

THE COTTAGE GARDEN

PARENT HANDBOOK



Dear Parents,

We would like to warmly welcome you all to our home and our Waldorf Early Childhood Program. Our Handbook is revised annually, so we hope those of you with copies from previous years will all take time to read it through again. There is a Table of Contents to help you find topics easily.

Inside, you will find what inspires and motivates us in offering this program to you and your children. You will find the ethical, the practical and the wonderfully enjoyable parts of it all. We feel honored to be engaged in this work and to offer your children days filled with intention, grace, joy, respect, song, story, nutritious food and most of all, love.

We are looking forward to another wonderful year with all of

you.

With many blessings,

Celia & Barbara

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OUR PHILOSOPHY

Waldorf Education – Waldorf Education stems from the philosophy of Rudolf Steiner, called Anthroposophy, which holds that there is spiritual wisdom living within each human being, and that this wisdom is intrinsically connected to a spiritual wisdom living within the entire created world and the universe beyond it. He taught a path of individual development, linking our human world to the worlds of nature and of spirit. He primarily taught this through the professions, to people who came to him with questions about how to make their work more meaningful for themselves as well as for others. Out of his offering, a spiritual-human path began to be developed for farmers, doctors, priests, artists, educators, and others.

This philosophy, as well as the work developed by others who have been inspired by it over the past century, guides all our endeavors. It lives in all that we do with and for the children—from the room set-up and the materials provided for their play, to the food we eat, the stories and songs we choose and how we carry ourselves in front of them. They are imitative beings, and we feel that we must present as well as be what is worthy of imitation.

Waldorf education can first be understood by observing the developmental stages in the life of human beings. The first stage is from pre-birth to age seven, and this is the stage with which we primarily work. We believe that children come from the spiritual world to the earth with an individual purpose, an individual gift to be developed and offered to the world. We believe they choose you, their parents—biologically, or otherwise—to help them begin to learn their life lessons. They arrive unfinished. Just as they, in-utero, are developing their organs and bodies, so they continue in another kind of development until the age of seven. Essential to this developmental stage are the senses. Young children need to be protected and given the opportunity to have life experiences they can make “sense” of.

They take into themselves what they meet in the outer world through their senses, and as taught by Rudolf Steiner, we have twelve in which to develop our individualities. In early childhood education, we work more strongly with four of them: touch, life, balance, and movement.

We would like to share some examples of what we mean by these four senses, how they work together and how we try to offer the children a healthy experience of them.

- **Touch** – Why do children touch everything, not only with their hands, but also with their mouths, their eyes, their feet, and sometimes by rolling around on things with their whole bodies? They do this because it is how they discover where

they are, where they end, and the other or the world begins. We primarily offer them toys made from natural materials, handmade with love and intention.

Their bedding is made of organic cotton sheets and down blankets. When they touch something here at The Cottage Garden it holds a truth in it, it is real, genuine, and that helps the children come to know the living world around them. It helps them incarnate into their bodies in a balanced way.

- **Life** – This is a mysterious sense. We often only get an inkling of this it when we do not feel well, when our sense of life is “off.” What we try to provide, is a place where the children’s burgeoning sense of life is supported and well fed. We keep them warm; we feed them simple, nutritious, organic food; we sing and tell them stories about their world; we hold a rhythm of outer activity and inward quiet that pulses through our days. All these things support a healthy sense of life. Toilet training becomes easier when their sense of life is in balance.
- **Balance** – We all wish to have balance in our lives. With the young child we try to provide lots of physical experiences of finding this sense for themselves. As they find it on the rocker boards or on the balance beam, their growing sense of it becomes integrated into their bodies and supports them. They are then confident enough to climb a tree or jump off a step or a log. When the intense growth and physical activity of early childhood tapers off, their physical achievements will have educated them to pursue achieving other capacities. They will more sturdily, more confidently begin then to perform the balancing acts of their souls. Along with these activities, the social skills of sharing, of waiting their turn, also help the children towards this end. Learning modulation in their eating and their speaking as well, works upon the development of this sense, as well as on the following one.
- **Movement** – Children need to have lots of self-motivated, free movement time, using their little limbs without interference or adult direction. This occurs in their outdoor play through activities such as climbing, running, jumping, and rolling. In their indoor play, they work at developing a different aspect of movement. Through the movements of picking up and carrying objects, their small motor skills are being developed for future writing, artistic and work-related skills. Learning to negotiate their direction in crawling and walking towards the things with which they want to play or to the people they love, in the space

they share with others, they discover where they are in space and their own body geography.

Our Curriculum/Creative Free Play – One of the premises of The Cottage Garden Curriculum is that self-motivated play is the most important part of their morning; it is their work and the way that they learn about life and its many wonders and struggles. In a way, it would be easier to have activities planned for every moment of the morning. The children would always be occupied with a teacher-directed activity and many more artistic items would come home. We do not feel, however, that this would be in the children's best interest. They need to be left free to take in the world through their four developing senses. They need to play so that they can learn about socializing, sharing, taking risks, role modeling for each other and resolving conflict. These are all worked out and explored during free play. We are, of course, there to help them navigate this territory, mainly by offering them re-direction and a helpful imagination in which to engage. Children from birth to three need space and time. We are offering slow childcare at The Cottage Garden. While one adult may be sitting amid the children, they are left to move freely about the room, explore all the toys and discover each other.

Rhythm – Our time together has a rhythm all its own. There is a daily, a weekly, and a yearly rhythm, with seasonal festivals and birthday celebrations being woven into it. Young children do not have the same sense of time that we do as adults, so any activity that can be done in a slower and more rhythmical way will be helpful for them. They will develop a confidence in themselves and in the world through knowing what to expect. When the outer structure is secure and strong for them, they are left free to play, to explore and to learn about the world. Every day will have repetitive rhythms that the children will come to know, with transitions between activities guided by songs such as our tidy-up song, our washing hands song, and the blessing we sing before our meals. Life is full of natural rhythms—polarities, if you like—such as breathing, day and night and the progression of the seasons. Because young children live more closely with natural rhythms, they are very comforted by the simple rhythmical activities we create for them.

Imagination – It is our role as the children's teachers to help facilitate their play as well as to provide them with imaginative, living pictures. Personification, for example, used in story or song, brings them into the living picture as well. Children have walked around the garden in spring, with one of us singing: "My Lady Spring is dressed in green, she wears a primrose crown, and all the little

buds and twigs are clinging to her gown." Their wonder, expressed through sight and touch as well as their sweet little voices, make the garden a wonderland. As they grow older, the ability to imagine provides an evolving basis in developing the capacity to think creatively—to see creative life at play within the visible structure of the world and to know themselves as a part of this life, and this life as a part of them.

