Welcome to Little Shepherd Children’s Center. Little Shepherd is a ministry of Shepherd of Life Lutheran Church. Our mission is to care for the children of our community by inviting them to experience the gift of God’s grace in a loving Christian environment.

What precious gifts children are and what a wonderful time early childhood is! Your child is learning at an amazing rate. Young children learn to build relationships, learn to move their bodies in the way they want them to go, learn to trust, to share, to use good manners, to be creative, to be a problem solver – the list is endless. We want to partner with you in providing a loving atmosphere that will challenge, stimulate, and encourage your child to be what God has made him or her to be.

This Parent Handbook is designed to let you know about the policies and procedures Little Shepherd Children’s Center has in effect. If you have any questions or concerns, please feel free to call or stop by the office. You will be notified of any changes in policy or procedure by mail or by a note sent home with your child.

**LITTLE SHEPHERD CHILDREN’S CENTER CALENDER AUGUST 2021-MAY 2022**

**\*DATES ARE SUBJECT TO CHANGE\***

**2021**

August 11th Parent Night 6:30-7:30 “Meet the Teacher”. Parents are encouraged to come without children so that the teacher can explain the upcoming school year and parents can ask questions.

August 16th Fall Program Begins “Move Up Day”

September 1st Registration/Supply Fee Due

September 6th **LSCC Closed for Labor Day**

September 24th Johnny Appleseed Breakfast 7:00-9:00 in Fellowship Hall

October TBA Fall Picture Day

October 25th  Pumpkin Contest Week Begins

October 29th Costume Day/ Halloween Parade/Pumpkin Judging/Halloween Parties at Lunch Time

November 19th Thanksgiving Feast 11:00-1:30 in Fellowship Hall

November 25th -26th LSCC Closed for Thanksgiving Holidays

December 6th -10th Christmas Program Practice

December 10th Christmas Program at 7:00 in Church Sanctuary (Little Lambs and Older)

December 17th Classroom Christmas Parties at Lunch

December 23rd-24th **LSCC Closed for Christmas Holidays**

December 31st **LSCC Closed for New Year’s**

**2022**

January 3rd LSCC re-opens

January 10th -14th Silly Week (more details to follow)

February 14th Valentine Parties in Classroom at Lunch Time

March TBA Little Shepherd Children’s Center 20th Anniversary

March 14th -18th Arlington ISD Spring Break-LSCC open

April 14th Easter Egg Hunt/ Class Parties in Classrooms at Lunch

April 25th -29th Teacher Appreciation Week

May 6th Muffins for Mom in Fellowship Hall 7:00-9:30

May 20th Graduation at 4:00 in Church Sanctuary (more details to follow)

May 30th LSCC Closed for Memorial Day

**OUR DAILY PROGRAMS**

Each classroom will spend their days involved in developmentally appropriate

learning centers, instructional times, one on one time with the teacher, indoor

& outdoor playtimes, story times and meal times. It is our goal to provide the

safest and most developmentally appropriate, Christ-centered environment

for your child and family.

**Infant Program (6 weeks-18 months)**

Our infant program is designed to be a home away from home for your baby.

Our desire is for you to feel as though you child is being cared for just as if

you were the one caring for him/her. We will provide a safe, nurturing

environment where all your child’s needs are met.

**Safe Sleep Policy**

Back to sleep for every sleep. To reduce the risks of SIDS, infants should

be placed for sleep in a supine position (completely on the back) for every sleep

be every caregiver until 1 year on life. The infant can not have anything in the

crib but a tight fit crib sheet. If the infant is in a sleep sack his/her hands must be

out and able to move.

**Breast Feeding Policy**

It is LSCC policy to provide a comfortable place with a seat within the classroom,

or the facility that enables our mothers to breastfeed their child. LSCC

encourages the right for mothers to breastfeed and/or provide breast milk

for their child while in our care.

**Toddler Program (18 months-24 months)**

This nurturing environment provides the structure that allows the students to

grow and learn while feeling safe and comfortable. Children are encouraged to

use their words to express their needs and wants. The activities are developed

to create a learning and social experience though play.

**2 Year Old Program**

This is the year of beginning to grow independence, learn manners,

socializing with friends, and most importantly potty training. Your child will spend

his/her days involved in both group and individual playtime. Learning

how to share and socialize with others is given special attention.

