**The Growing Tree**

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 **INFANT PROGRAM INFORMATION**

Thank you for your interest in the infant program at The Growing Tree.

 Our group size is limited to 4 children per teacher for children

 6 weeks old to 12 months old.

Our staff uses the Creative Curriculum to plan developmentally appropriate activities. The classroom environment includes an area for small group activity time on a carpeted area, a wide variety of age appropriate materials for play and discovery, and separate area for nap time and feeding. As weather conditions permits, children are taken outdoors daily for a walk.

The teachers provide a daily information sheet to each parent at the end of each day, which includes information on diaper changes, progress, meals, snacks, activities, and a special note about the child’s day. The Growing Tree has an open door policy (parents are welcome to visit or call any time throughout the day).

Please feel free to schedule a tour of our facility so that you may meet the Director and the infant staff and ask any questions you may have about the infant program.

Thank you!

The Growing Tree Infant Room

**Individual storage bins are provided for each child in the infant room. Parents can store extra diapers, clothes, food etc… in their child’s bin.**

**Please always remember everything that is brought into the center needs to be labeled. Namebubbles.com offers a variety of water proof labels for a great price. This makes it much easier for parents and also the staff on labeling items on a daily basis.**

 **Things your child will need in the infant room:**

1. **Bottles-** An individual bottle for every feeding with milk/formula is required. All bottles and **caps** must be clearly labeled with your child’s name or initials. Bottles must be brought in already made/mixed.
2. **Binky-** If your child uses a binky, please provide 2 LABLED binkies (a back up one just in case) for us to keep at school. If one gets sent home be accident, please be sure to return it the next day again. Binkies will be sent home on a regular basis (and more frequently for a sick child) to be boiled/washed and are to be brought back the following day. Short binky straps/clips must be provided for each child.
3. **Crib sheets-** The Growing Tree will provide sheets for your child during his/her stay in the infant room. We also suggest bringing in a labeled blanket for your child. It will be sent home to be washed at the end of each week. The Growing Tree will launder all crib sheets, cloth toys/books, and bibs on a weekly basis.
4. **Diapers-**  Please provide the caregivers with a sufficient amount of diapers for your child. Packs of diapers will be stored and used as needed. Please refer to your child’s daily sheets to see when he/she will need more diapers. All diaper packages need to be labeled**.**
5. **Diaper cream-** All diaper cream is treated as a medicine and therefore will not be put on your child unless you sign the form in the enrollment package. You must provide diaper cream for your child and be sure that it is clearly labeled. Remember to please look at expiration date.
6. **Wipes-** Please send in the wipes of your choice. PLEASE MAKE SURE THEY ARE LABELED.
7. **Sunscreen-** Parents’ of children over 6 months of age must sign the permission slip in the enrollment package to administer sunscreen. You will need to provide a sunscreen bottle for your child which needs to be clearly labeled. You can also provide a hat which can be left at school for your child to wear on outdoor walks. Please check expiration dates on the sunscreen.
8. **Food-** All jars of baby food need to be individually labeled with your child’s name. All containers for food also need to be labeled. If a container needs refrigerated or heated, please let your child’s caregiver know so she may place it in the refrigerator. Older infants are encouraged to bring finger foods for lunch and snack.
9. **Bibs-P**lastic / cloth bibs will be provided by The Growing Tree. They are hand washed daily and machine washed every week for plastic bibs and machine washed after soiling for cloth bibs.
10. **Socks and shoes-** Once children start walking, please provide a pair of socks and shoes.
11. **Medication-** Medication will be given ONLY when it is signed in by a parent on that morning. ALL MEDICATION needs to be in its original container/box, have your child’s name on the prescription or written on the label if it is non- prescription. And be entered in the medication log or if something is not in accordance with our other medication policies, we will not administer the medication. Always please check expiration dates.
12. **Change of clothes-** Please provide at least 2 complete weather appropriate changes of clothes for your child. Please include oneies ( if you use them ), an outfit of weather appropriate tops and bottoms and socks. These may be kept in your child’s bin by his/her bed. If your child uses one of the outfits, please be sure to replace it with another outfit so he/she always has some spare clothes.
13. **Diapers bag/ bottle bag-** Please provide a bag which can be packed every day with empty bottles, your child’s daily report and any changes of clothes or other things that may need to be sent home. In the morning, please unpack your bag, putting bottles/food in your child’s designated space in the refrigerator. This is also the time to fill out your child’s report about his /her night and talk to your child’s caregiver.
14. **Daily Health Checks**- Daily health check will be done on each child every day. If the caregiver does not think that your child is well enough to be at school, you will be asked to take your child home. This is for the health and safety of all the other children and staff in the room. Please refer to our complete list of health policies if you have any questions.

 **WELCOME TO THE GROWING TREE**

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**The Growing Tree Location and Information**

Email: growingtreetour@gmail.com

**The Growing Tree**

106 West Point Dr., Suite 4
Greensburg, PA 15601

Phone: (724) 832-1180

**The Growing Tree II**

371 Frye Farm Rd
Greensburg, PA 15601

Phone: (724) 539-8909

**The Growing Tree III**

Founder's Hall
145 Pavilion Lane
Youngwood, PA 15697

Phone: (724) 858-5103