

**PARENT HANDBOOK
&
WRITTEN OPERATIONAL POLICIES**



6606 Cadillac Street, Houston, Texas 77021

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The following poem is how we feel about ALL the children that work and play inside these walls each day.



THEY WILL REMEMBER

by EILEEN KOSCHO

I take care of your children.

I love them.

I teach them.

I clean them, and I feed them.

And when nighttime comes, my heart worries about them.

I take care of your children.

I hear their first words.

I see their first steps.

I share their happiness and feel their hurts.

I take care of your children, as if they were my own.

And when they are grown, and no longer need me,

My love will be a part of them, deep within the heart of them.

They will know that I was there for them unconditionally.

And they will remember!

JEWEL'S LEARNING CENTER

"A Place where All Children are Special!"

"It is our responsibility to cultivate children's delight in exploring and understanding their world. Early childhood is and should be a time of laughter, love, play and great fun!"

--NAEYC, Developmentally Appropriate Practice

Welcome to Jewel's Learning Center!

We are delighted that you have chosen our early learning program to provide for the needs of your child.

The Parent Handbook and Written Operational Policies have been written to describe our program, philosophy, policies, and all the practical details that go into making each day as happy and successful as possible. PLEASE carefully read this handbook and keep it for future reference. The administrators at Jewel's Learning Center would be glad to address any of your questions or concerns. If at any time the fees, procedures and policies stated in this handbook are changed, Parents will be notified immediately. Once again, WELCOME to the Jewel's Learning Center Family!!



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OUR MISSION:

At Jewel's, it is our mission to foster a LOVE for LEARNING in every child who comes our way. It is our GOAL to help our children to have SUCCESSES, NOT FAILURES, in learning the basics of education and life. We want our children to start out with a good solid foundation that has been built with lots of LOVE and UNDERSTANDING. Established in 1984, Jewel's Learning Center is a mainstay in the community. Parents can TRUST that we will be here loving and caring for generations of children to come.

OUR PHILOSOPHY:

At Jewel's Learning Center, WE welcome every child and their family to become a part of the JLC Family. We render the best of service to each child according to their individual needs. Our motto is: "All children are special." We believe that:

- EVERY CHILD is SPECIAL and UNIQUE in their own way.
- Children develop at different rates and are naturally curious.
- A child's social, emotional, physical, and cognitive growth is interconnected; thus, the importance of nurturing and teaching the WHOLE CHILD using various techniques and resources.
- PLAY is essential for a child's growth and development.
- A young child learns best through actions on objects and through explorations in their environment.
- The way children FEEL about their work is important.
- When children feel good about something that they have done, they develop confidence and self-esteem.

"PLAY for children, is not just recreation – it's their approach to life. Every action is undertaken with the whole being; mind, body, and spirit. Play is basic to children's well-being. It's their way to discover the world around them and to express how they feel and, sometimes, to cope with difficulty. The diligence and concentration that children develop in PLAY will serve them well in adult work." --David Elkind

Simply put, young children learn through PLAY!! PLAY is the WORK of young children. When they "WORK" they LEARN!

PLAY = WORK = LEARNING at JEWEL'S LEARNING CENTER!

CONCERNING CURRICULUM:

Our whole approach to teaching young children is eclectic and encompasses the whole child. We use a comprehensive, play-based, hands-on approach as we teach children.

At Jewel's, our teachers are encouraged to develop their lesson plans using various research-based curriculums, with the child as the central focus. Only then can we create happy learning experiences for the students in our care. With our certified Nature Explore Classrooms, we also strive to make sure the experiences in the classroom connect to the learning outside. New research suggests that children achieve so much more in every aspect of their growth, by being OUTSIDE in natural environments.

Parents are assured that their children are having a wonderful time learning and growing here at Jewel's Learning Center, while they go about their workdays.

Developmentally Appropriate, Purposeful, Planned & Playful Experiences, include activities for areas of growth in 10 skill domains:

- Social & Emotional Development
- Language & Communication
- Emergent Literacy Reading
- Emergent Literacy Writing
- Mathematics
- Science
- Social Studies
- Fine Arts
- Physical Development
- Technology

We want our children to develop strong self-awareness and self-regulation skills as they learn how to build good relationships with their peers. Our students are flooded with many opportunities for exploration and discovery in all the above-mentioned skill domains. We want to also develop good, strong, creative, and active minds at Jewel's Learning Center.

At Jewel's we keep our eyes on the prize. We focus on our CHILDREN. . . our FUTURE!!

OUR TEAM:

Our Team is here to assist your child in making their stay enjoyable each day. All Teachers are trained and have extensive knowledge in Early Childhood and specific training in developmentally appropriate practices related to the ages of the children they provide care for. They are also trained in Pediatric CPR/First Aid.

OUR GOALS & OBJECTIVES:

It is our goal to serve each child and their families with the highest quality of caregiving and opportunities for parent involvement. To accomplish our goal and fulfill our philosophy:

- Our school encourages and draws attention to a child's strengths while still providing opportunities for growth in weaker areas.
- Our teachers do not try to rush a child's development because each skill lays the foundation for learning the next skill and the foundation should be solid.
- Our teachers will have patience and persistence and believe that their efforts will benefit the child.
- Our center provides a supportive and safe environment, which encourages growth in all phases of a young child's development.

OUR ENROLLMENT:

Jewel's Learning Center has Open Enrollment, all year round. All children must be ENROLLED before attending the center. Parent(s) and child must participate in a center tour and a brief program orientation. Parents, please READ the operational policies and the parent handbook completely during the initial orientation period upon enrollment. It is during this time that any questions and/or concerns may be addressed concerning the policies and procedures of Jewel's Learning Center. After which should any questions or concerns surface, Parents are encouraged to speak with the Director or Assistant Director. ALL concerns are IMPORTANT! Additionally, Parents are always notified in writing, via newsletters, emails and/or special memos of any policy changes.

The enrollment/placement of children in the school/classroom are determined by age and developmental level. We want your child to be placed where his/her needs will be met, and interest will be challenged. Placement of children is done according to the following considerations:

- Sibling already enrolled in the school
- Space in the class
- Original date of application

The following must be completed and submitted to the center:

- Application and/or Enrollment Packet
- Current Immunization Record from the child's physician or the health department
- Current TB Test with NEGATIVE results, if traveled out of the Country
- Well Child Letter from the physician indicating that the child can take part in the early learning program.
- UPDATED PARENT INFORMATION AT ALL TIMES! Parents may drop by the office at any time or call to update contact information. Parents may also update their information by sending an email to jewelslearningcenter@gmail.com or filling out an update form and dropping it in the suggestion box in the parent/teacher resource area.

Jewel's Learning Center must be given 2 weeks' notice prior to termination or withdrawal of enrollment. Should more notice be possible, it would be appreciated. If 2 weeks' notice is not given, two weeks tuition will be due and charged to your child's account.

RECORDKEEPING:

In addition to your child's enrollment information, the center will keep daily attendance records on the children and the staff. Records may be kept on each child's sicknesses, accidents, eating habits and any other pertinent information.

Enrollment information is kept in the administrative office. We are committed to maintaining the highest degree of integrity in all our dealings with potential, current and past customers, both in terms of normal confidentiality, and the protection of all personal information received while providing services and care.

TERMINATION OF SERVICES:

It is understood that the school reserves the right to dismiss a child at any time should it find that the parent is unable to follow the policies of the school and our program. We reserve the right to terminate services for the following reasons, but not limited to:

- Failure to pay
- Routinely late picking up child
- Lack of parental cooperation
- Serious illness of a child
- Physical or verbal abuse to any person on the property
- Our inability to meet the child's needs
- Lack of compliance with regulations
- Failure of child to adjust to the center after a reasonable amount of time

CENTER ADMINISTRATION HAS THE RIGHT TO GIVE VERBAL NOTICE OF IMMEDIATE TERMINATION WHERE THERE ARE EXTREME CIRCUMSTANCES THAT AFFECTS THE WELL-BEING OF THE PROVIDER OR OTHER CHILDREN IN ATTENDANCE.

CONCERNING ATTENDANCE:

We would like for ALL students to be at school by or before 8:30am daily. We prefer that they arrive during the breakfast hour. Please call the center by 9:00am if your child is going to be absent, late, or has a scheduled appointment of some sort. The following is an overall daily school schedule. The daily schedules provide for a balance between child-directed and teacher-directed activities, quiet and active time, and inside and outside play. More specified schedules may vary by class:

DAILY SCHEDULE

HOURS OF OPERATION: 6:00AM – 6:00PM

6:00am - 7:00am - Children Arriving at Various Times

7:00am - 8:00am - Breakfast Hour

8:00am - 8:30am - Breakfast Cleanup & Restroom Time

8:30am - 8:45am - Morning Devotion Circle/Moving and Shaking

8:45am - 9:00am - Morning Circle/Story Time & Lesson Focus with Teacher

9:00am - 10:10am - Transition/Centers Time & Small Group Lesson(s) with Teacher

10:10am – 10:45am - Outdoor Activities/Teacher Led /Restrooms & Prepare for Lunch

10:45am - 11:30am - Lunch Time & Prepare for Naptime

11:30am - 1:30pm - Naptime/Resting (Soft Music Playing)

1:30pm - 2:00pm - Wakeup/Restroom

2:00pm - 2:30pm - Music & Movement

2:30pm - 3:00pm - Free Play on Carpets

3:00pm – 3:15pm - Snack Time

3:15pm – 3:30pm - Evening Circle Story Time & Recap the Day

****DEPARTURES AT VARIOUS TIMES BEGINNING AT 3:30PM****

3:30pm - 4:00pm - Self-Regulated Centers & Small Group Lessons with Teacher

4:00pm - 5:30pm - Outdoor &/or Indoor Free Play w/Observations by Teacher

5:30pm - 6:00pm - Final Departures

Please note that the students can go to the restroom at ANY time during the day and AS OFTEN as needed, not just during scheduled restroom breaks.

