

# Welcome to the Flex Program



# Program Goals for the Flex

The Flex Program is a multi-age group with children ranging in ages from 2 to 12 years of age.

The Flex program revolves around:

Emergent Curriculum which focuses play experiences based on the children's interest. Staff work with the children to add items or set up activities based on their ideas. An example would be a group of children playing with planes and talking about trips. The children might decide to make some planes and make a run way with supplies from the room. Or take a walk to the park by the airport to watch the planes land and take off.

Play based curriculum focuses on learning through play. Children learn many different skills through play. Social skills, problem solving, cognitive skills, physical growth, and empathy for others. We design our program with larger gaps of play time to allow children to start, take part in, and carry on their play with less transitions giving them the opportunity to develop and reach their own learn potential.

Pedagogical learning which focuses on seeing the play through the child's eyes. Looking at the experience rather than focusing on a beginning and end. In pedagogical learning staff are more of an observer then a participant in this play. They document the children's play through pictures and recording conversations.



# Flex Daily Schedule

6:30am-8:30am	Free play in the Flex room
6:30am-9:15am	Free flow snack
9:00am -10:30am	Child based play, play experience activities, bathroom routine (large muscle room option)
10:30am- 11:30am	Outdoor play
11:30am-12:15pm	Lunch time, clean up and bathroom routine
12:30-2:30pm	Nap time
1:00pm-3:00pm	Non-nappers, and wakers free play in the Flex room. Bathroom routine
3:00pm-3:30pm	Preschool snack
3:30pm-5:00pm	Outdoor play/large muscle room option
3:45pm-5:00pm	School age snack time followed by outdoor play
5:00pm-6:00pm	Free play in the Flex room
5:30pm-6:00pm	Gym time

Discovery's environment is set up to consider the unique needs of each child. We make changes to our daily program so that all children can access areas, materials, and activities in order to promote growth in all areas of his or her development.

# Flex Evening Schedule

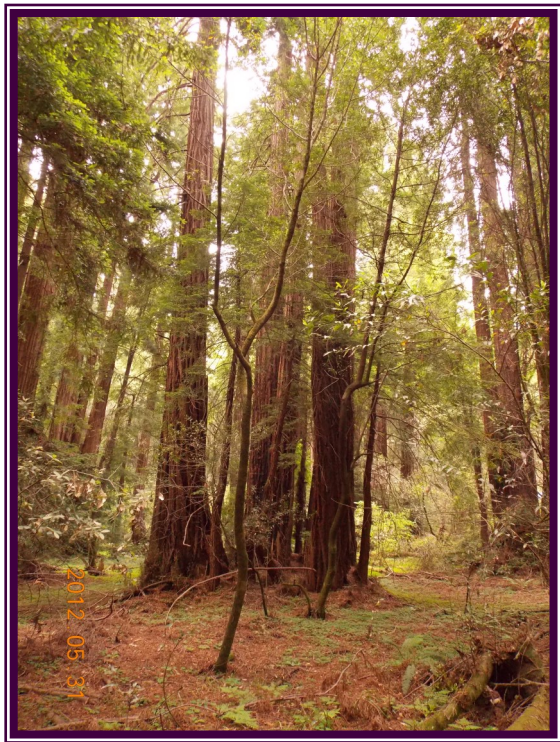
6:00pm-6:30pm	Supper time
6:30pm-7:00pm	Child based play
7:00pm-7:30pm	Large muscle room
7:30pm-7:45pm	Evening snack
7:45pm-8:00pm	Preparing for bed (p.j's, bathroom routine)
8:00pm-8:15pm	Story time
8:15pm-12:30am	Bedtime

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# Journals

The purpose of the journal is to communicate your child's experience in the Flex room on a daily basis. Staff will share a experience that their child has taken part in from their point of view. This may include some documentation from their play, remnants from projects they have worked on , and pictures. The journal will then be sent home where children can share them with family and friends. It would also be greatly appreciated if parents could write a simple entry in the journal and share something their child did that night or weekend. These can also include pictures or remnants. This will be a treasured keepsake for families to look back on.



# Nature at Discovery Children's Centre

Our goal is to teach the children to take care of our world and we do this by helping them to appreciate and love nature. At Discovery the children help to recycle and compost, in teaching them this we are hoping that they will grow up to be responsible citizens.

