



Boys and Girls Club of Clifton



Gingerbread House Daycare

181 Colfax Avenue
Clifton, NJ 07013

Tel: 973-773-2697 Ext. 143

www.bgccifton.org

Hours: Monday through Friday

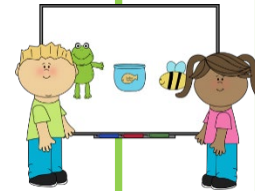


For Children:

2 ½ -4 years old
and fully potty-trained

Daily Schedule (Flexible):

7:30-9:00	Arrival & Free Play
9:00-9:45	Circle Time
9:45-10:00	Snack
10:00-11:00	Work Time
11:00-12:00	Indoor/Outdoor Play
12:00-12:45	Lunch
12:45-2:45	Nap/Rest Time
2:45-3:15	Wake Up/Snack
3:15-4:45	Structured Activities
4:45-6:00	Free Center Play



Daily Activities include:

1. Dramatic Play - dress up clothing, play food, etc.
2. Block Center - building with Legos, blocks, etc.
3. Library - exploring books, felt board stories, etc.
4. Science Center - using magnifying glasses, magnets, etc.
5. Arts & Crafts - painting, cutting, gluing, etc.
6. Music - singing songs, playing instruments, etc.
7. Engaging Gross Motor Skills - (using large muscles) running, skipping, jumping, etc.
8. Developing Fine Motor Skills - (using smaller muscle groups) name writing, cutting, etc.
9. Water Play - discovering volume and capacity using buckets, funnels, etc.
10. Technology - learning through use of iPad and SMART board interaction

Teacher Qualifications:

- All full-time teachers are state certified
- All teachers are CPR and First Aid

Tuition:

\$750 a month plus a \$40 yearly membership to the Boys and Girls Club of Clifton

Part Time Options:

- Half Day: Monday-Friday 7:30 AM-12:30PM (\$550)
- 4 Full Days (\$650) / 3 Full Days (\$550)

Children in our part time program are LOCKED into the selected days. NO SWITCHING DAYS.

There is a \$30 fee for any extra days needed.

Tuition is due the first of every month with a grace period of five working days

- All payments must be paid in the Early Childhood Office.
- We accept cash, check, credit and debit.
- Failure to pay tuition on time will result in a \$25 late fee. Tuition received after the 15th of the month will result in a \$50 late fee.
- **4C's Program**- For those in the 4Cs program, it is your responsibility to adhere to the 4Cs protocols in order to remain in the program.



Income Eligibility:

In order to qualify for reduced rate tuition, you must provide us with the following information:

- Completed Gingerbread House Day Care Center Application
- Copy of previous year Income Tax Return

*Please note, without this information, we cannot consider your child for reduced rate. *



Attendance Procedures:

Drop-off and Pick-up is at 181 Colfax Avenue
For everyone's safety, when dropping off/picking up, please park in a parking spot.
DO NOT PARK ALONG THE CURB!

Once in the building,

- All parents need a security key card to enter the classrooms.
- Once in the classroom, parents need to sign their child in/out and include the time. This is a state requirement.
- If your child is absent, it is the parents responsibility to call and inform the classroom teacher. Any student absent more than 5 days due to illness needs a doctors' note to return.



Inclement Weather:

Whenever Clifton Public Schools close due to inclement weather, we **ALSO CLOSE**.

- We **WILL NOT** notify you by phone
- Any time after 5:30AM you may either log on to WWW.CLIFTON.K12.NJ.US or watch television channels 5, 12, or 77 and look for Clifton Public Schools Closings.
- We will also post it on Class Dojo.
- When public schools have a delayed opening, we open our regular time.
- In the event that school is in session when the weather becomes inclement, we will notify you by phone and Class Dojo of the early closing.

For the New School Year:

Spills and accidents do happen, please send in a change of clothes. Label everything. Clothing will be placed in a provided shoe box.

Nap Time:

It is not required for your child to sleep, but he or she must rest quietly.

- Send in only a crib size sheet, small blanket, and very small pillow. All bedding must be able to fit into our plastic bags.
- Bedding needs to be sent home every Friday according to the State Policy.

Late Fee Policy:

We close at 6:00PM. Pick up after 6PM will result in a late fee of \$1.00 per minute.

- We will use our cell phones as the 'official time'.
- In the event you are late, the late fee **MUST** be paid the following day.
- Unfortunately, your child may not attend our center until payment is received.

Snack and Lunch:

We provide juice, water, string cheese, crackers and cereal for snack twice a day.

- Parents must provide lunch in a lunch box, **NO BACKPACKS**.
 - We do not heat lunch, please heat at home and place in a thermos!
 - If your child's lunch requires a spoon or fork, please send one in. We do not supply utensils.
 - Pizza Mondays! \$3 for one slice. \$5 for two slices. Includes snack and drink.
- We are asking parents to pay at the beginning of each month. It makes it much easier for both the parents and teachers!**
- We do not accept food vendor deliveries. If your child wants store-bought food, a parent needs to bring it to the child's classroom.
- Please do not leave it at the front desk.

Children get thirsty throughout the day. Please send in a THERMOS WITH A BUILT-IN STRAW filled with water daily. Please label
Please do not send in a plastic water bottle!!



Toy Policy:

Toys, stuffed animals, hand held electronic games, etc. are not permitted in school. Your cooperation in this matter is greatly appreciated!

Child's Safety:

For safety reasons, your child should wear sneakers or closed toe shoes with straps. No sandals or flip flops!

Gingerbread House Camp:

- 8 Week summer program
- Hours are 7:30AM-5:30PM
- Includes a weekly field trip
- 3-year-olds weekly water play
- 4-year-olds weekly swimming lesson

School Calendar:

We are open all year long with the exception of the following days/holidays:

Last week of August / First week of September	
Thanksgiving Day & Friday	Christmas/New Year
President's Day	Good Friday
Memorial Day	Last week of June
Independence Day	

Dates Subject to Change

If you have any further questions, please feel free to call us at 973-773-2697 ext. 143
We will be glad to help you!
Open Door Policy - We are here to speak to you in regards to your child during our operating hours.