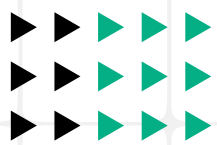
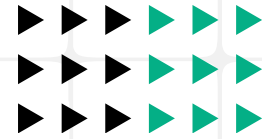




**CHILDCARE &
LEARNING
CENTER**



PARENT HANDBOOK

**AGES 6 WEEKS - 12 YEARS
1407 S. HWY 69, NEDERLAND TX, 77627
(409) 724-7114**

**OPEN YEAR ROUND
MONDAY - FRIDAY
6:30 a.m. - 6:00 p.m.**

***POLICIES ARE REVIEWED ANNUALLY AND UPDATED AS NEEDED**

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TUITION AND FEES

Enrollment Fee:

Regular Care \$55/Per Child
Summer Camp \$350/Per Child
**nonrefundable*

Supply Fee:

12 months – 5 years \$70
**Due Bi-Annually winter and summer*

Weekly Fee:

Infants \$205
1-5 years old \$175
Before School Only \$30
After School Only \$90
Before/After School \$100
Summer Camp \$140

Daily Drop-In Fee:

Per Child \$45
**Subject to availability. You must call at least 24 hours in advance to make arrangements.*

Family Discount:

The full rate must be paid for the youngest child.
For each additional child from the same parent who is enrolled and attending at the same time, there will be a \$10 discount. However, if they are a school-age child the discount will be \$5.

Fee Policies:

Tuition is due in advance. This fee will be auto-drafted on the Friday of the week before you will use the center. If the auto-draft fails to go through an additional fee of \$30 will be added to your account. If tuition is not current by Tuesday at 6:00 p.m., the child may not attend until the account is paid in full. If the auto-draft fails a second time your child may not attend until we receive new auto-draft information. If the month is paid in advance, an additional discount of \$10 will be applied to your account. This will be auto-drafted at the beginning of the month.

**It is the parent's responsibility to inform the office when the child is due a rate change due to age. Rate changes will not be retroactive.*

**Children must be fully potty trained to participate in the Pre-K 3-5 year program.*

Our Mission and Goal:

To provide a safe, high-quality Christian learning environment where children are cared for with love.

Hours of Operation

KT is open year-round, Monday through Friday from 6:30 a.m. until 6:00 p.m. With the exception of approved holidays and training days.

To ensure we can provide the best service, we kindly ask for prior notice if your child will be arriving after 9 a.m. Unfortunately, without this notice, we won't be able to offer our services for the day. Strict pick-up and drop off procedures are vital to the safety and security of our center.

Absence Policy

Please let the office know if your child will be absent for the day.

Enrollment Procedures

On the first day of attendance, each child must have:

1. A filled-out enrollment packet
2. A current shot record

Required supplies for the child's age:

A. A mat to sleep on for all children 12 months through 5 years
(If not, a mat will be furnished and the child's account will be charged \$25.)

B. A complete change of clothes. The change of clothes for children 12 months through 5 years old must be in a gallon zip lock bag labeled with the child's first and last name. When the child uses the change of clothes, they will be sent home in the bag. The bag must be refilled and returned the next day.

Family Incentives

Refer a child to our center and receive a \$50 credit if they stay for 90 days of continuous service.

Late Pick-Up Fees

Children must be picked up by 6:00 p.m. or you will be charged a late fee of \$10 for the first 10 minutes, or any part thereof, and \$1.00 for each additional minute. This should be paid to whoever had to stay with your child/children. If this fee is not paid upon arrival it will be charged to your account and run with weekly tuition on Friday.

Weekly Fees

All weekly fees must be paid whether the child is present or absent, sick or well, and whether KT is open or closed for holidays. Each weekly payment ensures the child's place at the center and that space will be held until they return.

Declined Payments

If the auto-draft payment fails to go through an additional fee of \$30 will be added to your account. If tuition is not current by Tuesday at 6:00 p.m., the child may not attend until the account is paid in full. If the auto-draft fails a second time your child may not attend until we receive new auto-draft information.

