



*Inspiring curiosity through natural discovery and
nurturing an unrushed childhood.*

Educational Philosophy

Our early childhood educational practices are influenced by the Reggio Emilia and RIE approach.

- We believe in an inquiry-based approach that is child-led and play-based.
- We believe that children are active participators in their own learning,
- We believe that children have many different ways to express themselves and demonstrate their understanding of the world.
- We believe in fostering meaningful connections between caregivers and children.
- We believe in focusing on emotional intelligence and fostering imaginative play.
- We believe daycare should feel like a home away from home.

Practices

- Daily updates- daily report/log with feedings, diaper changes, potty times, and pictures from the day.
- Transparency and open communication- parents/guardians are welcome to call, or text to check on their children. Be mindful that caregivers are focused on the children and not their phones, response times are not immediate.
- We strive to go and beyond the minimum state licensing requirements regarding safety and standards.

Diversity & Inclusion

We are dedicated to representing diversity in our books, materials, and lessons, embracing the rich diversity of our local community and the world. We are also committed to making Wild Wonders Playschool an inclusive, safe, and loving environment for BIPOC and LGBTQ+ families.

Hours of Operation

We are open Monday through Friday from 7:30 AM to 5:30 PM. All of our scheduled programming begins at 9:00 AM. Please have your child here by 9:00 AM to help disruption.

Late Pick-up

Late pickup fees begin at 5:30. Fees are \$1.00 per child per minute. The fee is due with the next tuition payment. If we are unable to contact you or any of your emergency contacts after 30 minutes, the proper authorities will be called to retrieve your child. All late fees will apply.

Tuition

Six-Weeks to 24 Months

Full-Time - \$1105/mo

Two Days - \$522/mo

Three Days - \$783/mo

2 Years to 3 Years

Full-Time - \$1040/mo

Two Days - \$479/mo

Three Days - \$718/mo

3 Years to 5 Years

Full-Time - \$975/mo

Two Days - \$444/mo

Three Days - \$665/mo

Annual Enrollment: \$75 per child, due upon enrollment and yearly on the enrollment anniversary.

**Sibling discount- 5% off the lowest tuition each month. The sibling discount does not run concurrently with any other discount or any other promotion.*

Tuition Payment Policy

Tuition is paid weekly or monthly. Payment is required in full whether or not the child attends; that includes sick days, vacation days, or any other absence. There will be no refunds or credits for any child absences.

Weekly invoices are sent on Tuesday, due on Friday for the upcoming week of care. Tuition will be considered late on Tuesday at 5:30 pm and incur a \$15 per day late fee.

Monthly invoices will be sent on the 15th of each month, due on the last day of the month. Tuition will be considered late on the 3rd day of the month.

A daily late fee of \$15.00 per day will be applied to the tuition balance. If payment in full is not received by Friday your child's spot will be given to another child on our waitlist.

Returned payments will incur a \$45.00 fee. Payment of tuition and all fees are due in full by the following day.

Holidays

Wild Wonders Playschool observes the following holidays.

Thanksgiving (Thursday & Friday)

Christmas Break (to include Christmas Eve, Christmas day, and additional days before/after)

New Year's Eve & New Year's Day

President's Day

Spring Break-Two Days Only

Memorial Day

Independence Day

Labor Day

Normal tuition is due during holiday breaks. Holiday schedules and closings will be posted annually.

**If additional holiday closings take place, you will be given a 30-day notice in order to make other childcare arrangements.*

**Our family will take a summer vacation for one week. This date is TBD. You will receive a 30-day notice in order to make other childcare arrangements. Tuition will not be due for this week.*

Personal or Sick Days

In the event that I (Hailey), am sick and cannot provide childcare, the assistant teachers will take over for the day. If the assistants are not available, we will close. The days missed will be reimbursed on the next tuition payment (i.e. I missed two days of providing childcare, the next invoice will reflect a discount of two days).

When I am unable to provide care, you will need to make your own arrangements. I will give as much advanced notice as possible.

