

# SMALL TALES

EARLY LEARNING CENTER AND DAYCARE  
A LOTUS GROUP INITIATIVE

# Parent Handbook

99 River Street Warrensburg, NY 12885

518.696.6204

[www.smalltaleselc.org](http://www.smalltaleselc.org)

# Dear Parents,

Small Tales' foundation was built on love, growth, and learning; our goal is to provide a nurturing environment where children can flourish every day. We believe that choosing a daycare is beginning the path of learning and socialization your child will take for the rest of their lives. Our center revolves around the idea of storytelling and learning through play. When children are exposed to literacy at a young age, they are able to make viable connections to the real world through fables, fairytales, and classic fiction. Small Tales is a lot like writing a story; a child will begin to draft their first pages, develop character, and begin their first chapter of life. We are dedicated to giving your child a place to grow socially and personally; we strive to build a family-like atmosphere and teach children at a young age to be empathetic, sensitive, confident, and to fall in love with learning. At Small Tales Early Learning Center and Daycare, we are excited to help begin your child's story. Thank you so much for giving us this amazing chance to be a part of your child's life.

 -Small Tales Staff



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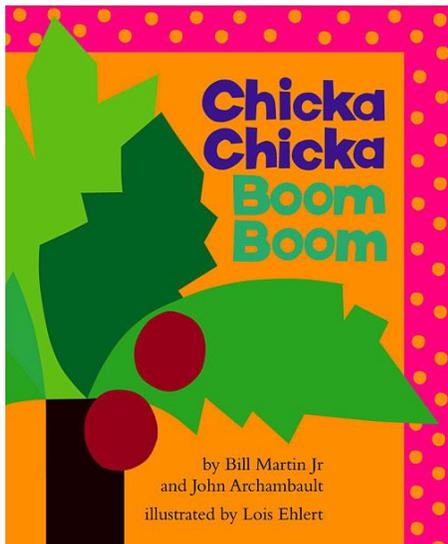
\*Please fill out Enrollment Forms and Contract attached to this document\*



# Overview & Parent 411

## Ages Served

The staff members at Small Tales are qualified to care for infants as young as 6 weeks old and are prepared to supervise those up to the age of 12. Whether you are a new parent who needs a trustworthy provider to care for your baby or you are looking for an afterschool education program for your child, we are here for you. At Small Tales, we will write your child's story together while always staying on the same page.



## Infants

We want our littlest ones to have the smoothest possible transition from the parents' arms into our care. Providing a nurturing, safe, and full-of-love environment is our number one priority for the tiniest tots at Small Tales. This age group will be in our "Growing and Learning Room" which is dedicated to introducing the most elementary of learning

fundamentals.

Children of this age are in the sensorimotor stage of cognitive development, they rely on their sensory perceptions and motor activities for information and knowledge about the world around them. They are starting to learn and recognize their primary caregivers and initiate social interactions.

Our team will encourage cooing and babbling through talking with infants and playing music for them. We will provide safe exploration with handheld toys,

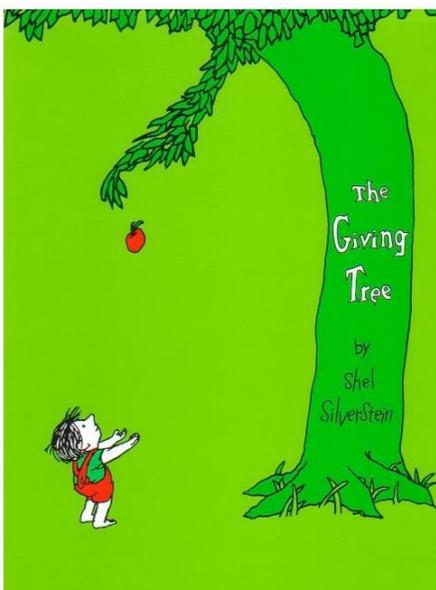


provide times for social interaction and parallel play, support different movement types like crawling, walking, grasping, rolling over and sitting up and we will guide the use of small motor skills through the use of toys with movable parts. Parents will be at ease as our teachers soothe separation anxiety and occupy infants with time for scribbling, ball play, blocks, and introducing colors and shapes.

