



INFORMATION PACKET

**Infant Care through Kindergarten
NJ State Licensed**

(973) 989-4141

2020

Ferromonte Plaza – 271 / 273 US Highway 46, Mine Hill, New Jersey 07803



Welcome!

Thank you for your interest in ABC Growing Tree. Our hours of operation are from 6:30 A.M. to 6:00 P.M. Monday through Friday, unless otherwise noted on our School Calendar or in the event of inclement weather (very infrequently). The operations of ABC Growing Tree, LLC are overseen by **Lauren Kreeger, Director**. ABC Growing Tree is licensed by the State of New Jersey through the Division of Youth and Family Services. We provide care that promotes physical, emotional, social, and intellectual growth through a variety of developmentally appropriate activities, as we understand that children learn best when they are having fun!

Our “home away from home” environment is a nurturing and safe place for the children in our care. We have a very loving team of caregivers and administrators who serve as role models, tutors, and mentors for the children. The staff of ABC Growing Tree consists of well-qualified, credible, and caring individuals. We take pride in our extensive hiring process as each staff member is required to undergo state and federal background checks and fingerprinting. Our entire staff is trained in First Aid and CPR, and each teacher is required to obtain a minimum of twelve training hours within the field of early education every year.

The doors of ABC Growing Tree are secured with an electronic system. In order to have access to our facility, a valid pass code must be entered on an exterior keyboard. Each family enrolled with ABC Growing Tree receives their own individual pass code(s). Our facility is constructed to BOCA 2C standards and is considered essentially “fire proof.” We have a fire sprinkler system, central station fire alarm system, as well as smoke and carbon monoxide detectors and fire extinguishers in every classroom for an added degree of safety and emergency preparedness. We take pride in being one of the most secure child care facilities in Morris County.

ABC Growing Tree also has Closed Circuit Television. Each classroom has a camera and each parent/guardian will be given a username and passcode to view the camera of their child’s classroom from their desktop or smartphone at any time throughout the day. Parents are also always welcome to visit or call at any time to check in on their child. All of our classrooms are equipped with phones so your call can be connected directly to your child’s teacher.

We look forward to having you and your child become an addition to the ABC Growing Tree family!

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Programs Offered

Infant Program:

We enroll infants as young as 6 weeks of age. Our infant caregivers are loving, well trained, and extremely attentive to the needs of infants. They will follow your child's current feeding and sleeping schedules or work with you to figure out what works best for your child during his/her time with us. An *Infant Inquirer* daily report sheet will be sent home every day, which will outline your infant's feedings, naptimes, diaper changes, and any activities your child enjoyed that given day. The infant room is well-equipped with bouncy seats, swings, excersaucers, boppy pillows, and hand toys, which are disinfected 2- 3 times per day. Each infant is supplied with his/her very own crib, sheet, and blanket. Our sheets and blankets are laundered on site every week. The infant room is also equipped with a changing table, sink, refrigerator, and microwave to meet each infant's needs or to safely store breastmilk. Our staff to infant ratio is 1:4.



Little Tots Program:

Our Little Tots Class consists of older infants ranging in age from approximately one year through eighteen months. An infant is eligible for our Little Tots Program once he/she is walking and eating table food. The children in our Little Tots Program are eligible to participate in ABC's meal program. We provide breakfast, lunch, and morning and afternoon snacks. Whole milk and fruit juice/water are provided with the meals. A menu is supplied to each parent, which outlines the meals being served for breakfast and lunch each month. Meals and snacks are included in our tuition rates. If you choose to send additional meals and snacks for your child, there is also a refrigerator in each classroom as an added convenience. Each child in the Little Tots Class is provided with his/her very own crib or mat (depending on his/her age). Our sheets and blankets are laundered on site every week. The *Little Tot Lowdown* daily report sheet will be sent home with your child every day, which will outline his/her feedings, naptimes, and diaper changes. Our Little Tots caregivers entertain the children with songs, stories, finger plays, and other activities to stimulate their development. The children also go outside for a walk or to the playground everyday if the weather permits. The staff to child ratio in this class is also 1:4.