Sick Policy

Children will be observed for contagious diseases and for other signs of illness on arrival and throughout the day. Parents will be notified immediately when any contagious disease occurs in the home. Unusual behavior shall be monitored closely and parents shall be contacted if the behavior continues or if other symptoms develop. These behaviors include, but shall not be limited to:

- Is cranky or less active than usual
- Cries more than usual
- Feels general discomfort or seems unwell
- Has loss of appetite

The parent(s) or his/her designee shall be contacted when signs of illness are observed. Unless determined otherwise by the parent(s) or provider, a child with no more than one (1) of the following symptoms may remain in care:

- A child with a temperature of up to one hundred degrees Fahrenheit (100°F) by mouth or ninety-nine degrees Fahrenheit (99°F) under the arm
- After an illness has been evaluated by a physician, medication has been prescribed and any period of contagion has passed as determined by a licensed physician
- When it has been determined that a child has a common cold unless the provider and the parent(s) agree that isolation precautions should be taken
- When a child has vomited once with no further vomiting episodes, other symptoms, or both; or
- When a child has experienced loose stools only one (1) time with no further problems or symptoms.

If children exhibit any of the following symptoms, they must be sent home:

- Diarrhea—more than one (1) abnormally loose stool. If a child has one (1) loose stool, s/he shall be observed for additional loose stools or other symptoms.
- Severe coughing—if the child gets red or blue in the face or makes high-pitched croupy or whooping sounds after coughing.
- Difficult or rapid breathing (especially important in infants under six (6) months).
- Yellowish skin or eyes.
- Pinkeye—tears, redness of eyelid lining, irritation, followed by swelling or discharge of pus.
- Unusual spots or rashes.
- Sore throat or trouble swallowing.
- An infected skin patch(es)—crusty, bright yellow, dry or gummy areas of the skin;
- Unusually dark, tea-colored urine.
- Gray or white stool.
- Fever over one hundred degrees Fahrenheit (100°F) by mouth or ninety-nine degrees Fahrenheit (99°F) under the arm.
- Headache and stiff neck.
- Vomiting more than once.
- Severe itching of the body or scalp, or scratching of the scalp. These may be symptoms of lice or scabies.

Visitor Policy

Custodial parents and legal guardians are welcome to visit at any time. We do ask that you respect our class schedules and nap/rest times.

Snow Days

Our goal is to provide consistent daily childcare. If schools are closed for a snow day we will open at our regular time, 7:30 AM. However, on particularly hazardous days we may close early for the safety of our families and employees.

Medical Emergencies

In case of a medical emergency, we will immediately notify emergency services, such as an ambulance. We will then contact the child's parents or guardians. If they cannot be reached, we will notify the child's physician as listed on the registration form and call the emergency contacts. It is very important that parents/guardians provide current phone numbers and notify the school of changes that have occurred. *If the parents/guardians, emergency contacts, and the physician cannot be reached, we will call the police department.*

Medications

Wild Wonders Playschool will not administer medications, with the exception of:

- life-saving medications such as an epi-pen or in-haler, which require a doctor's note and must be brought in their original packaging.
- diaper rash cream, provided by the parent, in the original packaging, labeled with the child's name, and listed on the Infant/Toddler Care and Feeding Plan..

**Parents may come during the day to administer medication when necessary.*

Diaper Changing Policy

Diapers will be checked and changed every two hours or as needed. Children will not be left in a soiled diaper. Dry diapers will not be changed. We accept cloth diapers, but we can't clean out or wash the diapers, wet bags need to be provided.

Toilet Training Policy

Potty training children need to be brought in a pull-up or leakproof training pants. For sanitary reasons, we cannot permit the use of regular undergarments in our facility while the child is still potty training. We understand accidents happen, please provide extra clothes. We will frequent the bathroom as often as possible to assist your potty-training efforts.

We will work closely with families and monitor the child for showing signs of potty-training readiness. We will not begin potty-training before it is developmentally appropriate for the child,

Guidance & Discipline

Guidance and discipline are based on understanding the individual needs and development of the child. We believe in gentle discipline and positive reinforcement. There will be no cruel, harsh, or unusual punishment administered. Absolutely no corporal punishment or isolated time-outs. Negative verbal correction will not be used. We practice the principles taught in "Teaching with Love & Logic" and "Parenting with Love & Logic Magic for Early Childhood."

