



WONDERBLOOM NATURE PLAYSCHOOL

PARENT HANDBOOK

Academic Year 2022-2023



CONTACT INFORMATION

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General Board Inquires: board@wonderbloom.org

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Center Director: Lianna Lopez

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Dragonfly Team Email: dragonflies@wonderbloom.org

Honey Bee Team Email: honeybees@wonderbloom.org

Butterfly Team Email: butterflies@wonderbloom.org



Philosophy

Wonderbloom Nature Playschool was the first nature-based preschool in Salt Lake City! We are inspired by the philosophy of European "Forest Schools," where children spend most of the school day learning outdoors. At Wonderbloom we know that nature-based learning has many benefits! Some of which include: supporting children's mental health, increased awareness, strong problem-solving skills, creative imaginations, increased positive social skills, and we have seen children begin to develop beautiful relationships with the natural world. We take a holistic approach to learning by focusing on children's minds (developmentally-appropriate school readiness), bodies (yoga and nutrition), and souls (relationships with each other and nature). New this year, we will be implementing an Emergent Approach when creating curriculum and lesson plans. The Emergent Approach is inspired by Reggio Emilia learning and follows the children's interests and inquiry as a foundation for learning and planning.

History

Several years ago, Dr. Stone learned about the nature-schooling movement when reading about educational styles that had the most positive benefits for children. She became convinced that there was a better way to promote development and learning in young children, and it included rethinking the traditional indoor classroom setting. Stone set out to enroll her own children in a nature preschool, but was shocked to find there were no year-round, nature-focused programs in Salt Lake City. This commitment to her children's education compelled Stone to find a way to bring this ground-breaking methodology to Salt Lake City. Combining her PhD in early childhood development with her 16 years of preschool teaching experience, Dr. Stone established a high-quality early childhood program. She opened Wee Humans in 2017 and converted it to an expanded nonprofit called Wonderbloom in Fall of 2018.

Meet The Wonderbloom Team!

Administrative Team



Dr. Sarah Stone – Founder and Executive Director

Sarah, the founder and Director of Wonderbloom, has a PhD in early childhood development and has spent over 19 years teaching and supervising early childhood programs including Parents As Teachers and Early Head Start. In addition, Sarah has trained in nature-based education approaches. She has incorporated her extensive knowledge of early childhood development with principles of nature-based learning to create the underlying philosophy and structure of Wonderbloom.

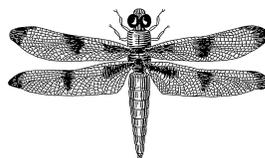


Lianna Lopez - Center Director

Lianna is originally from Northern California. Lianna moved to Utah in 2015, and earned a master's degree in Education with a focus on Montessori Early Education from Westminster College. Lianna has over 16 years of experience working in the classroom with young children and families. One of Lianna's biggest passions is being a bird nerd! Lianna loves birds so much that she currently serves on the Great Salt Lake Audubon Board of Directors and is their Education Chair. Lianna also enjoys cooking, swimming, playing pinball, crocheting, hiking, golf, backpacking and spending time with her family.

Teaching Teams

The Dragonfly Team (Full Day)



Abdul Adam - Early Childhood Educator

Abdul Razak Adam is originally from Ghana, West Africa where he earned a Bachelor's degree in education and was a PE teacher for many years. Abdul spent time working with school aged kids in New York City before moving to Utah to work with children with special needs. Teaching has been his life's work and passion.. His goal is to try to understand their behavior and help them grow in the best possible ways. His hobbies include playing volleyball and listening to music.



Mariah Leick - Early Childhood Educator

Mariah grew up in the beautiful Southwest desert and moved to Utah after graduating from Arizona State University in 2018. She holds a Bachelor's degree in Global Studies and Environmental Sustainability. Her previous experiences include providing gardening education to refugee community members, teaching toddlers, and working as a nanny. Mariah enjoys exploring the foothills with her dog, experimenting in her garden and kitchen, and learning new languages.



Cameron Mooney - Classroom Assistant

Cameron Mooney grew up in Salt Lake City and attended Skyline High School. She played four years of college basketball. Cameron is working towards her bachelor degree in graphic design. She has been working with kids for the past three years, at the Boys & Girls Club and at various sport camps and programs. Cameron is so excited to be working at Wonderbloom with this year's amazing staff, and is so grateful as well as eager to learn and grow as an early childhood educator! In spare time Cameron loves playing sports and regularly competes in outdoor volleyball leagues. She also loves arts and crafts, especially oil painting.