Our infants will have many “firsts” in this room as they learn to trust and feel comfortable with our caregivers and to explore their surroundings. The “Growing and Learning Room” is a perfect fit for our youngest learners to settle in. They will be immersed in learning about their new environment, finding out their place in the world, fitting in with new friends, and spreading their wings.

We like to pair these themes with Bill Martin Jr. and John Archambault’s, Chicka Chicka Boom Boom; This is a simple, fun story of small letters playing together and exploring their boundaries and when they need a helping hand, their parents, aunts, and uncles are there to dust them off!

The bright colors and easy introduction to the alphabet is a great way to simulate young minds and get them off to the right start. Our littlest ones will grow together, with their caregivers, and within themselves while we watch them blossom right before our eyes!



## Toddlers

As our little learners continue to grow and explore, they will be introduced to new ideas every day. We want our toddlers to begin to understand what it means to share, how your actions affect others, to have empathy, to



practice good manners, and to develop a connection with those around them.

Children are now cognitively developing into the preoperational stage when they will learn to use language. During this stage they struggle to understand concrete logic and have a hard time taking on the perspective of other people.

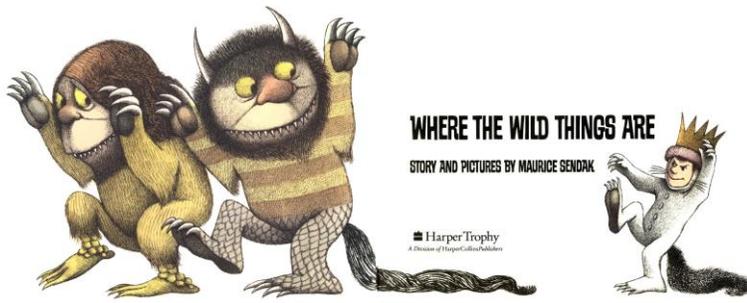
Social and emotional development at this age consists of children expressing more emotions, initiating social interaction on a more regular basis, and being more aware of who they are and what they can do. Children are interested in exploring the world around them and their level of self-help skills increases.

During this stage of development we will encourage different forms of movement like running, jumping, climbing, walking, and riding. Our staff will provide simple, clear directions, allow time for scribbling, singing, playing with balls, blocks, and movable toys, and will stimulate social interaction and parallel play opportunities. Teachers will encourage healthy eating habits and hygiene habits like hand washing and brushing teeth. Our team will praise toddlers for good choices and habits while continuing to play through reading, pretend, introduce numbers, letters, shapes and colors.

We want this environment to be full of new stimuli and stories that will inspire them to try new things and ask questions. We call the toddler classroom our “Giving and Sharing Room”; It is during this time period where children will really develop a personality and identity. Thanks to our parents, Small Tales has the amazing opportunity to help shape these small people and teach them everything they need to know to be an altruistic, wholesome individual.

We think of Shel Silverstein’s, *The Giving Tree*, when bringing these themes into our classroom. This childhood favorite is a story of selflessness and teaches kids that it feels good to give. Here children can relate what it means to give to those in need, help a friend, and love something wholeheartedly.





## Pre-School

Our little people have now started to find their place in the world and in our center, finding comfort in their

familiar surroundings and understanding how important reading is in their everyday lives. It is in this stage that we hope pre-schoolers will begin to use their imaginations and start dreaming up their very own stories and tales.

