

GENERAL QUESTIONS ASKED ABOUT GOOD SHEPHERD CENTER

Is Good Shepherd Center Licensed?

GSC has been in operation for over 25 years and is licensed by the State of Iowa. Our license is posted by the front door of the building.

How many children is the center licensed for?

Our maximum child occupancy for the facility is 81 children. This limit is never exceeded.

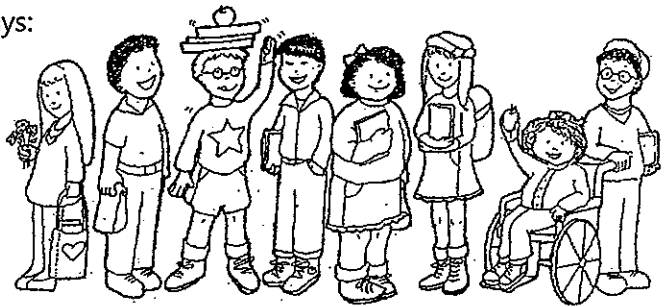
What hours is the center open?

GSC is open from 7:15 a.m. until 5:45 p.m. Monday through Friday.

Does GSC close on holidays?

The Center is closed for the following holidays:

- Labor Day
- Thanksgiving (2 days)
- Winter Break (1 week)
- Martin Luther King Day
- Memorial Day
- Independence Day



What are the tuition fees?

Monthly tuition fees differ according to what room your child is enrolled in.

- Purple Room 1 & 2 (6 wks-12 mo.)...\$1090
- Red Room (12 mo.-18 mo.).....\$1090
- Yellow Room (18 mo.-27 mo.).....\$995
- Green Room (2 years old).....\$995
- Orange Room (3 years old).....\$960
- Blue Room (4 years old).....\$890
- After School Program (to age 9).....\$350

What is the deposit fee? Registration fee?

The deposit is required to hold your child's position and is one half of one month's tuition. The deposit is refundable upon your departure from GSC when the Center is notified in writing at least 30 days in advance. The one time, non-refundable registration fee of \$50 is required at the same time the deposit is paid.

When are the fees and tuition due??

The deposit and registration fees are due at the time of enrollment. Monthly tuition fees are due by the 5th of each month for that month's care.

What is Title XX?

Title XX is financial government assistance for families who qualify. GSC has allotted a certain number of spots in the Center for Title XX and when those are filled, we do not take any more. That is to ensure we can keep our budget balanced.

What is the required paperwork?

Upon enrollment at GSC, you will receive a packet of paperwork that must be completed before your child's first day. The paperwork will include information about your child and your family that will be kept in your child's file at GSC. Included in this paperwork is a current physical examination and immunization record, along with release forms. Every time your child gets new immunizations, we need an updated immunization record to remain licensed. **Your child will not be permitted to begin at GSC until we receive an immunization form and a physical form signed by the physician.**

How many children will be in my child's class?

The maximum number of children per classroom is as follows:

- Purple 1 & 2.....9
- Red.....9
- Yellow.....12
- Green.....12
- Orange.....12
- Blue.....12
- After School.....12

What is the staff to child ratio?

GSC offers a better ration than the state requires. The staff to child ratio varies according to the age group.

- Purple 1 & 2....1:3
- Red.....1:3
- Yellow.....1:4
- Green.....1:4
- Orange.....1:6
- Blue.....1:6
- After School.....1:12

What training does the staff complete?

Staff are required to complete training in child CPR and First Aid, Child Abuse Reporting, Universal Precautions (sanitary practices), and 10-20 hours of Professional Growth trainings annually. GSC also sends many of our lead teachers to state and local conferences dealing with early childhood education issues. We are fortunate to have many teachers with degrees.

Are conferences available with Lead Teachers?

Upon enrollment at GSC, your family will get to meet your child's lead teacher to discuss room policies, activities, and any other questions that you may have. Conferences are scheduled annually, usually when your child is ready to transition to another room. Conferences may also be scheduled at any time by the parent, teacher and/or director.

Are parents involved in activities at the center?

Parent involvement at GSC is strongly encouraged and welcomed. You are welcome to visit the Center often for meals or other times throughout the day. Children and teachers enjoy having parents accompany them on field trips. If you have a specific interest or activity that you would like to share with your child's class, please let your child's lead teacher know. Parents are also encouraged to participate in Center fundraising activities, potlucks, celebrations, and monthly Board of Directors meetings.

What will a typical day be like for my child?

Each room has its own age-appropriate curriculum that follows a schedule of weekly themes. Lesson plans are completed weekly and available in each classroom. The teachers plan a balance of activities designed to stimulate cognitive, gross and fine motor, art, language, and pre-kindergarten growth.

After children have arrived and had breakfast, each room has circle or group time with their lead teacher. Morning activities may include, but are not limited to, learning centers, art activities, reasoning and language building, grouping and counting skills, and early literacy activities. Usually they have gross motor time in our playroom. Outdoor play time takes place before lunch, weather permitting. After lunch, rooms may do an activity and then get ready for rest time by making their rest cots, toileting (diapering), and book reading. When the children are through resting, they will have an afternoon snack and begin afternoon activities that typically include a group art activity, center play, and outdoor time.