The Honey Bee Team (AM Half Day)



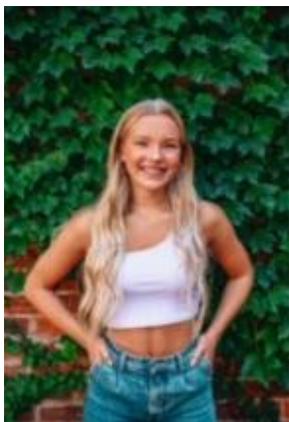
Grace Tedrick - Early Childhood Educator

Grace is originally from Virginia but moved to Utah in June 2021. She graduated with a Bachelor's degree from Virginia Tech where she majored in wildlife conservation. She has a huge passion for conservation, sustainability, and spending time outdoors. Her hobbies include hiking, bird watching, meditation, and yoga. Grace has lots of previous experience with wilderness living skills from being a Wilderness Therapy Field Guide where she worked with female-born adolescents who have neurodivergence.



Stephanie Jones - Early Childhood Educator

Stephanie is a nature-loving mom of two. Born in Idaho and raised in the Wasatch Front, there is nothing she enjoys more than being in the mountains camping, hiking, and running with her kids in tow. She has a Bachelors of Science in Psychology and a Masters in Social Work. She loves supporting children and families and has worked in therapeutic settings for over 12 years.



Autumn Busse - Classroom Assistant

Autumn is a native Minnesotan, but she loves being out West. She is a sophomore in college and is studying early childhood education. Her boyfriend plays basketball for the University of Utah and she loves watching the Utes play. Her favorite state is Colorado, and she loves meeting new cats and dogs. In her spare time, Autumn enjoys camping, traveling, spending time with her niece, and being outdoors.

The Butterfly Team (PM Half Day)



Jake McCabe - Early Childhood Educator

Jake is from Rochester, Minnesota. In Minnesota, he worked at a daycare, coached AAU basketball, and various sports camps. He has been living in Salt Lake City for the last year, and is loving the change of scenery! Since moving, Jake has worked as a substitute teacher at various schools, daycares, and after school programs. He is incredibly excited to be a Butterfly teacher and work with your kids! Outside of the classroom, Jake is a basketball skills trainer. In his free time, he enjoys thrifting & reselling clothing, slacklining, tree climbing, and woodworking.



Lauren Isom - Classroom Assistant

Originally from Idaho, Lauren moved to Salt Lake City a little over a year ago to finish her degree at the University of Utah. She is studying Environmental and Sustainability Studies and hopes to continue working in Environmental Education after she graduates. Outside of studying, Lauren is an avid rock climber and spends her free time at the local climbing gym or in Little Cottonwood Canyon. She also loves exploring local running trails, and is hoping to do some races later this year. She was introduced to nature-based education while she was an au pair in Frankfurt, Germany and is super excited to be at Wonderbloom as a Classroom Assistant for the Butterfly (TTh) & Honeybee (F) Classes.



Our School Calendar

We follow the Granite District Calendar for most holidays and school closures. All calendar dates can be found on our website and in Brightwheel.

2022

Aug 30 - First Day of School (TTH Classes)
Aug 31- First Day of School (MWF Classes)
Sept 5 - Labor Day Holiday, **No School**
Sept 26 - Parent /Teacher Conferences **No School**
Oct 13 & 14 - Fall Break, **No School**
Oct 28 - Teacher In-service, **No School**
Nov 23 - Teacher In-service, **No School**
Nov 24 & 25 - Thanksgiving Holiday, **No School**
Dec 20-30 - Winter Break, **No School**

2023

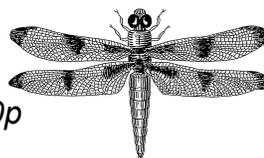
Jan 2 - New Year's Holiday, **No School**
Jan 3 - TTH Classes Resume
Jan 4 - MWF Classes Resume
Jan 13 - Teacher In-service, **No School**
Jan 16 - Martin Luther King Jr's Birthday Holiday, **No School**
Feb 17- Teacher In-service, **No School**
Mar 24 - Parent /Teacher Conferences, **No School**
Mar 27-30- Spring Break, **No School**
May 25 - Last Day of School (TTH Classes)
May 26 - Last Day of School (MWF Classes)

Our Daily Schedules

All schedules are tentative & subject to change

Dragonflies (Full Day)

Monday-Thursday 8:30a-3:30p & Friday 8:30a-12:30p



- 8:20-8:40 Check in & Drop off
- 8:30-9:00 Guided Exploration
- 9:00-9:10 Clean up
- 9:15-9:30 Circle Time & Yoga
- 9:30-10:00 Bathroom Break & AM Snack
- 10:00-11:00 Outdoor Classroom / Walking Field Trips
- 11:00-11:10 Clean up
- 11:10- 11:20 Story Time
- 11:20-11:30 Transition to Lunch
- 11:30-12:00 Lunch
- 12:00 -12:15 Bathroom & Transition to Nap/Rest
- 12:30-2:00 Naptime
 - 12:30-1:00 Rest Time
 - 1:15-2:00 Outdoor Classroom
- 2:00-2:30 PM Snack
- 2:00-2:45 Art & Free Choice
- 2:45-3:00 Clean up & Bathroom Breaks
- 3:00-3:15 Clean up Outdoor Classroom
- 3:15-3:30 Goodbye Circle
- 3:15-3:30 Pick up & Check Out