Discipline Policy - At The Cottage Garden, we take many measures to prevent behavioral problems. Our goal is to support the development of self-discipline and self-care within each child as well as to help them in developing social skills, particularly, empathy. It is not helpful to require them to "be nice;" they must also be given the opportunity to understand the feelings, thoughts, and intentions of others as well as their own. Our ongoing professional study and inner work, as well as our own developing self-discipline and empathy, bring us an understanding of childhood development and realistic expectations for the children. Redirection and pedagogical storytelling will be used to guide children from behaviors that are not acceptable towards behaviors that we wish to encourage. We try to tell the children what they may do rather than what they may not, by describing what we want to see them doing. For example, if the child was pushing a friend we might say: "Those hands are so strong they need some work to do. Come help me load up the trucks with sand to help the roadbuilders build the road!" As the children get older healing stories may be used more often. These stories provide examples and models of how to treat one another with kindness and gentleness. These moral lessons told through stories sink deeply into the child's consciousness and provide a way for them to check their behavior, without specifically being told to do so directly. That said, there are also times when the firm, but not emotionally angry words: "No, you may not do that; I will not allow you to hurt your friend, or I will not allow you to speak to me that way." are appropriately necessary. Self-discipline is a life-long human activity, and there are times when the children need the basic, firm guidance these words provide.

We strive to model ideal behavior through our interactions with each other, with the children, and with you as their parents. We will always share any specific incidents we have witnessed or any general concerns we have about your child with you. As well, we hope you will share with us any event that may be new or stressful in the life of your family that would affect your child's behavior while

away from home.

The rhythm of our day goes a long way toward helping the children develop inner form and the impulse to care for others, their playthings, and their environment. It holds them in a natural rhythm, within a balance of activity followed by stillness: indoor free play followed by snack and stories; outdoor free play followed by a warm lunch and nap; snack followed by the return of their parents or guardians.

PRACTICAL MATTERS

Assistant – Barbara is my co teacher and Certified Assistant ,License # P-190409. 948768

Separation – The first few days of day care can be stressful for both parent and child. This is natural. We urge you to have a little ritual with your child, as this will help ease you both into the rhythms of The Cottage Garden. If needed, we will help you make a plan that suits your family. Since Covid began, we have not allowed parents into the house in the mornings. This has worked out well for the children, as we have found that it takes a much shorter time for them to adjust. Accordingly, we ask that you assure your child that you will be back to pick them up, say goodbye on the porch, and hand your child to one of us as confidently and calmly as you are able. They will most likely cry; you may as well. We are experienced and will help your child into the house warmly and with careful attention. We often will send you a text and or a photo to help reassure you. Please read this very helpful article I found, [Tips for Successful Drop Off](#).

Getting Ready – here are some things you can do at home to help with separation. Talk about The Cottage Garden. Ask, for example: "I wonder what Barbara & Celia are doing now?" "I wonder if they're cleaning all the toys to get ready?" Or, "I wonder if they're having their coffee at the table, or eating lunch?"

You can say simple things; do not expect any answers. After they have started coming here and if they are still having trouble—yes, this may go on for a few weeks—you can try other ways that have been successful for other families.

- Put our photo on the fridge, low enough for your child to see it, or on their wall, and just mention us, "Oh, look there's Barbara and Celia, they love when you come to play" etc. etc. It really does help.
- Go through the day verbally: "Oh, you will play, have snack, play outside.... then I will come pick you up."

- Choose one, not too large, "lovey", and/or a pacifier, to stay here for nap, if needed.

Arrival – Arrival time is from 8:00-8:30; our door will be open at 8:00. Please do not arrive before 8:00am, as we do use this time to prepare ourselves for the day. Please come in through the porch door. Each child has both a cubby and a hook for shoes, boots, coats, and your traveling bag, all labeled with their symbol. We will help your child put on slippers when coming inside. We always begin our mornings with creative free playtime. As the children come in, this will make it easier for them to enter the group. Please try to come during that time so that they have this opportunity.

Arriving Late and Picking up Early – If you must be late in the morning, due, perhaps, to a doctor's appointment or an occasional oversleeping, we ask that you bring the children either by 9am or NO LATER than 11am, but NOT between 9-10am. This will ensure that we will not be interrupted during snack time and that your child will have some playtime outside with us before we have lunch and rest. It is so difficult for them to arrive in the middle of an activity such as eating and then have their parent leave. We have a strong rhythm, and it is disruptive to the children here when one of them comes late. We then need to busy ourselves with that child and disrupt the peacefulness of the whole group. The same goes for picking up early. Please try to schedule any appointments after 3:30 so everyone can have their rest time; otherwise, we ask that you pick up your child by 12:30pm or 3:30pm at the earliest in the afternoon. Please speak to Celia if this presents a problem for your family.

Dismissal – Most of the children stay until 4:00. Please be on time as it is a long day for all of us. If you wish to visit a little or breast-feed, we ask that you come a bit earlier. You are welcome to pick up from 3:30 on, just text us and let us know. We will not dismiss your child to someone we do not know. Please tell us or give us a written note in the morning if someone other than you will be picking up your child, and better yet please try to introduce this person to us ahead of time. Some days we may be out in the back yard and some days we may be waiting on the porch.

Dismissal for the half day children - is by 12:30. Please wait on the porch and we will bring your child to you.

Absence – Please call or text us either the night before or in the

morning, by 7:00, on each day that your child will be absent. Please text both Barbara's, 413-374-7419, and Celia's cell 413- 348-6035, We prefer a call or a text message to an email, although we will check these as well.

Sleep – We believe that sleep and rest are just as important as play. Our rest is at naptime. After lunch, all the children are put to sleep. They each have their own portacrib, or mat with their own pillow, sheet, and blanket. We sing, cuddle, and sometimes rest a bit with the children. We have all taken the sids workshop on safe sleep.

Safe Sleep -

Supervision of children is equally important during the times that a child is sleeping at the program, particularly when that child is an infant. EEC has very specific regulations around safe sleep practices. All infants are placed on their backs to sleep, unless a child's physician orders otherwise (such an order must be given to me in writing). I check on children every 15 minutes during naptime. If we accepted a child is less than six months old, we would supervise them during naptime for the first six weeks they are in care. For more information regarding Safe Sleep, please feel free to review the 'Family Child Care Policies' section of www.eec.state.ma.us.

