

Mini Mustang Cottage



Parent Handbook 2017 - 2018



WELCOME

Dear Parents:

Welcome to the Nixon-Smiley CISD child care center, Mini Mustang Cottage. We are pleased that you have enrolled your child in our program. We want you to be a part of our center and your child's education. We ask that you look over this parent handbook and then keep it at home for future reference.

The MMC has established a number of policies concerning program and classroom practices. These guidelines have been developed to comply with state licensing. The policies and procedures described in this booklet are written to provide a clear description of what parents may expect of MMC and what MMC expects of parents. Our goal is to provide exemplary child care services.

We hope that your experience at MMC is a good one and that you are secure in the fact that your child is well cared for. Please communicate with us regarding any questions or concerns.

Respectfully,

Susan Bell
Director
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Mission Statement

The mission of the Mini Mustang Cottage is to provide high quality child care for employees and teen parents of Nixon-Smiley Consolidated Independent School District. The District is committed to recruiting and retaining outstanding employees as well as helping teen parents continue their education.

Hours of Operation and School Calendar

Mini Mustang Cottage is open 7:00-5:00 p.m. Monday through Friday. The Mini Mustang Cottage operates 187 days, following the calendar set for Nixon-Smiley CISD employees. In the event of temporary low enrollment at the Mini Mustang Cottage, the staffing pattern may be adjusted to re-group children and reduce staff until the regular enrollment pattern resumes. If the District cancels classes the Mini Mustang Cottage will be closed as well. A fee schedule will be published and will include charges for late pick-up.

Enrollment Eligibility

- ❑ The Mini Mustang Cottage will enroll children 6 weeks of age through preschool (pre-kindergarten), as well as school-aged children for after school care. Infants under the age of 6 weeks may be enrolled on a case-by-case basis with clearance in writing from a doctor.

- ❑ NSCISD employees who are legal guardians of young children, and currently-enrolled students who have young children have first priority for enrolling their children in the Mini Mustang Cottage. Others may enroll as space is available. Part-time enrollment and temporary enrollment will be considered on a case-by-case basis. Contact the director to discuss special enrollment arrangements.

Enrollment Procedure

To enroll a child at the Mini-Mustang Cottage, complete a Registration Form and submit it to the director or designee with the appropriate registration fees. The child care director or designee will review the class lists to determine when enrollment will be possible. In some cases, applicants may need to put their name on a waiting list until an opening is available in the appropriate classroom or age group.

Waiting List

The Mini Mustang Cottage will enroll the maximum number of children in each age then start a waiting list for each group. Applications received for the waiting list will be date stamped and handled accordingly. The child care director or manager will monitor the waiting list and contact the next person on the list as space becomes available.

Meals and Snacks

Monthly tuition includes breakfast, lunch and one or two snacks per day. A monthly menu will be provided. Parents of infants must provide formula or breast milk and appropriate baby food until the child is able to eat "table food."

We are a peanut free zone. Please do not send any nuts, foods with nuts, or peanut butter if providing meals from home.

Personal Belongings

Your child should not bring toys from home. This policy prevents hurt feelings and lost or broken belongings. If your child is in a classroom that has Show-and-Tell, the teacher will set guidelines on allowable items that may be brought and how they will be handled in the classroom.

You are encouraged to bring your child's security items, such as a pacifier, blanket, or stuffed animal. These items must be labeled to prevent loss of property. A black permanent marker is best for labeling.

Parents of infants and toddlers (not potty trained) must provide diapers, baby wipes and ointments for their child.

Items Needed at School:

Infant and Toddler Classrooms

- Labeled and filled bottles
- Labeled caps for bottles
- Baby food, labeled and dated
- Sippy cups
- Diapers
- Diaper rash cream
- Crib blanket
- Crib toys
- 2-3 changes of clothing
- Security items/pacifiers (labeled)
- Appropriate outer-wear such as coats, sweaters and sweatshirts

Pre-School Classrooms

- Blanket and small pillow (not a bed-size pillow, please)
- One stuffed animal, doll, or other "security item" for nap
- Change of clothing, including socks and underwear
- Appropriate outer-wear such as coats, sweaters and sweatshirts

Clothing and Accessories

Your child will need an extra change of clothing each day. Label all items to prevent loss. If your child has toilet accidents, please arrange to have several changes of clothing available each day.

