

## Important Policies of Sierra at Tahoe Childcare Center's

**Please Note: The Daycare Will be Closed Tuesdays and Wednesdays, Except During Peak Day Weeks.**

### **Eligibility for Enrollment**

Sierra's Childcare facility is licensed to care for children between the ages of 18 months and entry into the 1<sup>st</sup> grade. The Children are divided into two age groups: Toddlers 18-35 months + our Cubbies 36 Months + Older.

To be eligible for enrollment children need to be socially and emotionally ready to participate in a day care program. Children need not be toilet trained, to attend Sierra at Tahoe's Child Care Center. Please bring a fully stocked diaper bag if needed.

### **Ratios of Staff to Children**

Sierra at Tahoe's Child Care Center is licensed to serve a total of 22 children. The Toddler program (ages 18 mos. to 35 mos.) has a classroom enrollment size of 13 children and the Preschool Cubbies classroom (ages 36 mos. to entry into 1<sup>st</sup> grade) can have up to 9 children enrolled. We practice a 1:3 Toddler ratio of staff to children, and a 1:6 staff to children ratio for Preschoolers while indoors + a 1:4 ratio when the Cubbies are out doors. This is to ensure that not only are all your child's needs are met, but so they receive that extra bit of attention to heighten their level of enjoyment so their total experience here is as much fun as yours.

### **Sick Policy**

If your child is sick, he or she will not be allowed to attend Child Care. Children must be 24-hour fever free. They must also be clear of congestion and infection. Signs and symptoms that exclude a child from attending the program may include but are not limited to: colored mucous, excessive diarrhea, fever, change in behavior, lethargy. If children show signs of illness while enrolled, parents will be contacted to pick up their children early.

### **Late Policy**

Pick up time for the daycare is at 3:30. We allow a 15-minute grace period after which a late fee applies. From 3:46pm – 4:00pm a \$40 late fee will be charged per child. At 4:00pm and every 30 minutes thereafter a \$50 additional charge (per child) will be applied. This policy takes into consideration the child's best interests and the staffing requirements of the daycare facility.