Dress Code

"There is no such thing as bad weather, only bad clothing."

Dress your child in comfortable, washable, sturdy clothing. Your child will play outside every day. They will have opportunities to get muddy, paint, and do crafts, appropriate clothes are a must. On rainy days and snowy days, your child WILL play outside. *(Unless severe weather and temperatures)*

Meals & Snacks

Nutritional meals are provided each day. We serve breakfast, lunch, and an afternoon snack. We strive to serve natural foods, with little to no artificial ingredients and limited sugar. We follow state guidelines and the CACFP regulations. A doctor's note must be provided for children with food allergies.

Families must provide formula or breastmilk for babies.

TV/Electronic Entertainment

We don't watch TV or have screen time. It's that simple. We are too busy playing!

Transportation

We do not offer transportation and do not transport children in vehicles under any circumstance, with the exception of an extreme emergency. If walking is not an option, we will transport children as safely as possible in our vehicles to the fire station, located at 4000 NW 64th St.

Drop-Off & Pick-Up Procedures

Take a moment to sign in, fill out your child's daily log, and inform us of any issues to be aware of. During pick-up, take a moment to sign out, gather your child's things, and remember to get their daily log.

Nap & Rest Time

Children will have a nap or rest period every day. If a child does not need a nap, they will rest on a cot for 30 minutes and be provided with quiet activities until after nap. A cot will be provided for all children over 12 months and a crib will be provided for infants. School age children are not required to nap or rest.

Release of Children

Children in our care will only be released to a parent or other persons on the enrollment form. If a parent needs to designate someone not on the enrollment form, the proper security procedure must be followed:

1. Notify us by email and phone call of the change PRIOR TO PICK-UP. State the name and time the person is picking your child up.
2. The designated person will be asked to show some form of picture identification. This allows us to verify the person is indeed an ambassador for you. NO EXCEPTIONS WILL BE MADE.
3. If there is someone to whom your child is NOT to be released, please provide this information in writing. *(Appropriate legal documents may need to be presented for us to honor this.)*

Infant Sleep Policy

The purpose of the Safe Sleep Policy is to maintain a safe sleep environment that reduces the risk of sudden infant death syndrome (SIDS) and sudden unexpected infant deaths (SUIDS) in children less than one year of age. Missouri law (§ 210.223.1, RSMo.) requires all licensed child care facilities that provide care for children less than one year of age to implement and maintain a written safe sleep policy in accordance with the most recent safe sleep recommendations of the American Academy of Pediatrics (AAP).

Missouri child care licensing rules require licensed child care facilities to provide parent(s) and/or guardians(s) who have infants in care be provided a copy of the facility's safe sleep policy. Sudden infant death syndrome is the sudden death of an infant less than one year of age that cannot be explained after a thorough investigation has been conducted, including a complete autopsy, an examination of the death scene, and a review of the clinical history.

Sudden unexpected infant death is the sudden and unexpected death of an infant less than one year of age in which the manner and cause of death are not immediately obvious prior to investigation. Causes of sudden unexpected infant death include, but are not limited to, metabolic disorders, hypothermia or hyperthermia, neglect or homicide, poisoning, and accidental suffocation. Child care providers can maintain safer sleep environments for infants that help lower the chances of SIDS.

Our goal is to take proactive steps to reduce the risk of SIDS in child care and to work with parents to keep infants safer while they sleep. To do so, this facility will practice the following safe sleep policy:

Safe Sleep Practices:

- Infants, less than one (1) year age, will always be placed on their backs to sleep. When, in the opinion of the infant's licensed health care provider, an infant requires alternative sleep positions or special sleeping arrangements, the provider must have on file at the facility written instructions, signed by the infant's licensed health care provider, detailing the alternative sleep positions or special sleeping arrangements. Caregivers will put the infant to sleep as specified in the written instructions.
- When infants can easily turn from their stomachs to their backs and from their backs to their stomachs, they shall be initially placed on their backs, but shall be allowed to adopt whatever positions they prefer for sleep. The American Academy of Pediatrics recommends that infants are placed on their back to sleep, but when infants can easily turn over from their back to their stomach, they may adopt whatever position they prefer for sleep. We will follow this recommendation by the American Academy of Pediatrics.