Play clothes must be worn so that your child may participate in all planned activities. The Mini Mustang Cottage will have smocks available for children to wear while playing with finger paints, water, and clay; however, the smocks may not protect clothing completely.

A part of each day is spent outside. You will need to dress your child in seasonally appropriate clothing, to include coats, hats, and mittens.

Each child, once mobile, needs to wear shoes each day. The best shoes are sneakers or tennis shoes. **Cowboy boots, sandals, flip-flops and "Crocs"** are not allowed at Mini-Mustang Cottage. They pose a serious slipping/sliding risk on our sidewalks and play equipment. Additionally, cowboy boots, sandals, flip-flops and "Crocs" do not provide children with the leverage and support needed to run and jump during active play. Boots also hurt when they land on little fingers.

In the interest of safety, please leave all jewelry at home. Necklaces, bracelets, rings all pose choking hazards with their small pieces. Lost or broken "treasures" can lead to unhappy tears.

Expectations for Teen Parents Using the Child Care Program

Assisting teen parents with child care arrangements underscores NSCISD's dedication to the education of all students in the District. Teens utilizing the child care program are expected to abide by the following policies at all times:

- ❑ Only the legal custodial parent, grandparent or guardian will be allowed to pick up the child except in emergency situations. Emergency contact persons must be listed on the child's registration form. Identification will be required before the child will be released.
- ❑ Parents are expected to maintain open communication with the Mini Mustang Cottage staff in all matters related to the care of the child including health and immunization records and authorization to secure medical assistance.
- ❑ You should speak privately with the Mini Mustang Cottage staff if you have a concern about your child or any other child or parent at the MMC. All information about your child and other children who attend the daycare is kept confidential. We expect you to keep the information confidential as well.
- ❑ When bringing children to the Mini Mustang Cottage, parents should allow enough time to put away child's personal belongings, help the child settle into the classroom and to communicate important information about the child to the Mini Mustang Cottage staff.
- ❑ In advance or within 10 calendar days after any change in school, income, child support, you will inform the TWS staff and the child care director or designee.
- ❑ In advance or as soon as possible after the change occurs, you will inform the TWS staff and the child care facility about changes in residence, telephone number, emergency contact information or child care arrangements.
- ❑ If you do not notify the TWS staff that you are no longer attending school, you will be responsible for paying all child care payments made while ineligible.

Please be aware that your attendance at school will be reviewed by TWS. If your absences are excessive, the agency will review and possibly shorten your approval during the next 6 month cycle. Also, your child care may end if your child is absent for 30 days or more in a 12 month period. It also will end if your child is absent for 5 or more consecutive days, and you have not called the daycare and TWS staff to explain the absences.

Curriculum

Providing a well-balanced, child-centered approach to curriculum development will be a priority of this program. The curriculum approach will have a strong emphasis on language and literacy development. Planning will be derived from teacher's observations of children, developmentally appropriate practices, and informed understanding of sound early childhood theory. A healthy balance between child-directed and teacher-directed activities will be accomplished in the following ways:

- ❑ Using Developmentally Appropriate Practice as a guide, the Mini Mustang Cottage staff will monitor and select activities according to the ages and abilities of the children within a group;
- ❑ Strong phonemic awareness and preparation for reading and writing readiness will be evidenced in activities that promote singing, rhyming, finger plays, proper use of language and communication skills, magnetic letters, creative storytelling and story invention, use of puppetry, Big Books and other opportunities that promote creative thinking processes and encourage children to explore their own language abilities;
- ❑ Development of math concepts and emerging math skills such as sorting, ordering, counting, labeling, classifying, measuring, pouring and estimating will be included in daily planning;
- ❑ The Mini Mustang Cottage will routinely include activities that foster appreciation for the fine arts with activities that encourage children to express themselves physically and aesthetically,

represent feelings and ideas, and acquire fundamental concepts and skills achieved through art appreciation, music and movement;