We close every Friday at 12:30PM

Honey bees (AM Half Day)

Monday - Friday 8:30a-11:30a



8:20-8:40 Check In & Drop off
8:30-9:00 Guided Exploration
9:00- 9:15 Circle Time & Yoga
9:15 - 9:50 Outdoor Free Choice
9:50-10:00 Transition Indoors & Bathroom Breaks
10:00-10:30 Snack
10:00 -10:45 Art & Indoor Free Choice
10:45 -11:00 Clean up & Story Time
11:00-11:15 Transition Outdoors & Clean up
11:15-11:30 Goodbye Circle & Pick Up

Butterflies (PM Half Day)

Monday - Thursday 12:30p-3:30p

There are no classes Friday afternoons.



12:20-12:40 Check In & Drop off in Outdoor Classroom
12:30-1:00 Guided Exploration
1:00- 1:15 Circle Time & Story Time
1:15 - 1:50 Outdoor Free Choice
1:50-2:00 Transition Indoors & Bathroom Breaks
2:00-2:30 Snack
2:00 -2:45 Art & Indoor Free Choice
2:45 -3:00 Clean up, Bathroom Breaks & & Yoga
3:00-3:15 Transition Outdoors & Clean up
3:15-3:30 Goodbye Circle Pick Up



Important Information

Admissions & Payments

Waitlist & Future Enrollments

Families already enrolled in the program will be placed at the top of the waitlist for all other classes they are wanting to attend. For 2023 Summer Enrollment and the 2023-2024 School Year, current families will be given priority.

Important Documents

Access to important documents such as the School Calendar, Enrollment Forms, 2022-2023 Parent Handbook, and WB's Health and Safety Plan can be found on our website:

www.wonderbloom.org under the "[Current Parents](#)" tab.

Payments

Auto Pay is required through Brightwheel, our school app. Payments are due on the first of the month for that month's tuition or fees (ie: Payment is due on October 1st for October tuition). A late fee of \$50 will be incurred on the 3rd day of the month after payment is not received. If payment is not completed by the 5th day of the month, the "last month's tuition" will be used and the child's enrollment will end on the last day of the month. If you would like to re-enroll your child, you will be required to pay the tuition-in-full payment for the remainder of the year.

Scholarships

Wonderbloom strongly believes nature-based learning needs to be accessible to all families. We offer tuition scholarships to families who need assistance. Anyone can apply. The application can be found on our website and the Admin Team determines who to award scholarships to based on a point system. If a family chooses to apply for a scholarship, they will be required to sign a scholarship agreement. If a family signs an agreement and fails to abide by the terms Wonderbloom has the right to revoke scholarship funds.



Arrival and Pick-Up Procedures

Children may be dropped off by anyone, but must be picked up by an authorized individual as indicated on the child's enrollment form and in the Brightwheel App. It is mandatory that you sign your child in/out of the program via the Brightwheel app. Our staff assumes responsibility for your child once they are signed into the program. Each caregiver needs their own Brightwheel account.

Arrival Procedures

- A. Come to the Southwest doors; check in begins at 8:20 AM (AM and FULL DAY Students) or 12:20 PM (PM students). Scan the Brightwheel QR code to check your child in.
- B. Caregivers must take their child(ren) to the bathroom and have the child(ren) wash their hands first thing upon arrival regardless of if they have used the bathroom or not.
- C. Caregivers then need to prepare their child to venture outside. This includes getting them dressed in weather appropriate clothing, sunscreen, snow clothes, boots, etc.
- D. Caregivers must then escort their child(ren) to the Outdoor Classroom and check in with the child(ren)'s teacher(s).
- E. **Check- in will cease promptly at 8:40AM and 12:40PM, respectively.** No check-in after these times unless you have been approved in advance by the admin. See below.
- F. Please refer to our COVID-19 guidelines about masking and distancing. These guidelines are subject to change and we will let you know if they do.

Pick-Up Procedures

- A. Line up at the Outdoor Classroom gate. Individuals may be required to show photo identification before the school releases a child.
- B. Check out for the *Honey Bee Class (AM Half Day)* begins at 11:15AM and ends at 11:30 AM.
- C. Check out for the *Dragonfly Class (Full Day)* on Monday through Thursday begins at 3:15 PM and ends at 3:30 PM. On Fridays check out begins at 12:00 PM and ends at 12:30 PM
- D. Check out for the *Butterfly Class (PM Half Day)* begins at 3:15 PM and ends at 3:30 PM.
- E. Staff will bring your child(ren) to the gate. Scan the QR Brightwheel code to check your child(ren) out.