- Sleeping infants shall have a supervised nap/sleep period. The caregiver shall be positioned where he or she can hear and see the infant. The caregiver shall physically check on the infant frequently during napping or sleeping and shall remain in close proximity to the infant in order to hear and see them if they have difficulty during napping/sleeping or when they awaken.
- Equipment such as a sound machine, that may interfere with the caregiver's ability to see or hear a child who may be distressed, is prohibited.
- Steps will be taken to keep infants from overheating by regulating the room temperature, avoiding excess bedding, and not over-dressing or over-wrapping the infant. Infants should be dressed appropriately for the environment, with no more than one (1) layer more than an adult would wear to be comfortable in that environment. Caregivers will conduct physical checks of the infant to ensure the infant is not overheated or distressed.
- The lighting in the room must allow the caregiver/teacher to see each infant's face, to view the color of the infant's skin, and to check on the infant's breathing and placement of the pacifier (if used).
- All caregivers will receive in-person or online training on infant safe sleep based on AAP safe sleep recommendations. This training must be completed within 30 days of employment or volunteering and will be completed every three years.

Safe Sleep Environment:

- Room temperature will be kept at no less than 68°F and no more than 85°F when measured two feet from the floor. Infants are supervised to ensure they are not overheated or chilled.
- Infants' heads and face will not be covered during sleep. Infants' cribs will not have blankets or bedding hanging on the sides of the crib. We may use sleep clothing (i.e. sleep sack, sleepers) that is designed to keep an infant warm without the possible hazard of covering the head or face during sleep/nap time.
- No blankets, loose bedding, comforters, pillows, bumper pads, or any object that can increase the risk of entrapment, suffocation or strangulation will be used in cribs, playpens or other sleeping equipment.
- Toys and stuffed animals will be removed from the crib when the infant is sleeping. When indicated on the Infant and Toddler Feeding and Care Plan or with written parent consent, pacifiers will be allowed in infants' cribs while they sleep. The pacifier cannot have cords or attaching mechanisms.
- Only an individually-assigned safety-approved crib, portable crib, or playpen with a firm mattress and tight-fitting sheet will be used for infant napping or sleeping.
- Only one infant may occupy a crib or playpen at one time.
- Sitting devices such as car safety seats, strollers, swings, infant carriers, infant slings, and other sitting devices will not be used for sleep/nap time. Infants who fall asleep anywhere other than a crib, portable crib, or playpen must be placed in the crib or playpen for the remainder of their sleep or nap time.
- No person shall smoke or otherwise use tobacco products in any area of the child care facility during the period of time when children cared for under the license are present.
- Home monitors or commercial devices marketed to reduce the risk of Sudden Infant Death Syndrome (SIDS) shall not be used in place of supervision while children are napping and sleeping.
- All parents/guardians of infants shall be informed of and given the facility's written Safe Sleep Policy at enrollment.
- To promote healthy development, infants who are awake will be given supervised "tummy time" for exercise and for play.

Child Abuse Reporting Policy

For the safety and protection of the children in our care, we will report suspected child abuse and neglect to the proper authorities.

Termination of Enrollment

Your child's enrollment may be terminated at our discretion for the following reasons, including but not limited to:

1. Tuition accounts are not kept current.
2. Failure to pay late fees or penalties.
3. Three days of nonattendance without notice or payment.
4. The child's behavior is presenting a physical or emotional danger to others.
5. The child's behavior is unmanageable and does not improve after implementing an improvement behavior plan.
6. Parent(s)/guardian(s) are unwilling to comply with Wild Wonders Playschool's policies or requests.