**Potty Training Program & Requirements**

Our 2 year old program is where our students are given the best opportunity

and the most resources to master their potty training skills. Children that are

lovingly introduced, taught and encouraged to use the potty. During this

learning process the children are also diapered on an as needed basis.

We understand that learning how to go potty is a developmental stage in

a child’s life, therefore LSCC CANNOT guarantee potty training success for all of its

students. We do believe that with consistency and parent participation your child

will be able to take major steps in the right direction when becoming potty

trained.

All children entering the 3 year old program MUST be COMPLETELY POTTY

TRAINED.

**A COMPLETELY potty trained child is a child who can do the following:**

* Be able to TELL the adult they have to go potty BEFORE they have to go. They must be able to say the words “I have to go potty” BEFORE they have to go.
* Be able to pull down their underwear and pants and get them back up without assistance.
* Be able to wipe themselves after using the toilet.
* Be able to get off the potty by themselves.
* Be able to wash and dry hands.
* Be able to go directly back to the room without any directions.
* Be able to postpone going if they must wait for someone who is in the bathroom or if we are outside or away from the classroom.

**Preschool- 3 Year Old Program**

This is year of educational growth and making friends. Your child will spend their day in both individual and group curriculum time. Activities will include developmentally appropriate leaning centers, circle time, instructional time, indoor and outdoor play and story time.

**Preschool- 4 Year Old Program**

This is year where children blossom in their understanding of print and letter/sound recognition. It is also during this time where children begin making choices and charting their thoughts and feeling. Now that your child has reached the pre-school age there is a greater emphasis on language development, literacy, mathematics, science, social studies, creative arts, social and emotional development

**Kinder Prep- 4 to 5 Year Old Program**

This program is typically provided for the child who turns 5 right after the public school cut off date (September 1st). LCSS recommends that children in this program have completed a Preschool Program. It is our desire to provide our students with a true Pre-Kindergarten experience. Your child will spend their morning involved in structured curriculum taught by their teacher. Student attendance in this class is crucial and will provide your child with the routine schedule he or she will need then moving to “Big Kid School”. This program will focus on mastering language development, literacy, reading, mathematics, science, social studies, creative arts, social and emotional development, and physical health and safety. This is truly a wonderful class to transition your child into public or private school Kindergarten.

**CURRICULUM**

Our religious curriculum is Bible-based and integrated into all aspects of our day. It is reflected in the way our teachers manage their classrooms in the areas of discipline, maintaining order, helping children settle disputes and overall interaction with the children. A chapel service is held each Wednesday at 10:15 a.m. for the whole school. Parents are always welcomed to attend with the children.

**DROP-OFF AND PICK-UP PROCEDUES**

**Hours of Operation**

Little Shepherd Children’s Center is open year ‘round. Our hours of operation are 7am to 6pm Monday though Friday. In order to comply with the TDFFS Minimum Standards for Child Care Centers, Little Shepherd Children’s Center is not allowed to open its doors until 7am. *\*Please refer to the school calendar for important* *dates and closers.*

**Arrival and Departure**

An adult MUST accompany all children when entering the building and to their classroom or designated drop off area. Once in the classroom. Please make sure that the staff member in classroom is aware that your child has arrived. Parents are responsible to check in/out their child at the Brightwheel Station upon arrival and departure. Please when you are picking up your child make sure that a staff member speaks to you when you are getting your child. That way the staff member knows that your child is leaving for the day.

**Child Release Policy**

The parent or designated person must come into the school to pick up their child and make verbal contact with their child’s teacher. If you designate someone other than a custodial parent to pick up your child, that person must be listed on your child’s enrollment from and a valid driver’s license/ID. Children will only be released to person’s who are designated on the emergency contact & authorized pick-up person list on the enrollment form. Staff will ask to see a picture ID and a copy will be made of the ID and kept in the child’s file. Please let your child’s teacher and the office know if someone other than yourself will be picking up your child.

**Verification of legal Custody**- When there is a non-custodial parent it is the responsibility of the parent with legal custody to notify the school. We will not withhold a child from a parent on the request of the other parent without the current certified copy of Temporary Orders, Final Decree of Divorce, Order in Suit Affecting the Parent-Child Relationship, Restraining Order, or Protective Order. We will follow the custody agreements exactly as written. The orders we receive must be certified copies and signed by a judge. In the absences of the court order, both parents have legal rights. It is LSCC policy to not become involved in custody battles and will remain the advocate for the child.