Other Payments

Payments made through organizations that offer assistance, such as CCCS are due in one of the following manners: In full by the Friday of the 1st full week in the month or split in 4 payments and due on the first 4 Fridays of the month. If these payment arrangements are not met it will be reported to CCCS and they could discontinue your care.

Re-Enrollment Fees

Should a child be dropped from enrollment and then re-enrolled you will be charged a re-enrollment fee of \$55 per child.

Refunds

If you are due a refund for any reason, you must wait fifteen business days to receive it.

Vacation Credit

After 12 months of continuous enrollment in full-time care, a child is eligible for one week of vacation credit. Please notify the director two weeks prior so that the account can be properly credited. (Children cannot attend during this vacation.) The week must be Monday through Friday. If this vacation time is not used during the same year, you cannot forward it to the next year.

Supply Fee

Due Bi-Annually (Winter and Summer)

This fee will be used to purchase supplies such as classroom supplies, and miscellaneous arts and crafts items.

Miscellaneous Fees

You will be notified in advance of any additional fees such as field trips, pictures, etc.

Holidays

The center is closed for the following holidays:

Good Friday

Memorial Day

Juneteenth

Independence Day

Labor Day

Thanksgiving and the Day After

Christmas & New Year (We will be closed from at least Christmas Eve through New Year's Day with a maximum of 8 days closed. Each year will vary depending on how the holidays fall. Full tuition will still be charged during this time.)

**Any holiday falling on Saturday will be observed on the Friday before the holiday. Any holiday falling on Sunday will be observed on the Monday after the holiday. Full rates are to be paid on the holidays. No Discounts. Any change in holidays will be posted two weeks in advance.*

Teacher In-Service Day

We will be closed two Fridays every year in the spring and summer to deep clean and organize classrooms. These days will be chosen by the director and posted two weeks in advance.

Dress Code

Please send your child in clean and comfortably fitting clothes appropriate for the weather. Remember, they will be playing outside every day that weather permits according to state law.

Please refrain from sending children in flip-flops or similar sandals, as the child cannot run and play safely in these types of shoes. We will not be held responsible for accidents due to these types of shoes. Children must not be barefoot. Girls should wear shorts under their dresses. Please PRINT the child's name on clothing such as hats, sweaters, coats, etc. We are not responsible for any clothing that gets soiled, torn, or lost.

Rest Time

All children have a rest/quiet time, this is required for the child's welfare. Parents must provide a waterproof mat for their child. Each child may bring a small travel-size pillow and a small blanket for rest time if desired but should be taken home every Friday and washed. State law will not allow a torn mat to be used, it is the responsibility of the parent to replace torn mats.

Safe Sleep

Infants must be placed in a face-up sleeping position in the infant's crib unless they have a completed Sleep Exception Form that includes a signed statement from a healthcare professional stating that a different sleeping position for the child is medically necessary. All cribs must have a firm, flat mattress that fit snugly with snug fitting sheets and must also be completely bare, this means no blankets, toys, pillows, etc. This is to prevent SIDS (Sudden Infant Death Syndrome). SIDS is the major cause of death in babies between one and four months old. If an infant is born with a birth defect, often spits up after eating, or has a breathing problem, a different sleeping position may be recommended.

Parental Notification

Anytime there is a change that will affect children at KT, parents will be notified in one or more of the following ways: Posting on the bulletin board at the entrance; Facebook/Remind, and/or Note sent home with the child. Posting regarding your individual child's progress between the parent and teacher is updated weekly via ProCare.

Parents will be notified in writing of any changes to operational policies or enrollment agreements. Parents must sign the updated policies for each family.

Gang Free Zone

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

Visiting Procedures

KT has an open-door policy. Parents/Guardians are encouraged to participate in any activities. This includes but is not limited to holiday parties, birthdays, etc. Please let the Director or Office Manager know if you would like to volunteer for special days, parties, etc.

