

COWESSESS FIRST NATION #73

K'AWASIS DAY CARE CENTRE

PARENT HANDBOOK

“MISSION STATEMENT”

**“TO PROVIDE OUR CHILDREN WITH A SAFE, SECURE
ENVIRONMENT THAT PROMOTES ALL ASPECTS OF GROWTH
AND ENHANCES OUR CULTURE FOR A BRIGHTER FUTURE”**

PHILOSOPHY STATEMENT

The Cowessess Band Chief and Council believe that First Nation Children are Sacred, and must, therefore be protected.

At K'awasis Day Care Centre we place a priority on making everyone (parents, children, and other agencies) feel welcome and comfortable.

Our goal is to provide a secure environment where children can grow socially, emotionally, physically, intellectually, linguistically, culturally and spiritually.

We strive towards creating a balance between developing children's positive self-concept also to have concern and respect for other's rights.

Our program is child centered with open-ended activities designed to meet both group and individual needs as well as the changing needs of the developing child.

We believe that children must be cared for in a healthy, safe manner by caring, understanding and trained professionals familiar with all areas of child development.

The environment must foster the overall development of the children social, psychological and physical aspects.

We believe that all children, regardless of their physical, emotional or social abilities, have the opportunity to take part in our program.

PRIMARY GOAL

To provide the best possible care and education, to the children enrolled in K'awasis Day Care by promoting all aspects of their development.

OBJECTIVES

To work cooperatively together to meet all developmental areas of the children, through planning and implementing various activities and positively interacting with them on an ongoing basis.

To work as a team, being supportive to other staff members, realizing that we are all dependent on one another and that we all need positive support and feedback from one another.

To respect each others talents and capabilities and to appreciate that we all have various levels of training and experience.

To present ourselves in a professional manner, respecting the confidential nature of information obtained regarding children, parents, and other staff members.

To have an open door policy in which the parents and family can approach staff at any time with their concerns regarding their children or the center. This is important in maintaining a healthy and pleasant atmosphere for the children, parents and staff who utilize this facility.

Medical Information

The K'awasis Day Care Centre requires that each child and staff member obtain a physician's certificate that states his/her health before admission/readmission to the center.

The certificate should indicate any pertinent medical information which the child's caregiver should know in order to provide for the child's health & well-being. This certificate will remain on file at the K'awasis Day Care Centre.

The K'awasis Day Care Centre requires that every licensee who agrees to administer medication to a child shall ensure that prior written authorization to administer the medication is obtained from the child's parent or guardian.

DISCIPLINE

Discipline and punishment are not the same thing. When we talk about discipline we are referring to guidance which ultimately helps the child learn to control his/her actions. Discipline is a positive approach which teaches the children self-control and responsible self-direction. The goal of discipline is to encourage children to direct their own behavior.

Rules will be explained to the children that attend K'awasis Day Care Centre. Every attempt will be made to discuss the problem with the child to encourage him/her to solve the problem. Should a child's behavior extend beyond the established limits of the Day Care Centre, many approaches to discipline may be used. These approaches include the following:

- **setting limits**
- **providing explanations**
- **providing choices**
- **ensuring the child understands**
- **being firm but flexible**
- **recognizing differences in age, temperament and experiences**
- **ignoring when appropriate**
- **distracting and removing the child from the situation**
- **providing natural and logical consequences**
- **a time out may be applied, depending on the seriousness of the situation**

Children will be removed from the situation if there is danger to themselves or any other child involved, (ex.-biting hitting). A staff member will remain with the child and the child will be allowed to return when he/she and staff agree that it is time.

**ABSOLUTELY NO PHYSICAL OR EMOTIONAL PUNISHMENT
TO BE USED AT ANY TIME BY A STAFF MEMBER.
UNACCEPTABLE
APPROACHES INCLUDE SLAPPING, SHAKING, SPANKING,
RIDICULING, DENYING OR THREATENING.**

CHILD CARE FEES & HOURS OF OPERATION

Fees are due every two (2) weeks. Payment that is three weeks late will lead to termination of child care services.

Basic fees are as follows:

\$300.00 a MONTH PER CHILD, or \$400.00 FOR TWO CHILDREN

Add \$100.00 for each additional child

This works out to be \$15.00/day per child and \$5.00/day for the second child and every other additional child.

