



Welcome to the Bumblebee Room!



Dear Family and Friends,

Welcome to the [Bumblebee Room](#) at the PCC Child Development Center. Our classroom is the older toddler room with children usually being at least two years old. We are looking forward to sharing this special time with you during your child's early development. To help make the transition as enjoyable and smooth as possible we have included some information that will hopefully be helpful to you.

Important Information:

- 1. We open at 7:30 am and close at 4:00pm, Monday through Friday.**
- Masks are not required at PCC currently, but are welcome. We continue to maintain a clean and healthy classroom environment by following all Oregon Early Learning Division safety and cleaning guidelines.
- You may enter through either door of the Bumblebee classroom. When dropping off children please help your child wash their hands. We also ask that parents wash their hands upon entering the classroom. We have two sinks. One for adults and one for children to wash.
- Please sign your child in and out each day.** (Our sign in sheet will be on top of the cubbies.) Please include a phone number that you can be reached at during the day while your child is in our care. Please do not leave until you and your child have been greeted by a Bumblebee room teacher.
- We provide a morning breakfast and afternoon snack. The weekly menu is posted on the information wall near the sign in sheet in the bathroom.
- You will need to provide lunch for your child.** Please label each item/container with your child's name.
- Please bring diapers for your child. We will provide Kirkland brand baby wipes. Each child has their own labeled spot where we will keep diapers. If you would like us to use diaper cream on your child please bring it to the classroom labeled with your child's name. We have a form for you to fill out for the diaper cream.
- Please bring spare clothes and **label each item** with your child's name. We will keep these spare clothes in a basket in your child's cubby.

9. If you haven't already, please return the family information sheet along with the emergency form.
10. We provide cots, sheets, and blankets for each child during rest time. Your child may also bring a snuggly comfort item if they wish. We launder blankets and sheets daily.
11. **Take home notes** - Each day a note is filled out about your child's day. The note will be on top of the cubbies when you pick up your child. The note includes:
 - How much your child ate at each meal.
 - Time of each diaper change and/or attempt at using the toilet. We will let you know if their diaper was dry, wet, had a bowel movement, or tried to use the toilet.
 - What time your child fell asleep for rest time and woke up or did not sleep.
 - We will also make notes about replenishing diapers or extra clothes.
12. **Accident reports** - If your child is hurt throughout the day, we will fill out an accident report that will be signed by the teacher, parent and director.

WASHING HANDS: Hand washing is one of the best ways to help keep our community healthy, and reduce illness. We ask that all persons entering our center wash hands with soap and water.

Celebrating Families

Our goal is that all children and families feel safe, welcomed, valued, and represented in our classroom. We would love for you to bring in family photos that we can display to celebrate your family plus to help your child feel comforted when they miss you. We can also take a photo at the beginning of the term of you and your child. Also, if you speak a different language other than English at home we would love for you to share some phrases with us that we could all learn and that might help your child feel more comfortable. Please let us know what name they refer to you as so we can use the same name as well when speaking to them about you. We encourage families to share their culture with us.

We recognize you as your child's primary teacher and meeting with you and your child helps us to get to know your child better and to plan for your child's individual needs. We welcome your comments, questions, and concerns so please let us know how we can best serve you and your family.

Communication

We value open communication between the center and families. Please feel free to contact us at any time with questions or concerns that you may have. We have an open door policy and welcome parents to come visit at any time. You do not need to let us know ahead of time. We would love your participation in any way that is convenient for you. Visiting for lunch, reading a book or sharing something special from your home culture are some wonderful ways to connect with your child at school.

Bumblebee Classroom number- [\(971\) 722-8304](tel:9717228304)

Maria's email- maria.ayala@pcc.edu

Child Development Center Main Office

[\(971\) 722-4424](tel:9717224424)

We are looking forward to a great term together exploring, growing, and learning.

Maria