**OUR DRESS CODE AND BELONGINGS**

**Dress Code**

Children should be dressed in clothes that are comfortable and easy to move in. Please keep in mind that Texas weather changes daily so all children should be dressed in weather appropriate clothing. Tennis shoes are the safest footwear for your child at LSCC. Dresses and skirts may be worn, but please have your child wear shorts or bloomers underneath the dress or skirt. Please also remember that we do play with paint and playdough please make sure that is it okay for your child’s clothes to get dirty.

**Extra Change of Clothes**

All children must bring at least 2 sets of extra clothes to school in their backpack or a ziplock bag with your child’s name on the bag. Please include tops, bottoms, underwear, socks and shoes. Teacher’s will help your child change out of the soiled clothing and place the clothes in a ziplock or bag then place it inside your child’s bag. Please make sure that your child’s name is on their extra clothes. LSCC will not wash soiled clothing please be sure that your child has extra clothes.

**Personal Items**

All personal items should have your child’s name somewhere on it. A small blanket and pillow may be brought for nap time. Nap items will be sent home every Friday to be laundered.

Toys and Personal items should be left at home; however, please feel free to bring books, musical CD’s or items that enhance the class. If a personal item should find its way to LSCC the teacher has the right to place it in the child’s bag or ask the parent to take it back home. LSCC is not responsible for lost, stolen or broken items.

**OUR FOOD PROGRAM**

**Breakfast**

LSCC does not provide breakfast. Your child is welcomed to bring breakfast if they are here before 8:30. We do provide a morning snack, but that is not served till 10:00. Please make sure that if you send breakfast with your child that everything has their name on it so it comes home.

**Snacks**

LSCC provides a morning and an afternoon snack for all of the children in the program. The monthly snack schedule is posted on the door to the kitchen. If you would like your own copy, please stop by the office and we will be happy to get you one.

**Lunch**

LSCC does not provide lunch. Please send you child a lunch every day. Their lunch will be kept in the school refrigerator till lunch time. LSCC does have access to a microwave so we can warm your child’s lunch. Please make sure that your child’s lunch can be warmed up in one minute or less since we do have other children’s lunches that need to be warmed. Please let your teacher know if you want the leftovers from your child’s lunch sent home so you can see how much that they eat here at school.

**Special Snacks/Lunches**

Parents are welcomed to bring a special snack or lunch for the whole class to celebrate birthdays or special events in your child’s life. Please remember that all food must be store brought. Also let the office know what day, type of food that you will be bringing so that we can inform all of the parents in that classroom.

**Water bottles**

Please make sure and send a water bottles every week with your child. We are not using water fountains. Please make sure that the water bottle has your child’s name on it and let the teacher know if you would like it sent home everyday or if we can keep it all week and send it home on Friday’s.

**OUTSIDE PLAY**

All children will go outside with their class when scheduled. Please be sure that you send insect repellant and sunblock that can be left here at school for your child. LSCC does not provide either one of these items. We also will not let another child use your child’s. Not everyone can use the same products and can have and allergy to it. Please make sure that your child’s name is on theirs. If the weather is bad outside we will play in the Fellowship hall or in the Narthex(front of the church).

**ENROLLMENT PROCEDURES AND POLICES**

**Admission Policies**

LSCC offers childcare and provides valuable learning experiences for children 6 weeks through 5 years. We strive to honor, support and celebrate diversity of our children, families and staff. Diversity is interpreted in the broadest sense and includes race, language, faith background, family structure, sexual orientation, and economic status.

**Enrollment**

Before your child can attend our center, you must turn in to the office all state and school required forms, payment of registration and supply fee, and a up to date immunization record for your child showing that your child has received all immunizations required be the Texas Department of Health.

**Tuition**

Our Center is a not-for-profit organization, licensed by the Texas Department of Family and Protective Services and the City of Arlington. It is supported by your tuition payments, which are due and payable on Monday of each week. A late fee of $25 will be charged if tuition is not received by Wednesday. Tuition fees are reevaluated annually and are subject to an increase each September 1st. You will receive a minimum of 30 days written notice of any increase. We do off a 10% discount from the lesser tuition for siblings. Tuition can be paid through the brightwheel app by setting up an automatic bank draft or credit card. You can also pay by check or money order payable to Shepherd of Life Lutheran Church. LSCC does not accept cash payments. Returned checks are subject to a $25 service charge. After two returned checks have been received, payment by money order will be required for all succeeding payments.

