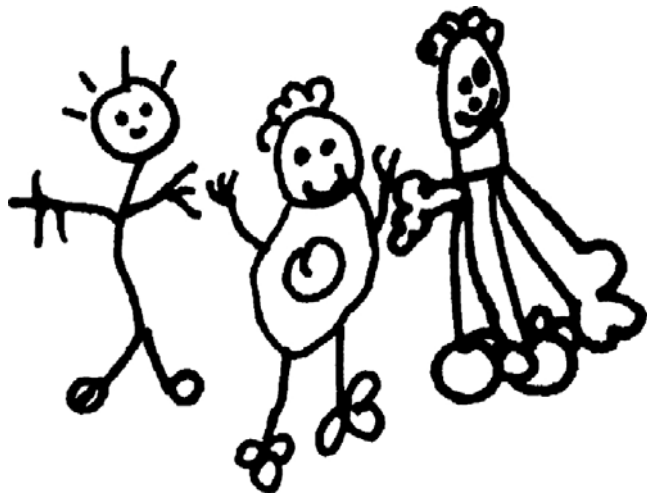


**Bridlewood
Child Learning
Centre**



**Preschool
Program
Room #2**

The Cardinal Room

We, the teachers of the Cardinal classroom, would like to extend a warm welcome to you and your child. We hope that you will feel comfortable and secure knowing that your child will have an excellent opportunity to grow and develop while attending our program. Our classroom has a family grouping setting with 24 children, ranging in ages from 2 and a half years to 5 years. There are three full-time staff and one permanent split-shift staff. We divide the class into three groups of eight children. Each group with one teacher go through all of the routines and transitions together on a daily basis. At group activity time, the children are free to explore any of the centres in the classroom.

All of the children have their own cubby located in our cubby room, where they may leave any clothing for outdoor play and knapsacks. These cubby baskets are assigned by circle group. In our classroom, they also have baskets that correspond with their circle group. These baskets are used for their sleep toy or special blanket. You will also find our art file box located at the door of the classroom. The children have their own section where you will find many creations they work on. Please try and take home their artwork on a regular basis.

We have a parent communication board just inside the classroom; it is mounted above the children's cubbies. You will find a calendar with special notes, circle group information and our daily schedule. We also post any major illness information as well as field trips which may be planned in the future. This board is meant to communicate important information between the staff and parents. The children have their own communication books and these are a means of letting you know what kind of day your child had. Please take the time to read and initial the teacher's comments. We also have a classroom binder where we write the daily activities, project work, and outdoor playground information. Please read these so that you may understand what your child is doing during their day with us.

Our classroom follows a project approach, responding to ideas that have come from the children. We work together with the children to brainstorm and develop a web or project plan. The projects can be quite detailed and may also be rather simple. The project work is documented through pictures, books, artwork and stories. Some of our previous projects have been castles, babies, bugs and birds. We always ask for parents' assistance in the way of learning materials and personal experience. We also try to include field trips that may be related to the projects. We will inform you of upcoming field trips and ask for volunteers when necessary.

Our classroom daily schedule is posted on the parent board; please refer to it so that you become familiar with the activities/centers in which your child participates.

We would like to remind you that Bridlewood Child Learning Centre is a NUT FREE environment. We ask that no food from home enter the centre due to peanut allergies.

If your child is taking medication, please ensure that the proper form is filled out so that we may administer meds. All medication is locked in the kitchen. We suggest that you divide the medication up and keep a bottle at home, and bring the prescription bottle to the centre. This avoids a lapse in meds if a bottle has been forgotten at home or the centre.

We would like to make a few suggestions to help you and your child have a successful day at the centre.

1. Be consistent in arrival and pick-up times. Remember that 'play is work' for your child. Your child should arrive at the centre before 10am in order to enjoy and benefit from the program. Please inform the teachers if you know in advance that your child will be late or not attend. This is especially important for us to inform the kitchen staff. As well, we sometimes go on unscheduled walks and your child would miss the opportunity.
2. If there is a change in pick-up person or time, please inform the teachers and fill out the necessary forms if needed.
3. **All clothing should be labeled.** You may find a permanent marker works well. Please provide several changes of clothing. We do have messy/wet play and accidents do happen. We ask that you send underwear, socks, pants/shorts, shirts/tops. Please ensure that the clothing is child friendly, by that we mean that your child is able to bathroom themselves. No snaps between the legs or pants that they cannot undo, or fasten. Remember we are trying to promote self-help skills and independence. Provide your child with a sun hat and sunscreen, bathing suit and towel. If possible, leave the swimsuit and towel at the centre. We never know when we are going to do a water day outside! Rainy days do occur and we ask that you send rain boots, splash pants and rain coat/jacket. We will go outside for a short walk, or in the playground which will be wet. We want to keep the children clean and dry as possible.
4. Velcro shoes are requested unless your child is able to tie their own shoes. Winter boots should be an easy task for your child to put on, not a frustrating experience!

5. Your child may bring a small cuddly sleep toy and blanket. Please put this inside the classroom basket. We provide sheets and blankets for the children's cots, and these are laundered on a weekly basis.

6. When purchasing winter clothing, please look for winter boots that have a removable liner, a hat that covers the ears, neck warmer instead of a scarf, snowsuit that your child can easily put on and take off and waterproof mittens. These garments will make winter dressing and play more enjoyable for your child.

We look forward to working together with your child/children, and are always available to discuss any concerns you may have. Please feel free to contact us.

Thank you from,

The Cardinal Staff

Room #2 - Daily Schedule

- 7:00 a.m. Day Care Opens. All children accepted into room #3
- 7:30 a.m. Cardinals move to room #2
- 8:00 a.m. Snack
- 8:30 a.m. Morning Circle
- 9:00 a.m. Free play and project work
- 10:00 a.m. Tidy up time and bathroom routine
- 10:15 a.m. Outdoor play (weather permitting)
- 11:30 a.m. Toilet routine
- 11:30 a.m. Small group circle time
- 11:50 a.m. Lunch
- 12:30 p.m. Toilet, brush teeth, prepare for quiet/rest time
- 12:45 p.m. Quiet/rest time
- 2:30 p.m. Rise and shine, toilet routine
- 3:00 p.m. Snack time
- 3:30 p.m. Large group circle / story time
- 4:00 p.m. Toilet routine and Outdoor play
- 5:30 p.m. Return from outdoor play - Quiet activities
- 5:45 p.m. Departure. Centre closed.