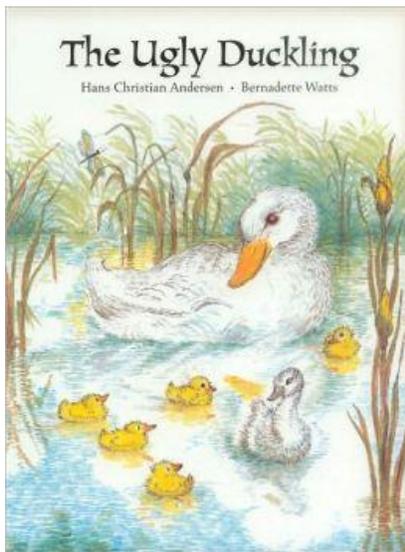
Preschoolers are at an age where they are making great strides in their language development, becoming more independent, learning to follow simple directions, and their self-help skills are growing by leaps and bounds. Children at this age are interested in other children and what they do and are more likely to participate in collaborative play. Preschoolers understand and answer simple questions and are able to express themselves through sentences making them easily understandable.

Our staff will focus on reading, telling stories, singing songs, and providing a social interaction for our Preschoolers. Children should be able to identify colors, shapes, letters, and numbers. Our teachers will work on the "Who Am I" concept and will focus on encouraging longer sentence structure, forming a sense of security and trust, forging healthy eating habits, promoting self control, exercise, safe exploration, building self esteem and leaving time for pretend play.

Learning through play is how we hope our children will make viable connections to the real world; we want our pre-schoolers to know that anything is possible and this is the very start to their adventure! When we think of these ideas, we think of a "Dreaming and Exploring Room", a place where kids can start to create, invent, and explore!



Pairing Maurice Sendak’s, *Where the Wild Things Are*, made sense to us for the “Dreaming and Exploring Room.” This timeless tale follows the young Max who turns his bedroom into a jungle filled with wild creatures who he soon becomes “king” of. “Where the Wild Things Are” lets children tap into their imaginations and allows them to create something out of nothing, make the ordinary extraordinary, and to see things outside of the box. We love the idea of growing up to be anything you want to be and we know our toddlers will, too.



## Pre-K

Taking the leap from daycare to elementary school is one of the first big steps a person takes. Not only is it hard for parents to imagine their child finally beginning their education, but a kid has a lot of pressure to be ready socially and developmentally. Pre-K is a great introduction to early education and the perfect last step for a child’s time a Small Tales.

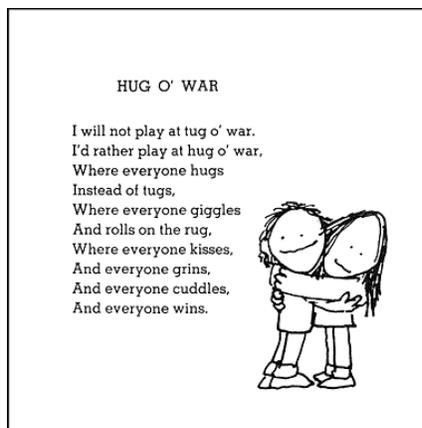
Our teachers will work with students to understand what will be expected of them in the next year and to introduce them to the parts of life they will encounter as a kindergartner. This special age is where children are beginning to build their education with a working understanding of reading, writing, math, and science.

These “building blocks” of education will start to be put together in our Pre-K classrooms as well as the fundamentals of manners, treating others with respect, and being vocal about your feelings. We feel that this age is perfect to begin introducing stories about acceptance and being unique.



The Ugly Duckling, by Hans Christian Andersen, is perhaps one of the most timeless tales of love and understanding; this classic stories tells us to treat everyone equally and that it is good to be different. These values are so important yet somewhat complex so introducing them to this age group will have them headed on the right path before entering kindergarten.

Students who enroll in our Pre-K program will be ready to learn new things and prepared to meet children of all shapes, sizes and backgrounds, understanding all the while that this is an exciting new venture where all kinds of kids come together!



## Play School

Play school is exactly what its name entails: a place where children can engage in free play while learning age-appropriate social and behavioral skills.

