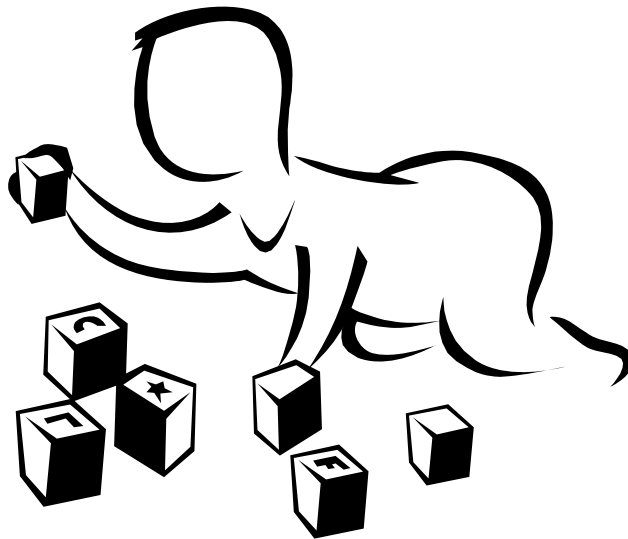


Medina County Career Center

**Early Childhood Education Preschool
Infant/Toddler Handbook
2011-2012**



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MCCC PHILOSOPHY

WE BELIEVE

- That each person should have the opportunity of developing POTENTIAL talents in a manner compatible with interest and goals.
- That every person should prepare to ASSUME many roles during a life span, so that each may meet the challenges of a changing and complex society while continuously being a self-sustaining and contributing member of that society.
- That each individual should be a crafts person in attitude and skill with sincere appreciation for health, safety and welfare of others.
- That there is dignity and beauty in any job that is performed well and with an attitude of pride.
- That every individual should leave school with a MINIMUM of a saleable ENTRY LEVEL skill and the OPPORTUNITY for proper employment.
- That the educational demands of a complex changing society can only be dealt with through flexible, enthusiastic, instructional leadership and in facilities which are constructed to meet the demands of that society.

According to the Ohio Department of Education, the term preschool is now referred to as Early Childhood Education (ECE). We will add the term “preschool” for clarification between the high school students and the children ages’ birth through the age of four years.

EARLY CHILDHOOD EDUCATION PRESCHOOL/CHILD CARE PHILOSOPHY

Young children are special people. They are open, honest and curious about the world around them. They are hungry for knowledge. Early Childhood Education can foster independence and creativity in all areas of learning so that young students may know the true joy of discovery. We believe that the child profits from the opportunity to make choices. In order to facilitate meaningful choice making we must give him/her the chance to move about in an environment which offers many attractive, interesting, valid and stimulating things to do. The teacher carefully enriches the environment with many learning centers to stimulate self-motivated learning. A balance between free choice and structure fosters responsibility, self-discipline and confidence.

The educational philosophy of the childcare program is based on meeting the developmental needs of children. We believe a quality early childhood program results from effective integration of children with special needs and their typically

developing peers.

Self-image, self worth and positive self-concepts are stressed in the daily curriculum. The curriculum includes both quiet and active play.

It is recognized that each child is unique and has the right to be treated individually. Although a child generally follows a developmental sequence, they grow and develop in their own way. Therefore, Developmentally Appropriate Practices according to NAEYC standards are evident throughout the curriculum.

The works of Elkind, Erikson and Piaget provide the theoretical framework around which the programs are planned to meet each child's emotional, social, cognitive and physical needs.

This developmental program is based on the assumption that growth is a sequential and orderly process that children do indeed pass through. The adult responsibility in a developmental program is to assist the child in growing to his or her fullest potential by recognizing each stage of development and fashioning a curriculum that will nurture and facilitate growth during that stage.

PURPOSE & STAFF ORGANIZATION

The Medina County Career Center ECE Preschool/Child Care Center is a division of the Adult Education Department.

The staff is recruited, employed, assigned and evaluated without discrimination on the basis of age, color, national origin, race, gender, or disability. We are an equal opportunity employer.

The ECE preschool is a laboratory for the junior and senior students enrolled in the Early Childhood Education program. The goal is to plan and carry out an effective program for the preschool child as well as offer real worthwhile learning experiences for the students in training.