Parent/Teacher Conferences and Developmental Milestones

Parents are offered conferences twice a year to discuss decisions regarding the child's experiences. However, you may request a conference at any time. Any questions or concerns about the policies and procedures can be addressed to the Director via phone or email. During at least one of these parent conferences, we will discuss your child's current developmental milestones. You will receive updated documentation of this informal assessment annually, even if you choose to not attend the parent conference.

Breast-Feeding

KT has an open policy for breastfeeding mothers. We provide a comfortable seating area in the women's restroom and the room just outside the infant room for those mothers who breastfeed. As a parent, you have the right to breastfeed in our facility or provide breast milk for your child.

Car Seats

Any parent who brings a child into our facility in a car seat must remove the child from the car seat before entering the classroom. We do not want car seats being placed inside the classroom at any time.

Release of a Child

Parents/guardians must...

1. Accompany children into the center each day.
2. Enter the code, which allows the child in the building, as well as, checks them in for the day.
3. Walk with the child to his/her appropriate classroom.
4. Make sure to leave the child with a staff member. Do not allow a child to walk into his/her classroom alone.
5. When the child is picked up, the code must be entered, and at that time the child must be signed out on the screen. Make sure a staff member knows that the child is leaving.

We will not release children without PRIOR expressed consent. Anytime parents need someone else to pick up their child; KT must be notified in advance. If the person picking up the child is not on the child's pick-up list, they will not have a code to get into the building. This person must provide valid identification to protect the parent and child and to avoid any misunderstanding. Make sure this person's name is listed with the office. All family and friends who will be picking a child up regularly should have their code for identification purposes.

**Only adults 18 years or older will be allowed to pick up children.*

**All court orders will be followed regarding who can visit or pick up an enrolled child.*

KT Curriculum

All children from Birth through 5 years will be taught a preschool curriculum as part of the daily routine. The curriculum will be taught from September through May. Birth – 24 months will be taught from Frogstreet curriculum. All children 2 years through 5 years will participate in the ABEKA curriculum. Our curriculum is preschool-based in order to prepare them for kindergarten. We also provide a foundation of biblical teaching through our curriculum and weekly chapel.

Supplies Needed From Home

Label every item brought from home with first and last name.

Ages Birth through 12 months:

- Disposable Diapers
- Diaper Wipes
- Pacifier (If Needed)
- Baby food
- Prepared Bottles (must have caps on all bottles)
- 2 Changes of Clothes
- Powder/Lotion (If Needed)
- Infant Care Instructions Sheet (Included. Must be filled out, kept up to date, signed and dated, and reviewed with the caregiver every 30 days as required by the state.

Ages 13 months through 5 years:

- Water-proof sleeping Mat (must not be thicker than 5/8" thickness)
 - Diapers/Pull-ups (if needed)
 - Small blanket for nap time
- (These items are returned home on Fridays to be washed.)
- Diaper Wipes
 - 2 Changes of Clothes

Before and After School:

- Changes of Clothes (with name)

Please put the child's first and last name on all supplies brought from home. KT is not responsible for lost, stolen, or broken items brought to the center. Please do not send expensive irreplaceable items.

All children must have a complete change of clothes at the childcare facility in case of any type of accident. If they do not, a parent will be called and will have to bring one immediately. It is against state law to leave a child in soiled clothes.

Screen Time Policy

Electronic media is only used for educational purposes. Screen time for children over 2 years of age is restricted to less than 2 hours/day.

Accommodating Families with Special Needs

We make every effort to support family diversity and individual unique abilities. We encourage families to share their different backgrounds, cultures, and home languages. For those individuals requiring accommodations, documentation and communication is essential. It is important that support services are involved and that their information is shared so everyone is on the same page. Some accommodations could cause hardship (financially or that would fundamentally alter the philosophy or operation of the center), therefore, we will assess each one on a case-by-case basis.