- F. Late pick-up fees of \$1/minute will be charged for any child who is picked up after 11:35 AM or 3:35PM. Late fees will be calculated and charged at the end of the quarter.

Late Arrival & Late Pick-up

Arrival will end promptly at 8:40 AM and 12:40 PM. If you contact the Director via Brightwheel in advance, we can make exceptions for extenuating circumstances (ie: a doctor's appointment or car trouble). Pick-Up is from 11:15-11:30 AM for Honeybees, and 3:15 to 3:30 PM for Butterflies and Dragonflies. On Fridays, the Dragonflies class can be picked up from 12:00-12:30 PM. When you are late for pick-up, the staff become anxious, because they have other duties to attend to and need to prepare for other arriving children, or to close the school at the end of the day. Additionally, if you are late, your child(ren) may feel worried and anxious as well. **Late pick-up will result in a \$1.00 per minute fee after an initial warning message.** In the event that a child has not been picked up 10 minutes after the end of class, we will call you. If we are unsuccessful, we will call your emergency contacts.

Authorization to Release Child

We will only release your child(ren) to individuals listed as Parents or "Authorized Pick-ups" on the Brightwheel App. If we are unfamiliar with an individual, we will ask for a picture identification and cross reference with the child's list of Authorized Pick-ups. **We will NOT release a child to anyone without written permission - or verbal permission unless in the case of an emergency.** To verify your identity over the phone, staff will call your number listed on Brightwheel.

Legal Custody

Wonderbloom cannot refuse to release a child(ren) to the child(ren)'s parent or legal guardian who has or shares legal custody of the child(ren). Unless a court or valid written separation agreement states otherwise. If you are experiencing custody difficulties we strongly urge you to keep Wonderbloom's Director (Lianna Lopez) fully advised of circumstances that affect your child and their drop off and pick-up routines.



Transitional Objects

We know that school can be a worrisome place for children if they are not used to the environment without their parent/guardian present. It is normal for children at this age to attach to a special item (blanket, stuffed toy – also known as a transitional object). Your child's transitional object is welcome at school, but we are not responsible if it gets lost, is damaged, played with by other children. Your child's transitional object must be small enough to fit in their cubby, but large enough to not be a choking hazard. It must be labeled with their first and last name. Transitional objects will stay in your child's cubby during school hours - so they know where to find it when they need a snuggle.



Communication

At Wonderbloom open, honest and respectful communication is critical for the function and success of our early childhood program.

To communicate with you we will use the **Brightwheel App** for messaging, newsletters, photos, alerts, announcements and reminders. We will also use email, phone calls and our social media platforms to share information. Parents are expected to communicate directly with their child(ren)'s teachers and the Admin Team regarding any questions or concerns about their child(ren), or the school. Parents must have a working email address, phone number, and create their own Brightwheel app profiles. Parent(s) and Guardian(s) may not share a Brightwheel profile for safety and licensing reasons; we need each authorized individual to have their own Brightwheel profile.

Sharing information is so important. However, sometimes it can be challenging to find time to have meaningful conversations. If you have a concern, or want to share special insight that would help us with your child(ren), please share that information directly with your child's teacher via the Brightwheel Messaging feature or send an email. **Please don't attempt to have these conversations during drop-off or pick-up. Teachers will not be able to devote adequate attention to you during these busy transition times.** We would appreciate it if you work with your child(ren)'s teachers or the Admin Team to schedule a time to meet or speak on the phone.

This year In an effort to create healthy professional boundaries, and prevent burnout our staff will not respond to any Brightwheel messages, phone calls or emails before 8AM or after 4PM Monday through Friday, unless you have made a prior arrangement with an educator or administrator. In the event of an emergency or school closure, we will communicate as soon as possible, and will be available until the situation is resolved.

Confidentiality

All records provided regarding your child and family are confidential. We also ask that you respect this confidentiality by not asking staff to discuss your child(ren) or other children outside of Wonderbloom. The staff understand the importance of this policy and feel uncomfortable when asked to discuss confidential issues concerning children in the program. We encourage you to bring up any issues about other children and/or any center issues with the Director.

Exceptions to the confidentiality rule are emergency personnel or Utah Child Care Licensing.



Communications about Your Child's Behavior

The word 'discipline' comes from the latin word "disciplina" which means instruction or teaching. Positive guidance is rooted in teaching appropriate behaviors to children and helping them understand the consequences of their actions. In alignment with nature-based learning, we teach children about the consequences of their actions as well as the actions of others. We also help children learn about empathy for themselves, their peers, & their community. We help children communicate all emotions, and use redirection when children are misbehaving or having a problem. Conflict resolution is a common strategy that we teach and use on a daily basis. However, if a child is harming themselves or other children, we will immediately remove the child from the situation. In order to keep a child from hurting themselves or others, we may need to use physical interventions, such as momentarily restraining a child. In the event that your child has a challenging day, we will inform you either verbally, through Brightwheel or email.