STAFF ORGANIZATION

Adult Education Director

Early Childhood Education Preschool Coordinator

Room Staff Room Staff Room Staff
(Head Teacher – Teacher Aides – ECE Student Aides)

1/2 day Preschool Full Preschool Infant/Toddlers

Room Staff
Children

Room Staff
Children

Room Staff
Infants/Toddlers

OPERATION

The Center is in operation Monday through Thursday from 7:45 a.m. to 5:00 p.m. and Fridays from 7:45 a.m. to 3:00 p.m. The Medina County Career Center is licensed by the Ohio Department of Education. The license is posted in the Preschool reception area

The law and rules are available at the center. The Center's licensing record including compliance report forms and evaluation forms from the health, building, and fire departments are available upon request from the department. In addition, the Ohio Department of Education Ombudsman's phone number is 1-877-644-6338 for any person to use to report a suspected violation of the Center. The licensed capacity in each age category of the center is 12 infants/toddlers and 72 preschoolers. The Center observes the following staff/child ratios and small group sizes maintained for each age group:

(ODE)	Staff/Child Ratios	Small Group Sizes
Infants (0-18 months)	1:5, 2:12	12
Toddlers (18 months-3 years)	1: 8	14
3-4 year-olds	1:12	

ADMISSION PROCEDURES

- A. The program is open to all children regardless of race, color, religion, sex or national origin.
- B. Ages of the children who may be enrolled in the infant/toddler program are approximately 2 weeks of age, or whenever a doctor's release form is obtained, until the age of 3. **All three-year olds children must be toilet trained to be enrolled in our programs, unless there is a disability with a doctor's documentation.** A child who turns three during the school year needs to be toilet trained to remain in the program. The maximum number of infants/toddlers accepted will be 12.
- C. The children who may be enrolled in the Full day ECE pre-school program are potty trained to 5 years.
- D. Children accepted will be children of MCCC GRADS students, MCCC Adult students, and MCCC staff. The ECE Preschool Coordinator will determine the order in which children are accepted into the center. If a vacancy exists, children from the general population will be accepted.
- E. Parents, who are students at Medina County Career Center, are required to be on campus at all times the child is in the ECE preschool center. Exceptions to this rule include but are not limited to co-op placements, early placements, clinical placements, field experience, and school approved trips. Then, information should be given to the adult in charge of the room concerning the telephone number and where the parent can be reached.
- F. For parents who are students at the MCCC, the parent must maintain good school attendance. The child may not be brought into the center if the parent is not in school, unless the activity is related to the school program. If the parent or infant is absent or tardy in excess of the MCCC attendance policy, childcare may be terminated.
- G. All required registration forms must be completed before the child enters the program. An exception would be, if a child enrolls after the start of school, the required forms are due within 30 days.

PROGRAM FOR DAY PROGRAMS

The ECE preschool program is adapted to the level of newborn to early 5 year-olds and is designated to aid the child in all areas of development. Activities are planned to meet the needs of each child individually and in a group. These include:

- A. The Child's Physical Needs - health and safety, physical growth and development of motor skills.
- B. The Child's Emotional Needs - furthering the sense of trust and initiative, developing a good self-concept, and developing both self-expression and self-control.
- C. The Child's Intellectual Needs - to make choices, to expand understanding and perception, to observe, investigate and enjoy learning.
- D. The Child's Social Needs - to form relationships with other children, to feel secure with adults.

The activities include music, art, free play, socio-dramatic play, puzzles, blocks, snacks, stories, use of the water table, and the use of a variety of children's equipment both indoor and outdoor.

A theme is followed with bulletin boards and activities coordinated to express this particular theme, so that the children will have an understanding of the topic.

DAILY SCHEDULES

INFANT ROOM

7:45 - 9:00	Children arrive/breakfast
11:00 - 1:00	Lunch for the children/children nap
2:15 - 5:00	Children leave

The day consists of learning through free play with children, using stories, small and large motor development and music. The children are fed, and diapered, and have a nap according to the child's individual schedule and needs.

PHYSICIAN REPORT, MEDICATIONS, IMMUNIZATIONS

- A. A medical examination is required by a licensed physician prior to the date of admission. Prior to the date of admission means within 6 months for children younger than 3 years old at the time of admission and within 12 months for children 3 years old or older. An examination must be completed annually thereafter from the date of the examination. Children enrolled after the start of the school year must have a medical exam within 30 calendar days from the child's entry into the program.
- B. The following time schedule must be adhered to when completing your child's immunizations.