Threatening Conditions and Evacuation Information

In the event of a severe weather condition or a notice that the area must be evacuated due to dangerous weather, a parent will be called immediately to pick up the child. If the childcare facility is closed you will still be responsible for your weekly tuition. KT follows local school districts concerning closures due to weather conditions.

Emergency Preparedness Plan

If KT must evacuate the building due to an emergency we will relocate to the Triumph Church sign in front of the building. In the event of an emergency that requires a complete evacuation of KT, our relocation will be in "exciteland". This building is located on the south end of the property near the access road of S. Hwy 69. Emergency drills are practiced with all children, fire drills once a month and bad weather drills every three months. We also prepare the children for stranger danger.

Transportation

Children who are not school-age will only be transported if there is a medical emergency unless notified by the Director or Office Manager. School-age children who participate in our summer camp will be transported to various events in accordance with State and Local laws.

Water Activities

Children who are not school-age will only participate in age-appropriate water activities at the facility with parents' consent and proper supervision. School-age children who participate in our summer camp will participate in water activities with parental consent and appropriate supervision. The water activities will include an in-ground pool with a lifeguard on duty at all times, a splash park with water sprinkling out of the ground and stabilized toys, and a water park (including water slides, a lazy river to float on, and water sprinkling for them to play in). At no time during our water activities will a diving board be used. There will also be more staff in attendance than what is required for extra safety.

Field Trips

Children who are in our Pre-K class will go on some age-appropriate field trips with parental consent. School-age children who attend spring break and/or participate in our summer camp program will go on field trips.

Sunscreen and Mosquito Repellent

KT will NOT provide sunscreen or mosquito repellent for any children. If you would like your child to have either of those things you must bring a bottle with the child's name on it along with a signed note saying when and where to apply.

Promotion of Indoor and Outdoor Physical Activity

When children participate in physical activity every day, multiple health benefits accrue. It builds healthy bones and muscles, improves muscular strength and endurance, improves self-esteem, and reduces stress and anxiety; these are just a few of the benefits. For recommended clothing and footwear please refer back to the dress code.

1. Infants will be given opportunities for physical activity including supervised tummy time.
2. Toddler-age children will participate in a minimum of 60 minutes of moderate to vigorous active play each day.
3. Preschool children will participate in a minimum of 90 minutes of moderate to vigorous active play each day.
4. School-age children who are in attendance for a full day will participate in 90 minutes of moderate to vigorous active play each day. School-age children who attend only after school will participate in 30 minutes of moderate to vigorous active play each day.

This will include:

1. Two occasions of active play outdoors when weather permits.
2. Two or more structured or teacher-led activities or games that promote movement over the day.
3. Continuous opportunities to develop and practice age-appropriate gross motor and movement skills.
4. When the weather does not permit, there will be physical activities inside the classroom.

**We use the Weatherbug app and follow any weather alerts for outside time.*

Pest Control

A licensed pest control company does routine pest control.

Animals

We do not allow any animals in our facility or on our playground. Please leave your pets in your vehicle when dropping off or picking up your child/children.

Vision and Hearing Screening

Children who have turned 4 years old by September 1 of the current school calendar year are required to have a vision and hearing screening. We keep a copy of these screening documents on file in the office.

Immunization Requirements

Children must be current on their immunizations on the first day of attendance. If the child is not up to date due to illness, written documentation from a health care professional must be provided stating why they are behind and when they are scheduled for completion. If you choose not to vaccinate your child we must have a notarized affidavit for exemption. You must use the form issued by the state and it must be turned in before your child's first day of attendance, You can download this form at corequest.dshs.texas.gov

A tuberculosis skin test is not required for your child to attend our facility.

Medical Emergencies

A medical emergency form is mandatory for each child in the center. This includes a parent/guardian signature allowing medical attention for the child while they are in the childcare, plus the name, address, and phone number of the child's physician and parents' choice of hospital if needed. Please make sure all allergies – food, drugs, or chemicals – your child may have are listed on the enrollment form. KT will not be held responsible for allergic reactions caused by lack of information or misinformation.