Preparation for Naptime-

We'd like to add a few words about preparation for your child's naptime at The Cottage Garden. Our primary goal as educators and caregivers is to help the children to gently individualize. At naptime we want them to be able to self-soothe and to go to sleep on their own. We do expect all the children to be able to sleep. To be successful, they need to have had encouragement in this process from you before they come to us. We ask that you try to practice this in the weeks before we begin, by having your home naptime at the same time as we do, about 12:45-1:00ish, if possible, we ask that you don't breast or bottle feed them to sleep but breast/bottle feed in a chair and then put them down to sleep. We can work on it together. Please let us know if we can help in any way. We will, of course, put a child down earlier if needed but eventually all the children have 1 nap per day, and they all sleep 1.5-2 hours.

Story time- Here at The Cottage Garden, we generally have a sort of quiet time after morning snack, when we sing seasonal songs

and then Celia takes out her "story-basket" and sings or tells a nursery rhyme story with a few ~~felted~~ puppets. She may tell the same story for up to a month, and eventually, the children are participating in the puppetry and singing all the songs. We have a very language rich program.

Laundry – We do a laundry each afternoon, so you do not have to worry about bringing extra clothes more than once or twice a year. **We are Fragrance Free- in everything and NO Fabric Softener.**

Clothing – Please dress your children in warm layers. It is colder on the floor where they play, and wool undershirts and leggings are a wonderful investment. We feel it is important that the children are always warm, so we have made outdoor, fleece overalls and hats for cooler weather and cotton seersucker ones for the warmer weather. Please, sturdy shoes; **no Crocs, slip on or light up shoes.**

Extra Clothing – Each child will have a small, cloth bag, with their symbol on it, for clothing that remains here. As stated above, we do a laundry each afternoon, as we know how busy you are. Please bring FRAGRANCE FREE, LABELED, seasonal clothes, as listed below. We have acquired a collection of clothes, slippers and shoes over the years, so don't be shy about asking one of us about something you need before shopping for it. **NO HOODIES PLEASE**

- 2 long/short sleeve shirts, depending on the season,
- 2 pairs of pull up pants, preferably sweatpants
- 2 pairs of socks, preferably wool, knee socks
- 2 undershirts or onesies,
- 1 pair of long underwear or under leggings,
- Sweater or sweatshirt, NO hoodies.
- Indoor shoes, which are warm and not slippery while walking. (we do have a collection of these) or warm socks with grippies on the bottom.

Outdoor Clothing – In winter, please be sure to send a snowsuit, mittens-that fit!!, winter boots and warm outer layers of clothing for going outside to play. In colder, rainy weather, please make sure that they have a rain-suit, or at least rain-pants, boots, or shoes in which they can freely stomp through puddles. The elastic on the bottom of the rain pants is to put around the bottom of your child's boots to help keep the water and mud off their clothing. In the case of shoes, please make sure they have an extra pair, in the car perhaps, in case one pair gets wet. In warmer weather we let the children go barefoot unless you'd prefer us not to. We ALWAYS wear hats, so

please always send one. That said, outdoor clothing is something we have extra of, including boots, mittens, and hats. Additional donations to this supply are happily accepted.

Each family will be given a traveling bag to take home every evening. It will contain outdoor clothing you may also need for play at home and/or clothing we could not get dry enough here before the end of our day: outerwear, sweater, socks, snow pants, muddy boots, etc. PLEASE check the bag each evening for wet clothing and be sure to leave any plastic bags we may have used for muddy, wet clothes in the bag for re-use.

We have found that distracting clothing also effects behavior and the quality of play, so we ask that the children wear clothing without lots of lettering or advertising—simple is best.

We cannot implore you strongly enough to help us by dressing your child appropriately. What they have on will dictate their mood and influence their play. As they are learning to stand upright, to find their balance, to walk and run, they need simple, practical clothing that does not interfere with walking, climbing, running, or just playing, as well as sturdy and preferably, rubber soled shoes that fit properly. Most importantly, they need to be warm! They need to wear a hat in all weather. Children are not truly aware of their own body temperature until they are about nine years old. Please put wool undershirts on them. We would rather that you send too much, as we can always remove things. Also, hoodies of any kind are not welcomed except as an outer jacket for coolish weather. They make it difficult to layer your child's clothing when we go outside, getting "lumpy" on their backs. We ask that children not have any media paraphernalia, writing or pictures on their clothing (little flowers or animals are OK) as it is distracting from the imaginative play that we encourage in our program, and we have had a few occasions when another child was frightened by their friend's shirt. Please also try not to have any decorations on the children's clothing that could get torn off and "eaten" by a younger child, such as beads, buttons, stickers, or embroidery. Small barrettes fall into this category too. PLEASE TRY TO LABEL EVERYTHING!!

Supplies – With your written permission we will use *Desitin*, *Hauschka*, *Weleda*, or *Uriel* baby products, *Badger* or *Burt's Bees* Insect Repellent, and *Badger* or *Jason* Sunscreen unless you'd prefer that we use something else. If so, please supply us with these labeled items:

- sunscreen lotion,
- insect repellent,
- diaper ointment,

- powder.

Diapers & Wipes – We use Bambo Nature diapers, as we believe them to be the safest, most eco-friendly disposable diaper on the market. We also use Seventh Generation or Water Wipes.

Dishes etc. – Each child will have one sippy cup for water and one cup for milk. Each cup will be labeled with your child's symbol. Please bring a bottle, to leave here for your child, if needed, and we will label it with your child's symbol. We use both bamboo and china bowls, real cutlery, and as the children get older, we have stainless-steel cups to drink from. We use a different color washcloth for each day, one set for morning snack and one set for lunch, and even one for afternoon snack. The washcloths are soaked in hot water and lavender oil.

Monday is purple/lavender, Tuesday is red/pink, Wednesday is yellow, and Thursday is orange day. These are the planetary colors for each day of the week. They get washed daily. So, if your child tells you, it's orange day, you will know why!

Toilet Training – We are very happy to support your child's and your efforts in this department. Toilet training is a very social time here at The Cottage Garden. As the older children here become toilet trained, the younger ones are inspired to do what their friends are doing. By talking and looking at books together, the older ones are silently encouraging the younger ones, and making it seem like it might be fun to try. Please inform us of any special way or method that you are using in your family, and if there is a book or a website that makes sense to you, please share it with us so we can understand your efforts and be more supportive of them. Please remember that we have many children here and sometimes in the training process we will put a diaper or pull up, on to go outside, especially as it gets colder and because the children are wearing so many layers it is harder to feel when they have to go! Please put easy to pull down pants on them so that they can pull them down quickly and learn to pull them up again. Please no overalls, too tight pants, belts or jeans with buttons and snaps. Thank you.

Toys From Home – Please do not bring any toys from home except for a special "lovey" that may help your child go to sleep at naptime and that you will leave here. We ask this because we have found it to be problematic for children who have brought something

from home– their friends want to play with it as well, and many tears ensue.