Late charges are \$2.00 for every minute past 5:00 p.m.

To avoid termination of services please have your fees paid by the 1st or 15th of each month in full. All Fees must be paid before the end of each month or suspension will occur till fee is paid in full. If no payment is received, your child's spot would be filled by another child on the waiting list.

Daycare working with Social Assistance and NCBR initiative has the opportunity to offer the parents of K'awasis daycare a Subsidy Program.

This program comes into effect October 1/16 and continues to end of March 2017. Hopefully in the new fiscal year this program can carry on.

Hours of operation are Monday to Friday, 7:00 A.M. – 5:00 P.M. daily, Unless, otherwise stated. We will be closed Statutory Holidays.

These times may change from time to time and parents/guardians who use K'awasis Day Care Centre will be notified of the changes well in advance.

Parents must fill in on their application who is allowed to pick up their children. Only those on their list will be allowed. Should a parent want someone else to pick up other than those on the list that parent must notify the center prior to their child being picked up, if the center is not notified the center will not release that child.

Parent/Guardians it is your responsibility to notify the center.

Same rules apply if you have joint custody or shared custody.

Should your relationship change and court ordered visitations are put in place than please notify the center and provide a copy of the scheduled visits.

WHAT TO DO WHEN YOUR CHILD IS SICK

The staff at K'awasis Day Care Centre has set up some guidelines on illnesses in order to protect your child and the other children who utilize the center. If at any time we feel that any child is too sick and contagious he/she will not be allowed into the day care centre, so please have a friend or babysitter on call to keep your child if you cannot.

Keep your child at home if he/she has:

a temperature, of 101 or more.

Pink Eye which is an eye infection that is contagious. The eye is generally red with some burning and there is thick yellow drainage being secreted.

Bronchitis This can begin with hoarseness, cough and a slight temperature. The cough may be dry and painful, but it gradually becomes worse.

Rashes you cannot identify or that have been diagnosed by a physician as contagious.

Impetigo of the skin shows up as red pimples which eventually become small vesicles surrounded by an reddened area. When the blister breaks, the surface is raw and weeping. The lesions occur in moist areas of the body such as the creases of the neck, groin and under the arm, face, hands or edge of the diaper.

Diarrhea or should your child develop diarrhea while at daycare after the 3rd diarrhea movement caregiver will call parent to pick up child, (watery or greenish bowel movements that look different and are much more frequent than usual).

Is Vomiting that is more than the usual "spitting up".

Flu like symptoms includes a severe cold with fever, sneezing and runny nose.

If a child seems, sick without obvious symptoms. In this case, a child may look and act different. There may be unusual paleness, irritability, unusual tiredness or lack of interest.

A staff member would call the parent, and let them know how their child is feeling, looking and acting. If the child develops a fever of 101, the parent is, called to pick up their child immediately. That child would have to stay home one extra day for precautionary measures. (*This means the next day*).

With contagious disease, a child is, kept at home. Some of these are *measles, chicken pox, and mumps*. The child may return after a medical is, presented.

If a Doctor diagnoses an ear throat infection or any other infectious illness and places the child on an antibiotic, the child should not be brought in until he/she has had medication for at least 24 hours.

By helping us to observe good health standards, you will be protecting your child and the other children using this facility. Thank you for your cooperation. Any questions or concerns are welcome and brought to our employees.

HEAD LICE

Periodically Daycare performs a head check on all the children, through out the year.

If a child is noticed scratching at anytime their head is checked for lice or nits. Should head lice or nits be found the parent is notified. That parent is expected to come and pick up their child/children immediately.

The child/children are not allowed to return until all nits and lice are removed.

After a head lice incident and the child has returned to daycare. On their first day back the parent and child are called into the office, the child's head is checked to ensure that no nits have been missed (this can happen).

If this is an on-going problem, a two to three week suspension occurs, in order to control any outbreak here at daycare. During this time, the child is to be nit and lice free for one week before returning.

Daycare is following the C.C.E.C policy for closure in -40 temperatures or colder with wind chill. To ensure the safety of children and staff

I have read and agree to the terms and conditions of the K'awasis Daycare Parent Handbook.

Name _____

Date _____

Parents/Guardians if you agree please sign below that K'awasis Daycare can take pictures of the children and share **ONLY** on the parent page on Facebook and post in the Daycare Facility.

Name _____

Date _____