- ❑ Emphasis will be placed on social and emotional development as it relates to helping children learn socially acceptable behaviors and strong interpersonal skills to support friendships, self-esteem, positive self-worth and develop a comprehensive understanding of how to work in small groups and independently;
- ❑ Planning will include opportunities for sensory and motor experiences such as sand and water play, dancing, movement and rhythm activities, play dough, cooking, woodworking and other hands-on activities.

Assessment of children's learning is essential to appropriate planning. Observing, recording and documenting children's successes and areas for growth will be the basis for a variety of education decisions that affect planning for groups as well as individual children. The child care staff will meet regularly with parents to discuss children's individual milestones achieved and to set goals for continued success.

Discipline and Positive Guidance

Preschoolers are learning to be part of a social group. Juggling his or her own needs with those of the group is sometimes difficult for the young child. For this reason, preschool teachers view discipline as a time to help children learn new social skills. The techniques teachers will use include redirection, modeling words and actions to use in solving problems and a chance to try again, as well as modifying the environment or routine to better meet the children's needs. Only after the teacher has tried other techniques will a child be removed from the group and placed in another area of the room until he or she is ready to return to the activity. At no time will physical punishment, demeaning or embarrassing tactics be used to correct children or modify their behaviors. If behavior is out of control and not corrected in a reasonable amount of time, parents will be called and the child may be removed from care for the day.

Termination Policy

Participants may be asked to withdraw from the program for the following reasons:

- Delinquency in the fee payment with no immediate payment coming.
- The child is unable to follow center's policy and rules.
- Parent's fail to provide required records necessary to comply with the Texas Department of Family and Protective Service.
- Parents are consistently late in picking up their child or children.
- Aggressive or inappropriate behavior by a parent or child.

Parent Involvement and Communication

Our staff at the Mini Mustang Cottage wants to assist parents in understanding the developmental stages their children experience, enabling them to contribute most effectively to the child's growth and enrichment. Parents are encouraged to visit the Mini Mustang Cottage and observe how their child interacts with the staff and other children. You are welcome at all times to visit the program and participate in all activities of the program. We always want to make sure the visit does not upset the child. If your visit becomes disruptive to your child or the other children, you will be asked to return on another day.

As important events occur in your child's life or in your family, please share these with the teachers. These might include the death of a pet, moving to a new house, the illness of a grandparent, or even the separation of parents. Informed teachers will be better able to support your child and tell you how your child is responding to these events. Please know that information you share with your child's teacher is confidential and will not be shared with others.

We value parent ideas and input. We also value our time in the classroom with your child. For this reason we respectfully ask parents to schedule a private meeting to discuss issues and concerns that may arise in the course of a child's enrollment rather than discussing concerns in the presence of children or other observers in the classroom. We want to give you our undivided attention and this is not possible when the teachers are responsible for children.

The Child Care staff strives to provide many avenues of communication with all parents. Please feel free to utilize voice mail, email and written notes as methods of communicating with your child's teacher. Be aware classroom teachers spend most their time working directly with children. Voice mail and email messages will be returned as promptly as possible.

Email will be used to communicate most school-wide announcements. Please be sure to provide a current email address to your child's teacher as well as the child care director/manager. Changes to policies and/or procedures affecting the child care program will be communicated to parents through email and the Parent Handbook will be updated and made available accordingly. Notify the Mini Mustang Cottage staff if you do not have access to email. A print copy will be provided for you. The child care director is available to discuss the policies and procedures of the program and parents are invited to share their comments or concerns.

Emergency Procedures

Mini Mustang Cottage will follow the emergency procedures used at the Nixon-Smiley Middle School campus, including fire drills, evacuations, lock-downs and tornado drills.