These 2 hour school sessions house children ages 2 to 5 under the supervision of usually 1 or 2 teachers. Small Tales has been fortunate enough to staff Jan Higgins of the popular Hobby Horse Play School.

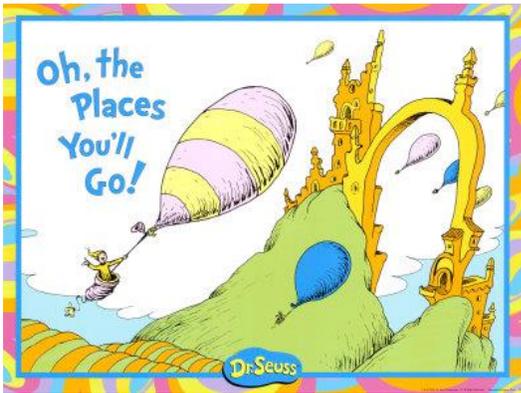
Mrs. Higgins has had decades of experience operating this type of care and is an expert in nurturing and developing children in this age bracket. Her kind disposition and motherly nature leaves a lasting impression; decades after they have left her care, children still remember Jan, all of her songs and sayings, and their first friends.

We hope to have this same environment instilled at Small Tales. The benefits of play school include early socialization skills, the same “experience” children will have when entering a school environment, the understanding of routine, and the



exposure to age appropriate skills. Children enrolled at Small Tales can participate in just playschool, just daycare, or both!

We think that the pairing of these two services allow children to get the best of both worlds and is the perfect balance of loving and learning. Interacting with children their own age and older will allow play school students to learn vital socialization skills, allow them to be comfortable communicating with others, and give kids a chance to learn what life will be like in the years to come. Playschool will



be Mondays, Tuesdays, and Wednesdays from 9:00 a.m. to 11:00 a.m.

## After School Care

Our center is prepared to care for children up to the age of 12, and we know that there is often demand for this, both after school and during the summer. We believe that school age children should have a stimulating environment to continue learning even when class is out of session; to provide an educational atmosphere and not just a supervision service, our center will strive to offer enrichment programs, and homework help.

We hope that Small Tales will be a hub for learning, growth and development where young scholars can visit and expand their horizons. As our center grows and we learn about the needs of our parents and children, we will continually update our services and offerings. Please let us know how we can make the most of your child's time with us.

**Daily Schedules,** written by Small Tales Director and Staff, will be subject to change throughout the year. We reserve the right to close early on any



given day due to extreme weather or unforeseen emergency. Our days and weeks will be outlined in a calendar and given to parents.

## Absences, Appointments, and Early Pickups

Enrolling your child at Small Tales is ensuring that they will always be accounted for and have a special spot, just for them. When you pay for your child to attend our center, you are holding that place for your child and their care. When a child is absent or sick, there will not be a refund granted and the rate at which we have agreed upon is essentially “locked in.” This system makes sure that we reserve space for those who have already paid for care.

Whenever a child leaves or enters the center, we will require a parent or guardian to initial a sign in/sign out sheet. Pick up and Drop Off times will be outlined in the contract you sign with us upon enrolling your child at Small Tales. Our center will open at 6:30 a.m. and close at 5:30 p.m. with Playschool beginning at 9:00 a.m. and ending at 11 a.m. If a parent consistently drops off a child after when they are expected in class, it interrupts the routine for both teachers and other students. We encourage parents to be punctual and reliable when bringing students to the center. Our latest Pick Up time will be at 5:30 p.m. sharp; our facility closes at the same time every day and we cannot expect staff to extend their hours to wait for a tardy parent. Please follow the same protocol when picking your child up from the center and follow the established time outlined in your contract. If a parent is frequently late to drop off or pick up their child, a meeting will be scheduled with the Director to establish an alternate routine. After three “late” strikes, a parent’s bill will be charged \$1 for every minute they are late.