Behavior Concerns

If a child's teacher notices a pattern of behaviors, which is outside of the norm of development, they will alert the parents about the behaviors and begin to make observations. These observations will cover what the behavior is, when it is happening, what triggered it, and how long it took to calm down and return to the group. Teachers will take these notes over the course of a week then meet with the parent to discuss next steps or if outside intervention is needed.

Aggressive Behavior Policy

At Wonderbloom we strive for an inclusive, learning environment for all children. There are times when children hit, bite, or throw things because they have a lot of strong emotions and might not know how else to express it. We understand that children are learning boundaries in a group care setting, and we regularly model appropriate behavior and redirect these misguided behaviors. There may be times that a child is aggressive toward staff or other children that appears to be outside the norm of development. In order to proactively address these instances and to keep others safe, we will take the following steps:

1. The first instance of an overtly aggressive behavior (causing an injury with a mark on themselves or others, destroying property, or an uncontrolled verbal attack), we will alert the parent in writing.
2. After the second instance, we will alert the parent in writing and schedule a parent/teacher conference where we will create an action plan.



3. After the third incident, we will alert the parent in writing, schedule a parent teacher conference and provide referrals for outside services. The child will be placed on temporary leave. The parent has 30 days to contact resources, schedule appointments and follow up with Wonderbloom. We will hold your child's spot, and you will not be charged tuition during this 30 day period. After 30 days or after resources have provided feedback (whichever is sooner), we will hold a parent teacher conference to decide next steps. We may choose to enact a new action plan, which may include an aid for the child. Conversely, we may decide it is best for the child to seek care elsewhere.
4. After implementing the action plan from the resource/referral service, if there are three (3) more instances of aggressive behavior, we reserve the right to terminate care for your child. We will not refund nor prorate the month's tuition at the time care is terminated.

Grievance and Dismissal

The Wonderbloom administration and staff are committed to maintaining an open door, open-forum approach to problem solving and conflict resolution. If a family has a concern regarding the behavior of a teacher, the concern should be discussed with the Director. If a family has a concern regarding the behavior of the Director, they should speak directly to the Executive Director. If they feel their concerns still have not adequately been addressed, they should present their grievance in writing to the Executive Director. The Executive Director will respond in writing to the parents and schedule a meeting, if necessary. If a family has a concern regarding the behavior of the Executive Director they should contact the Wonderbloom Board of Directors. Contact information for all parties is located on page 2.

If there is a family or child that is a concern to the program, we will do our best to discuss and solve concerns with the family through phone calls, emails, or in-person meetings. If, at any time, in the opinion of the Director, continued enrollment of a child in the program is deemed detrimental to the child's health, progress, or to other children's health or progress, or for any other reason in the discretion of the director, he/she may be dismissed from the program, with a refund according to the refund policy.



Diversity & Inclusion

We welcome every opportunity to expand children's view of the world as a place rich with many cultures, races, religions and customs. Wonderbloom Nature Playschool is open to all families, regardless of ethnicity, religion, ability, and sexual orientation. We will work with families to provide an inclusive preschool environment for all children. Diversity extends to the family structure as well, and we are committed to the philosophy of treating all family situations equally and without bias. Though we partner with and are sponsored by the Cottonwood Presbyterian Church, our curriculum is non-denominational. Nathan Sautter, the pastor of Cottonwood Presbyterian Church may be invited occasionally to discuss character values (ie: kindness) in a non-denominational way. Religious holidays are not celebrated specifically, but we may celebrate the spirit and intention of the holiday (ie: during Christmas time we will celebrate generosity). We encourage you to share your family's traditions with our children and staff so that we all may expand our hearts and experiences.

Holidays

Holidays are a joyous time for celebration. Rather than celebrating the traditional American holidays (Halloween, Christmas, etc), we will focus on the seasons and celebrate the changes we see in nature. We respect children's enthusiasm for sharing their thoughts with us about holidays, but we will not explicitly promote any specific holiday.

Birthdays

Birthdays are a wonderful milestone for children and we will find a special time either on or around your child's birthday to celebrate them as an individual. If you want to bring something to give to the class, please consider a hand-drawn picture or craft, rather than food or treats.

Special Needs

Some children have special needs that require unique adaptation or attention by staff and teachers. We welcome children of all abilities, backgrounds, and medical situations. There is accessible parking, doors, and bathrooms throughout the school for all children to access. If your child has special needs or circumstances, please consult with the Director in order to create an Individualized Care Plan. If the care your child warrants regular, one-on-one help from an adult, the parent will be asked to pay a fee to help cover the cost of additional staff.