Transportation– We do not provide any transportation for children at The Cottage Garden.

Safe Environment and Supervision– EEC has a number of licensing standards related to safety in a Family Child Care Home. Most of these standards outline common safety precautions such as making dangerous materials inaccessible to children, covering outlets, having a first aid kit, practicing evacuation drills, gating stairs, windows, or heating elements, posting emergency numbers, and maintaining a clean, hazard-free indoor space. Also, the outdoor space must be safe and hazard free and there should be no access to a busy street, water, construction materials, rusty or broken play materials, debris, glass, or peeling paint. We offer a very safe environment at all times. Supervision is critical to keeping all the children safe. We will appropriately supervise the children in order to ensure their health and safety at all times. We always use good judgement and consider several factors in determining the appropriate level of supervision for children including age, developmental needs, behavioral characteristics, the nature of activities and the space we are using, as well as the number of caregivers present at any given time. Please feel free to speak to me any time about any concerns.

Food – We eat healthy, organic, mostly vegetarian snacks and lunches. We will use date sugar or maple syrup, when if we make rolled cookies for a special occasion; otherwise, maple syrup is used as a sweetener. We will serve organic cow milk, coconut milk, water and sometimes herbal tea or juice for them to drink. We will always accommodate any food allergies or restrictions into our group recipes.

- Allergies – If your child has any food allergies, especially to milk and dairy, we need you to send in a written note for our records. Please list the replacement foods, for example: not cow milk but soy or rice milk is ok.
- Food restrictions - please let us know in writing.

COTTAGE GARDEN MENUS

Here are our menus for the year. When we make our soup we may sometimes use frozen vegetables, but they will still be organic. They include sweet potatoes, carrots, butternut squash, zucchini, summer squash, kale or spinach, red lentils, peas, corn, onions, celery and cilantro. A grain is often cooked in the soup: quinoa, or rice. Milk and water are always offered at breakfast and lunch. Snacks always consist of fresh fruit, and crackers or bread etc. We may also serve peanut butter and jelly sandwiches, steamed broccoli, carrots, and sweet potatoes, quesadillas or quinoa and beans at some meals.

Breakfast	Lunch	PM Snack
oatmeal, applesauce	cheddar cheese, vegetable soup grain	We always have fresh fruit with crackers or bread.
cream of rice, applesauce,	cheddar cheese, vegetable soup, grain	We always have fresh fruit with crackers or bread.
oatmeal, applesauce ,	cheddar cheese, vegetable soup grain	We always have fresh fruit with crackers or bread.
cream of rice, applesauce	cheddar cheese, vegetable soup grain	We always have fresh fruit with crackers or bread.

Recipe for our soup-I use my Instant Pot

On the saute' setting- I cover the bottom with olive oil and half a stick of butter (if there are no allergies), add 1 large, chopped onion, 1 bunch of chopped cilantro, 2 cloves of garlic and 1T cumin, salt and pepper to taste. When soft I turn the pot off, add cut veggies; sweet potato, carrots, butternut squash, zucchini, you can be creative here, 1/2C red lentils, 1 container of veg broth and water to cover the veggies. You can add the grain now or I usually wait till the soup is done, 19 min on soup, and then add grain, about a cup, put it on for an additional 5 minutes . Of course, you can just cook all this on the stove top. I blend it with my immersion blender. It can be frozen. Enjoy!

MEDICAL AND EMERGENCY PROCEDURES

Medical Records for Your Child – We are mandated to keep the following records for your child on file for five years; you are responsible for updating these records immediately upon any changes to this information and/or annually:

- **Lead Poisoning:** I have no known sources of lead in my home–no peeling paint.
- For more information on lead poisoning, you can visit <http://www.mass.gov/dph/clppp> or call the Childhood Lead Poisoning Prevention Program at (800) 532-9571
- **Lead tests** – when your child, ages 1-3 years old, is in an EEC Licensed Childcare, they must be tested for lead every year. The date of the test and the result must be on your Medical form.
- **Your Emergency Form** with contact information— including the name of a backup person (local is best) in case we are unable to reach you—and the phone numbers of the child's doctor and dentist along with your signed consent to obtain emergency medical or dental care. Your insurance information is also needed in case of an emergency.
- A list of everyone who is authorized to drop off and pick up your child.
- A signed and completed Family Information Form.
- Various Permission slips.
- **Immunization records** According to state law, you must provide us with updated immunization records every:
 - 6 months for infants (up to 15 months),
 - 12 months for preschoolers,

IMMUNIZATION STATEMENT

Vaccines are one of the great public health advances of the 20th century and prevent hundreds of thousands of illnesses in the US every year. Vaccines protect both the person vaccinated and those around them from serious diseases, a concept known as herd immunity. Herd immunity protects other members of the community, such as babies too young to be vaccinated or those who cannot receive immunizations because of a medical condition.

In Massachusetts, the minimum immunization requirement for entry into childcare or preschool, for children two years and older,

is 4 or more doses of DTaP, 3 or more doses of polio, 1 dose of MMR, 1 to 4 doses of Hib, 3 doses of hepatitis B, and 1 dose of varicella (chickenpox) vaccine or physician-certified history of chickenpox disease.

As a licensed family childcare, we encourage families to obtain these vaccines according to the schedule recommended by the Centers for Disease Control and Prevention (CDC) to help safeguard the health of the children and families in our community. We wish to state unequivocally that our program objectives do not include avoidance of, or resistance to, childhood immunization. The health, safety, and wellbeing of children are most important to us. We are compliant with the Massachusetts department of public health regulations and guidelines for licensed family childcare. We encourage families to consider their civic responsibility regarding the decision of whether or not to immunize against any communicable disease.

There are two situations in which children who are not immunized may be admitted to school:

1. A medical exemption is allowed if a physician submits documentation attesting that an immunization is medically contraindicated; and
2. A religious exemption is allowed if a parent or guardian submits a written statement that immunizations conflict with their sincere religious beliefs.

Philosophical exemptions are not allowed by law in Massachusetts, even if signed by a physician.

The Cottage Garden may have immunized, under-immunized, or non-immunized children in our program, and because of confidentiality laws we are not able to provide any information about the immunization status of any child in our program.

If there were an outbreak of any communicable disease, we would follow the guidelines set forth by the local health department and/or the CDC.

RE MMR: If a child is exposed to the virus and they have not received the required two doses of the MMR vaccine, the child would be subject to quarantine and exclusion from school per 105 CMR 300.000. The minimum period of quarantine for exposed individuals born in or after 1957, who have not received the required immunizations or do not have laboratory evidence of immunity, will

be from the 5th through the 21st day after exposure.