NAPTME:

All children are required to have a rest time after lunch. Even if your child does not sleep, he or she will be expected to lie quietly and rest during this time. Infants sleep according to their individual schedules in cribs. Toddlers and Preschool/Prekinder children nap on individual mats. The room will be darkened but each child will be visible to the supervising staff.

ALL staff at Jewel's are required to have SIDS/SUIDS training as well as sign and review this same policy on an annual basis. All staff will follow the Safe Sleep recommendations of the American Academy of Pediatrics (AAP) and the Consumer Products Safety Commission

(CPSC)for infants to reduce the risk of Sudden Infant Death Syndrome/Sudden Unexpected Infant Death Syndrome. Safe practices at Jewel's include placing ALL babies on their back for sleep, on a firm mattress in a clean crib, free of any toys, blankets, cushions, etc. All parents enrolling children 12 months old or younger must sign a copy of the Operational Policy on Infant Safe Sleep, provided by Child Care Licensing.

EMBRACING DIVERSITY:

Jewel's Learning Center does not discriminate against any children, parents, coworkers, for any reason. This includes but is not limited to race, color of skin, creed, national origin, gender, religion, disability, or military status. Reasonable accommodations will be made to provide services to persons with differing abilities. The staff and parents will assess the child's needs to ensure that our program is able to meet the needs of your child. ALL are WELCOME at our facility.

ACCOMMODATIONS FOR FAMILIES:

Jewel's Learning Center is an Inclusive childcare facility. We will do our best to support families and children who may need additional accommodations, to include home language, differing abilities and cultural backgrounds. Please notify the Director if you or your child require accommodations and we will ensure that we do our part in making sure your needs are met. Here are some of the ways that our program will partner with families:

- If specific therapies are needed during the day while the child is in our care, we will provide space to accommodate sessions.
- We will participate in all comprehensive care meetings if needed.
- We will complete supporting documentation from authorized medical professionals for any accommodations related to the child's physical or developmental needs.
- We will provide opportunity for cultural inclusiveness by hosting cultural events throughout the year.

OUR TUITION AND FEES:

Our tuition and fees are competitive for the high-quality services we provide. Upon enrollment of the child into the center, ALL FEES will be discussed with the parents. Thereafter:

- Tuition is posted WEEKLY and must be paid in ADVANCE of services.
- Tuition is due on or before Mondays of your signed financial agreement. Monthly payment is due in full on the 1st Monday of the month. Bi-Weekly payment is due on the 1st Monday of the two-week period.
- Tuition may be paid by credit/debit card, cash, cashier's check, money order, or a paper check. There is a \$30 fee charged for return checks. After two returned checks, parent may be asked to pay in cash, debit card or money order only.

- NO LATE PAYMENTS PLEASE!! LATE TUITION WILL BE ASSESSED A FEE OF \$25.00. Tuition is considered late on Tuesday at 6:00pm.
- THERE IS NO REDUCTION IN FEES FOR DAYS MISSED DUE TO ILLNESS, ABSENCES, INCLEMENT WEATHER &/OR PERSONAL VACATIONS. ONCE A STUDENT IS ENROLLED, FULL TUITION IS DUE.
- THERE IS NO REDUCTION IN TUITION FEES IN REGARD TO SCHEDULED HOLIDAYS. FULL TUITION IS DUE. At Jewel's Learning Center, we are CLOSED for ALL MAJOR HOLIDAYS.
- A Registration Fee is DUE upon enrollment and renewable annually the 1st of August, prior to the beginning of each Fall School Session. Enrollment/Registration fees are NON-REFUNDABLE.
- Late fees begin at 6:05pm at \$1.00 per each minute late AND is IMMEDIATELY PAYABLE when the child is picked up or the late fee will be posted to your account. We STRONGLY REQUEST that parents pick their children up ON TIME.
- Educational activities and/or field trips may take place which may require additional fees.
- At the end of each calendar year, the center will furnish a report of all tuition and fees paid for parents to use for income tax purposes.
- In the event of a tuition increase, Parents will be given advance notice regarding any changes.

FIELD TRIPS:

A variety of educational and recreational field trips may be taken during the year. Some field trips may require an additional fee. Our field trips are planned ahead of time and posted up front for all parents to see at least 48 hours prior to the scheduled event. A Memo will be sent home with field trip details. Transportation will be available to and from the location of the event with the appropriate adult/child ratio. The mode of transportation will be equipped with the proper seatbelts and car restraints for the safety of the children. For a child to participate in ANY field experiences, parents MUST complete and sign a field trip permission slip. Permission slips will ONLY be issued to students who exemplify consistent positive behavior while at Jewel's Learning Center.

NO ANIMALS ALLOWED:

Animals ARE NOT allowed at Jewel's Learning Center. Exceptions to this rule may include some special activities; i.e. a petting zoo, which may require an additional fee; pet day at school, where the parent would be responsible for bringing and showing the pet and then taking the pet back home, etc.; In these cases, ALL parents will be notified when animals will be present so that the center may be able to take the proper steps in ensuring the students health and safety.

OUR INSURANCE:

All children are required to have school insurance. An insurance plan is available through the Center. The insurance is to provide coverage in case of accidents while your child is in our care at Jewel's Learning Center.

OUR PARENT COMMUNICATION:

Placing your Infant or Toddler in the hands of another is a difficult decision for all parents. Little ones cannot tell Parents about their days like older children can. At Jewel's Learning Center communication with the parent is a daily responsibility of each child's teacher. A two-way communication system provides parents and teachers an opportunity to communicate fully on the child's needs and activities. Although our team is available for conference whenever parents or teachers feel it is necessary, PLEASE call and schedule a conference time when a matter may take more than a few minutes of conversation. The teachers are always busy with their classes, and it is difficult to talk with a parent and keep the children in order. The recommended time to schedule an extended conference session is between the hours of 12:30pm and 2:00pm.

If there are any complaints or concerns that need to be discussed, the teachers and/or the administration will only address these issues with the parent(s) and /or guardian(s) who enrolled the student into the center.

Parent surveys will be placed on our website, and they will be in paper form in the parent/teacher resource area and can be dropped in the suggestion box which is always available. We welcome any and all suggestions.

All notices and special announcements for parents will be posted on the bulletin boards just outside of each classroom, each parent will receive an email correspondence, and/or each parent will receive a newsletter from the center and/or your child's teacher. In addition to that, reminders will be posted on the brightwheel app and near the front entrance.

Please take advantage of our parent resources and our lending library which offers parents the opportunity to check out books, toys, and activities to do at home with your child(ren).

PARENT CONFERENCES:

In addition to the above, formal Parent Conferences will be offered twice a year. During these conferences, the teachers will share information about the progress your child is making and show you samples of your child's work. Parents will also have the opportunity to set goals with teachers based on the results from the developmental assessments conducted by the teacher. The schedule for the formal conferences is usually in December and again in May. Even so, parents may request to schedule a conference anytime.

A WORD ABOUT TRANSITIONS:

Transitions planning can be discussed during the parent conferences. We will do our best to make the transition a collaborative decision among parents, teachers, and the administrative staff. When your child is ready to move to a new classroom, we do all we can to make this

transition a smooth and successful one. We will send you a certificate of transition when we feel your child is ready to move. We recognize that transitions can be a challenge for some children, therefore we will take into consideration each child's temperament and adjust accordingly.

On a final note, when children become the oldest in the group, their second year in the PreK Class, if you will; they may not necessarily learn something more cognitive, but they are learning a social skill that will carry them into kindergarten and beyond. They become more in charge of their actions and learn that they can be a leader, not a follower. This gives them so much more confidence and enthusiasm as they prepare to face the next stage in their lives.

PARENT VISITATION:

At Jewel's Learning Center, we have an open-door policy. PARENTS ONLY may quickly visit on occasion to visit or observe their children at "play" briefly. The visit must be brief because background checks are required for ANYONE who is in EXTENDED contact with the children in our care. We only ask that the parents are discreet and ONLY concern themselves with their student and DO NOT cause any interruptions or disturbances while present.

We WELCOME our parents to come in at ANY TIME and participate in our classroom activities once they CLEAR all required background checks. After which, parents are only required to let your child's teacher know in advance when they would like to come and participate. Any special instructions will be given at that time.

PROGRAMS & ACTIVITIES:

Programs and activities are scheduled throughout the year, which require parent participation and attendance. Parents will be notified well in advance of the event and your cooperation and support will be appreciated. A few of the Main Events that may be scheduled annually by Jewel's Learning Center are:

Back to School Bash – August

Open House – September

Fall Festival – October

Thanksgiving Luncheon – November

Christmas Brunch – December

Annual Fundraiser – February

Annual Spring Program and Prekinder Graduation – April

Family Picnic – May or June

Jewel's Learning Center has an Annual Fundraiser each year in February. This is the ONLY fundraiser that we have. It is MANDATORY that each parent support the fundraiser.

When programs and activities are scheduled for our students and their families, we REALLY look forward to your FULL participation. The various activities and events enhance the BOND between Jewel's Learning Center and the clients that we value so much. We put a lot of care, love and planning into EACH and EVERY event that is planned.