Health & Safety

At Wonderbloom, we take your child(ren)'s health and safety very seriously. Below you will find information on our policies regarding: handwashing, clothing to wear, toileting, nutrition, allergies, medications, immunizations and more. Please refer to Wonderbloom's 2022-2023 Health and Safety Plan on our website or located on our Main Bulletin Board for our detailed plan regarding children's supervision, health, safety, and our emergency procedures.

Handwashing

Handwashing is the most effective way to inhibit the spread of germs. This is why we require your child(ren) to wash or sanitize the children's hands upon arrival at school, when coming in from outside, before and after eating, after use the bathroom, and after coughing, sneezing and/or blowing their nose.

Please help us in teaching your child(ren) the appropriate method of washing hands:

1. Turn on water and wet hands.
2. Turn water off.
3. Get one squirt of soap.
4. Scrub hands, fingernails & wrists for 20-30 seconds. We like to encourage the children to sing the ABCs, count to 30 or sing Happy Birthday twice.
5. Turn water on and rinse all the soap off.
6. Turn water off and dry hands with a paper towel

Clothing

Wonderbloom is fortunate to have two classrooms: one indoor & one outdoor! As often as possible, your child(ren) will be outdoors. Your child(ren)'s class will go outside all year long - in rain, snow, and sunshine. We **highly recommend** that you check the weather each morning and dress your child(ren) appropriately for the weather. This means dressing your child(ren) in layers, waterproof footwear, waterproof mittens, sun hats, rash guards, etc. Please dress your child in comfortable clothing that can get dirty, and that they are able to put on independently (zippers, buttons, velco, etc.). Some clothing will need to be left at school. Please refer to the *What to Bring to School* section at the end of this handbook. If you are having trouble finding or affording the appropriate gear for your child, please contact the Admin Team for assistance.



Diapers & Potty Training

We accept children that are still wearing diapers and are not yet comfortable using the toilet. We understand that children need individualized approaches when learning how to use the toilet. However, using the toilet independently is part of normal early childhood development and will gently encourage children to try using the potty. We will coach your child(ren) on the steps to going potty and wiping. In the event that your child(ren) needs assistance wiping, a teacher will help them. We will then inform you, and ask that you help your child learn this skill at home. If your child cannot yet use the toilet independently we will create a plan with you to help facilitate this. If your child(ren) is still wearing diapers we will ask you to supply diapers and wipes. If your child(ren) is in the process of learning to use the toilet we may ask you to supply additional sets of clothing in addition to the spare clothes we require you leave at school.

Nutrition

We are acutely aware that during the early years, children's bodies and brains are growing exponentially! We plan nutritious snacks for your child(ren) each day a month in advance. You can find the menu on our Main Bulletin Board. When possible, we use locally-sourced and organic ingredients. We feed the children a variety of tastes and textures. It is important that you prepare your child(ren) each day for the menu. We respect children's preferences and choices, but we encourage them to try new foods. Research shows that children are likely to refuse a food up to 15 times before finally trying it. We will continually keep presenting them with a variety of healthy foods, and we hope you do too!

Allergies & Asthma

When you completed your child(ren)'s enrollment, you were required to notify Wonderbloom of any known allergies or health issues your child(ren) might have. If your child(ren) has an allergy or asthma that requires Wonderbloom to medically intervene we will have you fill out the [American Academy of Pediatrics Allergy & Anaphylaxis Emergency Plan](#) and have your doctor sign off. We have hard copies located in our office for you to take to your child's doctor. If your child(ren)'s allergy is not severe but still requires medication, please see the following section.

Medication

Staff may dispense over-the-counter or prescription medications provided by parents for their children. Prescriptions must be current and clearly labeled with the child's name as well as in the original container from the pharmacy or doctor. Wonderbloom will only administer medicine if parents/guardians complete and sign a [Medication Administration Form](#). Please DO NOT



leave medication in your child's bag or backpack. Give medication directly to a staff member. We always have blank medication forms in the office.

Illness

We would like to reduce the spread of illness, so please keep your child(ren) home if they are ill. Your child(ren) is welcome back to school if they meet the following criteria for at least 24 hours, have a doctor's note, or have been on medication for at least 24 hours:

- o No green or yellow mucus
- o No fever above 102 degrees without the use of fever-reducing medicine
- o No vomiting
- o No diarrhea
- o No persistent cough that interferes with breathing or regular physical activity

We reserve the right to send any child home if they are exhibiting any of those symptoms. In addition, even if your child doesn't have these symptoms, but we see that they are not able to participate in the school routines because they are not feeling well, we will send them home.

