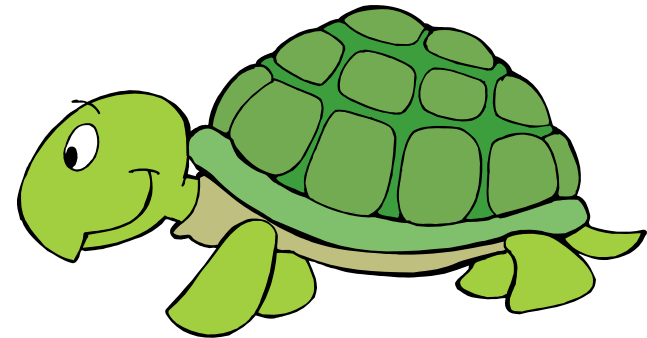
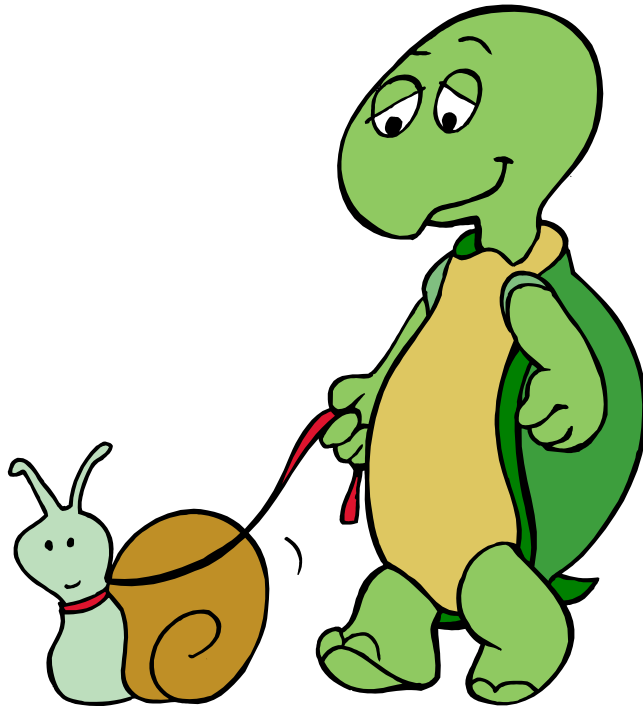


THE SALVATION ARMY  
NURSERY SCHOOL,  
JUNIOR KINDERGARTEN AND  
FAMILY ENRICHMENT CENTRE



TODDLER  
Handbook  
**2011/2012**



The Salvation Army Nursery School  
1320 Gordon St (Box 1146, N1H 6N3)  
Guelph, ON  
N1H 6N3

*"Loving, Learning and Caring for the whole family"*

## Welcome to the Toddler Class

It is our aim to make your child's first school experience a safe and happy one for both you and your child. Toddlers are very unique in how they handle new situations, and each child is special to us. If you have any concerns about your toddler or ideas to facilitate a comfortable start, please let the teachers know. You are always welcome in the program to participate or observe, but keep in mind that sometimes it is overwhelming for young children having too many "big" people around. Please read the article enclosed on Separation Anxiety. The teachers are available after class if you have anything you would like to discuss. We look forward to a wonderful, growing year with your toddlers.

### Meet the Teachers

#### **Mrs. Ann McFaul**

I am looking forward to another great year at the nursery school. I was supply teaching as an inclusion facilitator and teacher before joining the staff full time at the nursery school. This is my third year working in the preschool 2 program. I am pleased to be working with Cecilia Gallo (Pre 2) and Ann Sampson & Alice Meems (Toddlers) this year. I have always had a desire to work with children. I have been challenged and encouraged by where God has taken me in my Early Childhood Education experience. I have worked in different countries at nursery schools and children's programs in Nairobi, Kenya, Scotland and England. I have had the opportunity to work with toddler, preschool starting in my earlier years of teaching. I have a wonderful husband, Arlie and 2 great children, Emily (11) and Evan (7). As a family we enjoy camping, biking, hiking, fishing and playing board games. I enjoy scrapbooking, baking, basketball and biking. In Toronto and in Prince Edward County (near the Sand Banks) I had been teaching in junior & senior kindergarten all day programs. No matter where God has taken me, He has always provided children in my life who are such a blessing and a joy. I am thankful to work with wonderful people and to be blessed teaching your children. Thank you.

## Toddler Curriculum Goals

After confirming that the world and the important people in it are trustworthy, toddlers move on to develop a sense of themselves as separate from others. As a result of these developmental stages, young children who attend group programs are challenged with the task of coping with separation, establishing trust with new adults, and expressing their abilities and individuality. To encourage the development of positive self-esteem, our goals are reflective of the challenges this age group strive to master, and the influence we can have in promoting that mastery.

