

## Class/age divisions & Teacher/child ratios

Two-year old Class: 1 lead teacher for every 8 children per class time

Children in this class are allowed to wear diapers or pull-ups. Any child over the age of 2 who is still not completely potty trained must also attend this class.

Young Preschool Class: 1 lead teacher for every 13 children per class time

- 3 year olds (must be potty trained – no pull-ups/diapers in this class)

Older Preschool Class: 1 lead teacher for every 15 children per class time

- 4 year olds

Private Calvary K-prep Class: 1 lead teacher for every 15 children

- Children who will turn 5 by the end of December.



FYI: Staff-to-Child Ratios **per Arizona Administrative Code, R9-5-404**

<u>Age Group</u>	<u>Staff:Children</u>
2-year-old children	1:8
3-year-old children	1:13
4-year-old children	1:15
5-year-old children	1:20

We are required to be licensed as a daycare facility under Arizona Revised Statutes, Title 36, Chapter 7.1, and meet the childcare facility regulations set forth in the Arizona Administrative Code, Title 9, Chapter 5. We are a licensed childcare/educational facility and including state and local health and safety regulations, we are required to comply with laws that apply to childcare/educational institutions.

Arizona Department of Health Services, Bureau of Child Care Licensing

Address: 150 N. 18<sup>th</sup> Avenue, Suite 400, Phoenix, AZ 85007

Telephone Numbers: (602) 364-2539 or (800) 615-8555



## What to bring & What to leave at home

**For 2's Class only:** Parents should provide enough diapers/pull-ups, wipes and diaper cream (if necessary) for two weeks to be kept at school. These items will not be shared with other children. If your child runs out of these items while in our care, items needed will be taken from preschool supplies and charged to your account. Two year olds should also have two complete changes of clothes including socks.

**PLEASE LABEL EVERYTHING ON THE OUTSIDE.**

If items are not labeled, your teachers will write with a permanent marker on the outside of each item (especially lunch boxes and back packs!!)

**Clothing:** Students should wear comfortable, weather appropriate clothing; nothing "fancy" because your child will be involved in many fun, messy projects. Jackets should be labeled with the student's full name using a permanent marker. Students should wear athletic shoes or sandals with a back strap. No flip-flops, clogs or high heeled shoes. No clothing with suggestive images or profanity will be allowed. Female students should wear shorts under skirts or dresses.

**Extra Clothing:** LABEL PLEASE!! Every child should have a change of clothes left at school to include top, bottom, underwear & socks because accidents WILL happen. Soiled, wet or overly messy clothes will be placed in a plastic bag and put inside your child's backpack.

**Blanket:** For full-day students, send a blanket no larger than twin size to be used during nap/rest time. We provide a nap mat/cot and sheet for the 3's and 4's and sleep cots for the 2's class for each full-day child. The sheet will be laundered once a week unless soiled, in which case, it will be cleaned immediately. Note: children are required to wear shoes during nap time in the event of an emergency.

**Backpack:** Please provide a backpack for your child's belongings such as snack, lunch (if applicable), and extra clothes.

**Treasures from home:** No toys or other personal items should be brought to school or stored in his/her backpack. This includes stuffed animals, electronic games, sunglasses, books, etc... There will be times when certain items are permissible because of a teacher's request.



## Lunch, Snacks & Parties

### Snacks

We are an **Empower Kids** preschool where children are taught good nutrition and encouraged to eat healthy foods. The following is an example of one meal serving for preschools:

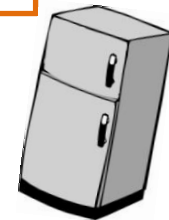
1. ½ cup of milk
2. ½ cup of vegetables or fruit or 100% fruit juice
3. ½ slice bread
4. Meat – ½ oz. meat or ½ oz cheese  
or ½ egg or ¼ cup yogurt or ½ oz nuts or 1 tablespoon peanut butter.



**DO NOT SEND:** soft drinks, kool-aid type drinks, candy, cookies, pudding, or any other snacks with high sugar content.

(A list of nutritious snack suggestions is included at the back of the handbook.)

Please use an ice pack in your child's lunch box for items that need to stay cool. We do have a small refrigerator and microwave in each room; however space is limited for



### State of Arizona nutritious food guidelines for snacks/lunch

**2-year ½ day children** need at least two small snacks.

**Preschool ½ day children** need one snack per day. The snack must include at least two servings of the four food groups.

For example: ½ bagel & ½ cup 100% juice

**Full-day Students** – need two snacks and a lunch. One snack for morning, then lunch, and one afternoon snack. The snack should include at least two servings of the four food groups.

For example: Morning snack – ½ cup orange juice & string cheese

Afternoon snack – ½ cup pineapple chunks & a rice cake

Lunch must include three servings of the four food groups.

For example: ½ meat sandwich (this includes the bread & meat groups), & ½ cup milk.

**Note:** Serving sizes may be increased if needed to satisfy the child's appetite.



## Lunch, Snacks & Parties continued. . . .

**Lunch:** Full-day students must bring their own nutritious lunches, eating utensils and drinks. It is better to send too much food than not enough. We will not throw away left-overs, so you'll know how much was eaten.

**Special Dietary Needs or Food Allergies:** Even though each student will bring his/her own lunch and/or snack, Calvary North Preschool still needs to be informed of any special dietary needs and/or food allergies a student may have. This information should be written on the emergency card and will be given to each teacher and posted in each room.

**Party Food :** State health regulations will not allow children to be served home-baked items. However...food for special occasions may be served as long as the containers are unopened and in the original packaging. Classes will have various parties, and teachers will give parents special instructions for each one.