CONCERNING CHILD CUSTODY:

It is the center's intent to meet the needs of ALL the children in our care; especially when the parents may be experiencing difficult situations such as divorce, separation, or remarriage. Sharing information about such situations may be helpful to center staff and will be held in the strictest confidentiality.

The center cannot legally restrict the non-custodial parents from visiting the child, reviewing the child's records, or picking the child up unless the center has been furnished with legally filed, executed and current documents. Copies of all court documents must be submitted to the center. In case of conflicts, the proper authorities will be contacted.

Jewel's Learning Center DOES NOT get in the middle of custody battles, disputes, etc. Once a child is enrolled and we are introduced to BOTH parents and disputes occur and names are taken off the paperwork out of anger, IT IS NOT OUR PLACE to tell either parent that WE cannot release their child to them. WE CANNOT GET INVOLVED IN THAT TYPE OF SITUATION! Parents, PLEASE be mindful of who is listed on the child's enrollment form and to whom the staff is introduced.

In situations such as these, the MOST we can do is call either parent and let them know that the child has been picked up from school. We also ask that each of you do your best to keep these types of situations AWAY from Jewel's in the interest of safety and concern for ALL the children in our care and the staff of our school.

OUR HOURS OF OPERATION:

Jewel's Learning Center is open year-round, twelve months a year, Monday through Friday, 6:00am – 6:00pm daily. Students are ON TIME by or before 8:30am DAILY. PLEASE call the center by 9:00am if your child is going to be absent, late or has a scheduled appointment.

Jewel's Learning Center CLOSES for the following Holidays:

New Year's Eve

New Year's Day

Dr. Martin Luther King, Jr.'s Birthday

Memorial Day
Good Friday
Easter Monday
Juneteenth – 19th of June
Independence Day – 4th of July
Labor Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Eve
Christmas Day

Jewel's will ALWAYS give advance notice of the exact dates that we will observe the above-mentioned holidays. Exact dates are outlined in a newsletter from the office, which is sent out three times a year in September, January, and May.

TEACHER IN-SERVICE DAYS:

The center will be closed one complete day in late Summer for Back-to-School preparation; usually around the third week in August. It is important for the teachers to have time to prepare lessons, gather resources for the children, rearrange classroom centers and attend professional development. To accomplish this, other teacher In-Service days will be scheduled, and parents will be notified well in advance of the dates and reminders will be sent as well.

ARRIVALS AND DEPARTURES:

Unless it is an EMERGENCY, please finish all phone calls prior to entering the building during arrivals and departures. We have a NO Cell Phone Policy in the building.

Children must be brought into the center by a parent or guardian and given to the assigned staff. Parents must check their children into the center by signing the check in log. **BE SURE THE STAFF SEES YOU AND GREETES YOUR CHILD.**

When children are picked up from the center, be sure to sign them out and make sure a staff person knows your child is leaving. Children may be asked to pick up materials that they are using before they leave the classroom or playground. Please check their cubbies and hooks DAILY for artwork, soiled clothing, notes to parents, etc.

Children are released ONLY to persons authorized by written permission from the parents, and who are listed on their enrollment forms. Additionally, if a person on the form has NOT been at Jewel's before, we ask that the parents PLEASE give us a courtesy call to let us know that

someone other than the parent(s) will be picking up the child. If a person other than those listed on the forms needs to pick up a student, the parent must call and/or send something in writing authorizing the said person to pick up the child. Staff will need to make a copy of this person's identification at the time of pick up. No child will be released to an unauthorized person. Any person picking up a child in an impaired condition, ill or under the influence of drugs or alcohol will be encouraged to allow us to find alternative transportation.

At Jewel's we DO NOT provide space for car seat storage. PLEASE plan for your child's car seat as needed.

Jewel's DOES NOT provide transportation for picking up and dropping off students. We reserve transportation for field trips only.

LATE PICK UPS:

WE PREFER NOT TO CHARGE A LATE FEE!! PLEASE PICK UP ALL CHILDREN BY 6:00PM EACH DAY!! Jewel's Learning Center has a late fee of \$1.00 per minute late, starting at 6:05pm, which is due when the parent/guardian arrives. Late fees will be charged if a child is consistently picked up late and/or the student may be dismissed from the center. In the event of dismissal, there will be no refund of tuition.

CONCERNING INCLEMENT WEATHER:

In the event of inclement weather, we ask that Parents PLEASE, PLEASE exercise best judgment concerning your drive and travel to Jewel's Learning Center, to your designated jobs and back to Jewel's Learning Center to pick up your children. Additionally, PLEASE adhere to the following:

1. If the weather is EXTREMELY SEVERE, Jewel's Learning Center will be CLOSED, an announcement will be placed on our answering service, we will notify parents via the brightwheel app, and we will send out an Email alert. TUITION IS STILL DUE IN FULL.
2. If the weather is SOMEWHAT of a concern, but we can try at opening the center for the day, at the time of drop off, parents will be informed that there may be an early dismissal and be prepared for such.
3. If the weather starts out beautiful AND turns into a SEVERE situation, we ask that parents make their way AS SOON AS POSSIBLE to pick up their students, and Jewel's will call for an emergency pickup.
4. PLEASE keep in mind that our teachers and staff have families to attend to as well. We want everyone to be safe.

CONCERNING NUTRITION/MEALS & SNACKS:

At Jewel's Learning Center, we are committed to providing healthy foods and beverages and positive mealtimes so that your child can learn good eating habits and grow up strong. We collaborate with the parents toward a common goal of developing healthy eating habits.

Because of this teachers and staff are expected to:

- Create a pleasant meal environment and speak positively about the foods being served.
- Model healthy eating by sitting with children at meals and eating and drinking the same foods they do.
- Include nutrition education in weekly lesson plans and use "teachable moments" to talk about healthy eating.
- Attend professional development on child nutrition each year.

We provide the following meals for our children daily, and the menu is posted weekly in the entrance area of the center. All meals are approved by the CACFP program for their nutritional appropriateness. We do not charge any extra fees for meals and snacks, and we prefer no outside foods to be brought into the center.

- Breakfast – 7:00am to 8:00am
- Lunch – 10:00am to 11:00am
- Snack – 3:00pm to 3:30pm
- Supper – 4:30pm (an additional evening snack for late children)

This schedule does not apply to the infants, because small infants follow their own individual schedules. For infants, if a parent chooses to opt out of the infant food and formula that is provided by the Child & Adult Care Food Program, the parent(s) must bring an adequate supply of food and formula for each day. Additionally, parents who are breastfeeding, must bring an adequate supply of breast milk each day.

Parents of infants at Jewel's Learning Center have the right to breastfeed or provide breast milk for their child while in care. Breast milk may be brought to school in frozen individual servings, to be kept in our freezer daily, and the infant teacher will thaw as needed. Jewel's will provide a comfortable place in our center and/or in the infant classroom that will enable a mother to breastfeed her child. Our only request is that the mothers are mindful of other parents, the other students in the classroom, mothers and fathers that may be picking up and dropping off their infants to school and the time of day. Please keep in mind that extremely busy times in the infant room, may not be conducive to a calm breastfeeding session. At Jewel's we respect the parent's choice to breastfeed their infant, but it is our duty to ensure RESPECT to EVERYONE who may be involved at Jewel's Learning Center.

Upon request, Jewel's Learning Center will provide a compilation of breastfeeding resources that are available in the community, to the parents.

If a child requires a therapeutic or special diet, written direction from a physician must be provided. As well as if a child has food allergies, an emergency food allergy plan must be completed by an authorized medical official. This is a requirement of childcare licensing. All staff are educated on food allergies, and they take precautions to ensure the children are protected.

Staff does not reward good behavior or clean plate with foods of any kind. Children will be encouraged to eat well and try new foods; but not forced to try new foods. We encourage children to practice good manners, converse freely and eat at the table.

ALL LIQUIDS AND FOODS HOTTER THAN 110 DEGREES F, ARE KEPT OUT OF REACH OF ALL CHILDREN!!

ORAL HEALTH POLICY:

At Jewel's Learning Center, we care about the health of children's teeth. Tooth decay is one of the most common childhood illnesses. To help children stay happy and healthy, and avoid the discomfort and expense of tooth decay, Jewel's follows the practices below. Along with what we do at school and what you do at home, children should start going to the dentist when they get their first tooth or at least by one year of age.

- Water is freely available to toddler and preschool children throughout the day.
- Infants and Toddlers are never put to sleep with bottles or sippy cups as this can cause tooth decay.
- Infants and Toddlers are not allowed to walk around with bottles or sippy cups during playtime, so they do not fall and hurt their teeth.
- We offer preschool and prekindergarten children oral health lessons at least one time per month and teachers try to take advantage of "teachable moments."
- We offer families educational materials on oral health as often as we receive information, and we try to communicate with parents one-on-one when we notice changes in children's oral health.
- We offer teachers and staff professional development opportunities concerning oral health.

CELEBRATIONS & BIRTHDAYS:

Birthday parties are welcomed at the Center with arrangements and planning done by the parent(s). **ALL BIRTHDAY CAKES &/OR CUPCAKES MUST BE PURCHASED FROM THE STORE AND MUST HAVE THE APPROPRIATE "SELL BY" DATE ON THE CONTAINERS.** The parent(s) have the option of assisting the party. After the party is over, the parent(s) are to help clean the area. No gifts are required from the center.

Birthday parties are scheduled during the lunch period or snack period for your child's class. Parents must speak directly with your child's teacher concerning arrangements for the party. Birthday party invitations for parties away from the center may be distributed at school. If you do not want your child's birthday celebrated OR your child to attend or participate in birthday celebrations at the center, please notify us in writing.