Toddler Program:

The Toddler Class consists of children ranging from eighteen months through two and half years in age. Breakfast, lunch, and morning and afternoon snacks are provided to each child. The administrative team of ABC has designed a state approved curriculum program specifically geared for this age group. The children begin learning their colors, shapes, letters, numbers, and other early math and literacy concepts. Stories, music, arts and crafts, and cooking projects are also incorporated into our Toddler Curriculum. A weekly lesson plan is sent home every week outlining our curriculum goals and any activities for the upcoming week. Each toddler receives the *Toddler Times* daily report sheet, which outlines his/her meals, naptimes, diaper changes, outside times, etc. The Toddler Class enjoys outside time in both the morning and afternoon hours, weather permitting. The staff to toddler ratio is 1:6.



Nursery Program:

The Nursery Class consists of children ranging in age from two and half through four years old. The staff to child ratio for our Nursery Class is 1:10. Each child in our Nursery Program is provided breakfast, lunch, and morning and afternoon snacks. The children are engaged in their teachers' lesson plans daily, which are constructed from ABC's state approved, age-appropriate curriculum. Not only does our curriculum include math, language arts, science, and social studies, but we also incorporate arts and crafts, music, cooking, and technology. A *Nursery News* daily report sheet will also be sent home each day, outlining the child's meals, naptimes, diaper/bathroom times, outside times, etc. Toilet training usually takes place during the transition into the Nursery classroom, although we will work alongside you once you feel your child is ready to begin the process. ABC Growing Tree does not have an age requirement for toilet training, so your child will not be withheld from promoting to the next class level for this reason.



Pre-Kindergarten Program:

The Pre-K Class consists of children ranging in age from four to six years old. Each child in our Pre-Kindergarten Program is provided breakfast, lunch, and a morning and afternoon snack. Our Pre-K teachers are well educated individuals anxious to help prepare your child for Kindergarten. Students are honored at the conclusion of our school year with a graduation ceremony. Our teacher to child ratio for the Pre-K Class is 1:12.





Nutrition



ABC Growing Tree provides breakfast, lunch, and a morning and afternoon snack to our Little Tots through Pre-Kindergarten classes. Breakfast is served with orange juice, lunch is served with whole milk for our younger students and 1% milk for our older students, and our snacks are served with apple juice or water based on parents' preferences. Our snacks include graham crackers, saltines, goldfish, cheese its, pretzels, ritz crackers, club crackers, and nilla wafers. Our menu incorporates all of the food groups and is distributed to parents on a monthly basis. If a child is allergic to or usually refuses to eat a particular item being served, we ask that a substitute meal be supplied by the parent for that day.

Supplies



Parents are responsible for supplying diapers, wipes, and diaper ointment for children who are not yet toilet trained. Parents of infants are also responsible for supplying formula and/or breast milk, cereal, and baby food. We also ask that each child attending ABC Growing Tree has at least one complete, seasonally appropriate spare outfit on-site at all times. Please be sure to label *all* of your children's belongings with his/her name and the first letter of his/her last name. ABC Growing Tree supplies cribs, sleeping mats, sheets, and blankets. Our laundry is washed on a weekly basis at our facility. Your child is more than welcome to bring a special blanket or plush toy for naptime, but we do ask that you do not allow your child to bring in any additional toys from home in order to prevent the risk of them being lost or damaged.

Additional Extra-Curricular Activities

Children over the age of three participate in field trips and other events for holidays and special occasions throughout the school year, and we welcome parents to join us for these outings or any programs hosted on-site. We also offer an exercise program throughout the year called Stretch-n-Grow to the children in our Nursery and Pre-Kindergarten classes. This program is run by professional instructors at ABC Growing Tree on a weekly basis for a small additional fee. During the summer months, children participate in water play outside and children over the age of three may participate in an additional series of field trips.

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Hi – Mama

For our daily notification, ABC Growing tree uses a program called Hi-Mama. This is an App that will allow you to never miss a moment with the daily reports, real-time updates, and photos. You will be able to feel a whole new level of connection with your child's learning and development. This amazing app will allow you to view current updates from your computer at home or from your smartphone on the go.