for a life long love of reading.

All by Myself Spot: Each of our classrooms has a space where children can go to have some alone space if and when they choose. These spaces are comfortable and include activities that are often calming for children including small squeezable toys and books. These spaces help teach children to regulate themselves and recharge when necessary.

Music: We have an array of musical instruments that children are free to experiment with. We sing songs and provide opportunities to listen to music each day. Music gives children an opportunity to express themselves and is a wonderful way for children to learn. We sing Hebrew songs and prayers to give children a wonderful sense of Jewish Culture.

Outside Time: We provide regular opportunities for the children to play outside. The children will take walks around the neighborhood and “field trips” to the nearby public library and parks. Children go outside every day in order to breathe fresh air, run, jump, climb and increase their understanding of the environment.

Our goal is to provide a rich environment that will help children grow into capable, confident individuals with a life long love of learning.

Approach to Discipline

Our goal in discipline is for children to develop inner controls leading to self-discipline. We use positive guidance to empower children to form positive relationships, resolve conflicts, and show respect for others. We affirm each child’s importance by working to find techniques that work best to guide the behavior of each individual child. All discipline will be respectful and never humiliating. **Corporal punishment of any kind will not be allowed at the ECC.**

Consistent Routines and Limits

We create consistent yet flexible routines so children know what to expect. We set limits for children based on safety, responsibility and respect. We give information, point out natural consequences and give reasonable choices. We make sure children know that we, as the adults, will make decisions and enforce rules to keep all children safe.

Environment

We set up the environment to meet children’s needs at their developmental level. We provide activities that provide stimulation and minimize frustration. We make sure there are enough materials and multiple versions of favorite objects. We maintain adult to child ratios that allow children the amount of support they need. We constantly observe and evaluate the environment to anticipate problems before they occur. Whenever possible we modify the environment to meet the children’s individual needs instead of trying to adapt children to meet the environment.

Natural Consequences

When a situation occurs that isn't acceptable, we encourage children to take responsibility for their actions and correct the situation when possible. If a child bites another, he/she helps wash and hold ice on the bite. If a child throws toys, he/she helps pick them up. If a child knocks down another child's block structure, he/she helps rebuild it. To reinforce natural consequences, we use "when, then" scenarios. Examples: "When you crash the bike into other children, then it is time to get off the bike" "When you pick up the puzzle pieces, then you may choose another activity." "When you put your coat on, then you will be ready to go outside."

If consistent unacceptable behavior occurs, such as a child hitting other children, we remove the child from the situation stating what we see. "It looks to me like you are having a hard time controlling your body. I'm going to move you to an activity close to me so I can help you use gentle touches." When the child feels ready, he/she may try again, while a teacher supervises and coaches to help the child learn self-control. We use this type of method rather than sending the child to "time-out" because we do not want to embarrass or punish children; we want to teach them natural consequences and allow them to correct misbehavior.

Respectful, Positive Language

We use clear and simple statements about behavior and try to do so positively. Example: "Food stays at the table" instead of "no walking around with food". We offer choices when possible Example: "Do you want to put your coat on by yourself or do you want me to help you?" We talk about the behavior, not the child, because while behavior is or isn't acceptable, children are not "good" or "bad". We listen to children's feelings and support them in solving problems.

Staff

We strive to have highly qualified, skilled staff work in the Beth Shalom Early Childhood Center. All lead teachers are required to complete twenty (20) hours of basic Early Childhood Training and ten hours of annual continuing education. All staff members are certified in CPR and First Aid. We seek loving and nurturing staff that truly enjoys working with children. Our lead teachers all have degrees in Early Childhood Education or a related field, and/or extensive experience.

Daily Schedules

Infants

Infants do not have a predetermined schedule. We meet the needs of each infant on demand by learning to read his/her cues.

Toddlers/Preschoolers/Pre-K

Specific schedules are available from classroom lead-teachers and are posted in each classroom. Each class has scheduled time for free-play, group time, gross-motor activities, snacks & meals, and outside time.

Hours and Holidays

Monday to Thursday: 7:30am to 5:30pm

Fridays/Erev Jewish holidays 7:30am to 4:30pm March through October
7:30am to 3:00pm November through February

Congregation Beth Shalom Early Childhood Center is closed or has early dismissal on the following days when they fall during a school week or on the weekday on which they are observed:

- ✓ Erev Rosh Hashanah - 3pm dismissal
- ✓ First and Second Day of Rosh Hashanah
- ✓ Erev Yom Kippur – 3pm dismissal
- ✓ Yom Kippur
- ✓ Erev Sukkot - 4:30 pm dismissal
- ✓ First and Second day of Sukkot
- ✓ Erev Shemini Atzeret - 4:30pm dismissal
- ✓ Shemini Atzeret
- ✓ Simchat Torah
- ✓ First two and last two days of Passover
- ✓ First and Second Day of Shavuot
- ✓ Veteran’s Day
- ✓ Thanksgiving and the following Friday
- ✓ Winter Break (1 week in December)
- ✓ New Year’s Day
- ✓ Martin Luther King Jr. Day
- ✓ President’s Day
- ✓ Memorial Day
- ✓ American Independence Day (or the day established by the Federal Government for it’s observance)
- ✓ Labor Day
- ✓ Teacher In-service days (maximum of 5 per school year)

Enrollment

To enroll your child(ren) in the ECC, we must first receive a completed pre-registration form and \$100 registration fee. This secures a place in the pool of applicants. When an appropriate space is available, you will be contacted. You will have two days to accept the spot. If you decline, the space will go to the next person. Your name will remain on our waiting list until your child ages out of our program or we receive notice from you that you are no longer interested in the program. Upon acceptance of an open slot, you will be given a childcare contract and an enrollment packet to fill out & return promptly with a one month tuition deposit (which will be used towards your child's last month in attendance at the ECC to cover any outstanding balances or tuition). Registration is year round and on-going. When a family leaves the center for any reason and a space opens up, we make any necessary internal transitions (like moving an infant to the toddler room or a toddler to the preschool room) and then we fill in the available spaces with children on our waiting list. Priority is given to currently part-time enrolled ECC children who wish to add days, and then to Beth Shalom Member Families & siblings of children already enrolled.

Tuition and Fees

Schedules

In order to ensure quality care, your child may only attend CBS ECC on their pre-scheduled days. In order for a schedule change to occur, there must be available space in your child's classroom on the days/times requested. The days and times are not guaranteed. If there is no availability, you will be put on a waiting list for your schedule change request and contacted when space becomes available.

Drop-In Care

Drop in care on days when children do not normally attend is dependent on availability of space. Drop-in care must be arranged at least 24 hours prior to the day that care is required. Fee for care will be determined at the time of drop-in care sign up. If you have signed up for drop-in care and need to cancel, cancellation must be received within 24 hours of the time that drop-in care will begin. If the child does not attend or cancellation is not received during this time, the fee is still applicable.

Tuition and Fees

Tuition for each month is due in advance by the first of the month. Tuition not paid by the first of the month will be billed a \$10 per day late fee starting on the 5th day of the month. These late fees will be added to your account. At the discretion of the director, your child may be discontinued from the ECC due to late payment or non-payment of tuition or fees. If you need to make a special payment schedule or one time special payment arrangements, please discuss this with the director before payment is due. Tuition and fees are set yearly and are based on annual costs to run the program. There is no rate reduction for short months. Tuition and fees vary depending upon the age of the child and the hours of care. Please refer to your contract for your monthly tuition.

*Congregation Beth Shalom Families will receive a 10% member discount

Termination of Care

If for any reason you decide to terminate care for your child at CBS ECC, you must give **one month's written notice**. You will be required to pay for a full month, regardless of if your child is continuing to attend or not.

Days Not Attended

You will be charged for days your child is enrolled regardless of attendance. This includes sick days, snow days, vacation days, etc. It is helpful to know if your child will be away or has become ill. Please call the center, send the director an email or leave a note in the communication log when possible.

Drop off and Pick-Up Procedures

Drop off and pick-up can be a stressful time for both parents and children. Staff and parents are encouraged to work together to develop the best routine for the child.

Key Cards

All parents will be given a key card to allow them to enter the building during the hours when the ECC is open. If your key is lost, it will require a \$5 replacement fee.

Sign-In/Out Requirement

Parents are required by state law to sign their children in and out each day, using their full, legal signature. This is an essential process to ensure accurate records are maintained and will assist us in keeping your child safe.

Release

Your child will not be released to anyone who is not pre-designated in the child's file. If someone else is to pick your child up, you must provide written notice with the person's first and last name, along with the pick up time. If the teacher does not recognize the person picking up the child, that person will be asked to provide identification before the child will be released.

Late Drop Off

If your child is going to arrive to the center significantly later than usual, please inform the center. This will help us determine needed teacher to child ratios and also help us plan activities.

Late Pick Up

You must pick up your child by the time agreed upon in your contract. Arriving after this agreed upon time is considered a late pick up. Late pick ups will be billed at a rate of \$1 per minute and will be added to your account. Multiple late pick-ups are grounds for termination of care.

Breastfeeding and Personal Items

Breastfeeding

Breastfeeding is supported at CBS ECC. A comfortable space is available for mothers who wish to nurse at the center.

Personal Items

Please do not bring personal items from home. It is impossible for the staff to monitor personal items. Preschool aged children may bring an object from home for show-and-tell on specified days. We provide many developmental appropriate activities and toys. Comfort items may be brought and stored in cubbies for nap-time.