Thanksgiving is usually celebrated through a lunch. The emphasis is on friendship and family gatherings. Christmas and Easter are celebrated as religious holidays. Other cultural and national holidays are celebrated. Please share with the center staff other celebrations that are

important to your family. EVERY EFFORT WILL BE MADE TO BE CULTURALLY AND RELIGIOUSLY SENSITIVE.

HEALTH REQUIREMENTS/ILLNESS PROCEDURES/MEDICATION:

ILLNESS:

One of the most serious challenges facing group care situations for young children is preventing illness. The staff will strive to maintain the highest standards of cleanliness. Proper hand washing procedures will be followed and taught to the children. The toys, eating surfaces and toileting and diaper equipment will be sanitized between children's use.

The best way to prevent the spread of disease is to have STRICTLY enforced standards regarding the exclusion of ill children. We need YOUR help for this. PARENTS, PLEASE DO NOT BRING ILL CHILDREN TO THE CENTER. Children who appear ill when they arrive at the school will not be admitted. If your child becomes ill at the center, parents will be contacted to pick up the child immediately.

An ill child will be excluded from attendance for any of the following reasons:

- The illness prevents the child from participating comfortably in facility activities.
- The child is said to be too sick to go outdoors by the parents, is considered too sick to be at the center.
- The illness results in a greater need for care, than the staff can provide without compromising the health, safety, and supervision of the other children.
- Temperature 100 degrees or more accompanied by behavior changes or other signs or symptoms of illness.
- Symptoms and signs of possible severe illness such as lethargy, uncontrolled breathing, uncontrolled diarrhea, vomiting illness (two or more episodes in 24 hours), rash with fever, mouth sores with drooling, wheezing, behavior change, or other unusual signs.
- The child has been diagnosed with a contagious disease, until it is determined by an authorized medical official that the child is no longer contagious to others and is able to participate in the facilities activities. PLEASE be considerate of the other children and staff at the center when it comes to contagious illness.

If your child appears ill with DIARRHEA &/OR VOMITING, PLEASE, PLEASE, KEEP THEM AT HOME so that these viral germs hopefully will not get in the center and start circulating through the classrooms.

In addition, the center's policy requires that your child be free of symptoms of illness, temperature, diarrhea or vomiting for at least 24 hours. Please keep in mind that if we send you child home because of illness, the child will not be admitted to the center the next day because the 24-hour period will not have elapsed. The center reserves the right to require a doctor's statement before the child can be re-admitted to the center.

OUR GOAL IS FOR EVERY CHILD TO HAVE PERFECT ATTENDANCE AT SCHOOL IN ORDER FOR EVERY PARENT TO HAVE PERFECT ATTENDANCE AT WORK!! While this may not be

quite possible with all the many illnesses that young children go through, we can certainly try our best to avoid some outbreaks and keep sicknesses down to a minimum.

MEDICATIONS:

JEWEL'S LEARNING CENTER WILL NOT GIVE ANY MEDICATION OR BE RESPONSIBLE FOR ANY MEDICATION. THE EXCEPTION BEING AN EXTREME CIRCUMSTANCE. SEE THE FOLLOWING. The parent is certainly welcome to come and administer medication to their child if it is required during the day.

In EXTREME CIRCUMSTANCES, where it is ABSOLUTELY necessary for a child to have one dose of a PHYSICIAN PRESCRIBED MEDICATION with the child's name on it, the administrative staff of Jewel's Learning Center will give that one necessary dosage, with a signed medical authorization form by the parent and the proper dispensing tool for the medication.

NO OVER THE COUNTER MEDICATIONS WILL BE ADMINISTERED!!!

MEDICAL AUTHORIZATION:

The parents must authorize the child's physician to accept telephone calls from the school for medical emergency care. In EXTREME cases, 911 will be called and a sick child will be transported accordingly along with the Director or Assistant Director. At the same time parents will be notified of the injury/illness. If the parents cannot be reached the emergency contact person listed will be notified. Administration will stay with the student until their parent or guardian arrives at the location of medical assistance. A written report will be provided for parents and placed in the child's file.

SUNSCREEN AND REPELLANT:

Jewel's Learning Center and its staff WILL NOT be responsible for providing or applying sunscreen and/or insect repellent to any student. Parents must apply sunscreen and/or insect repellent to the children before bringing them to school. Please note that we do our best at Jewel's to monitor the heat index and we do a mosquito check before taking the children outside.

MEDICAL CARE:

Parents MUST notify the school in writing if their child needs special care because of any previous history of medical problems, disabilities, or limitations. If the school, after conferring with the parents, feel that proper care can be offered for the child, the center will request written approval from a physician that is a specialist informing the center of what measures to take to ensure proper care of the child.

The Special Senses and Communication Disorders Act requires a screening or a professional examination for vision and hearing problems for children who are enrolled in a childcare center who are four years of age or older and all children enrolled who will be four years of age by September 1st of each year. Evidence of the screening MUST be placed in the student's enrollment record by December 31st of the child's enrollment year.

IMMUNIZATIONS:

All students at Jewel's Learning Center must have the required immunizations for Texas Childcare Facilities. We follow the guidelines which are set by the Harris County Public Health & Environmental Services. Upon enrollment, the administration of Jewel's must be provided with a copy of your child's immunization record for review. In the case that you are refusing immunizations for your child, we must have a notarized waiver pertaining to such, filled out and completed by the parents and placed in the student's file.

Documentation of TB screening is not required to be on file. The only exception is if a student goes out of the country, then that student is required to be tested to confirm that they are free of tuberculosis.

EMPLOYEE VACINATION REQUIREMENTS:

Jewel's Learning Center as a business, DOES NOT HAVE any set vaccination requirements for any of its employees. The only requirements that may come into play are those that may be set forth by the Center for Disease Control. If the CDC requires a certain vaccine, then the next bullet will apply. The following are requirements concerning Vaccine- Preventable diseases for employees:

- ALL employees must check with the CDC to see what specific immunizations they may need as an adult according to their age and overall health, as well as persons they may encounter. Some of those immunizations may include the Flu shot, HepA, Covid, and/or the Pertussis (whooping cough).
- The employee may bring in a record of designated immunizations to be placed in their file by the administration.
- Procedures for exemption from having a REQUIRED vaccine include medical conditions identified as contraindications or precautions or reasons of conscience including religious belief. For medical conditions, documentation from the employee's health care professional will suffice to verify exemption. For reasons of conscience, a signed and dated statement from the employee that states such beliefs will suffice to verify exemption.
- If an employee is exempt, they must use protective medical equipment, including gloves and masks, based on the level of risk the employee presents to the children.
- There will be no discrimination or retaliatory action against an exempt employee, except the required use of protective medical equipment.
- A written record will be maintained in the employee's file of their compliance and/or exemption concerning the vaccine requirements for employees.

HEALTH CHECKS:

Health Checks are conducted as a part of the daily routine at Jewel's Learning Center by the Director and/or Teacher in charge as children arrive to school. Upon arrival, each child is looked upon briefly for any signs of visible illness or injury. If children are returning from an illness, a brief conversation will be held concerning said illness with the parent(s) to determine if the child is ready to return to school. If it is determined that a child is ill during the Health Check, if the

Parent is still in the building, they will be instructed to take the child back home for the day. If the Parent has left the building, they will be called according to our illness policy.

Attending staff are trained to greet the child and gently feel the child's cheek, forehead, or neck (checking to see if the child feels unusually warm or cold and clammy); and look for breathing difficulties, severe coughing, discharge from the nose or eyes, bruising or swelling, cuts, sores or rashes and changes in skin color. If the child can talk, then attending staff will ask them questions about how they are feeling.

PHYSICAL ACTIVITY:

Our daily schedule provides opportunities for children to engage in physical activity. Physically active play is important for the health and development of all children. Our program is committed to providing children with opportunities to move throughout the day.

- We offer tummy time to non-crawling infants most of the day. As weather allows, we strive to take infants outside two times per day or more so they can enjoy the sights and sounds. To help infants build their strength and coordination, we limit the amount of time that infants spend in stationary seats and ExerSaucers.
- We provide children 2 to 5 years old (preschoolers/prekinders) with at least 120 minutes for indoor and outdoor physical activity every day, and children 1 to 2 years old (toddlers) with at least 90 minutes. As weather allows, we strive to take children outside two times a day or more, for a total of 90 minutes for preschoolers/prekinders and 60 minutes for toddlers at minimum. We see the outdoors as an extension of the classroom, so children not only enjoy the outdoors through physically active play, but also through other learning activities. During heavy rain, icy conditions, poor air quality, or dangerous heat or cold, children will stay indoors, but get the same total amount of time for physically active play. Throughout each day, we look for opportunities to keep children moving and limit the amount of time they are expected to remain seated.
- Students at Jewel's Learning Center are ONLY involved in water activities which consist of water tables, wading pools and sprinklers at the center. For children who may be able to participate in swimming activities away from the center, in a field trip situation, the parent(s) MUST attend for their child to get in ANY large pools of water.
- We never manage challenging behavior by taking away scheduled or promised physical activity time or removing children from physically active playtime for more than a couple of minutes to "cool off."

We ask that families support our efforts by dressing children ready for play each day. This includes closed-toed shoes and clothing that is appropriate for children to comfortably run, jump and climb, both indoors and out.

SCREEN TIME:

Jewel's Learning Center DOES NOT have televisions in any of the classrooms. Our children are here to have hands-on play explorations, not watch television shows. Although we do not have any TV or movie time activities, we do have computers, laptops, tablets, etc. that the students may have access to.

