

The Infant Room Orientation Package



Dear Parents:

Welcome to the Infant Room! We hope the transition into our program will go as smoothly as possible.

Our program provides all of the food and formula milk for enrolled children. Formula and/or breast milk is supplied by parents and will need to be prepared at home prior to arrival, and in labelled bottles. If your child is drinking formula milk from a bottle, please provide us with an empty labelled one. Breakfast is not provided by the centre however we offer a snack at 9:00 a.m. Our program also provides Vaseline, baby wipes, and a zinc-oxide diaper rash cream, but you are welcome to provide your own creams if you wish. Your baby will need a blanket or sleep sack, extra clothes, and diapers. If your baby has a special sleep toy you are welcome to bring it in for sleep time. Please label all items with your child's name. Blankets/sleep sacks are sent home every Friday for laundering (or laundered at the centre during COVID). Our beds are disinfected and the linens are changed weekly or more often as needed.

Outdoors

Our morning walk/playground time is from 9:30AM-10:30AM so your baby's arrival should be before 9:30AM or after 10:30AM as we are all out of the centre. If you know your child will be late arriving at the centre or will be absent for the day please send us a message on Lillio.

Safe Arrival Policy

When a child will not be attending child care PARENTS/GUARDIANS must:

1. Contact the centre by 10:00 a.m. Parents can send a message through Lillio (formerly Himama). Messages must include:
 - absent child's name
 - date(s) of absence and
 - reason for absence
2. If there are any changes to the child's pick-up procedure it is the parent/guardian's responsibility to communicate this to the child care staff (i.e., someone other than the parent/guardian picking up), through Lillio.
3. Where there are legal custody documents, it is the responsibility of the main caregiver to provide us with a copy of the documents which we will keep on file and follow release of the child/ren accordingly.

Clothing

The infants go outside all year with exceptions for extreme cold or heat and rain. Your infant will have a clothing basket located in their cubby and we encourage you to keep the supplies well stocked. Soiled clothing will be placed in a plastic bag and placed in your child's cubby to go home. We would appreciate you putting incoming clothes and diapers into your child's clothing basket.

Food

Our lunch and snack menus rotate and change from Spring/Summer to Fall/Winter. They are posted on the main foyer bulletin board and on our website. We use high quality, fresh ingredients. Most of our baked goods contain no chemicals or preservatives. If you are bringing your infant into the centre after our scheduled lunch time, please ensure that your child has been fed. Please do not bring your infant into the room while he/she is

eating outside food, as not only will the other children want the food, but there may be food allergies you are unaware of (see Allergy and Anaphylactic Policy attached). We encourage you to try as many foods as possible at home before we offer them here at the centre especially if your family has known food allergies. If you would like us to celebrate your child's birthday, please provide us with a box of white Betty Crocker cake mix and a tub of Betty Crocker frosting for us to make and eat with the class!

Medication

If your child requires medication to be given at the centre we have two medication boxes in our room. Refrigerated medications are stored in a locked metal box in the fridge. The key hangs on a hook beside the fridge below the first cupboard door. Non-refrigerated medications are kept in a metal box in the cupboard above the fridge. The key is hanging on the back of the cupboard door.

LookSee Checklists

The LookSee Checklist is a developmental screening tool that can help us track your child's development. It can help us determine if your child is developing typically and alert us to milestones they might be missing. Each checklist also comes with an infographic that suggests activities you can do with your child to help them reach those targets.

The infant checklists are done every three months: six months, nine months, twelve months, fifteen months and eighteen months. The infant teachers will complete a checklist on your child according to his/her age. Parents will then be asked to review, date, and sign it. The checklist will be kept in your child's binder located in their cubby. Parents are welcome to discuss any concerns you may have regarding your child's developmental checklist.

If you would like more information on the checklists or would like to see them yourselves, please go o <https://lookseechecklist.com/Default>.