Nature has become a big part of our program and we spend a great deal of time outside. We are learning to enjoy the natural beauty that is around us everywhere. We go out rain or shine, sleet or snow. We work, play and explore in our outdoor environment. While outdoors we catch bugs, jump in the puddles, dance in the rain and the mud pit, we also let snowflakes fall on our tongues. In our Adventure playground we have many flower beds that allow us to learn gardening skills in the summer months and harvesting in the fall.





# The Virtues Project

At Discovery, staff have been trained in many different aspects of program planning. The first being Virtues. Language has a great influence to empower or discourage. Self-esteem is built when shaming or blaming language is replaced. It is applied both when acknowledging and correcting someone. Staff can provide more information on this if you are interested. Below is a list of the 52 virtues.

## Virtues:

### The Gift of Character

Assertiveness	Detachment	Humility	Patience
Caring	Diligence	Idealism	Peacefulness
Cleanliness	Enthusiasm	Integrity	Perseverance
Commitment	Excellence	Joyfulness	Purposefulness
Compassion	Flexibility	Justice	Reliability
Confidence	Forgiveness	Kindness	Respect
Consideration	Friendliness	Love	Responsibility
Cooperation	Generosity	Loyalty	Self-discipline
Courage	Gentleness	Moderation	Service
Courtesy	Helpfulness	Modesty	Tact
Creativity	Honor	Orderliness	Thankfulness
Tolerance	Trust	Trustworthiness	Truthfulness
Understanding	Unity		



# Helpful hints for Flex Families

Carry ID with you at all times. With our large number of staff working in The Flex program, you may be asked to show ID several times to different staff. Please be understanding; we follow this policy to ensure the safety of your child.

Please label all your child's belongings. We have a great number of children who use our program and many of them have similar items. As well we encourage the children to put away their own clothing and lunches, which occasionally can get placed in the wrong locker.

If your child requires medication while they are at daycare, Discovery will provide a medication form to be filled out. Medication will be put in a bag with your child's name and then placed either in a locked box in the room or big kitchen. Please note staff members cannot administer medication unless it is prescribed by your child's doctor.

If you are using the centre after 5:30pm, you will need to use the doorbell located at the front doors for Silver Avenue. The evening staff will then buzz you in after identifying who you are, who you are picking/dropping off and the current centre password. The same applies for parents dropping their child before 7:00am.





## Some Final Reminders

**Please have your child in appropriate “work clothes” as we have an “optional smock” policy at our centre. We believe that children learn best by doing activities that includes water, paint, sand, cornstarch to name a few!**

In addition, please ensure your child has a change of clothes. Accidents sometimes occur and our supply of daycare clothing is limited. We also spend a great deal of time outside. To make your child's experience most enjoyable, we would ask that they are dressed according to weather conditions

We have a sign in/out sheet that we require you to use. It is located on top of the art shelf in the non-carpeted area of the Flex Room, and it's always in colored paper on a clipboard. The teachers use a similar clipboard to ensure accuracy of children's drop off and pick up times.

Our parental policy will give you a description of our behavior management policy. To further reiterate this, in Flex we do not believe in time outs per say. We feel that when children are having a difficult time, they are telling us that they need time to themselves whether this be reading a book with a teacher or doing a puzzle on their own. This generally aids them to recompose themselves. **We do not tolerate violence** of any kind and will address the issue on an individual basis. **We consistently encourage children to be respectful of one another, to themselves, to teachers and parents.** Children are taught that talking about problems is the best way to solve them. We also feel that responsibility is extremely important and have learned that even young children can take ownership with assistance of caring adults.

**Deadline for handing schedules in, is Friday at 4:30pm prior to the week you are scheduling your child.** If you do not hand in your schedule, you will not be guaranteed care for your child. This applies to regularly scheduled children only. Casual users are given access to available spots after the deadline.

In the event that prior to drop off, a parent does not confirm that child care is available in the Flex Program, then a 50% surcharge will be incurred even if the child can be accommodated. If ratios do not allow the child to remain in the program, contact will be made to pick up the child.

You will be billed for anytime you have scheduled. For e.g. If you've booked a Tues/Thurs and need to change Mon/Fri, you will be billed for all four days, unless changes are submitted at 4:30pm Friday prior to the week of scheduling.

Please take sometime and read the white board in front of the Flex Room, it will describe what the class has done that day.

We are extremely excited about our program this year and once again would like to remind you that your input is invaluable. Please feel free to speak to a staff member with any feedback.