**Registration Fee**

The annual registration and supply fee is due September 1st of each school year. There is a discount on the fee for a sibling. If your child enrolls in June, July or August, you will pay the fee upon initial enrollment and the next fee will be due September 1 of the following school year.

**Holiday/ Vacation**

Holidays are factored into the tuition amount, so tuition remains the same on weeks including a holiday. If your child is unable to attend due to illness, your tuition is still due. Your child receives two weeks of vacation credit a year. The credit must be used within the calendar year. Please give the office at least a week’s notice that your child will be out.

**Leaving the Program**

If you and your family have come to the decision to leave LSCC, please give at least a two-week notice. That way we are able to stop the billing and make sure everything is up to date on our end and with you.

**Important Dates**

LSCC is a year a round program. The center will close for the following holidays: New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the day after, Christmas Eve and Christmas Day. When a holiday falls on a Saturday, we will be closed the Friday before the holiday. When the holiday falls on Sunday, we will be closed the Monday following the holiday.

**Late Pick-up**

LSCC understands that this will happen from time to time. With that being said please try and get to LSCC by 6:00. There is a $10 late charge for each 10 minutes or fraction thereof for any child picked up after 6:00p.m. After closing hours, any staff member choosing to stay with a child does so as a personal service to the child. The late fee is paid in cash to the staff member who uses personal time after their workday to stay with your child. The late fee must be paid before the child returns to class.

**Emergency Closure**

In the event of sleet, snow, or freezing rain or natural emergency, please go to [www.aisd.net](http://www.aisd.net) or tune into to your local radio or TV station to check the school closing list. We will also send out closure information out via brightwheel messaging and our Facebook Page. We will follow the Arlington ISD schedule for closers, late starts and early dismissals. Should the need arise to close due to any other emergency situation, parents will be contacted as soon as possible to pick up their child. If parents cannot be reached, we will contact your emergency contact person to pick up your child.

**Emergency Procedure**

All staff members are trained in first aid and CPR. In the event of any disaster such as a fire, tornado etc. during center hours, the following procedure will be observed.

1. Teachers will remain with their students and be responsible to see that their class follows all safety and emergency procedures.
2. In the event of damage to the structure, no parent or other adule is to enter the building unless authorized to do so by the Director or emergency personnel on the scene.
3. No child will be released to anyone other than the parents or other authorized person without written consent from the parent requesting the child be permitted to leave the area with another adult.
4. Children will be expected to remain with their teacher and class until released to a responsible adult.

Our emergency sheltering place is in the church building, 725 East Lamar, on the corner of Madison St. next to the fire station. It is equipped with a kitchen and bathroom, and we emergency supplies stored there.

**OUR ILLNESS, MEDICATIONS AND MEDICAL EMERGENCY PROCEDURES**

LSCC is committed to providing a safe and healthy environment for children and staff. Texas state regulations require that each child be checked by a teacher or staff member for signs of illness. Your child will not be admitted to the center if any if the following symptoms of illness are present:

* Cold/Flu symptoms with cough, sore throat
* Fever, Vomiting, & Diarrhea (3 in a row)
* Conjunctivitis (Pinkeye)
* Strep Throat
* Impetigo, Pinworms, Head Lice
* Skin Rash

Pain or other symptoms that don’t allow full participation in normal activities. We ask that you call, email, or send a message though the brightwheel app if your child has a communicable illness. That way we can notify the other parents of the children that your child has been around. Before returning to the center your child must be free of symptoms and fever **without medication for at least 24 hours.** A doctor’s note will be required for re-admittance after hospitalization, broken bone, serious illness that your child missed school for.

If your child becomes ill or injured during the day, the following procedure will be followed:

1. Parent called immediately.
2. If parents cannot be notified, we will contact the person listed by the parent to call in a emergency.
3. If warranted, we will call 911 or the doctor listed by the parent.
4. Sick children are expected to be picked up immediately. We don’t have additional staff available to care for sick children.