The amount of time children spend on screens impacts their health in many ways. Too much screen time can keep children from being physically active and playing and learning with their peers. By limiting screen time at Jewel's Learning Center, we help children get more physical activity, develop social skills, and learn school readiness skills through active play and hands-on learning.

When students participate in screen activities:

- Time in front of the screen is limited to a maximum of 1 hour, done in 15- or 30-minute intervals per day.
- Students may view an activity in small groups of 4 to 6 students; during this activity, screen time is still limited to 15 to 30 minutes, not to exceed the maximum 1 hour per day.
- Teachers use laptops for assessments associated with the Texas School Ready program.
- **SCREEN TIME ONLY APPLIES TO CHILDREN AGES 2 AND OLDER!**
- Screen time is NOT the most appropriate activity for Infants and Toddlers.
- When we use television shows or videos in our program, they are always educational and commercial free. Educational shows and videos are age appropriate and support children's learning goals.
- When screen time is used, teachers may be talking to children about what they are seeing and learning.
- Screen time is never used as a reward or to manage challenging behavior.
- We offer teachers and parents professional development on screen time usage.

EMERGENCY PREPAREDNESS:

It is our intention and our goal to keep ALL children, as well as ALL staff safe and free from harm in ANY type of emergency. ALL STAFF has been trained concerning emergencies and evacuation procedures. The following is the protocol to be followed in an emergency:

1. The first responsibility of staff is to REMAIN CALM and move the children to a designated safe area or alternate shelter.
2. Children will be relocated to the designated safe areas inside the center by walking calmly to those areas with calm and well-trained teachers.
3. Children will be relocated to the alternate shelter(s) via emergency personnel.
4. Emergency evacuation and relocation information is posted in the center at ALL exits and in each classroom.
5. Alternate Centers are Thompson Elementary School, 6121 Tierwester, Houston, TX 77021 (713) 746-8250 and Christian Hope Baptist Church, 3418 Anita Street, Houston, TX 77004 (713) 659-6772.

6. Our teachers take roll each morning to be aware of who and how many children are in attendance. **THEREFORE, IT IS SO IMPORTANT TO COME TO SCHOOL ON TIME EACH DAY!** In the event of an emergency each teacher is required to carry their official roll sheet with them along with emergency procedures on a clipboard.
7. The Director and/or Assistant Director will in addition carry the Emergency Contact Information Sheets with emergency numbers listed for each parent, to contact parents as soon as it is possible. Parents will be contacted as soon as the emergency becomes stable enough and the children are calm and in a safe place for phone calls to be made. **IMPORTANT TO KEEP ALL CONTACT INFORMATION UP TO DATE.** Directors and Teachers will communicate with local authorities via the use of land lines, cell phones and the brightwheel app for parents. Whichever device is working during the emergency is what we will use.
8. The Director and/or Assistant Director will also carry a file with authorizations for emergency care for each child and an emergency evacuation kit containing first aid supplies and water.
9. Fire and evacuation drills are held monthly to acquaint your child with evacuation procedures.
10. If your child is injured, a trained staff member will provide first aid and Parents, or emergency persons listed on the enrollment form will be contacted. If necessary, your physician will be notified, and 911 emergency personnel will also be called.
11. If your child needs to be transported by an ambulance, a staff member will accompany your child.
12. If the facility's safety is threatened, all center staff are trained to keep the children safe and secure the environment. Parents will be notified immediately and kept abreast of the situation.
13. Jewel's does provide an accident policy for the children, but it is the Parents responsibility to assume any costs incurred for emergency care.

MINOR/MAJOR INCIDENTS:

We will NOT notify or call parents for every little minor incident, scratch, or bite. The staff will administer basic first aid and an incident/illness report will be filled out accordingly and we will talk to the parents when the child is picked up at the end of the day. An incident/illness report will also be written for documentation, to be signed by the parent, the teacher, and the director in charge.

In the event of a major incident or accident, which does not require emergency medical personnel, we will call the parent at work immediately to come and see about their child, and/or we will call 911 and activate the EMS. An incident/illness report will also be written for documentation, to be signed by the parent, the teacher, and the director in charge.

PANDEMICS:

Our Emergency Preparedness plan will be followed during any pandemic period in relation to what the Center for Disease Control, the Department of Health and Child Care Licensing may require. Response will include, but is not limited to:

- Monitoring symptoms in staff and students
- Practicing social distancing
- Following proper hygiene protocol
- Implementing any/new safety equipment
- Isolating or removing staff and/or students that may be infected
- Transparent communication with families, staff and regulating agencies
- Prayer and Common Sense

GANG-FREE ZONE:

Jewel's Learning Center and any area within 1000 feet all around the perimeter of Jewel's is a Gang-Free Zone. This means that any criminal offenses related to organized crime activity are subject to harsher penalty under the Texas Penal Code. Let us work together and keep our school a safe place for children to come each day.

As a result of House Bill 2086 that passed during the 81st Legislature, Regular Session, Chapter 42 of the Human Resource code will be amended to include Section 42.064 requiring that information about gang free zones be distributed to parents and guardians of children in care at licensed childcare centers. Information about this requirement can be found in the Appendix Items of this Parent Handbook.

CONCERNING BEHAVIOR:

Positive re-direction and guidance at Jewel's Learning Center is individualized and consistent for each child and appropriate to the child's level of understanding. All our efforts are directed toward teaching the child acceptable behavior and self-control. We want our students to develop healthy social-emotional skills. Positive guidance techniques used by the staff of Jewel's Learning Center will include but are not limited to:

- Recognizing and encouraging appropriate behaviors
- Developing reasonable and clear rules and expectations in each group
- Explaining the consequences of inappropriate behaviors
- Encouraging children to make appropriate choices
- Redirecting children into positive behaviors
- Modeling pro-social behaviors
- Enforcing limits and rules consistently and fairly
- Helping children to identify and express their feelings in acceptable ways
- Sometimes using "calm down" and "think about it" practices

Please discuss with your child's teacher specific guidance techniques that work best with your child. Changes at home sometimes do affect a child's behavior at the center. In cases of continued behavior that is potentially harmful to your child, other children or property, parents will be notified immediately.

It is our goal at Jewel's Learning Center to help children LEARN how to get along in a group of their peers. It is NOT our intent to suspend or expel any child. In cases where the students are constantly misbehaving and/or causing harm or danger to other students in the class, the parent will be notified, and the Exclusion Policy may be applicable.

EXCLUSION POLICY:

In the event of CONSTANT MISBEHAVIOR (i.e., biting, fighting, scratching, tantrums, etc.) and or CONSTANT COMMUNICATION DISAGREEMENTS WITH PARENTS:

1. Parents will be notified and consulted concerning the problem at hand and an action plan will be agreed upon between the parents and the staff of Jewel's Learning Center. At this meeting, a Documentation of Concern form will be completed and signed by the Director, the Teacher, and the Parent(s). The action plan will be put into place for a maximum of two weeks and monitored daily. IF the agreed upon plan works within the two-week period, the situation will be reevaluated, and all parties involved will keep moving forward.
2. PLEASE NOTE, IF THERE IS NO AGREEMENT CONDUSIVE TO ALL PARTIES INVOLVED, THEN THERE WILL NOT BE ANY ACTION PLAN, AND THE STUDENT WILL BE DISMISSED IMMEDIATELY. NO FURTHER STEPS WILL BE TAKEN.
3. If the action plan works, all is well!! If the actions taken fail, BUT some progress is evident, Parents will be consulted a second time, to determine what further steps are necessary; another Documentation of Concern will be filled out.
4. After a reasonable amount of time and meetings of the mind and the situation is persisting, the child will be dismissed from Jewel's Learning Center.

ALL COMMUNICATIONS REGARDING EXCLUSION MATTERS, MISBEHAVIOR OR MISCOMMUNICATION, WILL BE DOCUMENTED AND NO REFUNDS FOR TUITION WILL BE GIVEN.

CONCERNING CHILD ABUSE AND NEGLECT:

Jewel's Learning Center and its employees are required by Texas Law to report any form of suspected abuse and neglect of children to the Texas Department of Family and Protective Services or to law enforcement (the police). Failure to report suspected abuse or neglect is a crime. The number to call in the event of suspected abuse or neglect is 1-800-252-5400. In addition to reporting abuse and neglect:

1. ALL employees are required to participate in annual training for detecting and reporting child abuse and/or neglect.

2. Employee and parent awareness of issues regarding child abuse and neglect will be increased by annual training and/or subsequent trainings that may occur. Other methods of increasing knowledge and awareness of this subject matter may include information and flyers sent by the Texas Department of Family and Protective Services and their website, along with other pertinent information that may be sent from other community organizations that promote the welfare of young children.
3. Employee and parent awareness of prevention techniques for child abuse and neglect will be obtained by training(s) and/or information sent from the state and other community organizations.
4. Jewel's Learning Center works directly with DFPS and closely with other community organizations to make sure strategies are coordinated for the benefit of the child and/or parents involved.
5. A parent of a child who is a victim of abuse or neglect should call the Child Abuse Hotline at the above number to obtain assistance and intervention.

CLOTHING GUIDELINES:

Dress your child in clothing that is durable and comfortable and appropriate for the weather. Many of your child's favorite activities may tend to be a little messy, like finger painting and digging in the dirt. Clothing and shoes should be easy for children to take off and put on during toileting. Children should wear closed in shoes like tennis shoes at all times. **NO FLIP FLOPS OR SANDALS PLEASE!!** These types of shoes can present a tripping hazard. The children will go outside every day unless it is raining, so dress them accordingly. During colder months, please provide children with an appropriate jacket/coat/hat for outside time. It is recommended that each child have a complete change of clothing here at school.