Child Care Licensing

The Mini Mustang Cottage is licensed by the Texas Department of Family and Protective Services (DFPS). A full-text copy of the *Minimum Standard Rules for Licensed Child Care Centers* is available for review at <http://www.dfps.state.tx.us/>.

As a parent or guardian with a child enrolled in the child care, you have the right to review all current inspections conducted by the DFPS, the Fire Department, the Health Department, and any other inspections as may be required for the operation of the child care. To review these documents, please contact the center director or designee. From time to time the child care is required to post such inspections in an obvious location for parents to review. Should this be the case, the child care director will post the appropriate inspections on the bulletin board nearest the entrance to the child care facility.

DFPS Contact Information for Parents:

Texas Department of Family and Protective Services (local office)
<http://www.dfps.state.tx.us/>

Texas Abuse/Neglect Hotline
(800) 252-5400
<https://www.txabusehotline.org>

Release of Children

The MMC staff will not release your child to anyone other than you or the persons you list in your child's file. Make sure your list is up-to-date and that you notify your child's teacher in writing of any changes. Anyone you ask to pick up your child will be required to show a photo identification card, such as a driver's license. If deemed necessary the child care staff may take additional steps to verify a guest's

identity by contacting you at time of pick up for additional information before releasing the child to the guest's custody. Please be sure we know how to reach you at all times.

Health

If your child becomes ill at school, he or she will be given a sleeping mat and placed in a quiet area of the room to rest until you arrive. It is important that you make alternate arrangements to provide care for your child when he or she becomes ill. The staff cannot allow a sick child to remain at the school. **All children should be picked up within one hour of parent notification, please.** You will be asked to keep your child home until all symptoms of any illness have passed, and the child is no longer contagious. A child will be excluded from the center when:

- The illness prevents the child from participating comfortably in facility activities.
- The illness results in a need for greater care than the child care staff can provide without compromising the health and safety of the other children.

Specific Conditions which Require Exclusion

- **Fever:** exclude until child has been afebrile for 24 hours, or until medical evaluation indicates inclusion.
 - Armpit temperature of 100 degrees or greater, accompanied by behavior changes or other signs or symptoms of illness;
 - Oral temperature of 101 degrees or greater, accompanied by behavior changes or other signs or symptoms of illness; or

NOTE: The Mini Mustang Cottage will take children's temperatures under the arm. Oral and rectal methods for taking temperatures will not be used.

- **Signs of possible severe illness**, including unusual lethargy, irritability, persistent crying, difficult breathing.
- **Uncontrolled diarrhea**, defined as an increased number of stools compared with the child's normal pattern, with increased stool water and/or decreased form. Even one diarrheal incident may require exclusion if it is not contained by the child's diaper or if it is combined with other symptoms. Exclude until symptoms have disappeared for 24 hours.
- **Vomiting** two or more times in the previous 24 hours unless the vomiting is determined to be due to a non-communicable condition, and the child is not in danger of dehydration. Exclude until symptoms have disappeared for 24 hours.
- **Mouth sores** with drooling unless the child's physician or local health department authority states the child is non-infectious.
- **Rash with fever or behavior change**, until a physician has determined the illness not to be a communicable disease.
- **Purulent conjunctivitis**, defined as pink or red conjunctiva with white or yellow eye discharge, often with matted eyelids after sleep, and including a child with eye pain or redness of the

eyelids or skin surrounding the eye. May return 24 hours after treatment begins and symptoms have disappeared.

- **Infestation (e.g. scabies, head lice)**, may return after treatment. All nits or egg sacks must be removed prior to child's return. It is necessary for the classroom teacher and/or administrative staff to check for continued infestation upon child's return to school.
- **Impetigo**, until 24 hours after treatment begins.
- **Streptococcal pharyngitis**, until 24 hours after treatment has been initiated, and until the child has been afebrile for 24 hours.
- **Pinworm and Ringworm infections**, until 24 hours after treatment begins.
- **Chicken Pox**, until 6 days after onset of rash or until all lesions have dried and crusted.