Learning Through Sensory Play

Sensory play has an important role in development. It allows babies to safely explore using any combination of their senses in creative and spontaneous ways. Babies are designed to explore the world via their senses – that's why babies touch everything and put things in their mouths! It is important to remember that sensory play isn't all about touch; it is about the other senses too.

Recent research suggests that sensory play plays many important roles in the development of babies' brains and bodies. It stimulates brain growth and cognitive development, increases fine motor and gross motor skills, fosters positive social interaction and cooperation, and promotes creativity and self-discovery – but most of all, sensory play is just plain fun!

<https://www.whattoexpect.com/first-year/play-and-activities/sensory-play-activities-babies-toddlers>



Teething

Teething is when your baby's first set of teeth start to appear. Caring for your baby's teeth begins as soon as the first tooth peeks through your child's gums. Healthy teeth are an integral part of

your baby's overall health; they will help your baby chew and eat properly, learn how to speak, and they hold the place for the future permanent teeth. Teething can be a tough period both for babies, who feel the pain, and parents who witness it. Your baby may cry and drool more than usual, may be agitated and cranky. They may sleep poorly while teething. However, most babies seem to get through teething without any symptoms.

The first tooth usually appears at about 6 months. Every child develops at a different pace, so do not worry if your child's teeth appear as early as 3 months or as late as 12 months

Signs and symptoms: Swollen or red gums, a desire to chew on solid objects, drooling - which may begin about two months before the first tooth appears, crankiness, irritability, or bad temper.

How to ease teething pain: Offer BPA-free teething toys, chill a damp washcloth in the fridge (not the freezer), and let baby chew on it; massage gums with a clean finger or a damp cloth; or give Infant Tylenol, according to a doctor's advice and the package instructions.

Seven Common Myths about Teething:

- 1.) Teething causes fever
- 2.) Pulling ears is a sign of teething
- 3.) Amber teething necklaces work
- 4.) Teething gels are safe
- 5.) Teething is always hard
- 6.) Rubbing brandy on the gums works
- 7.) Teething causes diaper rash

www.aboutkidshealth.ca/En/HealthAZ/HealthandWellness/DentalCare/Pages/Teething.aspx
www.todaysparent.com/baby/teething/7-teething-myths/

Toy Disinfection

It is important that toys are washed and disinfected to help reduce the spread of germs. Mouthed toys are washed immediately, highchairs and tables after each use, and all surfaces and large toys wiped down daily.

Your Child's Binder

Included in the binder will be your child's:

- Daily sign in and out sheet – it is very important that parents fill out this sheet every day because it not only is a Ministry regulation but it also gives your child's teacher a glimpse of how your child's night and morning was so that we can provide the appropriate care during the day
- LookSee Checklist – checklist will be completed by staff then it will be reviewed, dated and signed by parents
- Infant Routine Care Practices– this will be reviewed by parents every three months as per the City of Toronto's Quality Assessment Improvement Tool requirement.

The Lillio Program

The Lillio program allows teachers to input daily information for each child using a tablet. This program also allows us to send photos in real time, so that parents are able to see what their child is doing in the classroom. Parents can also send a message or a comment through their Lillio app and will receive a daily report once the child is checked out at the end of the day that lists:

- Meals
- Diaper changes
- Daily activities/ELECT skills
- Sleep times/sleep checks
- Supplies needed
- Health concerns/injury report

We love the program and know that you will also love being able to stay connected to your child throughout the day and share in all the wonderful moments of their childcare experience.

ELECT Document and our Program Plan

The ELECT document (Early Learning for Every Child Today) is a tool that we use when we are programming for children in our classroom. This tool has five domains of development: **Social, Emotional, Communication, Cognitive, and Physical**. Each age group has their own set of domains that are developmentally appropriate.

You can find our program plan posted inside our Infant classroom along with a copy of the ELECT document. We are always willing to help you better understand how we program for the children on their interests and skills, and how we incorporate the ELECT document to support the development learned through our activities.

