

Welcome to

 Kids Time Child Care

2023

&

2024



Hello & Welcome to KidsTime! Please take the time to read through this booklet thoroughly. If you have any questions after reading this, please let me know.

Pick Up and Drop Offs

Please enter the building to drop off and pick up your children. Please enter through the front door at Lakeridge and use the community entrance at Colette Bourgonje. Please do not use the staff parking lot between the hours of 8:00AM and 4:00PM.

DROP OFF: The Before School Program is located in the large gym. When arriving to drop your child at KidsTime, please walk your child through the front doors/Community Entrance and you must make contact with a staff member before leaving the premises.

PLEASE NO DROP OFFS AFTER 8:25AM (LAKERIDGE) or 8:50AM (COLETTE BOURGONJE) FOR THE BEFORE PROGRAM. During that time we are starting to get our group ready to go to classes for the day.

PICK UP: Please check outside at the playgrounds upon pick up. The quickest way to get to the playground at Lakeridge is to park on the road by the Spray Park. We will be going outside pretty much every day, even if it is cold! If we are not outside, proceed to pick your child up from inside the building. You may enter through the **Front Doors** at Lakeridge and proceed to our classroom, or enter through the **Community Entrance** at Colette Bourgonje.

Attendance

Please make sure to let KidsTime know if your child will NOT be attending the AFTER SCHOOL PROGRAM. If this is forgotten, we have to take time away from the children in our care to contact you for your child's whereabouts. This can be done by texting the KidsTime mobiles:

Lakeridge Phone Numbers:

Group 1 (Kindergarten, Gr. 1, Gr. 2)..... 306-912-1005
Group 2 (Gr. 3, Gr. 4, Gr. 5, Gr. 6).....306-912-1006

Colette Bourgonje Phone Numbers:

Group 1 (Kindergarten, Gr. 1, Gr. 2)..... 306-912-1103
Group 2 (Gr. 3, Gr. 4, Gr. 5, Gr. 6).....306-912-1104

Casual Schedule

A monthly calendar is required so that we can staff properly and have groupings prepared ahead of time.

Casual children may only attend 2 times per week. If they attend more than that you may need to upgrade to full time care.

Please send your schedule for CBS to TASHA@KIDSTIMECHILDCARE.COM

Please send your schedule for Lakeridge to JEN@KIDSTIMECHILDCARE.COM

Illness

Please note, if your child is not feeling well they MUST stay home. If your child falls ill while at school, they MUST be picked up.

Snacks

We will not be providing regular snacks. **We ask that families please send a snack for your children for the after school program.** We are a nut free facility. In addition to lunch, the Kindercare children will also need a mid-kindercare snack provided by families to be handed out during their time with us. Occasionally we will have a special snack day to surprise the children, or as they earn rewards! For example, we may have a popsicle day or a hot chocolate day.

Groupings

We base our groupings on ages (ex. Kindergarten and Gr. 1 may be in a group while Gr. 2 and 3 may be in another group). We do have many times when these age groupings mix. It is wonderful when the older children have a chance to be role models for the younger children. They take pride in being able to help those little ones and we love to see that interaction between them!

Programming

At each location we utilize the playgrounds daily. In addition to this we use the spray park in June and the skating rinks and sledding hills in the winter. We have tons of fun activities we participate in outdoors; from sidewalk chalk to tag and everything in-between! When we are inside we also have art projects, board games, gross and fine motor play, imaginative play and sensory play as well as access to the gym!

Outdoor Play

Outside active play is so important for children! We strongly believe that children should spend most of their time after school outdoors! This is where they can be free to run, yell and get all that pent up energy from the day out of their system!

We will be outside every day in the kinder and after school programs. **Please make sure to dress your child appropriately for the weather!** If they are cold, wet, hot, etc. we will be contacting families and making suggestions on what to pack to help make your child feel more comfortable during outside play.

It is better to have too many warm items, than not enough! We will NOT be heading in because one or two children are cold. It is important, even in September, to pack your child with a **toque and a pair of mitts. Jackets are a must!**



Payment

Payment for September fees are due on September 1st 2023 via etransfer to director@kidstimechildcare.com with the password set to “**kidstime**”.

Starting on October 1st, all monthly payments will move to preauthorized debit and be automatically debited from your account. We will contact you to request more information from you (and provide more info as well) later in the month.

All casual hours expire in the end of June 2024.

KinderCare Program

1. Your child will need a pair of indoor shoes for KidsTime (they can not use the ones from their classroom).
2. Please pack your child a snack and a lunch each day. Snacks and lunches should be nutritious, please refrain from sending candy.
3. Please pack one set of spare clothes inside a large zip-lock bag, rolled up in the bottom of their backpack.
3. **REMINDER, Kindercare does not start until 8:40AM.** If your child is in the afternoon KinderCare Program, please pick up by 3:05PM.
4. Your child must be able to independently use the washroom.

More Info

www.kidstimechildcare.com

Kelsey Ekren (Director)

Phone: **306-260-2824**

Email: **director@kidstimechildcare.com**

*Thank you so much for your time and patience.
I hope you enjoy your time in KidsTime!*