If you are in doubt as to weather your child is ill, please keep him/her at home. A day at home may be better than having to leave work or a planned activity in order to pick up your child.

**Over the Counter Medications**

LSCC will not administer any over the counter medications to children without a doctor’s note. All over the counter medication prescribed by a doctor will be treated as a prescription medication. Also please note that any over the counter medication prescribed by a doctor will not be administered to a child as a fever reducer so that the child can remain in attendance for the day.

**Other Non-Prescription Medications and Lotions**

There is no prescription needed for LSCC to apply sunscreen, insect repellent or diaper rash cream. Parents will need to provide any/all the lotions for their child. Please make sure that they are labeled with your child’s first and last name. LSCC does not provide sunscreen, insect repellent, or diaper rash cream. LSCC also will not share with other students in the classroom.

**Prescription Medications**

Anytime a parent asks LSCC to administer a prescription medication, the medication must meet the following guidelines:

* Must be in original package.
* Must have the child’s name on the container.
* Must have dosage measurements.
* Must have dosage times.
* Must have date medication expires.
* Must have the name of the physician prescribing the medication.
* Must never be shared with another enrolled student or sibling.

**Illness**

According to the “Minimum Standard Rules for Licensed Child-Care Centers” provided by the Texas Department for Family and Protective services, an ill child must not be admitted for care if one or more of the following exists:

* The illness prevents the child from participating comfortably in child-care center activities including outdoor play.
* The illness results in a greater need for care then caregivers can provide without compromising the health, safety, and supervision for the other children in care.
* The child has any of the following: (unless a medical evaluation be a health care professional indicates that you can include the child in the child center’s activities)
* Oral temperature above 101 degrees or greater; tympanic (ear) temperature of 100 degrees or greater; axillary (armpit) temperature of 100 degrees or greater; accompanied by behavior changes or other signs or symptoms of illness.
* Symptoms and signs of possible severe illness such as lethargy, abnormal breathing, uncontrolled diarrhea (To clarify “uncontrolled diarrhea”, this is when a diapered child’s stool is not contained in the diaper and/or exceeds 2 or more stools above the normal for that child and a toilet trained child’s diarrhea is causing soiled pants or clothing), 2 or more vomiting episodes in 24 hours, rash with fever, mouth sores with drooling, behavior changes, or other signs that the child may be severely ill.
* A diagnosis by a health-care professional that the child has a communicable disease, and the child does not have medical documentation to indicate that the child no longer contagious.

If your child is sent home with an elevated temperature, your child may not return to LSCC until he/she has been cleared, with written documentation by a medical professional OR fever-free without medication for a continuous period of 24 hours. If your child does NOT receive medical attention and returns to LSCC after being fever-free without medication but continues to show any of the same symptoms (not limited to fever) that he/she was sent home for in the last 48 hours. LSCC will require that he/she be picked up immediately. The child will not be able to return to LSCC without the written authorization from a medical professional. Also, LSCC reserves the right to require any student that does not receive medical attention for an illness to take more then 24 hours of well time at home if, by doing so it benefits the health and wellbeing of the child and/or the students in the class. We understand the need for you as a working parent to return to work, but for the health and safety of all the children at our school, it is important that this policy be followed at all times.

**Pandemic Policy**

**These policies were taken from the Open Texas Checklist for Child Care Centers (revised 7/2/2020)**

**If COVID-19 is confirmed in a child or staff member:**

Contact your local health authority to report the presence of COVID-19 in your facility. Your local health authority will advise you on re-opening procedures.

Contact Child Care Licensing to report the presence of COVID-19 in your facility. Close off areas used by the person who is sick.

Open outside doors and windows to increase air circulation in the areas. Wait up to 24 hours or as long as possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting. Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas. If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection.

**Do not allow employees or children with the new or worsening signs or symptoms listed above to return to work until:**

- In the case of an employee who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared;

**or** - In the case of an employee who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above;

**or** - If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

Do not allow an employee or child with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for health care workers and critical infrastructure workers).

If staff members believe they have had close contact to someone with COVID-19 but are not currently sick, they should monitor their health for the above symptoms during the 14 days after the last day they were in close contact with the individual with COVID-19.

If a parent believes that they or the child has had close contact to someone with COVID-19 but are not currently sick, they should monitor their health for the above symptoms during the 14 days after the last day they were in close contact with the individual with COVID-19.