Termination by parents or guardians:

A two-week notice is required for termination of enrollment from Wild Wonder's Playschool. If parents do not wish to give prior notice of termination, two-week rates must still be paid in full.

Daily Schedule - Example

7:30 - 8:30	arrivals, free play
8:00	potty/diaper changes & handwashing breakfast tummy time for infants
9:00 - 10:00	morning naps (for children under 12 months)
10:00	potty/diaper changes & handwashing circle time (storytime, songs, music, yoga) wake babies
10:30-11:30	outside play
11:30 - 12:30	potty/diaper changes & handwashing lunch
12:30	nap
2:30	awake from nap potty/diaper changes & handwashing snack
3:00-4:00	outside playtime
4:00	potty/diaper changes & handwashing storytime, art, sensory play tummy time for infants
5:00-5:30	play & departures

**Handwashing occurs before and after each meal, returning from outside play time, and any time throughout the day when hands get dirty.*

Examples of Daily Learning Activities

Woven throughout scheduled activities we are learning. In our multi-age setting, every child gets the attention they deserve, with developmentally appropriate opportunities for growth, from tummy time to letter recognition.

Menu - Example

	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast					
Milk	whole/1%	whole/1%	whole/1%	whole/1%	whole/1%
Fruit/Vegetable	Apples	Mixed Berries	Banana	Clementines	Mixed Fruit
Grains	WG Muffins	Oatmeal	WG Tortilla - PB&J	Baked Oatmeal	WG Toast
Lunch					
Milk	whole/1%	whole/1%	whole/1%	whole/1%	whole/1%
Fruit	Peaches	Pineapple	Apples	Pears	Tomatoes
Vegetable	Green Beans	Broccoli	Peas & Carrots	Potatoes & Carrots	Cucumber
Grains	WG Roll	Corn Bread	WG Pasta	Brown Rice	WG Pizza Crust
Meat or Alternative	Beef Meatballs	Beef & Bean Chili	Chicken Noodle Soup	Chicken Breast	Cheese Pizza
PM Snack					
Fruit	Mixed Berries	Apples		Applesauce	Mixed Berries
Vegetable			Carrots		
Grains	WG Crackers		WG Crackers		
Meat or Alternative		Yogurt		Cheese Stick	Yogurt

Other Information

- Please notify Wild Wonders Playschool of any changes to the following:
 - Home address
 - Cell/Home phone number
 - Work phone number
 - Doctor information
 - Emergency contact
- Toys should not be brought from home; we are not responsible for lost or broken toys. Toys brought from home will be stored in the child's cubby.
- There is no smoking inside or outside of the premises.
- There are pets on the property (cats and a dog).
- There are security cameras on the property.

What to Bring

Please provide the following, labeled with your child's name:

- Baby bottles w/formula or breastmilk (minimum of three bottles)
- A full change of clothes, including extra underwear
- Pacifiers, if applicable
- Special lovies/blanket/stuffed animal for comfort
- Diapers or training pants
- Nap pillow and blanket, for children not sleeping in a crib
- For infants - sleep clothing, such as a one-piece blanket sleeper or sleep sack

Enrollment Procedures

A parent must return a completed enrollment packet before the first day. Documents required for admissions are:

- In-person tour/meet & greet
- Registration fee
- Tuition is due for the first day of attendance (pro-rated if necessary)
- Enrollment form
- Medical record form signed by a doctor or RN
- Handbook Acknowledgement Page
- Child's profile questionnaire
- Infant/Toddler/Preschool Feeding & Care Plan
- Current immunization record
- Signed permissions & signature pages of the "Wild Wonders Playschool Handbook"

2024 Holidays & Closures

President's Day: 2/19

Spring Break: 3/28 & 3/29

*Graduation: 5/20 & 5/21 (*no tuition due*)

Memorial Day: 5/27

Independence Day: 7/4 & 7/5

*Family Vacation: 7/8 through 7/12 (*no tuition due*)

Labor Day: 9/2

Thanksgiving Break: 11/28 & 11/29

Christmas Break: 12/23 through 12/27

New Year's Day: 1/1/2025