When your child has an appointment or will be picked up early, we request prior notification. Making sure that we have written or verbal documentation makes sure that all children are accounted for, especially in an environment which can become chaotic when disorganized. If an absence, appointment, or early pickup occurs without documentation or prior approval, the parent will incur a “strike.” After 3 strikes, a conference will be scheduled to discuss how the problem will be addressed.



## Termination

Small Tales or the parent/guardian reserves the right to terminate enrollment at any time. Payment in full is due for the month whether the child will attend for the entire period or not. Small Tales may terminate enrollment as a result of continuously disruptive behavior, violent or aggressive behavior by child or parent or if the center determines they are not the right fit for the specific needs a child may display. Children who are recognized as having special needs must be evaluated by a specialist and then determined if the center can accommodate them.

Incidents due to Behavioral issues are documented. After three written incidents, behavioral issues will be discussed with the parent. If the parent does not or will not resolve, Small Tales reserves the right to terminate enrollment.

A termination contract must be signed by the parent in order to establish all stipulations are understood and agreed upon.

## Tuition and Fees

**Full Time Rates** 6+ hours is considered “full-time” enrollment.

Daycare (UNDER 1.5 YEARS): \$53/day, \$235/week

Daycare (1.5-2 YEARS): \$52/day, \$230/week

Daycare (3-5 YEARS): \$51/day, \$230/week

Pre-K After/Before Care (3-5 YEARS): \$39/day, \$130/week

After-school (6-12 YEARS): \$29/day, \$105/week

Summer Break(6-12 YEARS): \$40/day, \$180/week

**\*discounts offered if multiple children are enrolled**



## Registration Fee

A \$50 registration fee will be required at the time of a child's enrollment to reserve their place in the center as well as help staff establish a tentative head count of students.

## Late Fees

A parent is expected to pay their daily, weekly, or monthly tuition as is discussed in their contract. If payment is received past the due date, a late fee of \$20/day will be charged to the account up until the third day. If payment is not received within three days of its due date, the Director maintains the right to not permit the child(ren) to attend the center until the issue is resolved. Similarly, if the center receives a check that bounces or is charged any bank fees as a result of insufficient funds, the parent will be responsible to reimburse Small Tales. If a parent is late picking up the child more than three times, a fee of \$1/minute will be added to the bill. These policies will remain in place unless a situation has been brought to the attention of the Director in which case it is her decision on whether or not a fee is waived.

## Methods of Payment

Small Tales will accept all major credit cards, checks, or cash to pay for tuition. Checks may be made payable to Small Tales Early Learning Center and Daycare. Any bounced checks or bank fees incurred by the center must be reimbursed to the center within 10 days. Three verbal or written "late payment strikes" or 5 consecutive days of failure to make payment may result in termination of enrollment.



# Holidays, Vacations, Closings

## Holidays\*

Small Tales will not celebrate holidays during school hours but we do give time off to our students and families who recognize these holidays. Birthdays are acknowledged during classroom hours and parents are encouraged to bring store-bought, pre-packaged, peanut free treats or snacks to class with prior approval from staff.

We will be closed on the following holidays:

Martin Luther King, Jr. Day (Training Day for Staff)

Memorial Day

July 4<sup>th</sup>

Labor Day

Columbus Day (Training Day for Staff)

Thanksgiving Day

Day after Thanksgiving

Christmas Day

New Year's Day

\*Closings and holidays are included in your monthly tuition. Tuition is charged on a weekly basis (including when *Small Tales* is closed for holidays, staff training, unexpected or weather closings) as agreed upon at enrollment.

## Snow Day Care

Since we want to best meet the needs of our families, Small Tales will be open on snow days. However, staffing is based on the number of children attending, so please call first thing in the morning to tell us whether your child will be attending or not.