In the event of an injury/accident to a child, we will...

1. First, tend to the child
2. Call 911 if necessary, and then
3. Immediately contact you by phone

An incident report will be filed in the child's record and the parent/guardian will be given a copy. Minor accidents will be treated at the center and a report will be sent home at the end of the day.

Illness and Exclusion

Each time a child is taken to the doctor/clinic for any type of illness or check-up, please get a signed release from a medical professional. Children will not return without a release. If a child is not feeling well, has a temperature of 100 or above, vomiting, diarrhea, or any other extreme condition, a parent will be notified immediately for pick up. If a parent cannot be reached, the other emergency contacts on the child's enrollment form will be contacted. According to state law, ill children cannot remain in the facility. If a child is sent home, he/she cannot return to the center until 24 hours after the symptoms have subsided. He/she must be able to be free of symptoms without medication masking them. Please do not give the child fever relief medication before they are taken to the childcare center. Repeated incidents of medication masking will result in dismissal from the facility.

Communicable Diseases

Communicable diseases common to the children are carefully watched for, including head lice*, chicken pox, etc. If there is an outbreak in the child's class of any communicable illness or disease, the parent will be informed so that he/she may watch for symptoms in the child. Please notify us if your child has a contagious illness or disease.

**In the event your child has head lice, we have a NO-NIT policy. This means the child cannot return until all nits(eggs) are removed, this must be checked by KT office staff.*

Procedure for Dispensing Medications

If a child needs medication during the day, the parent must:

1. Bring the medication in the original container with the label or prescription on it.
2. Complete an Authorization for Dispensing Medication form.

*All medication should be checked in with the front office

According to state law, over-the-counter medication may be given to children only if it is age-appropriate per the original label. For instance, if an over-the-counter medication for your child is sent and the label states that under a certain age must consult a physician and your child is in this age group, we would need a prescription from a doctor for us to administer it. No exceptions!

If the child needs medication early in the morning, the parent should administer it to them before the child is brought to the childcare facility. We will only dispense medication twice a day, including breathing treatment.

(It is the parent's responsibility to pick up the child's medicine when they leave.)

Discipline Policy

At KT, and according to state laws, 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 on 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;
9. Requiring a child to remain silent or inactive for inappropriately long periods for the child's age.

Biting Policy

Our biting policy is very specific and will be strictly enforced to protect all children at KT.

1. Any time a child bites another child a report will be filled out, and a parent will be notified.
2. If a child bites three times in one week (Mon-Fri); they will be sent home and asked to stay home the following business day.
3. If a child bites three times in one week on a second occasion; they will be sent home and asked to stay home the following week.
4. If a child bites three times in one week on a third occasion; the child will be dismissed from the facility.

**All incidents are left up to the discretion of the Director to decide what is most beneficial for the care of the center and your child.*

Suspension and Expulsion

At KT we want to promote good behavior with all ages. When a child is having behavior issues (hitting, biting, being rude to others, disrespectful, not following rules, etc.) a parent is notified typically with a behavior report and a phone call. If this behavior continues the child will be sent home for a short suspension. When the child returns, they will be put on a probation period. During this probation period if the behavior issue continues, they will be asked to find another childcare center.

Meals and Food Service Practices

KT will provide breakfast, lunch, and a mid-afternoon snack for all children in care. Lunch menus are sent home at the beginning of each month and posted by the entrance. Meals are served as designated below and cannot be served before or after these times. For a child to eat breakfast at the center, they must arrive no later than 8:45 a.m. All meals and snacks will be served in the child's classroom.

If your child needs to eat food from home for any reason, we need a note to send to our food program. If a child has allergies, a note from a doctor stating what your child has to omit from their diet must be provided. If a child is required to have a special diet, the parent must provide their food or drink for the day. If a child cannot eat what is on the menu due to religious reasons, please provide a note for their file and provide their food.

