



Camp Ashreinu Toddler Program
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Cincinnati, OH 45237
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(513) 702-3380

Tax Identification Number: EIN 31-1435998

Camp Ashreinu Toddler Program **Policies and Procedures**

Statement of Goals and Philosophies:



Camp Ashreinu's Toddler/Preschool Program is a program that offers Toddlers a summer program full of fun activities that will help development in all areas of growth through exploration and learning in a safe, loving, caring, and relaxed environment.

A curriculum is provided to enhance the emotional, social, physical, and cognitive development of each camper.

Camp Ashreinu's Toddler/Preschool Program nurtures each of its campers and helps guide them to become caring, responsible, sensitive and kind individuals with positive self-esteem.

Licensing:

Camp Ashreinu's Toddler/Preschool Program is licensed to operate legally by the State of Ohio. This license is posted in our rooms.

A toll-free telephone number is listed on the facilities license and may be used to report a suspected violation of the licensing law or administrative rules. The licensing laws and rules governing childcare are available for review at the facility upon request.

The licensing inspection reports for the current licensing period are posted in a conspicuous place in the facility for review.

Camp Ashreinu's Toddler Program is open to all children, ages 18 months through 3 years old. The laws governing child day care are not discriminating in enrollment of toddlers on the basis race, color, sex or national origin, or disability.

Days and Hours of Operation:



The program will be open for six weeks in the summer beginning Tuesday, June 27th, through Friday August 4th, 2023. The program hours are 9:00 am – 3:00 pm. On Monday, June 26, there will be an optional orientation for both you and your child to meet the teachers. Please contact Morah Emunah to schedule your time.

Enrollment and Fees:

Camp Ashreinu's Toddler/Preschool Program Early Bird Fee: \$850 part day, and \$1300 for full day for six weeks A \$200 non-refundable registration/activity fee per child must accompany each



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enrollment form. The entire camp fee must be received **by March 1st** or registration will be canceled; in which case all monies (except non-refundable deposit) will be returned. ***In addition, all enrollment and health forms (see cover letter) must be completed and submitted upon registration.*** There will be a \$50 late fee for each form (including medical statement) not submitted by the deadline.

*All children must be up to date on their immunizations. A child whose parents opt out of immunizations must complete and sign an immunization exemption form.

Arrival and Departure:

Camp Ashreinu’s Toddler Program starts at 9:00 am and ends at 12:30 pm (early pick up) and 3:00 pm for full day option. Drop off is between 8:50 am and 9:00 am. We appreciate promptness in pickup.

Toddlers must be escorted by a parent/guardian directly to their bunkroom through the gym doors. Preschoolers can be dropped off by the Gym Doors where they will be escorted to their bunk rooms by Ashreinu staff. Attendance will be recorded upon the child’s arrival and departure.

Absent Policy:

If your child will be absent from camp, please notify the staff teachers.

Release of Children:

Parents/guardians may pick up their child at any time. If you are picking up your child earlier than regular dismissal, please contact your child’s division head.

If a child is to be released to someone other than their parent/guardian, the parent/guardian must notify the teachers or Rabbi or Mrs. Scherer verbally or provide written permission signed by the parent/guardian. The child shall only be released to persons sixteen years of age or older, except when parent or guardian permission is on file. This permission shall be signed and dated by the parent/guardian and administrator.

If there is any divorce/custody issues, a copy of the court custody papers must be submitted prior to the first day of camp.

Supervision, Child Guidance and Management:

In order to maintain a safe environment for all of the children, proper guidance and management measures that are developmentally appropriate for the children will be consistent and explained to the children by all employees of the program.

There will be clear limits to correct behavior. In the event that a child displays incorrect behavior, the child will be redirected to act in the correct way or follow the correct instructions. The child will be shown positive alternatives. All staff members will model desired positive behavior and will enforce it in a positive manner. Children will be encouraged to control their behavior and praised upon doing so. Children will learn to cooperate with others and solve their problems by talking things out. In order to maintain a safe environment, intervention may be necessary. In the event that a child requires separation from the group, it will last no more than one minute for each



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year of the age of the child. When the child is to return to the group, a child care staff member will review the reason for the separation and the behavior that is expected.

Prior to implementing any specific behavior management plan, the administrator or teacher will communicate and consult with the child’s parents/guardians. The plan will be in writing and signed by the parent/guardian. Assessments will not be performed on the children.