Recommended Clothes/Items

Infants 0 to 17 months (all items should be marked with child's name)

- At least 10 disposable diapers at center daily
- 2 to 3 packs of unscented, allergen free wipes
- 2 changes of clothing
- 6 to 8 formula bottles
- Baby food as needed

Toddlers 18 months to 2 ½ years (all items should be marked with child's name)

- At least 10 disposable diapers or pull-ups
- 2 to 3 packs of unscented, allergen free wipes
- 2 changes of clothing

Pre-Schoolers 2 ½ to 5 years (all items should be marked with child's name)

- One complete change of clothing with underwear
- 2 packs of unscented, allergen free wipes

Please, please, please make sure your child has his/her diapering and changing supplies. It is the parent responsibility to check and make sure that these items are here. We take pride in keeping our students clean and dry each day.

Please, please, please label your child's coats, jackets, hats, etc. We do not want your child's things to go home with the wrong person.

BRINGING PERSONAL ITEMS FROM HOME:

Children frequently want to share with their class nature items and treasures from home. Such items are especially welcomed if they support the topic being studied. For example, children may bring in shells during a unit on the beach or a picture of Grandpa and his garden during the Grandpas and Grandmas topic. It is always a good idea to check with your child's teacher before bringing objects to the Center.

We do discourage your child from bringing toys from home. We know that bringing toys from home makes it difficult for any child to share and the toy could get lost or broken. The staff will not be responsible if personal toys are lost or damaged. Jewel's does not allow toys of violence like guns, swords, or violent action figures. Also, children are not allowed to bring cosmetics, candy, gum, or money to the center.

CONFLICT OF INTEREST:

Due to the sensitive nature of our services, providing care for young children, Jewel's Learning Center will not provide services to customers outside of business hours. We also try our best to avoid any dealings with competitors after the cessation of services to a customer.

While we understand that as teachers, children and parents work together closely and a certain bond may develop, we discourage personal relationships between the teachers and customers and their children. If there is a personal relationship that was in place before services were rendered, or a personal relationship that develops during customer relations, PLEASE keep in mind that personal matters and business matters usually DO NOT co-exist very well. Jewel's Learning Center will not in ANY WAY be held liable and or responsible for any occurrences outside of the business and/or matters that are not business related. As always, LET'S KEEP IT PROFESSIONAL!!

WEBSITE/INSTAGRAM/FACEBOOK/EMAIL ETC.:

The same policies written concerning Conflict of Interest apply to these areas. Parents, guardians, teachers, and administration are cautioned against publishing, posting, distributing, or discussing any images, audio, video, or text that pertains to current and past customers, current and past co-workers, etc., positive, or negative, and that may defame the reputation of Jewel's Learning Center. We are ALL responsible for adhering to all local and national laws that pertain to the above request. Let us be a GOOD steward with informational technology and

social media. Allow these tools to be the ASSET they are and not let it become a LIABILITY by the misuse of it.

LICENSING & MINIMUM STANDARDS:

Parents may contact the local Licensing Office at (713) 940-5200. Child Protective and Regulatory Services can be contacted at (713) 394-4000. The Child Abuse Hotline can be contacted at 1-800-252-5400. The website for Protective and Regulatory Services is hhs.texas.gov.

A copy of the minimum standards for childcare centers may be obtained by accessing the website for Texas Health and Human Services at www.dfps.state.tx.us. The childcare centers most recent licensing inspection report is posted near our office and on the DFPS website as well.

Last, but certainly not least, again

WELCOME

to the Jewel's Learning Center

Family!!

***We are SO GLAD that you have chosen us to care for our countries
MOST PRECIOUS RESOUCÉ – YOUR CHILD. . .OUR CHILDREN!***

Established, Organized & State Licensed since September 1984

Texas Rising Star Center since 2004 – 4 Star Center

Project TEEM School

Texas School Ready Certified since 2008

Certified Nature Explore Classrooms since 2010

Inclusive Childcare Network

FC4 Site – Family Childcare Collaborative Center





Gee, All Those Kids Seem to Do is PLAY!!

Yes, children here at Jewel's Learning Center do PLAY a lot. . .75-90 minutes per session! During this time, a lot is happening! They are:

Meeting Friends

Playing with Toys & Learning to Share

Exploring How things Work

Looking at Books

Listening to Music

Pouring and Measuring in the Sand Box

Having Experiences in CHILD Group situations vs. ADULT Group situations

Developing and Expanding their Language Abilities

Having Creative Art Experiences

Having Cooperative Play Experiences

Learning to Share the Adult's Attention

Learning Social Skills needed to Play Games & Make Friends

Building with Materials that may not be available at Home

Using "Messy" Art Materials in a space provided for Experimentation

Trying on Different Personalities with Dress Up Clothing

Becoming Independent

Comparing and Contrasting Different Experiences

Learning from others while Broadening their horizons

So, you see, what looks like play is really challenging work!!

APPENDIX ITEMS

Food Facts/Food Allergies

Requirements for Gang-Free Zones

Breastfeeding Resources for Parents

Information on Reporting Child Abuse

Parent Resources for Special Accommodations

Health and Nutrition Practices Resource Links

Communicable Disease Chart and Notes



FOODFACTS

From the U.S. Food and Drug Administration

Food Allergies

What You Need to Know

Each year, millions of Americans have allergic reactions to food. Although most food allergies cause relatively mild and minor symptoms, some food allergies can cause severe reactions, and may even be life-threatening.

There is no cure for food allergies. Strict avoidance of food allergens — and early recognition and management of allergic reactions to food — are important measures to prevent serious health consequences.



FDA's Role:

Labeling

To help Americans avoid the health risks posed by food allergens, Congress passed the **Food Allergen Labeling and Consumer Protection Act of 2004** (FALCPA). The law applies to all foods whose labeling is regulated by FDA, both domestic and imported. (FDA regulates the labeling of all foods, except for poultry, most meats, certain egg products, and most alcoholic beverages.)

- Before FALCPA, the labels of foods made from two or more ingredients were required to list all ingredients by their common or usual names. The names of some ingredients, however, do not clearly identify their food source.
- Now, the law requires that labels must clearly identify the food source names of all ingredients that are — or contain any protein derived from — the eight most common food allergens, which FALCPA defines as “major food allergens.”

As a result, food labels help allergic consumers to identify offending foods or ingredients so they can more easily avoid them.

About Foods Labeled Before January 1, 2006

FALCPA did not require relabeling of food products labeled before January 1, 2006, which were made with a major food allergen that did not identify its food source name in the ingredient list. Although it is unlikely that any of these foods are still on store shelves, always use special care to read the complete ingredient list on food labels when you go shopping.

What Are Major Food Allergens?

While more than 160 foods can cause allergic reactions in people with food allergies, the law identifies the eight most common allergenic foods. These foods account for 90 percent of food allergic reactions, and are the food sources from which many other ingredients are derived.

The eight foods identified by the law are:

1. Milk
2. Eggs
3. Fish (e.g., bass, flounder, cod)
4. Crustacean shellfish (e.g., crab, lobster, shrimp)
5. Tree nuts (e.g., almonds, walnuts, pecans)
6. Peanuts
7. Wheat
8. Soybeans

These eight foods, and any ingredient that contains protein derived from one or more of them, are designated as “major food allergens” by FALCPA.

How Major Food Allergens Are Listed

The law requires that food labels identify the food source names of all major food allergens used to make the food. This requirement is met if the common or usual name of an ingredient (e.g., buttermilk) that is a major food allergen already identifies that allergen's food source name (i.e., milk). Otherwise, the allergen's food source name must be declared at least once on the food label in **one of two ways**.

The name of the food source of a major food allergen must appear:

1. **In parentheses** following the name of the ingredient.

Examples: “lecithin (soy),” “flour (wheat),” and “whey (milk)”

— OR —

2. **Immediately after or next to** the list of ingredients in a “contains” statement.

Example: “Contains Wheat, Milk, and Soy.”

Food Allergies: *What to Do If Symptoms Occur*

The appearance of symptoms (see *Know the Symptoms* at right) after eating food may be a sign of a food allergy. The food(s) that caused these symptoms should be avoided, and the affected person, should contact a doctor or health care provider for appropriate testing and evaluation.

- Persons found to have a food allergy should be taught to **read labels and avoid the offending foods**. They should also be taught, in case of accidental ingestion, to **recognize the early symptoms** of an allergic reaction, and be properly educated on — and armed with — appropriate treatment measures.
- Persons with a known food allergy who begin experiencing symptoms while, or after, eating a food should **initiate treatment immediately**, and go to a nearby **emergency room** if symptoms progress.

The Hard Facts: *Severe Food Allergies Can Be Life-Threatening*

Following ingestion of a food allergen(s), a person with food allergies can experience a severe, life-threatening allergic reaction called **anaphylaxis**.

This can lead to:

- constricted airways in the lungs
- severe lowering of blood pressure and shock (“**anaphylactic shock**”)
- suffocation by swelling of the throat

Each year in the U.S., it is estimated that anaphylaxis to food results in:

- 30,000 emergency room visits
- 2,000 hospitalizations
- 150 deaths

Prompt administration of epinephrine by autoinjector (e.g., Epi-pen) during early symptoms of anaphylaxis may help prevent these serious consequences.

Know the Symptoms

Symptoms of food allergies typically appear from within a few minutes to two hours after a person has eaten the food to which he or she is allergic.