Breakfast 8:00AM – 9:00AM

Lunch 11:00AM – 12:00PM

Snack 2:30PM – 3:30PM

3:30PM – 4:00PM (After School)

Nutrition

All meals prepared at the center meet the daily food needs and are based on nutritional value. The center is responsible for preparing and serving a well-balanced diet to the children. Our menus are based on the requirements of the USDA Food Guidelines. All children will be encouraged to eat. However, no child will be forced to eat. We ask that you refrain from bringing food such as cokes, candy, etc.

Minimum Standards and Licensing Inspection

This facility is licensed by the State of Texas, and we have a copy of the Minimum Standards Rules for Licensed Child Care Centers available for your viewing in our office. These are the guidelines we strive to exceed. Also, a copy of the latest state inspection report is always posted outside the office. You may also stop by the office and ask to view the report at any time. Licensing can be contacted to file a complaint, refer to the last page for how to contact them.

Social Media

We reserve the right to dismiss your child from KT if the center or teachers are slandered on any social media. This is considered libel in slander. If you have a problem that needs attention please speak to the director or office manager.

Employees

All employees have had a Criminal History Check with fingerprinting. All employees are certified in First Aid and CPR. Employees have received training to recognize Child Abuse, Shaken Baby Syndrome, and Early Childhood Brain Development. In addition, they must have 24 training hours annually in various topics dealing with early childhood. They obtain these hours by attending seminars, staff meetings, and workshops. KT employees operate at exceptional standards of excellence and do an outstanding job caring for each child. All employee training can be viewed upon request.

It is a Minimum Standard of the State of Texas that our caregivers receive at least one clock hour of training in child abuse and neglect.

This includes:

1. Factors indicating a child is at risk for abuse;
2. Warning signs indicating a child may be a victim of abuse or neglect;
3. Internal procedures for reporting child abuse or neglect; and
4. Community organizations that have training programs available to childcare center staff members, children, and parents.

Employee Immunization / Vaccine-Preventable Diseases

A vaccine-preventable disease is a disease that is included in the most recent recommendations of the Advisory Committee on Immunization Practices of the Centers for Disease Control and Prevention. According to the local health department, there are no immunizations required for staff that work in child care. Therefore, KT does not require our staff to be vaccinated to work in our facility.

Concerns/Questions

At KT, we desire to provide the highest quality care and welcome parental feedback. We want our parents to feel comfortable in bringing to our attention any lack of service, questions concerning our policies, or suggestions for improvements within our center. Please feel free to speak to the Director regarding any questions or concerns. If the director has left for the day, please talk to the office manager, or request an appointment. Because the teachers cannot lead their class properly and have a conference at the same time, please direct all inquiries to the office. Parent conferences are offered twice a year as needed.

Child-care Records and Contact Information Updates

KT keeps all children's records in a file, parents may view them upon request. All publicly accessible records can be viewed online and we can assist with finding those.

Student contact information is private and secured. Please ensure that all contact information is up to date. You may update your contact information at any time by filling out the information form located in the resource area and leaving it in the secured box in the office.

Change in Rates/Fees and Operational Policies

KT Childcare and Learning Center reserves the right to adjust rates/fees, make necessary changes in policies/procedures, and/or dismiss children from care at the facility at their sole discretion. Parents will be notified in advance of any changes made.

Accommodations for Families

This document outlines our program's policy and process in supporting families and children who may need additional accommodations, to include home language, differing abilities and cultural backgrounds. Parents have the right to be informed of all procedural safeguards and rights of appeal in a language easily understood by the general public and in the parent's primary language. Please notify the Director if you or your child require accommodations and we will ensure that we do our part in making sure your needs are met.