Diaper Changing Schedule: The camp will change the toddler's diapers every 2 to 3 hours including prior to and after swim, and upon visible need. For the younger children there will be naptime daily at 12:15. For those children who do not sleep, alternate activities will be provided.

Two sample Toddler schedules:

9:00-9:30	Welcome Activity
9:30-9:45	Davening Circle
9:45-9:50	Handwashing
9:50-10:00	Snack
10:00-10:45	Playtime and clean-up
10:45-11:00	Diapering/Change for swimming
11:00-11:30	Swim
11:30-11:45	Get dressed/ Handwashing
11:45-12:00	Lunch
12:00-12:15	Storytime/lunch
12:15-12:25	Dismissal
12:15-2:15	Naptime
2:15	Late Dismissal



9:00-9:30	Welcome Activity
9:30-9:45	Davening Circle
9:45-9:50	Handwashing
9:50-10:00	Snack
10:00-10:30	Outdoor playground/Muscle room
10:30-10:40	Handwashing and drinks
10:40-11:10	Group project or activity
11:10-11:45	Playtime
11:45-12:00	Lunch
12:00-12:15	Circle games/dance
12:15-12:25	Dismissal
12:15	Naptime
2:15	Late Dismissal





Supervision/Group Size:

The children will be supervised by trained child care staff at all times.

Child care staff members will be assigned to a group of children and will have regularly assigned working hours to give continuity of care and supervision to the children. The ratio of child care staff to toddler children present will be maximum one adult to seven children. (In addition, to each adult, There will be junior counselors in each bunk room). A daily record will be kept to each child enrolled, beginning on the child’s first day. The daily record will be kept by the child care staff member responsible for that group.

Attendance records will remain with the group at all times throughout the day including: outdoor time, emergency evacuations etc.

Meals and Snacks:



Camp Ashreinu’s Toddlers Program will provide a morning snack consisting of:

1. Either pretzels, rice cakes, crackers or dry cereal
2. Either 100% fruit juice or a fresh fruit

Parents/guardians need to provide a lunch that fulfills one-third of the child’s recommended daily dietary allowance. This includes at a minimum, one serving of fluid milk, one serving of meat (protein) or meat alternative, two servings of vegetables and/or fruits (one serving of each is recommended) and one serving of bread or grains. If a parent neglects to provide lunch, the camp will supplement with extra snacks (ie, crackers or pretzels).

Emergencies and Accidents:

A medical, dental and general emergency plan will be posted in Camp Ashreinu’s Toddler/Preschool room.

The following procedures are in place in the event of the following emergencies:

Fire: Child care staff will guide the children out of the building through the back door to the side of the building, until it is safe to return to the building.

Tornado: Childcare staff will direct children to the main building. The children will remain in the hallway, away from windows or doors.

Lockdown: Childcare staff will lock doors and depending on the level of lockdown, bring children into the bathroom or continue care as usual.

Evacuation: Childcare staff will escort children out of the building to the safe evacuation area to the front of the building.

All childcare staff members are trained in CPR and First Aid. If there is a serious incident, injury or illness, a staff member or the administrator will call 911. CPR and/or First Aid will be administrated by the trained staff member until a paramedic arrives. The child’s parents/guardian will be notified immediately.

If a child requires emergency medical treatment or transportation for treatment due to an accident, the child’s parents/guardian will be notified immediately. The program’s administrator or a childcare staff member will stay with the child until the parent/guardian assumes responsibility.

An incident/injury report will be completed and filed when:

1. a child has an illness, accident, or injury that requires first aid treatment.
2. a child gets a bump or blow to the head.



3. A child requires emergency transportation.
4. There is an unusual or unexpected event which jeopardizes the safety of the children or staff.

Management of Communicable Illnesses:

On occasion, children may show signs or symptoms of illness. It is for the benefit of the child and his/her peers that the child be isolated from the group. A parent/guardian will be notified immediately of a child’s condition when the child has been observed with signs or symptoms of illness. The isolated child will be always within sight and hearing of a staff member and provided with a cot or mate. Parents/guardians of the other children will be notified if their child has been exposed to a communicable disease, within 24 hours via email.

Any child with any of the following signs or symptoms of illness will be immediately isolated and discharged to his/her parent/guardian or person designated by the parent/guardian: Children may only return to camp upon the absence of the following symptoms or may need written permission from child’s physician.