Meals and Snacks

All items served are kosher dairy or pareve, in accordance with the guidelines of the United Synagogue of Conservative Judaism.

All food brought to the center must be vegetarian and may include dairy, eggs, & kosher fish. This is imperative to keep our center up to the kashrut standards of the synagogue. The synagogue's kashrut policy is provided separately at the time of enrollment. Congregation Beth Shalom strives to be a nut-free facility. Do not include any nut products in your child's lunch.

Infants

Infant parents must bring bottles pre-filled with the day's supply of breast milk or formula. Bottles will be discarded if not used within twelve hours. Please be sure to have a back up supply of breast milk or formula available for your infant.

Infant parents must bring all of the infant's food to the center labeled clearly with their name and the date. Once infants eat finger food, the ECC will provide simple snacks. Teachers will communicate with parents about what foods the infant can eat.

Lunch

Toddler and preschool children must bring a lunch. However, the center provides milk or water with lunch daily. Any foods that are inappropriate (meat, nuts or candy) will be sent home. Because we are unable to heat food, please pack foods that do not require reheating. We are unable to refrigerate lunches so please put an ice pack in your child's lunch to ensure it remains at the proper temperature

Snacks

We provide a snack each morning and afternoon for toddlers and preschoolers. We provide an additional simple snack for any children still at the center at 5:00. The snack menu is posted outside of the classroom. Substitutions may occasionally be made to the posted snack menu.

Allergies

If your child has food allergies, alert the Director in writing immediately with a list of foods that your child cannot consume. The staff will be informed and make proper accommodations. Our staff has training in the use of epi-pens. Parents are responsible for providing an epi-pen with a current prescription for a child with severe allergies. Congregation Beth Shalom strives to be a nut free facility.

Special Diets

Congregation Beth Shalom ECC will work with the parent to meet a child's medically mandated special dietary needs. However, the parent may need to provide foods that are different from those served at the center.

Naptime

Toddlers and Preschoolers sleep on cots that are set out before nap time and put away after. They are sanitized daily to prevent the spread of germs. Please bring a blanket and a soft toy or whatever your child will want to use during nap time. All children have a chance to rest. Children who have not fallen asleep after an hour are moved to a different space to engage in an activity.

Diapering and Toileting

Diapering

Parents are to supply the diapers for their children. When diapers are getting low, a note will be sent home asking the parent to bring more. Wipes will be provided by the center.

A permission form to apply diaper rash ointment must be signed by the parent. Please provide us with your child's ointment and a signed permission form. The ointment must be clearly labeled and will be placed with the child's diapering supplies.

Toilet Training

We strongly encourage families to wait until children are showing signs of readiness before beginning toilet training. If you feel your child is ready to begin the process, please discuss it with your child's teacher. Once we have reached that point, we ask that families send many extra changes of pants and underwear. Teachers will take training children and newly trained children to the bathroom frequently. Consistent communication between school and home will help with the toilet training process.

Clothing/Rain Gear

Clothes

Please bring a minimum of two sets of clothes for your child. This includes pants, socks, shirts, and underwear, if applicable. It is likely that your child will get messy during play. Please send your child in clothing that you did not mind getting soiled.

Please label all clothes (including socks) and items with your child's name, so we can be sure they are returned.

Children will be playing outside rain or shine, so rain gear is required. Please make sure your child has boots, rain coat, and preferably rain pants.

The children frequently take walks, so proper outdoor clothing is necessary. This includes hats, warm coats, and shoes in the winter and lighter clothing in the summer.

Child Illness

We work to prevent the spread of illness from one child to another by asking that sick children stay home. We know that all children get mild runny noses, coughs and sneezes and children with mild symptoms will not be excluded from care.

The following symptoms, among others, also indicate a child must stay home from care to avoid the spread of illness or infection to others:

1. Fever above 100 Degrees (taken under the arm). Children may not return to care until they have been fever free without Tylenol for at least 24 hours. This means that they will not be allowed in care on the day following a fever. Also, please do not give your child Tylenol in the morning and send him/her to care. Tylenol reduces fevers, but your child will still be contagious and the medication will wear off during the day.
2. Vomiting or Diarrhea (More than two loose stools in a 24 hour period). If a child has two loose stools in a day, they will be sent home. If a child vomits at the ECC, parents will be called. If a child vomits twice in 24 hours, they must remain at home. Children may return to the ECC once they have not vomited or had diarrhea for 24 hours.
4. Pink-eye: Children who exhibit symptoms of pink eye must be seen by a physician before returning to the ECC. Once children have begun treatment and/or have a doctors permission to return to group care, they may return to the ECC.
5. Head lice: Parents will be informed and the child should be treated by an adult. After the child has received treatment they can return to school the next day.
7. Scabies or chicken pox: Children may return to the ECC after treatment has begun and the sores have crusted over. Their return must also be approved by a physician.