Below are ways that our program will partner with families:

- 1.If specific therapies are needed during the day while the child is in our care, we will provide space to accommodate sessions**
- 2.Participation in all comprehensive care meetings if needed**
- 3.Complete supporting documentation from authorized medical professional for any accommodations related to child's physical or developmental needs**
- 4.Provide materials and resources in parent's/child's primary language**
- 5.Provide opportunity for cultural inclusiveness by hosting cultural events throughout the year**

As required by Title VI of the Civil Rights Act of 1954, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, our Early Learning Program does not discriminate on the basis of race, color, national origin, sex, age, or disability in aspect of their operations. For additional information or referral to the appropriate system coordinator, contact the director

Cameras

KT Childcare and Learning Center uses a camera system to monitor classrooms. This is only for office use to monitor teachers and children throughout the day. We DO NOT use this system for parents to watch their children. In the case of alleged abuse or neglect footage would be available to be viewed once all parents of children in the recording have been given written notification.

Procedures for Conducting Health Checks

If the need arises our center will conduct health checks before letting children into the building including temperature checks.

Sexual Abuse

We do not condone any type of sexual abuse in our facility. If this would occur the staff would be immediately terminated. Parents would be notified immediately; we would also notify local authorities and the DFPS Hotline.

Preventing and Responding to Abuse and Neglect of Children

Teachers are trained annually to recognize signs of child abuse and neglect. Texas law says anyone who thinks a child is being abused, neglected, or exploited must report it to DFPS. KT will work with various community resources to better inform parents and staff about issues regarding child abuse and neglect, prevention techniques, warning signs a child may be a victim of abuse or neglect, and factors indicating a child is at risk for abuse and neglect by suggesting opportunities to learn more. One such option is to take the free online course offered by TDPRS. If you have reason to suspect child abuse, call the hotline. They can advise you of the next steps. Child abuse hot-line: 1-800-252-5400

Texas Rising Star

KT is affiliated with and follows the guidelines of Texas Rising Star.

Child Care Licensing

We are governed by Child-care licensing and follow state minimum standards.

How to Contact

Local Child Care Licensing Office: PRS Child Abuse Hotline:

409-730-2424 1-800-252-5400

2105 Executive Blvd.

Beaumont, TX 77705 PRS Websites: <https://www.txabusehotline.org>

KIDZ TRIUMPH 2025 CALENDAR

JANUARY

1-Closed for New Years
3-New Year Parties
31-100 Days of School

FEBRUARY

7-Tea with Ladies
14-Valentine's Day Parties

MARCH

3-Dr. Suess Day
14-Teacher In-service

APRIL

11-Pajama Day
17-Easter Parties and Egg Hunt
18-Closed for Good Friday

MAY

5-9-Teacher Appreciation Week
22-Pre-K Grad
26-Closed for Memorial Day
27-Summer Camp Starts

JUNE

19-Closed for Juneteenth
26-Parent Ice Cream Social

JULY

4-Closed for Independence Day
7-9-Closed for Staff
Development

AUGUST

7-End of Summer Camp
8-Teacher In-Service
11-Move to new classes

SEPTEMBER

1-Closed for Labor Day
8-12-Grandparents week
25-Open House

OCTOBER

3-Character Day
17-Goodies with Guys
31-Fall Parties

NOVEMBER

3-Pajama Day
27-28-Closed for Thanksgiving

DECEMBER

5-Grinch Day
12-Santa Pictures
18-Christmas Program
19-Christmas Parties
24-1/1-Closed for Christmas & New Years



I, _____ have read and understand the updated operational policies of KidzTriumph Childcare and Learning Center. I agree to all the terms in which it has stated.

Signature

Date





Please read below for our updated drop off time policy:

To ensure smooth operations, please notify the office if your child will be absent or arriving later than 9 a.m. If we do not receive prior notice and your child arrives after 9 a.m., we regret that we will be unable to provide services for the day.

I, _____ have read and understand the updated operational policies of KidzTriumph Childcare and Learning Center. I agree to all the terms in which it has stated.

Signature

Date