**OUR POLICES REGARDING PARENT INVOLEMENT, COMMUNICATION, AND SOCIAL MEDA**

Parent involvement and communication is very important to us here are Little Shepherd Children’s Center. We view our relationship with you as a partnership.

**Procedure for Parents Who Wish to Voice Praises, Concerns, or Suggestions**

Parent communication is very important to us. Your praises, suggestions and concerns are what help us run an outstanding program. Parents are always welcome to discuss anything with the school director and are encouraged to schedule a conference. Communication between parents and teachers is highly encouraged, however LSCC request that parent/teacher conversations not impede the supervision of the children. If needed, a parent/teacher conference can be scheduled through the director.

**Procedure for Parents to Visit Little Shepherd Children’s Center**

Parents may visit LSCC any time during our operational hours. For security reasons we ask that all visitors check in at the office before proceeding to your child’s classroom.

**Procedure for Parent Participation**

Parent Participation is healthy for the classroom and for your child. Please speak to the Director or your child’s teacher about how you may best volunteer to help in the classroom.

**Procedure for Visitors, Volunteers, Therapists, or Contractors to Visit LSCC**

For safety reasons, LSCC does NOT allow visitors to enter the school building unless or until they have been checked in by a member of the staff. If your child will be receiving therapy or lessons onsite while at LSCC, please let the Director know by email or speaking with them.

**Policy Changes and Parent Notifications**

By licensing standards, all major changes to our center’s policies must be shared with our families. It is LSCC policy to share these changes via text, email, and/or by written notices.

**Social Media Policy**

Please feel free to post pictures of your child from events here at LSCC. But before you post pictures, please be aware that if other children are in the pictures to block out their faces. Not all parents are okay with their child picture being posted on social media. Also, please remember not to vent on social media, LSCC understands that sometimes as a parent it can become frustrating dealing with things in childcare. If you need to vent or anything please set up a meeting with the director so your concerns can be addressed.

**DISCIPLINE AND GUIDANCE POLICY FOR LITTLE SHEPHERD CHILDRENS’S CENTER**

\*Discipline must be:

1. Individualized and consistent for each child
2. Appropriate to the child’s level of understanding; and
3. Directed toward teaching the child acceptable behavior and self-control.

\*A caregiver may only uses positive methods of discipline and guidance that encourage self-esteem, self-control and self-discipline, which include at least the following:

1. Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior
2. Reminding a child of behavior expectations daily by using clear, positive statements
3. Redirecting behavior using positive statements and
4. Using brief supervised separation or time out from the group, when appropriate for the child’s age and development, which is limited to no more than one minute per year of the child’s age.

\*There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited;

1. Corporal punishment or threats of corporal punishment;
2. Punishment associated with food, naps, or toilet training;
3. Pinching, shaking or biting a child;
4. Hitting a child with a hand or instrument;
5. Putting anything in or an a child’s mouth;
6. Humiliating, ridiculing, rejecting or yelling at a child;
7. Subjecting a child to harsh, abusive or profane language;
8. Placing a child in a locked or dark room, bathroom or closet with the door closed;
9. Requiring a child to remain silent or inactive for inappropriately long periods of time for the child’s age.

Young children are often physically aggressive in nature. They do not have the ability to control their emotions in the same way older children and adults do. They also lack words to express themselves. LSCC does not condone physical harm between children. The staff will do all that is possible to prevent biting, pinching and hitting, etc. However, please understand that the staff may not be able to intervene in every incident. Your child’s teacher will communicate with you to explain the circumstances of any incident involving your child.

Occasionally a child might exhibit persistent negative behaviors that require more attention than our staff is able to provide. In this case the director, teacher and parents will meet together to decide what is the best interest of all parties involved.

Our staff is legally required to report suspected cases of child abuse or neglect. Staff members receive annual training regarding abuse and neglect, and we review this information frequently so that we remain vigilant in our obligation to recognize and report signs and symptoms of abuse or neglect.

Information on child abuse recognition and prevention, community resource that are currently available for help and support and instructions on the process of reporting suspected abuse are available on the parent bulletin board in the hallway. Please feel free to speak with any staff member if you need help or information.

Under the Texas Penal Code, any area within 1000 feet of a childcare center is a gang-free zone, where criminal offenses related to organized criminal activity are subject to harsher penalty.