Immunizations

If you choose to immunize your child(ren), they must be up-to-date on their immunizations as required by the Utah Department of Human Services prior to enrollment at Wonderbloom. Wonderbloom has access to the Utah Immunization Database. If we cannot find your child's immunization record on this site, we will require you to provide a copy of their record. After your child(ren) have been admitted, you are responsible for regularly updating the Admin Team of your child's current immunizations. If you opt out of having your child immunized, or are on a delayed schedule, we must have an Exemption Form from the Department of Health which can be completed online at: <https://immunize.utah.gov/immunization-education-module/>. We will also accept a written plan from your child(ren)'s physician indicating how your child will catch up on immunizations.

Incident/Accident Reports

Every effort is made to keep your child safe. However, it is normal for children to acquire bumps, bruises, and scratches during the day. We will fill out an incident report for each incident, accident, or minor injury that we are aware of. The report is completed by the teacher or staff member that observed the incident, then signed by the parent/guardian upon pick-up.



Serious Injury Reports

If the injury is serious, you will be notified immediately by phone. If, in the opinion of Wonderbloom staff on duty, the injury warrants emergency treatment, an ambulance will be called, and your child will be taken to the nearest medical facility. You will then be notified immediately. You will also receive a written report as soon as possible, especially in the event of an emergency that requires medical attention. Wonderbloom is not responsible for any costs incurred due to any emergency treatment or transport.

Air Quality/ Extreme Weather

We monitor the air quality using a Purple Air sensor which is located in our outdoor classroom. We check the air quality at the beginning and middle of each day, or more often if the forecast warrants it. Parent(s)/Guardian(s) can check the air quality by searching for our sensor on Purple Air's website: <https://www2.purpleair.com>. Search using '**Wonderbloom Nature Playschool**'. If you have trouble with the site or unable to locate or sensor, please contact admin@wonderbloom.org.

For **Green** and **Yellow** air quality, we will remain outdoors as usual.

For **Orange** air quality, we restrict outdoor activity to under one hour.

For **Red** air quality and above, we will keep children indoors.

We follow [these](#) guidelines to know if the temperature and wind are safe for children to play outdoors. We may limit outdoor learning when temperatures are below 30 degrees and above 90 degrees (in the shade). Teachers are trained to pay attention to the weather and signs from the children to make sure everyone stays safe outdoors.

Access to building

The school is housed in the Cottonwood Presbyterian Church. Much of the building is used for purposes other than the school. Therefore, parents/guardians or visitors are not allowed to access areas other than those used by the school. In return, those working in or visiting the church will not have unaccompanied access to the preschool unless they have passed a Child Care Licensing background check and have been approved by the Admin Team. Doors to the school will remain locked at all times and there are security cameras located around the premises. If you are needing to access the school outside of the designated Drop-off (8:20-8:40 AM or 12:20-12:40 PM) and Pick-up (11:15-11:30 AM or 3:15-3:30 PM) times, please ring the white doorbell at the school entrances. We also recommend that you send us a message via the Brightwheel App.



Background Checks & Name Tags

Anyone with unsupervised access to the children will have a current background check through Child Care Licensing. All visitors and volunteers are required to check-in with the Admin Team before having access to the school and when they leave. All visitors and volunteers are required to wear a name tag. No visitor or volunteer will be allowed to be alone with a child unless they have a current background check. Law enforcement and emergency personnel are exempt as long as they have the correct identification.

Allegations of Abuse or Neglect

All staff are mandated reporters and must report any signs of suspected child abuse or neglect to the proper authorities. If a staff member witnesses or suspects that a child has been subjected to abuse, neglect, or exploitation they shall immediately notify Child Protective Services or law enforcement. The Admin Team will gather information from the staff who work with the child and support the staff in reporting the suspected child abuse or neglect. The Director will share the report with the Wonderbloom Board. The staff will cooperate in all investigations of abuse and neglect. Staff may discuss the report with families after the report has been made. If you have any concerns or questions about this process please contact the Admin Team at admin@wonderbloom.org.

If a staff member is suspected or accused of child abuse, they will immediately be removed from caring for children. The admin team will make a report to Child Protective Services or law enforcement and cooperate fully with any investigation. Our Human Resources department and the Wonderbloom Board will also be notified immediately. If the investigation shows the report is substantiated, the staff member will be terminated and Wonderbloom will cooperate with any charges that are filed. If the investigation shows the report is unsubstantiated, the staff member will return to their regular duties.



Volunteering

As part of your Parent Contract you agreed to volunteer 3 hrs/ month for the school. That's a total of 27 hour for the year. We recognize that not all families have the ability to volunteer in the classroom as well as sit on a committee. That is why this year, we are offering the option of having parent(s)/guardian(s)/family members come into the classroom, join a committee, help with Outdoor Classroom work days, serve on the Board, do a combination of things that adds up to 3 hours per month. Parents are required to track their own hours and submit them by the last day of the month on [this Google Form](#). If hours are not submitted by the deadline, a charge of \$75 will be added to your Brightwheel account.

