

Sunshine Room Guidelines

Welcome to the Sunshine Room! As you know, the Parent/Child Center program at Family Network is a drop-in where families vary from day to day. We have found that these guidelines help us to provide a safe, consistent and enjoyable experience for you and your child. If you have any questions or concerns, please let us know.

Age range: 2 ½ to 4 years

ARRIVAL: Please sign in at the front desk, get name tags for yourself and your child, and come into the room with your child. Always be sure a teacher knows that your child has arrived, and let her know of any special circumstances that may affect your child that day.

Coats: Please hang up coats in the hallway before entering the room.

Shoes: Children must wear shoes in the Sunshine Room.

IN THE ROOM:

Door: Please keep the door completely closed.

Leaving the room: You are always welcome to stay with your child, especially when s/he first visits the Sunshine Room. When you do leave the room, we ask that you ALWAYS tell your child as well as a teacher!

Separation Process: We hope that, as soon as your child is comfortable in the room, you will be able to enjoy time in the Parent Lounge. Each child and family is different, and we want to help you achieve your goals for your child in the Sunshine Room. Please share your thoughts with us; if needed, we can arrange to talk with you before or after drop-in hours, or on the phone. Terry Beem, Program Coordinator, and Geri Greenberg, Social Worker, are available during drop-in hours to answer questions and facilitate a successful separation. (See *parent handout on Separation*)

Diapers/Toileting: A teacher will notify you if your child needs a change while you are in the Parent Lounge. Please use the changing table in the hallway. If your child is using the toilet, please let the teachers know how you would like to handle this. We will notify you when your child tells us s/he needs to go - teachers usually cannot leave the room to take children to the bathroom.

Messy activities: Please dress your child in clothes that can get messy!

Cleanup Time: We encourage children to help clean up the room before we go to the gym. We understand that young children often have difficulty with this transition, and we often ask parents to help their child learn this routine when they first begin the program.

Food and drink: Please do not bring food into the room for yourself or your child. If your child is hungry before we serve snack, you are welcome to give him/her a snack in the hallway. If you wish, you may bring a cup of coffee into the room, but please be careful to keep it out of children's reach.

Snack Time: We serve Cheerios and water. Children are encouraged to sit at the table, but if a child does not wish to join the group, s/he can sit quietly in the book corner during this time.

Circle Time: Children are encouraged to sit with the group for songs and activities. If your child is new to the room, or has trouble staying with the group, we may ask you to sit with your child until s/he is familiar and comfortable with our routine. Please keep your voices low during circle time.

IN THE GYM:

- No bikes or wheeled toys on the ramp.
- No climbing on the railings.
- Slide down the slide feet first.
- Please let a teacher know whenever you take your child out of the gym.

THANK YOU FOR YOUR COOPERATION!

THE SUNSHINE ROOM TEACHERS:

Jane Glickman (Tuesday – Friday)

Carol Brusslan (Tuesday, Wednesday, Friday)

Patty Pell (Thursday Dual Language morning)