## Emergency/Substitute Care

In the case that we are unable to care for your child, they are not feeling well, or there is an emergency, suitable substitute care must be in place. If you are not available to pick up your child or our center cannot take them for the day for any reason, an emergency contact that you have assigned and who has been approved by the Director will be contacted.

A child displaying symptoms of illness (i.e. temperature, dizziness, irregular/erratic behavior, nausea/diarrhea, or the like) will be evaluated by our staff immediately. If the child is in need of medical attention, a parent or emergency contact will be notified to pick the child up from the center in a timely manner. If our staff cannot contact the parent or emergency contact, the child will be removed from the classroom and attended to in the designated sick area and watched by a staff member.

## Program and Curriculum

### Meals

All meals provided by Small Tales are geared to satisfy a young child's appetite while meeting nutritional guidelines set by the USDA. Breakfast, a morning snack, lunch, and an afternoon snack will be provided for children daily.



A weekly menu will be posted at the center, available to parents, and hosted on our website. Menus have been preapproved by a registered dietician and all portion sizes are determined by child's age. We would love for any parents to join us for lunch whenever they feel like stopping by for a visit. Parents are permitted to provide meals as long as they are deemed nutritional by the center's staff.

Children who are not accustomed to eating solid foods or are at an age where they are still consuming formula or breast milk will not have meals provided for them. Parents are responsible for meeting any dietary needs and supplying the appropriate supplements. If a parent would like to bring in any snacks or treats for a special event, we encourage them to first speak with their child's teacher. Please make all staff members aware of any food allergies or dietary needs your child may have; our center is a peanut free facility and we have alternative options for those who are meat free or practicing a religion that has dietary restrictions. Please feel free to ask us about what other options are available to your child for a particular day. \*PLEASE SEE INCLUDED FORMS REGARDING MEALS\*

## Nap Time

During your child's day with us, "quiet time" will be set aside for children to rest their heads, take a quick nap, or to play with a "no noise" toy or activity. We will have busy days full of learning, play time, and lots of new experiences that are bound to make everyone tired! Your child will get a chance to relax and if they choose not to nap they can play with a puzzle or look at a book.

## Potty Training

Small Tales Staff is prepared to help you in potty training your child but we will not initiate it at school. We ask that you start the process at home so your child can be familiar with the transition before trying it at the center. Please remember that children should go three full weeks without wetting a diaper before wearing underwear to school and familiarize staff with any specific directions that work for you and your child.



## Supplies

Our center will be filled with love, fun, music, stories, and toys! We aim to have everything that your child will need to have an enjoyable, creative, and comfortable environment. We do ask parents to provide some things that are personal to their child. Bottles, formula, diapers, crib sheets, blankets, and wipes must be supplied by parents to ensure children have everything they need to keep them safe and satisfied. Please make sure all items are labeled with your child's first/last name and DOB; the center discourages bringing in unnecessary items from home as we cannot be responsible for them if they are lost or damaged.

## Change of Clothing

Our days together will be filled with crafts, outdoor play, delicious snacks, and many other activities that could get a little messy. We always want your child to feel comfortable so we ask that a change of clothes is provided. We suggest that children wear shoes with a secure back and closed toes to make sure they are not vulnerable to stubbing a toe or losing their footing. We ask that all extra clothes fit properly and are changed out regularly to ensure they are seasonally appropriate. Please make sure all items are labeled with a first/last name, and DOB. We will be happy to help you search for lost items, but cannot be held responsible if they are not found.

## Parent Involvement

At Small Tales, we believe in having an open channel of communication that encourages parents and staff to work together for the betterment of the child. We encourage parents who are curious about our center to spend a day with us and observe if we would be a good fit for each other! Once your child is enrolled with us, we will maintain an "open door" policy where you can come and visit any time you'd like! Our staff will be able to give parents daily updates and progress reports regarding your child and the time they spend with us. If a parent or guardian is interested in being a "room parent" and offering an extra hand during the day, please approach a staff member and discuss this opportunity.



