



Acres of Play

Parent Handbook



Acres of Play believes that learning occurs from natural hands on experiences. True learning comes naturally when children are allowed to have control over their work and interest areas. Hands-on play is a prerequisite to academic success and the acquisition of emotional balance.

First let us congratulate you for choosing play as your desired mode of education for your child. Play is how children learn. Children are movers, explorers and natural born learners.

Children learn and master different skills at different times but in reality there is a typical sequence that is followed in their growth and development. Motor skills begin to develop in utero and continue upon birth. Those hands and arms move in uncontrolled jerky movements at first. Their heads then turn to voices, infants then hold those heads up, roll over, sit up, crawl, stand, walk then take off and RUN.

While those motor skills will naturally occur without much 'teaching' the emotional and social development requires much more experience and practice and a lot of observation.

Sharing, teamwork, and friendships require practice and modeling along with trial and error opportunities for success. Through play children can practice and grow in ways that will allow them to master that social and emotional development.

"Children are not things to be molded but are people to be unfolded." -Unknown



Acres of Play will foster growth in all developmental areas through child led hands on play. Learners will be encouraged to figure out how things work and create new ways to use items. Just because it's a roll of tape doesn't mean it's only used as tape. If a student discovers when they toss the tape it will roll, we might find more round objects that roll and explore how items can move.

Expect your child to get dirty. If your child doesn't come home with some sort of stain their day was misused or we didn't provide enough to do. Your child will be tired. Play is hard work, some days it can be hard getting along with other learners and teamwork can often bring tears, bumps or mishaps. It's ok and should be expected we are LEARNING how to ask for turns, learning how to respect other's space, learning new vocabulary so that we can put our desires into words instead of physical actions. Young children are not mean, are not bullies and are not experts in getting along. They are learners and each conflict will be a learning opportunity for every person involved. Please refer to children as learners and question what was learned in moments of conflict instead of "was someone mean to you?" I beg of you please do not ask your child questions like, "who is the naughty one?" or any question that puts labels on children. We are all learners and learning different concepts at different times.

Drop off Pick Up- Acres of Play is open 6am to 6pm. Preschool hours are 9-3 for full day and 9-12 for those that choose half days. Children not picked up by their scheduled pick up time will be charged a \$20 late fee for every 15 minutes past their scheduled pick

up time. Staffing schedules are created based on the time parents indicate on the application. Preschool ONLY children must be picked up by the 3 pm. If there is an occasion that you need a later pick up time please just give a call in advance to make sure staff is available to cover.

Extra Clothes- Children will need at least one if not two extra sets of clothing. We use paint, water, and other items that might get messy. Send children in play clothing that can get messy or stained. Learning is occurring not fashion statements.

ILLNESS- Children who are sick with a contagious illness are not allowed to attend until they are no longer contagious. Children will be sent home with fevers, diarrhea, vomiting, or unexplained rashes. Children cannot return until a full 24 hours have passed once symptoms have ceased. So if your child has had a fever and you give him Tylenol before bed and he wakes up without a fever he can't come to school that morning. NO return until he has gone 24 hours without a fever and without a fever reducer. Your child must be symptom free and medication free for 24 hours. EXCEPT with the use of antibiotics in that case students can return once they are no longer contagious and are feeling back to normal.

Medication- Prescriptions must accompany the original label from the pharmacy indicating the doctor's name, dosage and frequency the medication is given. Written permission with times and dosage must accompany over the counter medications.

Outside-We will go outside daily, rain, snow, sun, sleet, windy just like the mail carriers. EXCEPT when it is dangerous, storms, wind chills or temps that are dangerously high or low. Children must

“Children’s play is not just kids’ stuff. Children’s play is rather the stuff of most future inventions.”

-Mr.Rogers

have appropriate clothing for winter. Warm boots, warm clothing made for outdoor play. NO GLOVES only warm waterproof mittens. There is a saying “there is no bad weather just bad clothing” Outdoor play and fresh air is critical to optimal growth and development. Playing outside is a large component to the Acres of Play philosophy.