When and what meals are provided?

GSC participates in the Child and Adult Care Food Program (CACFP), a division of the United States Department of Agriculture (USDA) which mandates child nutritional requirements and reimburses us for a portion of our food expenses. The Center provides breakfast at 8:30 a.m., lunch at 11:30 a.m., and snack at 3:30 p.m. Children with food restrictions or allergies will be accompanied as much as possible; however, parents may be required to bring alternatives and supplements for their child's meals.

When are naps taken?

Infants will take naps throughout the day as needed. The other rooms have rest time from approximately 1:00 p.m. until 3:00 p.m. Children do not have to sleep, but will be required to rest quietly on their cot during rest time.

How often do children play outside? What duration?

Children play outside, weather permitting, at least two times a day. Outside play times will last from 15-30 minutes. Classrooms occasionally take short walks to a nearby park and parents are notified prior to going. Please make sure to provide the appropriate clothing for your child during all seasons.

Do children take fieldtrips?

Field trips are scheduled throughout the year for children in the Green, Orange, and Blue Rooms. Children may take the bus, walk, or be transported with volunteer parent drivers. The Toddler and Yellow Rooms have also taken a yearly trip to the Pumpkin Patch. Permission forms will be posted for the parents to sign prior to the day of the trip. Infant, Toddler, and Yellow Rooms may take short walks near the Center, however children will not be permitted to leave the Center without written parent permission.

How often do the children watch videos?

During bad weather or special occasions a video may be offered. Children do not have to watch videos and will be offered an alternate activity. Videos are from GSC's video collection or may be checked out from the public library by teachers.

What other activities does the center provide?

GSC sponsors three additional programs for various age groups, Music and Movement is available to all GSC children once per week and includes singing and dancing activities. KinderSpanish is available, at an additional cost to parents, twice a year to Green, Orange, and Blue Rooms. The program teaches early Spanish language skills. Gymnastics is also offered twice per year, at an additional cost to parents, and is offered to Orange and Blue Rooms.

What discipline method is used?

It is the practice of GSC to establish clear, consistent, and appropriate limits on behavior. Inappropriate behavior is generally dealt with through positive re-direction. If this not effective, the child may be removed from the situation for a brief amount of time in order to calm down and re-establish inner control. If the problem behavior continues, the lead teacher will discuss options with the child's parents.

Does GSC take school age children on no school days?

GSC will take children on no school days. We will get a substitute to cover the room. You do not have to be enrolled in our after school program to use this service, but we must have paperwork on file. There is a charge of \$45 a day for this service. We have a maximum of 12 children on these days.

What happens if there is bad weather?

GSC takes the safety of the children and staff very seriously. We try to make a reasonable decision. We will make the decision by 6 a.m. and will put it on the local television stations, our website, the answering machine, and the radio. We will take into account the fact of getting staff here safely. If we don't have enough staff, we cannot comply with ratios and would have to close. We occasionally have a "late start" (typically opening at 9:30) so that the roads can be cleared and staff and children can arrive safely. We will make every effort to stay open.

What am I required to bring for my child?

Parents are required to provide diapers, wipes, ointments, medication, extra clothing, bedding, appropriate outdoor wear, bottles (if applicable), formula if it is different than what GSC provides, and any jarred baby food.

What if my child is ill?

Children are considered "ill" and will be required to leave the center if: they are running a fever of 100.4 or higher, vomiting due to illness, having diarrhea (excessive to the extent that it is requiring constant staff need), or are unable to participate in the GSC program due to illness. Parents will be notified when it is determined a child is unable to stay at the center. We understand parents have work commitments and we allow parents an hour (after our call) to make arrangements to have the child picked up. Children are allowed to return to GSC when they are symptom free for 24 hours **without** the aid of over the counter medications. It is important for parents to share information with GSC about a child's illness so that we can keep staff and other families aware (in the case of strep throat, conjunctivitis, etc).

Who owns GSC?

We are a non-profit organization that is governed by a parent Board of Directors. We encourage parents to become involved and maybe even taking a turn on the board.

Does GSC provide a preschool program?

GSC is a wonderful place to get a great preschool education. We take the opportunity to educate your children very seriously. The children here are fortunate to get a full day of learning. At age 2 we start providing a preschool environment. We find our children are well prepared by the time they start school. If you would like to see our preschool curriculum, please ask the office for a copy.

How does GSC make money?

Tuition and fundraising are our main sources of income. We try to make the fundraising easy and fun. Occasionally we may do one big fundraiser to help with our budget. We never require you to get involved, but ask you to remember that we are a non-profit organization and the more people that help, the more stable our center is. We also participate in SCRIP. You can order all the gift cards you may purchase from any store, but a portion of the card will come back to the center. It is a great way for us to make money without having to purchase anything extra than you normally would. Some people get their groceries or home improvement store items this way.

Remember: *We want the experience for both you and your child(ren) to be exceptional! We pride ourselves on a great reputation with the education that we provide and the "family" atmosphere that is present. We ask you to get involved in some way so that you get a chance to really know the people that work at GSC and the children (and their families) in your child's classroom. Investing in your kids.....that is what we are about! Thank you for the opportunity to provide for your child(ren) by trusting us to give the care and attention that they deserve!*