Parents are invited to volunteer for special events, performances, and field trips to make sure they don't miss any of the action! If you would like, you can schedule conferences with our director to address any concerns and questions you may have regarding your child's care. If any disciplinary or behavioral problems arise, parents will be asked to come in for a meeting to help resolve these issues. We will be co-authors in starting the beginning chapters of your child's education, and remaining on the same page throughout our journey together.

To stay up to date with current news, events, special activities, menus, and any other happenings of the center, please visit our "news and events" page on [smalltaleselc.org](http://smalltaleselc.org) to check out our calendar and parent newsletter!

## Emergencies

In the event of a medical emergency, fire, or natural disaster, we will take immediate steps to ensure your child's safety and will contact you as quickly as possible. If we need to evacuate the building we will follow our "Emergency Preparedness Plan". We will travel by foot to the primary location at The River Street Plaza, River Street Warrensburg, NY 12885 or the secondary location at St. Cecilia's, 3802 Main St, Warrensburg, NY 12885. We maintain a list of emergency contact numbers for all children and staff at Small Tales. **If there is a change in information please let our staff know as soon as possible.**

## Incident Reports

Any accident that occurs while your child is in our care will be documented and require a signature from the parent. This ensures that we can monitor risks and take any necessary action to reduce a child's chance of getting harmed. If the incident is serious and requires immediate medical attention, a parent will be notified right away to determine what our next step should be. If the incident is less serious but still caused a "hiccup" in the child's day a parent or guardian will be notified at pick up where they can review the details of when and how the incident happened and sign a report for the center.



## Children Hurting Others

It is inevitable that in a child-oriented environment that our youngest students may end up acting out in some way. Young children do not have the ability to fully express feelings or complex ideas and ultimately can become frustrated or exhibit their emotions through physical acts.

Any time a child is hurt by another our center will file an incident report and go over any injury with the parent. Names are kept confidential and we ask that our parents respect that we are protecting the children who are under our care and working towards solving any potential of it happening again, Small Tales' staff will work closely with parents to encourage our children to express themselves effectively, discourage aggressive behavior, and to learn how our actions affect others.

## Child Abuse and Mandated Reports

Section 432 of New York State Social Services law states that all child care staff members are "mandated reporters" to the New York State Child Abuse and Maltreatment Register. Whenever a member of our staff has reason to believe that a child has been neglected or abused he or she has a duty to document that and report it to the state.

Staff members are required to report their suspicions under the Child Protective Series Act and are not required to discuss the matter with parents, to investigate the matter on their own, or to notify parents that a report is being made.

If a staff member does not file a report when they have reason to believe a child is being mistreated, then they can be held criminally responsible for neglecting the matter. Because of this and because of our true commitment to caring for children, we take our responsibilities very seriously in order to protect the welfare and best interest of our students.



## Security

Small Tales is dedicated to making sure your children are safe while they are in our care. We have taken the necessary steps to ensure that children's safety always comes first.

The center is armed with an alarm system to protect against any break in or intruders. In order to enter the building, visitors will be required to "buzz" the front desk where the receptionist will then let them in and have them sign in as all visitors are required to do. At no point in the day will there be an individual in the building who is not listed at the front desk.

The facility is equipped with a surveillance system that records all activity except in "changing" or bathroom areas. We have the ability to monitor whatever is going on throughout the day through the strategically placed cameras in our center.

## Illness

The center cannot admit a child into care who in the last 24 hours has had a fever, diarrhea, or vomited, has head lice, have displayed symptoms of conjunctivitis, have a severe cold or flu, bronchitis, strep throat, an unidentifiable rash, measles, chicken pox, mumps, distribute unusual symptoms like seizures, head/neck pain, confusion, unequal pupils, or any other contagious disease.