For more information:

<https://www.mass.gov/service-details/school-immunizations>

https://www.mass.gov/files/documents/2016/09/tk/child_care- memo_0.pdf

Illness Policy –

Part of the beauty of a home-based childcare program is that it can provide a home-like environment for a child who needs care during the day, BUT, if your child is sick, they want to be with you and not with us (no matter how much they may love us!)

A child who is under the weather due to illness can cause ripple effects throughout The Cottage Garden and impact the quality of care we are able to offer the other children. It can also cause program closures if their contagion leads to causing sickness to caregivers. Please remember that COVID is not the only illness that may prevent a child from participating in care. So, please keep them home. Please do not go outside, to the library, or to grandparents. Just stay home, keep them warm and let them rest quietly.

Celia will have the final say in whether a child's illness will prevent them from participating in care.

Please keep your child at home and please do a rapid test if they:

- have not been free of diarrhea or vomiting within the past 24 hours;
- are coughing or sneezing with a runny nose, especially if it is thick and greenish;
- have had a fever within the past 24 hours;
- are on the first day of allopathic medication and feeling poorly,
- are contagious in any way.

- Parents, if you are ill but must pick up your child, please call/text us when you arrive, and we will happily bring your child outside to you.

Travel and -

- COVID: We ask that as long as Covid is around that your whole family do a Rapid test, in the mornings, before returning to The Cottage Garden after a vacation, visiting friends and

relatives etc.

- If your family is away on vacation, and will not be returning as scheduled, please let us know.
- If one parent is traveling for business, we ask that you please let us know as that can affect your child's mood and behavior.
- We will often celebrate a seasonal festival just before a scheduled school vacation. If you know that your family will be gone on the days just before a vacation, please let us know beforehand, so that we can include your child in our celebration in some other way.

Medication:

If your child is on any medication or begins to take medication during their time with us you must inform us of the name, dosage and how often they are taking it. This helps us understand your child's moods and wellbeing. If you wish us to administer any medication, we need a written, dated permission slip to keep on file.

Prescription Medication –

- must be brought to the program in its original container and include the child's name, the name of the medication, the dosage, the number of times per day and the number of days the medication is to be administered. This prescription label will be accepted as the written authorization of the physician. The program will not administer any medication contrary to the directions on the label unless so authorized by written order of the child's physician.
- The parent must fill out the Authorization for Medication Form before the medication can be administered.

Non-Prescription Medication-

- The program needs written parental authorization to administer oral non-prescription medication. The parent must fill out the Authorization for Medication form, which allows the Educator to administer the non-

prescription medication. The statement must be renewed on a weekly basis.

Head Lice-

- If a case of head lice is found, we will notify all of you. Everyone who has been in our home should be checked.
- If your child has a case of head lice, they must be treated and be free of nits before returning to care.
- Rosemary shampoo is a terrific preventative.
- "Fairy Tale" (the brand name) shampoo and treatment are also good products.

Emergency Procedures- Evacuation Plan

These are posted on our bulletin board and the Fridge: In case of an emergency that would lead to being evacuated such as: fire, natural disaster, loss of power, heat or hot water, or any other emergency, we would take the children to my neighbor's home, two houses down, Jane Mildred 46 Eames Ave., or Wildwood Elementary School which is just behind our house. We would notify all parents, as well as the appropriate authorities (fire, police, etc.) and EEC. All these numbers are on our cell phones and listed on both the bulletin board and our fridge. I have diapers, wipes, first aid and emergency forms in my red knapsack, hanging by the back door. We also have a red first Aid Kit in the children's dining room, and on the shelf in the mud room. We have a "disaster bag" with water, snacks, cups, and trash bag. All contact information is on our phones and in the red knapsack. In the event of a child going missing, we would search the house, grounds and contact the authorities and the parents immediately. If we had to shelter in place we would stay in the children's dining room.

We would take my RED Knapsack, hanging by back door, which has Emergency Contact Information, First Aid Kit, extra diapers & wipes. We each always have our phones in our pocket, and we would go out either:

1 Porch Door

- **Gather the children and leave house through the Porch door**
 - **Porch Door has a string to hold it open**
 - **Hand children to Barbara or Susan**

- **Holding hands walk to Neighbors house, Jane Mildred, 46 Eames Ave. or**
- **to Wildwood Elementary School**

2 Back Door

- **Gather the children and leave house through the Back door,**
- **Hand children to Barbara or Susan**
- **Go out the side gate**
- **Holding hands walk to Neighbors house, Jane Mildred, 46 Eames Ave. or**
- **to Wildwood Elementary School**

3 Front Door

- **Gather the children and leave house through the Front door,**
 - **Hand children to Barbara or Susan**
 - **Holding hands walk to Neighbors house, Jane Mildred, 46 Eames Ave. or**
 - **to Wildwood Elementary School**

We do fire Drills monthly – I have told the children that the fireman needs to test his bell and when they hear it, they must come immediately with one of the adults to the side gate or to the porch door-of course we just scoop up the littlest ones.

- **AMHERST POLICE –911 or**
 - **In FAVORITES ON CELIA'S PHONE or 413-259-3000**
- **AMHERST FIRE DEPT. -911 or In FAVORITES ON CELIA'S PHONE**
 - **413-259-3082**
- **POISON CONTROL – In FAVORITES ON CELIA'S PHONE Regional Center for Poison Control and Prevention**
 - **1-800-222-1222.**
- **COOLEY DICKENSON HOSPITAL-413-582-2000**
30 Locust St.
Northampton,MA 01060
- **FOR EMERGENCY EVACUATION OUTSIDE THE COTTAGE GARDEN-we would call each of you immediately. We have a "disaster bag "equipped with; water, cups, snacks and our first aid knapsack filled with diapers, wipes, first aid and trash bags. All family information is on our phones and in the red knapsack. We would call all of you and the appropriate authorities.**

- Wildwood Elementary School-413-362-1400
71 Strong St.-just behind my house thru field
- Jane Mildred-friend and neighbor- 2 houses down
46 Eames Ave
- **EMERGENCY BACK UP PEOPLE**
 - Jane Mildred – 413-549-3294 -friend and closest neighbor
 - Susan Howard-friend and neighbor 413-549-5954
 - Randi Stein - 413-549-0526 -friend and neighbor
 - Elisabeth Radysh- (413) 336-1599
 - Meg Fisher -(413) 768-8670

Parent Communication and Involvement -

Festivals – We love celebrating the seasons with you and your children. We strive to create community with our Festivals. Often the children and Celia will spend time baking or making a gift for the families, and they are so disappointed if you don't come or are very late. We hope you will mark your calendars with each of our festivals and try to join us. Songs will be shared via phone and paper beforehand. We believe that the seasonal festivals of the year provide a framework for once family and classroom life, giving form, rhythm, and meaning to the passage of time. The festivals offer the opportunity to take a step out of the daily routine and lift our hearts and souls reverently to something larger than ourselves. We will have special stories, songs, and foods to mark changes of weather and the passing of each season. We may celebrate festivals of Halloween, Lantern Walk, Hanukkah, Christmas, and Valentine's Day. Spring will be filled with colored eggs, Mother Goose and her felted eggs, hand-made birds, flowers and butterflies and our May Day Festival. We will celebrate some of the seasonal festivals of the year in a low-key way with just the children. We know it is hard for many of you to leave work to join us during the daytime, but we hope you will plan on joining us for the scheduled festivals you will find on our calendar listed in the Handbook. Grandparents, close adult friends and siblings are always welcome. We will sometimes celebrate a seasonal festival just before a scheduled school vacation. If you know that your family will be gone the days just before a vacation, please let us know beforehand so that we can include your child in our celebration in some other way.