Volunteering in the Classroom

Being in your child(ren)'s classroom helps establish a bridge between home and school. In the past, children have loved having their families in class to share their learning, teach them about the daily routines and of course meet their peers! We have also noticed that having parents come into the classroom creates stability and continuity for your child, gives families ideas for things to practice at home, and creates a sense of community as you get to know the other children, parents & teachers. Each month, we will send a sign-up via email for you to choose which days and times you can volunteer. Volunteer hours must be scheduled in advance and recorded. New this year, we are requiring all in-school volunteers to complete a background check. Coordinate this with the Center Director.

Join a Committee

If you wish to serve on a committee please email Wonderbloom's Director (director@wonderbloom.org) that you are interested in this option. We will then have you fill out a Family Involvement Survey, you will be asked to indicate your committee preference. You will then be contacted about your committee assignment by the Director (Lianna Lopez).

Outdoor Classroom Work Days

We need help to build our Outdoor Classroom. We have big dreams and aspirations for this space, and we can't do it without lots of help. That is why this year we are offering this as an option for parent volunteer hours. If this option appeals to you, please email director@wonderbloom.org to find out upcoming dates to volunteer. These work days will



typically occur on the weekends. Hours volunteered before school started, although so helpful and appreciated, do not count toward monthly volunteer hours.

Serve on the Wonderbloom Board Of Directors or Assisting the Admin Team

We feel that it is imperative that some of the WB Board of Director seats are being held by current parents. Although this option is not always available, there are times when we ask parents to serve on our board. If you are interested in serving on the board or assisting with other administrative tasks (fundraising, grant writing, marketing, team building, teacher training) please reach out to admin@wonderbloom.org. Depending on our current needs, there is no guarantee that your service will be utilized at the time of your request.



What to Bring to School...

Required Items To Stay For The Duration of Your Child(ren)'s Enrollment:

- Diapers & Wipes - if needed
- Dragonfly Class (Full Day): a crib-sized sheet and light blanket. A small pillow and stuffy are optional.
- Medications - if needed. Must have the original label from the pharmacy.
- An extra change of clothes (shorts/pants, shirt, underwear & socks) in a gallon size ziploc bag, with another empty, labeled ziploc bag inside for sending soiled clothes home.

LABEL EVERYTHING WITH YOUR CHILD(REN)'S FIRST AND LAST NAME

Items to Bring to School Each Day:

- **Have your child dressed for the weather.**
 - On warm sunny days, we recommend UV protective clothing such as a long [sleeve sun shirt](#) and [board shorts](#) as they help keep the child safe from the sun and they dry quicker than regular clothes when we play in the mud and water. Wear [shoes](#) that won't slip off (no flip flops) and are waterproof. We also strongly encourage you to bring a sun hat for your child(ren).
 - On rainy days, we recommend a waterproof raincoat with a hood, waterproof pants, [rain boots](#), or a [waterproof suit](#).
 - During cold days, please send your child with warm, waterproof gloves and a warm hat. We recommend extra layers in the morning that we can help your child remove as the day gets warmer. Waterproof snow boots and a waterproof outer layer are required on wet or snowy days.
 - PLEASE Label all gloves, pants, hats, and shoes with your child(ren)'s name.
 - We like to get messy! We regularly play with paint, mud, and other messy materials, so make sure your child is dressed in clothes that can get dirty or stained.
- **A plastic or metal reusable water bottle**
 - Please try to have your child(ren)'s water bottle filled with water and labeled with your child's first and last name.



- **If Full Day, LUNCH**
 - Your child(ren)'s lunchbox needs to fit in their cubby and not need to be refrigerated or warmed. [Here](#) is a great option with a built-in ice pack.
 - We want to promote your child's independence and ask that you please pack containers/items that your child can open themselves. Hard things for your child to open are yogurt, fruit snacks, and prepackaged crackers.

- **Transitional object, if needed**
 - Must be small enough to fit in your child's cubby, and big enough that it is not a choking hazard. (ie: nothing smaller than a large marshmallow.)

- **Bags or Backpack**
 - Your child is welcome to bring a bag or backpack for their daily items.
 - Bags and backpacks must be small enough to fit in your child's cubby.
 - Do not leave toys, medicine, food, or candy in your child(ren)'s bag or backpack.
 - Do not leave anything that could be a choking hazard, like small pebbles, jewelry, bracelets, or coins.
 - Please label your child(ren)'s bag or backpack with their first and last name.

Lost & Found

In the event that your child(ren)'s items are not labeled, they may end up in the Lost & Found. This is a small labeled basket that is located in your child(ren)'s classroom. We recommend that you check in with teachers if you notice items that are missing and periodically check the Lost & Found baskets. Any items that are left in Lost & Found for longer than one month will either be donated or thrown away. Sometimes children wear similar gloves, hats, and jackets, so it's possible your items may head home with another child. We are sorry when this happens, but labeling your child's items is the best way to prevent it.