Policies developed by the American Academy of Pediatrics/American Public Health Association pertaining to the exclusion of children with other contagious diseases will be followed.

Specific Conditions that Do Not Require Exclusion:

- Children who have a type of germ in their bowel movement or urine that can cause disease, but that is not giving any symptoms to the child whose stool or urine contains the germ.
- Children with conjunctivitis (pink eye) who have a clear, watery eye discharge and do not have any fever, eye pain, pus coming from the eye, or eyelid redness.
- Children with a rash, but no fever or change in behavior (must be released by a physician).
- Children with cytomegalovirus infection, carriers of hepatitis B and HIV infection.
- Children with a clear nasal discharge; however, please note that cloudy, yellow, or green nasal discharge can be a sign of infection and can lead to exclusion from group care.

Procedure for Management of Illness

If a child appears mildly ill,

- parent will be notified by the school nurse. The nurse will inform the parent of child's symptoms and review the policies and procedures for school participation.
- child will be cared for apart from the other children. In most cases, the child will be given a rest mat and a quiet place to rest within the classroom but away from the rest of the children.
- child should be picked up within 1-hour of parent notification.

Some communicable diseases must be reported to public health authorities so that control measures can be used. The list of these diseases can be found on the communicable disease chart in the *Minimum Standard Rules for Licensed Child Care Centers*. A complete copy of the *Minimum Standard Rules* is

available for review online at <http://www.dfps.state.tx.us/>. Notify the center director if your child's physician determines your child has a reportable disease.

When contagious illnesses, such as flu, chicken pox, etc., appear in a class, notices will be posted on the bulletin board and a note will be sent to all parents. The ill child's identity will not be revealed in any posted or emailed notices.

A current record of a medical physical is required of all children enrolled at Mini-Mustang Cottage.

Immunization records must be kept up-to-date and documented at the child care. All immunization records must have the healthcare provider's original signature or signature stamp to validate authenticity. If medical diagnosis and treatment and/or immunization and TB testing conflict with your religious beliefs, you must sign an affidavit to that effect and attach it to the registration form. If immunization and/or TB testing would be injurious to your child or family, you must obtain a certificate (signed by a physician) to that effect and attach it to the registration form.

Medications

When you bring medication to the child care for your child, you will be asked to complete a *Permission to Administer Medicine* form. Childcare licensing requires that medications must have current expiration dates and, in the case of a prescription, have been prescribed to the child in question. The Mini Mustang Cottage may not administer medication that has been prescribed to anyone else. The following guidelines must be followed when bringing medications to the school:

1. Both prescription and over-the-counter medications must be in the original container.
2. The label must include the following information:
 - Date
 - Child's name
 - Specific directions for dosages and times to be given
 - Physician's name (if prescription medication)
 - Expiration Date
3. Medications must be administered according to label directions, including obtaining instructions from your doctor if your child falls into an age range for which the label states to 'consult a physician.' Your child's teacher can help guide you in the proper procedures for this.

Child Care staff may administer over-the-counter medications on a case by case basis only. We will not accept open-ended directives from parents to administer medications.

Medications are stored in labeled storage areas. **It is unsafe to leave medications in your child's cubby or diaper bag.** Please ask for assistance from the child care staff for proper storage of medications.

Immunization Requirements

The Mini Mustang Cottage is required to abide by the Immunization Guidelines set forth by the Texas Department of Protective and Regulatory Services. The guidelines are as follows:

- (a) Each child enrolled or admitted to child care centers must meet applicable immunization requirements specified by the Texas Department of Health Immunization Requirements in

Texas Elementary and Secondary Schools and Institutions of Higher Education. This requirement applies to all children in care from birth through 17 years of age.

