

Dear Parents,

Welcome to the Days of Discovery Nursery! We are honored you have chosen us to provide care for your infant while you are working. We would like to familiarize you with a few of our caregiving routines and policies, in order allow us to work together with you, the parents, to provide the best possible care for your baby.

Here are a few items to keep in mind:

- Bottles (formula) must be labeled with your child's first and last name, and the date of preparation. Formula may be stored in the center for no longer than 24 hours.
- Breast milk must be labeled with your child's first and last name, and date the center receives it. It may be stored in the center no longer than 24 hours. Frozen breast milk may be provided and kept in our freezer, labeled with your baby's full name and date of receipt. Frozen breast milk may be kept at the center for no longer than two weeks.
- Baby food is to be supplied by the parents. When your child starts transitioning to table food, the center will provide child-friendly snacks and lunches. Whole milk is also provided by the center when your child is no longer drinking formula.
- Diapers are checked every two hours, or more often, if indicated. Diapers are provided by the parent and kept in your child's drawer. Extra diapers may be kept in your child's bin next to his/her crib.
- Change of clothing should be kept here and should be checked frequently for appropriate size.
- The staff will record daily activity and caregiving routines on the infant daily sheet. Please take this home with you each evening.

Our center utilizes *Creative Curriculum for Infants and Toddlers* when planning activities for the children. The age of the children in the nursery can range from 6 weeks to eighteen months. Activities are planned based upon the observation of the developmental milestones the children achieve, and are aligned with Ohio's Early Learning and Development Standards. We will focus on all domains of development, such as:

- Physical: Healthy foods and hand washing.
- Emotional: Opportunity to develop attachment and expression of feelings.
- Social: Attachment with caregiver and developing interactions with others.
- Motor: Opportunities for both large and small motor development, like 'tummy time', crawling, taking steps and learning to feed oneself.
- Language: Understanding and expressing language from babble and coo, gestures, and first words.
- Cognition: Opportunities for problem-solving and attention.

We welcome the opportunity to answer any questions and share your child's accomplishments. You may find it easier to communicate through e-mail. Our e-mail address is

nursery@daysofdiscovery.com. We share newsletters, menus, and lesson plans by email. Please make sure we have your e-mail address so we can keep you up to date with our current events. You can also find more information about our center and any forms you may need at www.daysofdiscovery.com.

Thank you for sharing your child with us!