Allergic reactions can include:

- Hives
- Flushed skin or rash
- Tingling or itchy sensation in the mouth
- Face, tongue, or lip swelling
- Vomiting and/or diarrhea
- Abdominal cramps
- Coughing or wheezing
- Dizziness and/or lightheadedness
- Swelling of the throat and vocal cords
- Difficulty breathing
- Loss of consciousness

About Other Allergens

Persons may still be allergic to — and have serious reactions to — foods *other* than the eight foods identified by the law. So, always be sure to read the food label’s ingredient list carefully to avoid the food allergens in question.



Allergy Alert:

Mild Symptoms Can Become More Severe

Initially mild *symptoms* that occur after ingesting a food allergen are not always a measure of mild *severity*. In fact, if not treated promptly, these symptoms can become more serious in a very short amount of time, and could lead to **anaphylaxis**. See *The Hard Facts* at left.

Food Allergen “Advisory” Labeling

FALCPA’s labeling requirements do not apply to the potential or unintentional presence of major food allergens in foods resulting from “cross-contact” situations during manufacturing, e.g., because of shared equipment or processing lines. In the context of food allergens, “cross-contact” occurs when a residue or trace amount of an allergenic food becomes incorporated into another food not intended to contain it. FDA guidance for the food industry states that food allergen advisory statements, e.g., “may contain [allergen]” or “produced in a facility that also uses [allergen]” should not be used as a substitute for adhering to current good manufacturing practices and must be truthful and not misleading. FDA is considering ways to best manage the use of these types of statements by manufacturers to better inform consumers.

For more information on food allergies, visit

<http://www.fda.gov/Food/ResourcesForYou/Consumers/SelectedHealthTopics/ucml19075.html>



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For more information, contact: The U.S. Food and Drug Administration Center for Food Safety and Applied Nutrition Food Information Line at 1-888-SAFEFOOD (toll free), 10 AM to 4 PM ET, Monday through Friday. Or visit the FDA Web site at www.fda.gov

New Requirements Regarding Gang-Free Zones For Child Care Centers

As a result of House Bill 2086 that passed during the 81st Legislature, Regular Session, Chapter 42 of the Human Resource Code includes section 42.064, effective September 1, 2009. This new statute requires that information about gang-free zones be distributed to parents and guardians of children in care at licensed child care centers. The following is a tip sheet to assist in complying with the new law. This information may be posted at your child care operation or copies may be provided to parents.

What is a gang-free zone?

A gang-free zone is a designated area around a specific location where prohibited gang related activity is subject to increased penalty under Texas law. The specific locations include day care centers. The gang-free zone is within 1000 feet of your child care center. For more information about what constitutes a gang-free zone, please consult sections 71.028 and 71.029 of the Texas Penal Code.

How do parents know where the gang-free zone ends?

The area that falls within a gang-free zone can vary depending on the type of location. The local municipal or county engineer may produce and update maps for the purposes of prosecution. Parents may contact their local municipality or court house for information about obtaining a copy of a map if they choose to do so.

What is the purpose of gang-free zones?

Similar to the motivation behind establishing drug-free zones, the purpose of gang-free zones is to deter certain types of criminal activity in areas where children gather by enforcing tougher penalties.

What does this mean for my day care center?

A child care center must inform parents or guardians of children attending the center about the new gang-free zone designation. This means parents or guardians need to be informed that certain gang-related criminal activity or engaging in organized criminal activity within 1000 feet of your center is a violation of this law and is therefore subject to increased penalty under state law.

When do I have to comply with the new requirements?

The law is already in effect, so providers should begin sharing information regarding gang-free zones immediately. Licensing staff will offer technical assistance to facilitate compliance until rules are proposed and adopted, which is estimated to occur in March 2010. In the meantime, providers should update their operational policies and procedures to include providing the information mandated by this law to the parents or guardians of the children in care.

For further information please contact your licensing representative or your local licensing office.



BREASTFEEDING RESOURCES FOR PARENTS

La Leche League of Texas

La Leche League is an international, nonprofit, nonsectarian organization dedicated to providing education, information, support, and encouragement to women who want to breastfeed. All women interested in breastfeeding are welcome to attend the monthly Group Meetings or call a Leader for breastfeeding help. Find Your Local Support Group: <http://texaslll.org/all-groups>

Gulf Coast Regional Medical Center

For more information on classes and events at Gulf Coast Regional Medical Center or to register, call 1-850-747-3600 or <http://gcmc-pc.com/calendar/registration.dot> to search for upcoming classes.

Motherhood Center

Motherhood Center has many breastfeeding classes to smooth the transition into breastfeeding. Breastfeeding is very beneficial to your newborn but can sometimes be frustrating to the new mom! The breastfeeding class at Motherhood Center is taught by Renee Bowling RN, Certified Lactation Educator, and offers moms and their partner's information on learning the art of breastfeeding. Topics include breastfeeding benefits, how to be comfortable and get started, hospital policies and how they impact breastfeeding, positioning the baby at the breast, and how to be sure your baby is getting enough milk. Breastfeeding problems will also be addressed as well, so sign up today! **For more information or to sign up for classes:** <http://www.motherhoodcenter.com/>

Cypress Fairbanks Medical Center Hospital

Support group discussions cover a variety of breastfeeding topics, such as returning to work, overcoming challenges, breastfeeding in public, and starting solids and breast feeding. New mothers are encouraged to bring their babies; classes are organized by the age of the infant, from newborn to six months. **For more information about the free support group,** call 281-897-3334 or visit www.CyFairHospital.com/Support.



The Women's Hospital of Texas

Breastfeeding can be both rewarding and challenging. Learning the basics puts you and your baby on the path to success. We strongly encourage attendance by your spouse or support person. We are pleased to offer an online Breastfeeding classes. **For more information or to sign up for a class:** <http://womanshospital.com/service/breastfeeding-classes-and-support#sthash.3MmXlx2z.dpuf>

Houston Methodist Leading Medicine

Prenatal Breastfeeding class information

Please call 281-737-2006, Monday through Friday from 8:00 a.m.-5:00 p.m. to register. Significant others are encouraged to attend.

Mom to Mom Connection

Mom to Mom Connection is a free support group for breastfeeding moms and their babies. The group meets once per month. Light refreshments will be served. Please call 281-737-2006 Monday through Friday from 8:00 a.m.-5:00 p.m. for dates and locations.

Breast Pumps and breastfeeding supplies

Breast pumps are available for rent or purchase in the Gifts from the Heart Gift Shop located on the first floor of the hospital Monday through Friday from 9:00 a.m.-5:30 p.m. (281-737-4438)

For more information: <http://www.houstonmethodist.org/mwh.cfm?id=36992>

WIC Breastfeeding Resources

Would you like to talk to someone about breastfeeding? Most WIC clinics have breastfeeding Peer Counselors who can help with basic breastfeeding issues and International Board Certified Lactation Consultants to help with more difficult problems. Peer Counselors are WIC moms just like you who have breastfed their own children. WIC trains them to help other moms. Call your WIC clinic to speak to a breastfeeding Peer Counselor or check out <http://www.dshs.state.tx.us/wichd/bf/bf1.shtm>

Online Mom-to-Mom Breastfeeding Groups

<http://forums.lli.org/>

<http://www.breastfeeding.com/forums/>

http://messageboards.ivillage.com/ivpsbreastfeed?ice=ivl_searchmb

<http://forum.kellymom.net/>

INFORMATION ON REPORTING CHILD ABUSE

- **Child abuse and neglect are against the law in Texas, and so is failure to report it.***
- *If you suspect a child has been abused or mistreated, you are required to report it to the Texas Department of Family and Protective Services or to a law enforcement agency.*
- You are required to make a report within 48 hours of the time you suspected the child has been or may be abused or neglected.

What is Abuse? Abuse is mental, emotional, physical, or sexual injury to a child or failure to prevent such injury to a child

What is Neglect? Neglect includes (1) failure to provide a child with food, clothing, shelter and/or medical care; and/or (2) leaving a child in a situation where the child is at risk of harm.

How do I make a report?

1. Call the abuse and neglect hotline at **1-800-252-5400**.
2. When you make a report, be specific. Tell exactly what happened and when. Be sure to record all injuries or incidents you have observed, including dates and time of day and keep this information secured.
3. Reports should be made as soon as possible but no later than 48 hours before bruises and marks start to fade. It is important for the investigators to be able to see the physical signs.
4. Give the agency person any information you have about the relationship between the child and the suspected abuser.
5. Please provide at least the following information in your report.
 - Name, age, and address of the child
 - Brief description of the child
 - Current injuries, medical problems, or behavioral problems
 - Parents names and names of siblings in the home

Will the person know I've reported him or her? Your report is confidential and is not subject to public release under the Open Records Act. The law provides for immunity from civil or criminal liability for innocent persons who report even unfounded suspicions, as long as your report is made in good faith. *Your identity is kept confidential.*

Finally, err on the side of caution. If you have reason to suspect child abuse, but are not positive, *make the report.* If you have any doubts about whether or not it is abuse, call the hotline. They can advise you if the signs you have observed are abuse.

* Failure to report is a Class B criminal offense, punishable by a \$2,000 fine and/or imprisonment for up to 180 days. Failure to report also could subject you to considerable monetary liability in a civil rights action.