1. We will ensure a sense of safety and security in the environment
2. We will reinforce attempts to communicate needs.
3. We will support mastery of separation anxiety
4. We will enable autonomy in self-help skills and making choices
5. We will model and guide appropriate behavior skills
6. We will facilitate active exploration and participation, persistence in problem-solving, and focused involvement
7. We will promote the development of the ability to interact successfully with others
8. We will encourage self-expression

(adapted from The University of Guelph Childcare Centre Toddler Curriculum Goals)

## For the health and safety of the children, please remember the following points:

- Please remember to sign your child in and out of the attendance binder each class day.
- Include a labeled change of clothes, diaper, change pad and wet wipes in a backpack and bring each class day.
- Rubber soled shoes with a back are important. No crocs, sandals or backless shoes please.
- Please be considerate when bringing an unwell child to school. It is not a positive experience for a sick child to be at school and the spread of germs affects us all.
- Please let the office know if your child will be absent, and if a contagious illness is the cause.
- Sippy cups should also be clearly labeled if used and given to the teacher when you arrive.
- Remember the importance of confidentiality. If you observe a behavior of concern, direct your comments privately to a teacher. Discussing children in our program with someone other than that child's parent is not appropriate, and we strive to be understanding, accepting and respectful of all.

### Behavior Management

Our Behavior Management Form is reviewed and signed annually by all staff. Adults who volunteer on a regular basis in the classroom are also required to read and sign the Behavior Management Form.

### **Mrs. Ann Sampson**

I have been married for 24 years to my husband Doug and we have three children, Noelle (17), Ezekiel (15), and Tabitha (10).

I was born and raised right here in Guelph and went to the University of Waterloo. I have been a volunteer and supply teacher at Crestwicke Christian Academy for 11 years. For many years my husband and I worked as youth leaders at Crestwicke and we are still in touch with many of them. In fact I have had the pleasure of having their children in the classes at the nursery school. The past 5 years I have been working at The Salvation Army Nursery School as an Inclu-

### **Mrs. Alice Meems**

My name is Mrs. Alice. I have been working as the librarian at The Loft Library for 7 years, but this year I am very excited to be working as a teacher in the Toddler program as well. I love children and ran my own home daycare prior to beginning my work as a librarian.

My husband, Chris and I have two adult daughters, Melissa & Kara, and we are grandparents to Bennett (18 months) and Theodore (1 month).

In my spare time, I enjoy sewing and working with young girls through the Gems program at my church.

I am looking forward to meeting you and your children in September.

### Toddler Turtle Class Schedule (Sept 2011)

- 9:30 Arrival, parents sign-in, free play/craft
- 9:55 Gym Time
- 10:15 Classroom for Circle Time
- 10:25 Wash hands for snack
- 10:35 Snack Time
- 10:40 Free Play and Craft Time
- 11:10 Tidy-up Time and Closing Circle
- 11:15 Departure, parents sign-out

## Allergies

We take allergies very seriously. Please advise teachers of any allergies your child may have. If life threatening and an EPIPEN is required, please complete the appropriate forms and follow the training guidelines we are legally compelled to use.

Peanuts, nuts and dairy have become common allergens. Please respect the serious nature of these allergies and keep these products out of our classrooms. If your child eats any of these food items before attending class, ensure their hands and faces are carefully washed before coming to school.

We thank you for your attention to this important health issue.

## Criminal Reference Check

In the Fall of 1994, The Ministry of Community and Family Services determined that all agencies must have reference checks for employees and volunteers who deal with children and/or vulnerable adults.

If a reference check form was not done at the time of registration, please see the Teacher or Administrator to obtain an application form. This enables you to volunteer in the classroom or go on field trips.

## Diapering Procedure: (Teachers do diapering)

Get child's backpack and a plastic bag to dispose diaper in.

1. Wash Hands.
2. Put child's change pad on change table before placing child there. Use respectful words and explanations at all times with child.
3. Remove soiled diaper and dispose of it in plastic bag and then into covered garbage container.
4. Wash diapered area with baby wipes.  
**Note: Medical form must be filled out by a parent for creams/powders to be applied.**
5. Put clean diaper on child and assist child to wash hands. Take child back to classroom.
6. Disinfect change pad and table.
7. Wash hands in the bathroom sink only.

**NEVER LEAVE THE CHILD UNATTENDED ON THE CHANGE TABLE!**

## Toileting Procedure

1. Supervise & assist child as needed.
2. Assist child with wiping, flushing (if required) and hand washing then take child back to play area.
3. Wash your hands.