- (b) Except as otherwise provided in this division, all immunizations required for the child's age must be completed by the date of admission.
- (c) A child may be enrolled provisionally for up to 30 days if the parent can provide written documentation from a health care professional that the child has received at least one immunization in each series required for that age child, and a statement of when the remaining immunizations will be completed.
- (d) Documents acceptable for immunization records must have been validated by a physician or other health care professional with a signature or rubber stamp and include:
 - a. The child's name and birth date;
 - b. The number of doses and vaccine type; and
 - c. The month, day, and year the child received each vaccination.
- (e) Documentation on file at the Mini Mustang Cottage may be the original record, a photocopy, or a handwritten copy that the Mini Mustang Cottage director or school nurse has verified.
- (f) Exclusions to the Texas School Immunization Requirements
 - a. Exclusions from compliance are allowable on an individual basis for medical contraindications, religious conflicts, and active duty with the armed forces of the United States. Children and students in these categories must submit evidence for exclusion from compliance as specified in Texas Education Code, Chapter 38 and the Human Resources Code, Chapter 42.
 - b. Religious conflict: A signed affidavit must be presented by the child's parent or guardian stating that the immunization conflicts with the tenets and practices of a recognized religious organization of which the applicant is an adherent or member. This exemption does not apply in times of emergency or outbreak declared by the commissioner of health or the local health authority.

The state does not have a list of specific religions to accept under the religious exemption clause. The statute does not require that the family state their religion in an affidavit nor must they verbally announce their denomination.

(g) Additional information or clarification can be obtained on the Texas Department of Health Internet website at: www.tdh.state.tx.us/immunize

Vision & Hearing Screening Requirement

The Mini Mustang Cottage is required to abide by the Vision & Hearing Screening Requirements set forth by the Texas Department of Protective and Regulatory Services. The guidelines are as follows:

- (a) The Special Senses and Communication Disorders Act, Texas Health and Safety Code, Chapter 36, requires a screening or a professional examination for possible vision and hearing problems for the following children who are enrolled in a child care center:
 - a. First-time enrollees who are four years of age or older and all children enrolled in programs who are four years of age by September 1 of each year will be screened

for possible vision and hearing problems prior to completion of the first semester of enrollment or within 120 calendar days of enrollment, whichever is longest, or present evidence of screening conducted one year prior to enrollment; and

- b. Each child who is in the first, third, fifth, or seventh-grade must complete a screening or examination within the school year.
- (b) A licensed or certified screener or a health care professional must conduct the screening. Refer to Texas Health and Safety Code 36.011, for specifics on vision and hearing screening. This information may be accessed on the Internet at: www.tdh.state.tx.us/vhs
- (c) The Mini Mustang Cottage must keep one copy of the following for each child required to be screened:
 - a. The individual vision and hearing screening; or
 - b. A signed statement from the child's parent that the child's screening records are current and on file at the pre-kindergarten program or school the child attends away from the Mini Mustang Cottage. The statement must be dated and include the name, address, and telephone number of the pre-kindergarten program or school.

Animals/Pets at the Mini Mustang Cottage

From time to time the child care classrooms may have pets such as guinea pigs, hamsters, gerbils, small birds and fish. The care and keeping of classroom pets gives children the opportunity to learn how to properly handle and nurture small animals. If classroom pets are present, the teachers will be responsible for the daily care of the animals including proper food and nutrition, exercise and care for the pet's cage or "home." The classroom teachers may ask for parent volunteers to "foster" a classroom pet during long holidays when the child care is closed. If you are interested in helping in this way, please speak with your child's teacher.

One of the child care licensing standard rules for child care programs states the following: Children at the child care center will not have contact with chickens, ducks, and reptiles, such as snakes, turtles, lizards, iguanas, and amphibians, such as frogs and toads. Additionally, children will not be allowed to play with animals unfamiliar to the center or other animals that could be dangerous, including exotic animals such as lions, monkeys, and tigers.

Mini Mustang Cottage

Discipline and Guidance Policy

Discipline must be:

1. Individualized and consistent for each child.
2. Appropriate to the child's level of understanding; and
3. Directed toward teaching the child acceptable behavior and self-control.