Birthdays – We love to celebrate the children's birthdays. We will bake special muffins and cake. We will plan these well in advance,

so that both parents are able to attend. We will celebrate birthdays at 8:30am to make it possible for you all to come. We would love to know when your birthdays are as well. Please include the names and birthdates of all family members living in your home when you fill out your Family Information Form.

The birthday child receives a gift, handmade by Celia. The birthday family may give a gift to The Cottage Garden if they wish, such as a book, something homemade, food, a candle, or a gift of service such as sewing, general handyperson work, painting, or carpentry—we will have many suggestions. Please do not bring any individual gifts for the birthday child from home.

Parent-Teacher Conferences – This is a time for us to have a private conversation about your child. We will have a form at our parent conferences with written observations for us to share with you. These will be filed in your child's folder. We would like to have these once or twice per year. We will schedule these at a mutually convenient time for both of us, in December and March. These are for the adults only and we really like both parents to be present.

Parent Visits – We love to have parents, grandparents, visit our program and spend part of a morning with us. This works best for all of us if you come primarily as an observer, helping us to maintain the space and the free-play time for the children. Other than need-to-know information, we don't carry on conversations with each other around them. We are more than happy to make an additional time for conversation with you regarding your comments or questions.

Parent Lending Library – We have a wonderful collection of books, magazines, and journals, which will be available for you to sign out and borrow. They are in the dining room with a sign out basket on top. More books and magazines are on the porch in the Hoosier cabinet. Please feel free to look through them and borrow what you find interesting.

Email – PLEASE NOTE THAT EMAIL IS THE MAIN MODE OF COMMUNICATION THAT CELIA WILL USE TO CONTACT PARENTS WITH ANNOUNCEMENTS, REMINDERS, AND GENERAL INFORMATION. WE ASK THAT YOU CHECK YOUR EMAIL EACH NIGHT OR MORNING OR TELL US HOW BETTER TO REACH YOU WITH A GROUP ANNOUNCEMENT. PLEASE CC BOTH OF US ON ANY AND ALL EMAILS AND TEXTS.

Celia- celiariahi@gmail 413-348-06035

Barbara- bjaudley@gmail.com 413-374-7419

We always check our email in the early afternoon while the children are napping, after the children have gone, or in the evening. This is a great way to leave us messages. We will never discuss anything confidential about your child through email. Please use it for messages, announcements and to make an appointment only. We will send you articles, newsletters, and websites that we think you may be interested in. Please let Celia know if you would rather we didn't. We are happy to include grandparents or friends whom you think may be interested, please give us their contact information.

General- We will always inform you if your child got hurt, if we have a substitute or a visitor, go off the premises or of any cause for concern regarding abuse or neglect.

Media – We strive to nourish the developing senses of the young child. With this in mind, we stand firmly against the child's exposure to screen-time in general, including phones, computers, television, and other electronic media. In saying this, we also understand that communication with friends and relatives sometimes necessitates the use of these devices, and in those cases, their interaction is with another human being, which is the most important part. However, we also know that the noticeable effects of television, computer use and video games—shortened attention span, reduced perseverance, and inability to concentrate and play—weaken the child's capacity to learn and can also disrupt the social life of the group. The young child is vulnerable to their surroundings and does not have the ability to judge the reality of images presented on television or in computer games; the dramatic content is often beyond their ability to comprehend healthily. They cannot make meaning out of what presented through these mediums. Please remember that DVD's seen on the computer or in the car, car radios and CD's (used in excess) fall into the same category. Childhood is a time for learning through physical activity; for running; for experiencing the wonders of nature; for growing socially; for playing creatively and imaginatively; for singing, talking, quarreling, and crying; for laughing, even for being bored! We have observed that electronic devices adversely influence the way children play. Often, they are unable to play creatively, which is an important part of our program. We request that no media or electronic devices be used during the school week, especially before school and before bedtime. Eliminating these

electronic devices can greatly enhance your child's development as well as your family's time together. Articles and research about this topic are available in our parent library.

Here are some web sites/blogs we hope you find interesting, there are many more links on our resource page.

- WECAN - Waldorf Early Childhood Association of North America,
<http://www.waldorfearlychildhood.org/index.php>.
- Elevating Child Care - Janet Lansbury's Online Parenting Resource, www.janetlansbury.com, Janet is a RIE (Resources for Infant Educators) Associate.
- www.youandyourchildshealth.org is Dr. Susan Johnson's web site and it is a wealth of information on many subjects. She is a Behavioral and Developmental Pediatrician and a long-time supporter of Waldorf Education.

Social Media -

- Website-The Cottage Garden has a wonderful website, <http://www.thecottagegarden.org/>, there is a resource page with many links to articles, organizations, and retail sites where Celia can offer a 25-30% discount. We hope you will peruse it from time to time.
- Instagram - we do have an Instagram account https://www.instagram.com/cottage_garden_waldorf_daycare/
- FaceBook - and a FB Account and a new shop!!
<https://www.facebook.com/profile.php?id=100054426313257>
- YouTube -felting instructions, puppet show and more to come...https://www.youtube.com/results?search_query=celia+riahi
- CottageGardenFibers - My felting Business
 - <https://www.cottagegardenfibers.com/>
 - <https://www.etsy.com/shop/CottageGardenFibers>

Telephone/Texts - We will answer our cell phones during the day if we can, but please be assured that we will always check for messages during a break or naptime if we can't. We will each always have a phone on us if we go outside. Please make a note of both of our phone numbers, but always call Celia's cell first: 413.348.6035; then Barbara's cell: 413.374.7419. PLEASE CC BOTH OF US ON ANY AND ALL EMAILS AND TEXTS.

Please feel free to make an appointment to call Celia in the evening

if you have any concerns or questions.