Enrollment/Withdrawal- Children accepted into Acres of Play program will have paid the \$100 enrollment fee, filled out an application, read and sign parent handbook, as well as be given a start date and enrollment receipt. Please give a two week notice when withdrawing your child from Acres of Play.

Tuition and Rates- Payment is due as agreed upon at enrollment and stated on the returned enrollment receipt. Tuition is a guaranteed weekly rate regardless of days attended.

There is a \$100 enrollment fee due upon enrolling your child. This fee is to guarantee your child's spot in the Acres of Play program.

Rates-Infants and Toddlers daycare- Full time 5 days a week : \$175 per week/Part time care \$40 day

Preschool age daycare- Full time 5 days: \$165 a week Part time care \$40 day

Preschool only Tuition 1-5 days a week is \$35 a day or \$20 for a half day

Before school care for school age children \$40 a week

After school care for school age children \$40 a week

Before AND after school care is \$80 a week with an additional \$15 a day added for any days that school times are altered such as snow days, half days or delays due to fog. Summer care, Christmas break, and spring break care for school age children will be \$165 a week.

A late payment fee of \$10 will be applied when payment is 3 days late with a fee of \$1 for every day past the 3rd day.

Days Of Operation

Acres of Play will run year round for daycare families while preschool only program will operate Sept-May. Snow days will be determined on a case by case incident. If Charlotte Public Schools close then Acres of Play preschool program will also be closed. In the event Acres of Play decides to close completely due to weather or other unforeseen circumstances parents will be notified in a timely manner. Acres of Play is closed on the following holidays. Christmas, New Year's day, Labor Day, Memorial Day, and the 4th of July. Payment remains the same on those selected dates.

Play is often talked about as if it were a relief from serious learning. But for children play is serious learning. Play is really the work of childhood

Communication- Family communication will occur by multiple ways phone, text, email or instant messages on our FB family page. Individual contact by phone will be made in the event of illnesses. Mass communication will be utilized in the event of any emergency/evacuation type situation. Oral notification will be used for minor incidents, written notification will be used for situations such a fall in the grass. Phone calls will be made for major incidents where medical attention might be needed. 911 will be used in dire emergencies where medical attention is warranted.

Sanitation All staff are trained in the safe handling of all bodily fluids by annually participating in blood born pathogens training provided by LARA. Gloves are always used when cleaning or handling any bodily fluids and all contents will be discarded in a safe and secured trash container located outside of each classroom. Staff use the three step sanitation process as required by LARA, toys are washed weekly, mouthed toys are washed daily and not shared until cleaned, hands are washed frequently and always before meals, toileting, cleaning, etc.

STAFFING All staff are trained in safe sleep, infant/child CPR and first aid, participate in yearly professional development, and are highly dedicated to their profession of early childhood education. Prior to working with children staff have been interviewed, references checked, back ground check completed with an orientation and training in program policies.



Volunteers are welcome and utilized at Acres of Play. Volunteers will never be alone or placed in charge of a group of children. Staff will always be present with the children and the volunteer. In the event a volunteer is present in the facility on a weekly basis an ICHAT background check will be completed.



Licensing notebook- Acres of Play maintains a notebook with all reports, special investigations, and corrective action plans pertaining to the licensing of our program. This notebook is available to all parents during regular hours and is kept in the parent information area. Parents may also visit www.michigan.gov/michildcare .



Staff training- All staff will have 16 hours annually of professional development. These training will be related to early childhood education and will be done throughout the year.



Mandated Reporters- As early childhood educators Acres of Play staff are required BY LAW to report any suspected child abuse or neglect. Staff are to directly report suspected abuse or neglect to the State of Michigan 1-855-444-3911 as well as report to the director and lead classroom teacher.



Emergencies- In the event of a fire staff are required to exit all children out of the building using the safest and closest exit. Staff and children are to meet at the Fence closest to the MSU parking lot. In the event of a tornado warning staff and students will take cover in the inside hallway near the parent information area. In the event the building needs to be vacated and shelter taken outside the building staff and students will relocate inside the MSUFCU building. Staff are trained in emergency situations involving a hostile intruder.

Acres of Play

Preschool -Daycare-Summer Care
Ages birth to 12

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