Parent Resources for Special Accommodations

Collaborative for Children- Parent Resources

<https://www.collabforchildren.org/families/resources-parents>

Children with Disabilities; Collaborative for Children (Workforce Solutions)

https://www.collabforchildren.org/sites/default/files/downloads/Children%20with%20Disabilities%20flier_parents_H-GAC%20Approved%2010-2017.pdf

Texas Parent-to-Parent (Children Disabilities Resource)

<https://www.txp2p.org/Media/resource-lists/Houston-Vicinity-2018-en.pdf>

Parent Companion: First Five Years

(A guide for Texas parents and caregivers of children with diagnosed or suspected disabilities from birth through 5 years of age)

<http://www.parentcompanion.org/>

Bilingual Parent Resources (Help for Parents. Hope for Kids)

<http://www.helpandhope.org/default.asp>

Spanish <http://www.helpandhope.org/Spanish/default.asp>

http://www.helpandhope.org/Spanish/Consejos_para_Padres/parent-resource-library.asp

Category 3: Health and Nutrition Practices

Resource Links

Meal Planning and Nutrition Resources:

[Child and Adult Care Food Program: Best Practices](#)

[Sample Menus- CACFP](#)

[CACFP Cycle Menu Resources \(Institute of Child Nutrition\)](#)

Professional Development Trainings on Health and Nutrition:

<https://agrilifelearn.tamu.edu/catalog?pagename=Child-Care>

<https://tecpds.org/wp/find-trainings/>

<https://www.houstonfoodbank.org/our-programs/nutrition-education/>

Breastfeeding Help Sources:

<http://www.houstontx.gov/health/WIC/documents/client-help-sources-handout-20180726.pdf>

Farm Fresh Resource:

<https://squaremeals.org/FandNResources/TexasFarmFresh/GardenBasedLearning.aspx>

Oral Health Resource:

<https://www.healthychildren.org/English/healthy-living/oral-health/Pages/default.aspx>

Child Care Health Consultant (CCHC) Resource:

http://www.texasaeyc.org/UserFiles/Servers/Server_5273627/File/HCCT/CCHC%20Information.pdf

Category 3: Health and Nutrition Practices

Resource Links

Healthy Child Care Texas Resource:

http://www.texasaeyc.org/programs/healthy_child_care_texas

Health Benefit Resources:

<https://www.texaschildrenshealthplan.org/what-we-offer>

ECI Resources:

<https://hhs.texas.gov/services/disability/early-childhood-intervention-services>

https://www.cdc.gov/ncbddd/actearly/pdf/help_pdfs/How-to-Get-Help-for-Your-Child_CombinedPDF_EngSpn-2-15-20_508.pdf

Screen Time Resource:

<https://www.healthychildren.org/English/family-life/Media/Pages/Where-We-Stand-TV-Viewing-Time.aspx>

COMMUNICABLE DISEASE CHART AND NOTES

The major criterion for exclusion from attendance is the probability of spread from person to person. A child

Condition	Method of Transmission	Incubation Period	Signs and Symptoms
AIDS/HIV Infection	-Direct contact with blood and body fluids	Variable	-Weightloss, generalized swelling of the lymph nodes, failure to thrive, chronic diarrhea, tender spleen and liver -Individuals can be asymptomatic
Amebiasis	-Drinking fecally-contaminated water or eating fecally-contaminated food	Range 2-4 weeks	-Intestinal disease can vary from asymptomatic to acute dysentery with bloody diarrhea, fever, and chills
Campylobacteriosis	-Eating fecally-contaminated food	Range 1-10 days Commonly 2-5 days	-Diarrhea, abdominal pain, fever, nausea, vomiting
Chickenpox (Varicella) (also see Shingles)	-Contact with the chickenpox rash -Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs	Range 10-21 days Commonly 14-17 days	-Fever and rash can appear first on head and then spread to body -Usually two or three crops of new blisters that heal, sometimes leaving scabs -Disease in vaccinated children can be mild or absent of fever with few lesions, which might not be blister-like
Common cold	-Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs -Direct contact with respiratory secretions from an infected person -Touching a contaminated object then touching mouth, nose or eyes	Range 1-5 days Commonly 2 days	-Runny nose, watery eyes, fatigue, coughing, and sneezing
Conjunctivitis, Bacterial or Viral (Pink eye)	-Touching infected person's skin, body fluid or a contaminated surface	Bacterial: Range 1-3 days Viral: Range 12 hours to 12 days	-Red eyes, usually with some discharge or crusting around eyes
Coronavirus Disease 2019 (COVID-19)	-Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs -Direct contact with respiratory secretions or feces from an infected person, such as touching eyes, nose or mouth after touching a contaminated surface -Persons infected with COVID-19 may still transmit the virus before symptoms develop, or if they are asymptomatic	Up to 14 days, with a median time of 4-5 days from exposure to symptom onset	-Symptoms can vary from asymptomatic to critical disease -Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, throat, congestion or runny nose nausea or vomiting, diarrhea
Coxsackie Virus Diseases (Hand, Foot & Mouth Disease)	-Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs -Touching feces or objects contaminated with feces, then touching mouth	Range 3-5 days	-Rash in mouth, hands (palms and fingers), and feet (soles)
Cryptosporidiosis	-Drinking fecally-contaminated water or eating fecally-contaminated food	Range 1-12 days Commonly 7 days	-Diarrhea, which can be profuse and watery, preceded by loss of appetite, vomiting, abdominal pain -Infected persons might not have symptoms but can spread the infection to others
Cytomegalovirus (CMV) Infection	-Mucous membrane contact with saliva and urine	Range unknown under usual circumstances	-Usually only fever
Diarrhea	-Eating fecally-contaminated food or drinking fecally-contaminated water -Having close contact with an infected person	Variable	-3 or more episodes of loose stools in a 24 hour period
Escherichia coli (E. coli) Infection, Shiga Toxin Producing	-Eating fecally-contaminated food, drinking fecally-contaminated water, having close contact with an infected person or animal	Range 1-10 days; for E. coli O157:H7 Commonly 3-4 days	-Profuse, watery diarrhea, sometimes with blood and/or mucus, abdominal pain, fever, vomiting
Fever	-Variable by condition	Variable	-A temperature of 100° Fahrenheit, (37.8° Celsius) or higher Measure when fever suppressing medications given

Mononucleosis Infections (Epstein Barr Virus)	-Spread by oral route through saliva, e.g. kissing, mouthing toys, etc.	Commonly 30-50 days	-Variable -Infants and young children are generally asymptomatic -Symptoms, when present, include fever, fatigue, swollen lymph nodes, and sore throat
Mumps	-Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs	Range 12-25 days Commonly 16-18 days	-Swelling beneath the jaw in front of one or both ear -May have low-grade fever, myalgia, and/or orchitis
Otitis Media (Earache)	-Can follow an infectious condition, such as a cold, but not contagious itself	Variable	-Fever, ear pain
Pertussis (Whooping Cough)	-Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs	Range 4-21 days Commonly 7-10 days	-Low-grade fever, runny nose, and mild cough lasting one-two weeks, followed by coughing fits, whooping sound followed on inspiration, and often vomiting after coughing
Pharyngitis, nonstreptococcal (sore throat)	-Not always contagious - If contagious, transmission varies by pathogen - Can include: -Direct contact with respiratory secretions from an infected person -Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs -Touching feces or objects contaminated with feces or virus, then touching mouth	Variable	-Fever, sore throat, often with large, tender lymph nodes in neck
Pinworms	-Touching feces or objects contaminated with feces, then touching mouth	Range 2 weeks-2 months or longer Commonly 4-6 weeks	-Perianal itching
Ringworm (body or scalp)	-Touching an infected person's skin, body fluid or a contaminated surface	Range 4-21 days	-Slowly spreading, flat, scaly, ring-shaped lesions on skin -Margins can be reddish and slightly raised -May cause bald patches
Respiratory Syncytial Virus (RSV)	-Direct or close contact with respiratory and oral secretions	Range 2-8 days Commonly 4-6 days	-Mostly seen in children under the age of 2 years -Cold-like signs or symptoms, irritability, and poor feeding -May present with wheezing and episodes of turning blue when coughing
Rubella (German Measles)	-Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs	Range 12-23 days Commonly 14-18 days	-Cold-like symptoms, swollen and tender glands at the back of the neck, fever, changeable pink rash on face and chest
Salmonellosis	-Eating fecally-contaminated food or drinking fecally contaminated water, -Having close contact with an infected person -Having close contact with animals (mammals, birds, reptiles) and/or their living environment.	Range 6-72 hours Commonly 12-36 hours	-Fever, abdominal pain, diarrhea
Scabies	-Touching infected person's skin, body fluid, or a contaminated surface	First infection: Range 2-6 weeks First infection: Range 2-6 weeks	-Small, raised and red bumps or blisters on skin with severe itching, often on thighs, arms, and webs of fingers
Shigellosis	-Eating fecally-contaminated food, drinking fecally-contaminated water or having close contact with an infected person	Range 1-7 days Commonly 2-3 days	-Fever, vomiting, diarrhea, which can be bloody
Shingles	-Contact with fluid from blisters either directly or on objects recently in contact with the rash	Variable, often activated by aging, stress, or weakened immune system. Only occurs in people who have previously had chickenpox	-Area of skin, usually on one side of the face or body, has tingling or pain followed by a rash that may include fluid filled blisters -The blisters scab over in 7-10 days
Sinus Infection	-Can follow an infectious condition, such as a cold, but not contagious	Variable	-Fever, headache, greenish to yellowish mucus for more than one week
Streptococcal Sore Throat and Scarlet Fever	-Direct contact with respiratory secretions from an infected person - Breathing in respiratory droplets containing the pathogen after an infected person exhales, sneezes, or coughs	Range 1-3 days	-Fever, sore throat, often with large, tender lymph nodes in neck -Scarlet fever-producing strains of bacteria cause a fine, red rash that appears 1-3 days after onset of sore throat