Any sickness that the parent or our staff determine will prevent the child from participating in daily activities or that may compromise the health of others in the center will result in the child not being permitted to attend. Children must be clear of all symptoms for 24 hours and in some cases must bring in a doctor's note. If a child appears to become sick during the day, a parent will be contacted and asked to pick up the child immediately.

Children will be checked daily to make sure they are feeling good and ready to play. A "daily health check" will include the child's temperature being taken and their physical appearance checked. To make sure this is a comfortable, easy part of the



routine parents and teachers will sit with the child to go over how the health check will go and make sure everyone feels comfortable.

## Medication

If a child requires the administration of medication during the day, a trained staff member will be responsible for meeting these needs. All medications must be brought in a plastic, Ziploc bag and in the original prescription bottle with the child's name, date, and any necessary directions along with medication consent form filled out and signed by the parents, physician, and Small Tales Director. Staff are not authorized to administer medication through verbal approval and the request must be written so Small Tales has documentation. Parents are required to sign our Medication Authorization form to give permission to a designated staff member to administer your child's medication. In the event of a medical emergency, our staff will first contact a parent, then an emergency contact, and if necessary an ambulance. \*SEE INCLUDED FORM\*

## Immunization

All children must have a physician's report citing they are in good health. To ensure the safety of your child as well as others in attendance, children must be up to date on all required immunizations and the center must be provided with this documentation to have on file. IF a child is found to not be in accordance or current with their immunizations, the center has the right to refuse care. If this should occur, the parents will be held responsible for payment during this time. \*SEE INCLUDED FORM\*

# Guidance and Discipline

At Small Tales, we believe that guiding our students to learn how to express themselves effectively, respect others boundaries, and develop an understanding of empathy are of the utmost importance. We only use disciplinary action when it is absolutely necessary. In no circumstance will physical force (spanking, pinching, pulling etc.) be used as a measure of discipline and "time out" will only be used as



a last resort. Children who continually display disruptive behavior or who do not abide by our guidelines will be scheduled for a parent/teacher conference. If the behavior continues, a second meeting will result. If issues are still not resolved, students may be suspended or expelled from the program. We will help children learn to: maintain control of their feelings and bodies, exhibit empathy/understand how their actions affect others, and older children will understand a “card system” that will be used to measure bad behavior ex. Green card=good behavior, Yellow card=warning, Blue card=time out, Red card=call to parent and bad behavior report sent home, frequent red cards will have a conference scheduled.

## SAYING GOODBYE

It is our goal to eliminate any worries that may arise when bringing your child to daycare; both parent and child can grow weary when thinking of being separated, but we wish to create an environment that becomes just another part of your routine. Transitioning from home to school can be a tumultuous process if not done properly, but Small Tales’ staff knows what it takes to make your child feel at home and help make your worries melt away. We will have a set routine that our classes engage in on an everyday basis, making them grow increasingly comfortable with their surroundings and the new people in their lives. It is our hope that having your children at our center will provide you with a sense of relief and comfort knowing they are always in good hands.

## TRANSITIONING TO NEW GROUPS

It is our goal to implement the same transition methods when first entering the center to changing from class to class. As children age and leave the setting and teacher they are used to, they are conditioned to meet new friends and trust new teachers. These changes can be unsettling but we aim for them to be exciting! Your child will grow to love each and every teacher they meet and become enthused to begin a new adventure and explore their surroundings. Every classroom’s curriculum is based on learning age-appropriate skills; we can’t wait for them to learn all about starting a new chapter.



## WORKING TOGETHER

Parents and teachers are teammates in building an education and set of social skills for a child. At Small Tales we want to make your child's experience as positive as possible while always maintaining a constant flow of communication. We are here to accommodate whatever special needs your child may have and to help establish a routine that will promote growth and development. Any information that is discussed about a child or their home environment is kept confidential. Please feel free to maintain an open dialogue at all times so our staff will be able to attend to a child on a personal level and understand any changes in behavior or