<u>Child's Age</u>	<u>Immunization</u>
2 months	DPT (diphtheria, pertussis, tetanus) Polio
4 months	Hib (Hemophilus b) DPT Polio
6 months	Hib (Hemophilus b) DPT
15 months	Hib (Hemophilus b) MMR (mumps, measles, rubella)
18 months	Hib (Hemophilus b) DPT Polio
Hepatitis B) (HBV)	Three Doses by 18 months)
Hib	3 or 4 doses depending on the vaccine type and the age when the child began the 1 st dose and the last dose is after 15 months of age
Varicella birthday	1 dose must be administered on or after the first

You must provide certification of appropriate immunizations in order for your child to continue in the program.

- C. If your child is ill and unable to receive the immunization when scheduled you must provide a statement from your physician indicating the reason for delay and the approximate date when the immunization can be administered.
- D. No medication, vitamin or special diet shall be administered by the child care staff unless instructions to administer such items are written, signed and

dated by a licensed physician and the required form provided by the center is completed and on file at the center.

RECORDS

- A. To insure the health and safety of your child in their activities, you are asked to complete the following *State* required forms by the first day of school: Application, Awareness of purpose, Public School Release Release; Intake/Family Profile; and Medical and Dental forms. Updates will be requested as needed.
- B. Daily attendance, health records, anecdotal records, notes from parents, phone numbers of parents and emergency phone numbers will be kept on file.
- C. Any changes on any forms (address or telephone numbers) must be reported to the Preschool staff immediately.
- D. Parents will be given an opportunity to sign a release form permitting their name, address, phone number, child's name and child's birth date to be listed on a class roster. This roster will be made available to only the parents in that particular class. The roster will not include any parents who do not wish to be listed.

CHILD'S COMFORT

- A. The parent must provide the following items enough for each day, as applicable for his/her child:
 - 1. Disposable diapers, cloth diapers and rubber pants, or training pants (6 per day).
 - 2. Diaper wipes.
 - 3. Breast milk, formula (must be already prepared in bottles), or juice in bottles, baby food or table food - enough for an entire day with the child's name on each item. No glass bottles!
 - 4. Change of clothing - labeled with child's name. If a child's clothing becomes soiled and an extra set is unavailable, the parent will be called to supply clean clothes immediately.
 - 5. Any non-prescription ointments or baby powder (i.e. A&D, Desitin) may be applied upon the parent's written request and will be noted on the daily record.
- B. Children should be dressed suitable for play and for the weather. Outdoor play will be enjoyed whenever possible. Please mark boots, coats, hats, and mittens with the child's name. If the child is not to be outside for any reason, the parent is to notify the childcare staff. ***Shoes should be provided when a child wears boots to school. The child must have socks at all times when shoes are not provided.***

- C. In the infant room, each child's preferred schedule will be adhered to as much as possible.
- D. Please do not bring toys into the center. The only exception is a special stuffed animal or blanket for nap time.
- E. Children will not be allowed to chew gum or eat candy.

COMMUNICATION WITH THE ECE PRECHOOL CENTER

- A. If a parent has a message for the ECE preschool staff, please give it to the appropriate staff member directly, either verbally or by note.
- B. Parents whose classes begin by 8:15 a.m. must phone the center 1/2 hour before your class begins if your child will be absent or arriving late. For other parents who come later, we need to know by 8:00 a.m. if your child will not be attending. After three (3) failures of notification of absence or tardiness, preschool/child care may be terminated. If the child is ill, the preschool/child care staff should be notified as to the type of illness. This way the parents can be informed of any epidemics.
- C. If the parent will be away from the school for a co-op placement, early placement, clinical experience, field experience, or a school approved field trip; they must leave word where they can be reached in case of emergency. An alternate number of a relative close by must also be provided.
- D. Parents may call the Center at 725-8461 or 1-866-896-6222, extension 306.
- E. A one-week notice must be given if the parents decide to withdraw their child from the ECE preschool program for any reason.