A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:

1. Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior;
2. Reminding a child of behavior expectations daily by using clear, positive statements;
3. Redirecting behavior using positive statements; and
4. Using brief supervised separation or time out from the group, when appropriate for the child's age and development, which is limited to no more than one minute per year of the child's age.

There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:

1. Corporal punishment or threats of corporal punishment;
2. Punishment associated with food, naps, or toilet training;
3. Pinching, shaking, or biting a child;
4. Hitting a child with a hand or instrument;
5. Putting anything in or on a child's mouth;
6. Humiliating, ridiculing, rejecting, or yelling at a child;
7. Subjecting a child to harsh, abusive, or profane language;
8. Placing a child in a locked or dark room, bathroom, or closet with the door closed; and
9. Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age.

Texas Administrative Code, Title 40, Chapters 746 and 747, Subchapters L, Discipline and Guidance

My signature verifies I have read and received a copy of this discipline and guidance policy.

Signature

Date

Please check one:

Parent

Employee/Caregiver

Household member of the child-care home

Mini Mustang Cottage

Parent Policy Agreement

As a Mini Mustang Cottage child care center parent, I have received and reviewed the MMC Parent Handbook. I understand that MMC policies and procedures must be followed.

The Mini Mustang Cottage staff wants to maintain a harmonious and safe environment for the children. Our goal is to bring about collaboration between the home and school in ways that enhance your child's development.

Parent's Name: _____

Signature: _____

Date: _____

Child's Name: _____

Child's Name: _____

Child's Name: _____

Appendix:

Gang Free Zone

Under Texas Penal Code, any area within 1000 feet of a child care center is a gang-free zone. Criminal offenses related to organized criminal activity are subject to harsher penalty.

Breastfeeding

While her child is in our care, a mother has the right to breastfeed or provide breast milk for her child. A comfortable, quiet place with an adult-size chair will be provided in our center or within a classroom. Please check with the daycare director for the available accommodations.

Preventing and Responding to Abuse and Neglect of Children

Warning signs that a child may be a victim of abuse or neglect include:

Physical Abuse:

- bruising, welts or burns that cannot be sufficiently explained
- withdrawn, fearful or extreme behavior
- clusters of bruises, welts or burns
- burns that are insufficiently explained
- injuries on children where children don't usually get injured

Sexual Abuse:

- difficulty walking or sitting
- pain or itching in the genital area
- torn, stained or bloody underclothing,
- frequent complaints of stomachaches or headaches
- venereal disease
- bruises or bleeding in external genitalia
- feeling threatened by physical contact
- inappropriate sex play or premature understanding of sex
- frequent urinary or yeast infections

Emotional Injury:

- speech disorders
- inability to play as most children do
- sleeping problems
- anti-social behavior or behavioral extremes
- delays in emotional and intellectual growth

Neglect:

- lack of medical or dental care
- chronically dirty or unbathed
- lack of adequate attendance
- lack of supervision
- lack of proper nutrition
- lack of adequate shelter
- self-destructive feelings or behavior
- alcohol or drug abuse

These warning signs are posted on the wall in the entrance of the daycare and included in our Mini Mustang Parent Handbook. A flyer for reporting abuse, neglect or exploitation is also posted in the entrance of the daycare.

Norma's House, located at 307 Saint Lawrence Street, Gonzales, Texas, is available for outreach and training to our employees and parents. The phone number is 210 672 1278.

Parents of a child who is a victim of abuse or neglect should contact: Texas Abuse/Neglect hotline (800) 252-5400. It is open 24 hours a day, 7 days a week, nationwide. Abuse can be reported by going to www.txabusehotline.org.

or

Norma's House, 210-672-1278

or

your local law enforcement office,

or

911, if threat of imminent danger

or

ask a Mini Mustang staff member

Daycare employees are required to complete one hour of child abuse training annually.