Songs – We will try to share, in writing and over the phone voice recorder many of the songs that we will sing with the children.

Written Communications – We hope that you will keep all communication from us, either digitally or a hard copy, so you can refer to it as needed. Please remember to cc Barbara on all written communications, bjaudley@gmail.com or texts, 413-374-7419

State Requirements -

We are state-mandated reporters and required to report any suspected cases of physical or sexual abuse or neglect.

Financial Matters

- **Tuition Policy** – We would like to be able to make our program available to all who truly want to be here. We offer sliding-scale tuition to make it more accessible. We hope you understand that this is our livelihood, and we trust that you will choose a fair tuition rate for your financial situation. Tuition is due and payable on or before the first day of the month, from July 1 through May 1.
- We prefer to be **paid online**. There will be a link to our payment bank, UniBank, on your QuickBooks Invoice.
- If you wish to use a **credit card** you will be charged 2.75% for a swipe or 3.5% + 15 cents for entering the card manually. Please note that tuition may increase each year.
- **Snow Days**- We will make every effort to remain open. Please do not assume we are closed and call us if you are not sure. We do not make up snow days.
- **Sick Days** – Barbara & Celia will be given 4 sick days each per year. If both Barbara and Celia are ill at the same time and we need to close, we do apologize but you will need to have a backup.
- **Switching Days** - we cannot accommodate any switching, for example if you go away on a vacation- full time families do not have this option so we feel it is unfair.
- **Visiting Siblings**- the first visit is a gift from us and after that the fees are; half day 8-12 no lunch...\$40. Full day, 8-4 with lunch and snack and a nap \$60

Miscellaneous -

- OUR HOME IS A FRAGRANCE-FREE HOUSEHOLD. Please, please don't use any strong scents such as essential oils, perfume, cologne, after shave, scented fabric softener, scented laundry soap, or scented hand soap, even incense in your house comes through the children to us. Celia is very allergic to them. Please, this is very important! She is unable to offer cuddles while sneezing or wiping her watery eyes! More seriously, it affects her breathing. We also try to keep a clear, balanced space for the children as we feel this is most beneficial to everyone's health.
Thank you for your consideration of our request. We must add that, in our opinion, it is not healthy for anyone or the environment either.
- Please be assured that all cleaning supplies used in our house are chemical free. Lavender is the scent of choice for the young child, as it is known for its calming qualities. We use lavender soap for hand washing, Life Tree lavender liquid soap or SoluGuard for cleaning and EarthBreeze, unscented laundry sheets (NO PLASTIC!!!).
- The front porch door will always be locked for safety after the children arrive. Please make sure the entry door to our porch closes tightly behind you whenever you enter or leave. And the front and side gates!
- Please do not ring the doorbell between 1:00-3:30, knock lightly on the door or on the porch/kitchen window, or call/text on our phones—shhhh...children sleeping!
- We will always inform you ahead of time about visitors or visiting volunteers.
- Please remove your shoes when you enter our home.
- Please turn off your cell phones when you come to visit.
- Although we all mostly use digital means. A bulletin board is on the porch, so feel free to post something you think we would all enjoy.
- Hair etc. – Celia's pet peeve is hair in a child's eyes, so please put hair in a ponytail or keep those bangs short- so they can see and take in the world. We do have "beauty parlor" each morning

if needed, they each have a bag with a hairbrush for the year and we are well stocked with hair elastics. **Please, no tiny barrettes** for the children as they always get lost, and a younger child may swallow them.

The Cottage Garden Store

Along with her love for children and Waldorf education Celia also loves retail—it's true! She loves selling the craft items she makes and the products we love, which we think support our philosophy. *The Cottage Garden Store*, is housed seasonally in our Hoosier Cabinet and on the shelves on the porch and is also an online entity.

Celia will be making group orders from the retailers listed below at different times during the year. She will have order forms available, both hard copy and online. She is able to offer a 20-30% discount on most items.

Danish Woolen Delights

Uriel Pharmacy

Weleda

SteinerBooks

Dr. Hauschka Skin Care

Celia also has an Etsy Shop, *CottageGardenFibers*, and a new Cottage Garden Fiber website,

<http://www.cottagegardenfibers.com/> where she sells her felted crafts:Special orders or workshops are always welcome.

Addendums: to the 2023-24 Handbook

Covid is still around and so we must have some policies around it. As the children in our program are under 2.5 and cannot wear a mask we may need to close the program for a few days after consulting with our health providers if someone tests positive. Celia has the final say. Please tell us if anyone in your household contracts Covid, when symptoms began and when you tested positive. We respect the confidential choices of each family in our program. If an emergency outbreak of a contagious disease should occur, we will follow DPH/CDC and EEC guidelines as to the risk of children in our care.

MORE COVID/ILLNESS POLICY FOR ALL:

PLEASE KEEP YOUR CHILD AT HOME IF THEY HAVE OR HAVE HAD ANY OF THE FOLLOWING SYMPTOMS IN THE PAST 24 HOURS. THEY WILL NEED A NEGATIVE COVID TEST TO RETURN

- Fever (temperature of 100.0°F or above); or feverish; or chills
- Cough
- Sore throat
- Difficulty breathing or shortness of breath
- Gastrointestinal symptoms (diarrhea, nausea, vomiting)
- New loss of smell/taste
- New muscle aches
- Fatigue (in combination with any other symptom; unusual for a child)
- Headache (in combination with any other symptom)
- Runny nose or congestion (not due to any known cause, such as allergies/teething, and in combination with any other symptom)

COVID isolation and quarantine are as follows for a child when one of their household members has tested positive for COVID: *Because of the age range and setup of the program, the children do not mask. Therefore, this year we have made the decision for the safety of all in the program to still opt for the longer isolation period for COVID- positive children. We are firm on this decision for now **but open to future regulations.***

- You must notify Celia immediately of the positive case.
- Your child may return to school after the positive household member's 10th day of isolation, assuming the positive household member and other family members meet the following criteria at that point:
- The other household members who have not yet tested positive each take a rapid test on the most recent positive member's Day 10 to ensure that no one else is now positive.
- The child has no symptoms of any kind for the first five days after returning to school i.e., if they have a runny nose and a cough, they can't come to school for those five days even if they are rapid testing negative.
- The child takes a rapid test each morning before school for the first five days of returning to school/after ending their quarantine (they do not need to take a test on

days they are not scheduled to come to school).
For example: a child who normally comes to school every day (Mon-Th) has several COVID cases in their household.