How Does Learning Happen (HDLH)

HDLH is a professional learning resource for those working in child care and child and family programs. It supports pedagogy and program development in early year's settings and is shaped by views about children, the role of educators and families, and the relationship among them. It is meant to inspire critical reflection and discussion among those who work with children and their families in early year's settings. It includes goals for children, expectations for programs and questions for reflection that provide a starting point for thinking about the types of environments, experiences, and interactions that bring out the best in children, families and educators.

As educators we strive to offer the children the best opportunities and head start on their path through learning, growing, and developing.

<https://files.ontario.ca/edu-how-does-learning-happen-en-2021-03-23.pdf>



Zero to Three

Zero to three is a non-profit organization that works to ensure all babies and toddlers benefit from the early connections that are critical to their well-being and development. Its main purpose is to connect educators and parents with resources, research and the tools they need to truly make a difference in the life of a child.

For more information please visit

www.zerotothree.org

As early educators we also strive to provide parents with the right tools to better meet their children's needs, which is why we have resources available outside our infant room door. Please feel free to take what you need, ask questions, and request feedback at any time.

As a team we are thrilled that you have chosen us to share in the growth and development of your child. We are always available to talk, give suggestions, or help in any way we can. We look forward to working as a team on your child's journey in child care.

Sincerely,

Infant Room R.E.C.E. Teachers

N'Sheemaehn Child Care Centre

INFANT ROOM DAILY SCHEDULE

7:30 a.m.	Centre opens. Staff on duty to prepare the days materials, fold and put away laundry, set up room.
7:30 a.m.	Greet children and parents/guardians Informal health check of children Free play (self directed activities in the playroom)
8:30 a.m.	Teacher planned activity –i.e. cognitive, language, motor, music, dramatic play etc. (See posted program plans for specific activities) Diaper changes
8:45 a.m.	Snack (see menus on parent info. Board in main foyer)
9:15 a.m.	Diaper changes continued
9:30 a.m.	Walk for non walking infants, playground for older infants. Gross motor room during inclement weather
10:30 a.m.	Return from outdoor activities and undress infants Diaper changes Bottle feedings if needed Sleep time for some infants Free play and or Teacher planned activities (see 12:15p.m.) may begin
11:00 a.m.	Lunch/feedings for junior infants on strained foods*
11:25 a.m.	Lunch for senior infants on table foods *(see menus on parent info. Board in the main foyer)
12:15 p.m.	Teacher planned activity-i.e. sensory, creative etc. (see posted program plans for specific activities) Diaper changes Bottle feedings if needed Sleep time for some infants
2:00 p.m.	Diaper changes Free play
2:15 p.m.	Walk (for some infants)
3:15 p.m.	Snack for senior infants (see menus on parent info. Board in the main foyer) Bottle feedings and or strained food for junior infants*
3:30 p.m.	Free play or gross motor room if unable to go for walk at 2:15 due to inclement weather Diaper changes (children changed into “go home” diapers according to pick-up times) Sleep time for some infants
4:00 p.m.	Teacher planned activity-i.e. sensory, creative etc. (see posted program plans for specific activities)
5:30 p.m.	Tidy up time begins
6:00 p.m.	Centre closes (\$1.00/minute if you are still in the building and/or are late)

Alternate feeding times/sleep times based on the individual child’s schedule

Checklist for the First Day:

- ☐ Blanket-To be kept and laundered at Centre
- ☐ Extra clothes (at least 2 complete seasonal sets)-In a back pack or bag that can be wiped done
- ☐ Indoor shoes to be kept at the Centre/Outdoor Shoes that will travel back and forth
- ☐ Diapers-If child is not toilet trained
- ☐ Labeled water bottle to remain at Centre-Washed daily
- ☐ Clothing for outdoor play (suitable for the weather)
- ☐ Completed registration package with medical form or copy of child's immunization record + Looksee checklist
- ☐ Labelled bottle of sunscreen (seasonal) if opting out of what the centre provides
- ☐ Six post-dated cheques for monthly fees if subsidized and/or not wanting to enroll in Preauthorized Debit option