1. Temperature of at least 100 degrees Fahrenheit (taken axillary) when in combination with any other signs or symptoms of illness (or 101 degrees if taken orally).
2. Diarrhea - three or more abnormal, unexpectedly or unexplained loose stools within a twenty-four-hour period.
3. Severe coughing, causing the child to become red or blue in the face or to make a whooping sound.
4. Difficult or rapid breathing.
5. Yellowish skin or eyes.
6. Redness of the eye or eyelid, thick and purulent (pus) discharge, matted eyelashes, burning, itching, or eye pain.
7. Untreated infected skin patches, unusual spots or rashes.
8. Unusually dark urine and/or gray or white stool.
9. Stiff neck with elevated temperature.
10. Evidence of untreated lice, scabies, or other parasitic infestations.
11. Sore throat or difficulty in swallowing.
12. Vomiting more than once or when accompanied by any other sign or symptom of illness.

Administration of Medicine, Food Supplements, or Modified Diet:

Generally, Camp Ashreinu’s Toddler Program will not be administering medicine, food supplements or providing modified diets to any child enrolled in the program. However, completion of the permission to administer sunscreen will allow Camp to apply sunscreen. If any other medication, food supplement, or modified diet is needed, separate permission to administer medication is required and it must be signed by a physician. Prior permission must be obtained by the camp director. If a child requires medical intervention; (ie albuterol or epipen), a Medical Physical Care Plan must be completed.

Transportation for Emergencies and Trips:



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In the event of an emergency that requires transportation, Camp Ashreinu will call 911 and contact the local Emergency Medical Services.

If a parent/guardian refuses to grant consent for emergency transportation, the parent/guardian will be notified immediately if there is an emergency. If the parent/guardian cannot be reached by telephone, the camp will contact the emergency contacts that the parent/guardian provided in the camp application. It is the parent's/guardian's responsibility to pick up their child/ren and administrate the proper care in transporting their child/ren. There will not be any trips that require transportation.

Swimming:



Camp Ashreinu's Toddlers/Preschool will swim most days, weather permitting. The children will be swimming in wading pools and the preschool children in the inflatable waterparks. Childcare staff members will review swimming and water safety rules each time that they participate in water activities. Written permission is required before the first day of camp from a parent or guardian.

Safety Rules:

Safety is our goal throughout the day. Due to the severity of this issue, some of these rules were mentioned earlier but need to be repeated.

Child care staff members will review swimming and water safety rules each time that they participate in water activities.

Toddlers need to be accompanied by an adult to the classroom upon arrival and picked up from the Gym doors at the end of the day.

Outdoor Play:



Camp Ashreinu's Toddlers/Preschool will have outdoor playtime every day in suitable weather. Considerations for outdoor safety may include but are not limited to temperature, humidity, pollen count, lighting, or rain. There is a fence surrounding the play area for the safety of the children. There is access to drinking water and bathroom facilities during play time. There is outdoor play equipment for climbing, swinging and sliding which is surrounded by protective, resilient surfaces.

Parental Participation and Complaints:

At Camp Ashreinu's Toddler/Preschool Program, we encourage parental participation, and we will keep parents informed about the camp's program and services. Your child will receive a weekly newsletter describing the highlights of the week. If a parent/guardian or any employee needs to discuss issues or if they need assistance with resolving problems related to the camp, they should notify the Toddler teachers or Mrs. Tova Scherer to arrange a meeting, or phone conference, at a time that is convenient.

Rosters of the names and telephone numbers of the parents or guardians of the children attending the program are available upon request. The parent roster will not include the name or telephone number of any parent who requests that his/her name or telephone number not be included.



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Parents and guardians are encouraged to participate in activities at camp, such as birthdays, shows and presentations, and share their time or talents. We always welcome suggestions and participation in all activities.

Upon arrival or dismissal, per state mandate any mother may breastfeed and/or pump breastmilk in a staff room/office.

Miscellaneous:

If the Camp determines a closing or delay is necessary due to extreme weather or another factor, Camp will notify parents either via email or text. If the camp (based on administrator and staff collaboration) determines that it becomes necessary to disenroll a child, suspend, or expel a child, the administrator will notify and discuss with the parents. In addition, the expulsion will be reported in the OCLQS. This 6-week program does not conduct formal assessments on enrolled children nor report child level data to the ODJFS.

Contact Information:

We value your feedback. For any further questions or comments, please contact
Camp Ashreinu Directors: Rabbi Shai & Tova Scherer (513) 702-3380

Toddler Lead Teacher:

Miss Emunah Markin – Toddlers (719) 367- 0164