- The last positive person's day 10 falls on a Saturday. The child does not have to test on Sunday. They would still need to test on Monday, Tuesday, Wednesday, and Thursday before school.
- Even if the positive household member chooses to end their own quarantine after 5 days (in accordance with the restrictions suggested by the CDC and including masking around others for another five days); the child must continue their quarantine until after what would have been the adult's day 10. Again, this is due to the young age of the children in care here, and the need to provide a consistently safe environment for the other children.
- If multiple household members test positive for COVID, the child's countdown for return to school follows the above criteria for the last household member who tests positive.
- If the child who attends The Cottage Garden tests positive at any point, you would then discontinue any quarantining procedures and instead begin following the above Isolation Protocols for the child's positive test for COVID-19. The first day your child shows symptoms/tests positive would be their day 0, and their day 1 is the next day.
- If your child tests positive, and then *another* family member tests positive, the day your child first tested positive remains their Day 0 i.e., they do not need to reset their isolation count if another household member tests positive after they do within the same outbreak.

IF ONLY YOUR CHILD TESTS POSITIVE: No Continuous Contagion

- Children who test positive must isolate for at least 5 days. If they are asymptomatic or symptoms are resolving and they have been fever-free, without the use of fever-reducing medicine for 24 hours, they may return to programming on Day 6, with a negative rapid test,
- If the child has a negative test on Day 5 or later, they do not need to mask, and may return.
- It is recommended that parents or guardians deciding to test children under 2 years of age administer the at-home

rapid antigen test themselves.

If any of The Cottage Garden Staff tests positive, knowing that some of these positives would impact closures, we will follow the following protocols:

- The COVID positive individual must isolate for a minimum of five days, with Day 0 being the first day they tested positive or first began showing symptoms.
- They may return/be around others again after the five days if:
 - They have been fever-free for at least 24 hours without the use of fever-reducing medication.
 - They have not vomited or had diarrhea in the past 24 hours.
 - Their symptoms are improving.
 - They are able to MASK AT ALL TIMES around others (with a surgical or KN-95 mask - not a cloth mask) for an additional five days, including outdoors.

ILLNESS IN THE COTTAGE GARDEN HOUSEHOLD

We are fully vaccinated and boosted for COVID-19. If either of us becomes symptomatic, we will take a rapid test and proceed accordingly.

If either Celia or Barbara are not well and they take a COVID test that is negative, Celia reserves the right to select one of the two following options:

- To remain open but separate the unwell family member from the children. One of us would be upstairs during the day.
- To close the program for the day.

This decision is up to Celia's discretion based on the nature of the illness. If she has questions about the severity or contagion of the illness, she will further consult with our PCP and/or other health professionals and will follow their recommendations about whether a closure is necessary to prevent further spread of the illness.

If The Cottage Garden does close for the day, it will constitute as one of our sick days, as per your Contract.

A Few More Things.....

I have tried to include all the information that is needed in our Handbook but EEC, (Early Education and Care) has suggested that I include their policy statements for your perusal. For more information on any of the following please click the EEC Links below for your own copy of the information.

Playground Information:

Playground Safety:

As of 1/22/2010 EEC requires that all playground equipment in use in my program complies with the Consumer Product Safety Commission's (CPSC) guidelines for home playgrounds -
<http://www.cpsc.gov//PageFiles/117306/324.pdf>
Playground equipment higher than 18" from the ground must have appropriate cushioning beneath to protect children from fall injuries as well as appropriate fall zones around the equipment to ensure children will not impact objects other than the appropriate cushioning if falling from playground equipment.

<https://www.mass.gov/doc/playground-safety-0/download>

EEC Parent Handbook

<https://www.mass.gov/doc/parent-handbook-1/download>

**PLEASE PRINT AND POST IN YOUR HOUSE AND REFER TO IT AS NEEDED
THE COTTAGE GARDEN CALENDAR 2023-24**

Tuesday, September 5 & Wednesday September 6	We begin our year. Please plan on joining us for these first two days between the hours of 9:00 and 10:30am only, for all families. We will be inside for play, refreshments, and a tiny puppet-play to give you a glimpse into the magical world of our program.
Thursday September 7	We will have a half day with the children, NO LUNCH, 8-11:00
Monday, September 11	We begin with full days. Shorter transitional days, IF NEEDED, will be accommodated all week.
Tuesday, September 26	We will close at 11:30, personal afternoon
Monday, October 2	CLOSED personal day
Tuesday, November 21	Lantern Festival for all families from 4:00-5:00pm. This is outside in the backyard.
Wednesday & Thursday November 22 & 23	Closed for Thanksgiving.
Thursday, November 30 & Friday, December 8	Crafting with Celia, 7-10pm please RSVP as space is limited
Wednesday, December 20	Holiday Festival for all, 11:30 -1:00. No lunch Final Day before Holiday Break
Monday, January 8, 2024	We begin again after the Break.
Thursday, February 8 and Monday, February 12	Closed for Professional Days.
Monday, February 19	Closed for Presidents Day
Thursday, March 14	RE-ENROLLMENT FORMS DUE
Monday, April 1	Closed for Easter Monday
Monday, April 15- Thursday, April 18	Closed for Spring Break
Monday, April 22	begin again after the Break.
Thursday, May 2	May Day Festival for all families; 3:30-5pm, outside in our backyard with our maypole, crowns and refreshments. Alums and any new families are invited. RAIN DATE May 8
Monday, May 27	Closed for Memorial Day
Wednesday, June 12	Final Day 11:00am closing – All families are invited for our family Potluck Picnic, 11:00-1:00ish

PLEASE PRINT THIS PAGE, SIGN AND RETURN WITH YOUR FORMS SO WE KNOW THAT YOU HAVE READ AND RECEIVED THIS

Cottage Garden Signature page

Childs Name: _____ Date of Admission: _____

I hereby give Celia Riahi and members of her staff permission to administer basic first aid and /or CPR to my child, and /or to take my child to a hospital for medical treatment when I cannot be reached or when delay would be dangerous to my child's health.

- I acknowledge that I have received a copy of the provider's Parent Handbook on the Website, as well as information regarding lead poisoning prevention (may be included in the Parent Handbook).
- I understand that I may visit this family childcare home unannounced at any time during the hours that my child is in care.
- I understand that I am entitled to copies of any papers in my child's records.
- My child will arrive to the program by: _____ Parent Drop-Off. if other please explain_____
- My child will depart the program by: _____Parent Drop-Off. __if other please explain_____

Parents signature

Date

Parents signature

Date

PLEASE REMEMBER

**WHEN TEXTING AND WRITING, PLEASE CC BOTH OF US, ALL THE TIME.
celiariahi@gmail.com 413-348-6035
bjaudley@gmail.com, 413-374-7419**

*The Cottage Garden
Waldorf Home Nursery*

Celia Riahi & Barbara Audley
Amherst, MA 01002

www.thecottagegarden.org

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