A child is too sick to attend care if they do not feel well enough to participate comfortably in the daily routine and activities.

Health and Safety

Child Care Health Policy/Disaster plan

Procedures for medical, poison, fire or other emergency situations are posted in each classroom and in the director's office. The director reviews these policies with each staff member regularly. The director is also responsible for orienting classroom volunteers, new staff, and substitutes to these plans. Evacuation routes are posted in each classroom. Fire and earthquake drills are conducted regularly and documented. Staff is familiar with the use of fire extinguishers. Earthquake safety precautions include securing heavy items to shelving and not overstuffing bookcases. 72 hours worth of food, water and supplies are available for each child and staff member.

A copy of our full health policy and disaster plan is available in the director's office and can be viewed upon request.

In case of emergency where our building can not be occupied we will meet at the Northeast branch of the Seattle Public Library directly across the street from the synagogue. An out of state number parents can call in case of an emergency and local phone lines are down is: Rabbi Jill Borodin (610) 220-5964

Medication

If children need medication, we strongly prefer that families create a schedule to give it to the children outside of school hours. If this absolutely cannot be done, please communicate about the necessary medication with the director. Medication (of any kind) may only be administered after a Medication Release Form has been filled out and turned in to a teacher. The medication release form includes the child's name, the name of the medication, and the times that the medication should be administered. **Medication will not be administered "as needed."** Clear times must be listed in order to properly treat the child. Medication will be stored in the designated area in the refrigerator, or in the specified medication box.

No medication, including diaper rash ointment or sunscreen, will be given to the child without written consent. The forms granting permission to apply diaper rash ointment and sunscreen are included in the registration packet.

Immunizations

All children must provide proof of immunization upon enrollment into the program. This form is included in the registration packet.

Pesticide Policy

Increasing concern about the impact of pesticides on children's health has led to a law dealing with pesticide use in schools and licensed child care centers. As of July 1, 2002, public schools and licensed child care centers must provide annual notification of their pest control policies and methods, establish a system to notify families of children and employees of planned pesticide use, and post signs where pesticides have been applied. (Chapter 17.21 RCW, The Pesticide Application Act).

The impact of pesticides on children's health can range from irritation to skin and mucous membranes, to difficulty breathing, rash or vomiting. Long term exposure may lead to developmental delay, immune or endocrine system disruption or cancer. In

addition, children with special needs, asthma and allergies can be highly sensitive to pesticides and suffer from mild to severe reactions to pesticides and pesticide residues.

We are dedicated to using the least amount of chemical control of pests in our program in order to provide the healthiest environment possible for our children.

We attempt to PREVENT infestation by:

- Taking out trash daily or more as needed.
- Cleaning trash cans regularly.
- Keeping trash cans or dumpsters covered and away from the building.
- Keeping grounds clear of food and rubbish.
- Storing food in sealed plastic or metal containers.
- Cleaning and sanitizing all dishes, utensils, and surfaces used for eating or food preparation after meals and at the end of the day.
- Preventing pest entry into facility by sealing cracks and holes, using and repairing window screens and door sweeps.
- Moisture control by maintaining plumbing and water drainage systems.
- Mechanically managing weeds.
- Planting native vegetation that is non-toxic.
- Mulching plant beds.

The synagogue has monthly service including exterior spray and bait stations. No products are used in areas where children play. For more information about specific products used, please see ECC director. If any additional pesticide treatment is taken, parents will be notified.

Child Abuse and Neglect Reporting

Under Washington law, all child-care providers are mandatory reporters of suspected child abuse and neglect. As a child-care facility, all suspicions of child abuse and/or neglect will be reported to the appropriate authorities.

Non-Discrimination Policy

It is the policy of the Department of Early Learning that all licensed programs be conducted without regard to race, color, national origin, creed, religion, sex, age, disability, sexual orientation, marital status, or veteran status. As a licensed program, we adhere to these guidelines and our center is open to everyone. The program places a strong emphasis on Jewish values and Jewish education, within the frameworks of the United Synagogue of Conservative Judaism. **Priority for enrollment is given to members of Congregation Beth Shalom.**

KEEP THIS PARENT HANDBOOK FOR FUTURE REFERENCE
Return this signed slip to the ECC Director

I (We) have read this Early Childhood Center parent handbook of the Congregation Beth Shalom Early Childhood Program, including disaster and emergency procedures. I (We) agree to abide by these procedures and policies while my child is enrolled in the program and understand that not following these programs are grounds for non-continuation of care.

Signature Parent/Guardian 1

Date

Signature Parent/Guardian 2

Date

***This form must be signed by all parents & legal guardians**