CALENDAR AND HOURS

- A. The ECE preschool center follows the MCCC Adult Education calendar (August -May). The center is open from 7:45 a.m. until 5:00 p.m. Monday through Thursday and Fridays from 7:45 a.m. to 3:00 p.m. You are permitted to bring your child up to 15 minutes before the start of your class and must pick up your child within 15 minutes after the end of your class. If you need ECE preschool prior to 15 minutes to the start of class or after class, arrangements need to be made in advance.
- B. **School Closings:** In general, when three or more of the home schools are closed, the Career Center will be closed. The official television stations for school closings and other cancellations will be WKYC (Channel 3) and WEWS (Channel 5). Other stations also may carry this information; however, you may also check our website for school closings. Our web address is www.mcjvs.org.

TRANSPORTATION

- A. Parents are responsible for transportation of the child to and from the center.
- B. The child will only be released to a designated individual listed on the Emergency contact/Authorized Pick-up People form unless prior arrangements are made. Release of a child from the Center to anyone other than the parent or guardian will be by the written or verbal instructions given to the staff in charge that particular day or as stated on the application/transportation form. Any variance on any given day must be with written or oral consent of the parent. In case of an emergency, phone authorization will be acceptable.
- C. If based on the opinion of the adult in charge, this individual appears to be impaired; the child will not be released. **The emergency contact persons will be notified. After one hour, if the child has not been picked up, the Children Services Bureau will be notified and their procedures will be followed.**
- D. Parents may use the ECE preschool/childcare parking lot for drop-off and pick-up only. You may park there while bringing in your child. Once you have your child settled in, but before you go to class, you must move your car to the student lot behind the building. At the end of the day, you are permitted to move your car to the preschool/childcare lot and then come in to pick up your child. But, you cannot leave your car there for the day.
- F. **Each family needs to provide a security code on the application for another person to pickup a child from school. This is a person not listed on the Emergency/Authorized Pick-up list. Unless a person knows his code, a child will not be released to them.**
- G. **A valid driver's license or photo identification will be required of the designated person to show proof of identification.**

SAFETY POLICY

- A. No child will be left alone or unsupervised.
- B. Infants/toddlers/preschoolers are to be brought to their childcare/preschool room IMMEDIATELY upon arrival to school. Parents are not allowed to bring children into the classroom or remain in the commons area or hallways with the children.
- C. Upon arrival/departure make sure that the ECE preschool staff is aware that your child is arriving or leaving the center. The parent is the only person that is permitted in the center. Friends, relatives, etc., are not permitted to accompany the parent or to drop-off/pick-up the child. Release of a child from the Center to anyone other than the parent or guardian will be by the instructions stated on the application form only.
- D. The Center staff has immediate access to a working telephone at all times.
- E. Fire drills will be held at varying times and a record of these will be maintained at the Center.
- F. The fire emergency and weather alert plans are posted in each classroom.
- G. An incident report will be completed when an accident or injury occurs.
- H. Spray aerosols shall not be used at any time when children are present at the Center.

VISITATION BY PARENTS

- A. The parent is permitted to visit the center anytime during operational hours. It is our policy that the parent may have access to their child **only**. **A parent may not have contact with another child unless his/her name is on the application.**
- B. The parent, preschool staff, and Early Childhood Education staff/students are the only people that are permitted in the center. Health regulations necessitate the strict enforcement of this policy. If an authorized person comes into the area, he/she will only be able to observe the children unless they have had a background check.
- C. For the safety of the children, the back doors will be locked during the day. They will be unlocked from 6:30 a.m. - 8:30a.m., from 11:00 - 11:30a.m., and then again at 2:00p.m. - 2:30p.m. When the doors are locked, please use the main entrance to enter the building.

- D. When visiting the preschool, all parents/visitors must pick up a Visitors Pass from the Information desk. This is located in front of the main office of the school.

GRIEVANCE

- A. We want our program to be of benefit for both the preschool child and the needs of the family. If there were any concerns, we would encourage the parent to discuss it with the Lead teacher.
- B. If the parent has a grievance/complaint; he/she should register it with the child's teacher, ECE Preschool Coordinator, and the adult education supervisor in that order to resolve the problem.

LOCKDOWN PROCEDURES

Your child's safety is our first priority. The Medina County Career Center has a comprehensive safety plan in place to protect and ensure the well being of your infant/toddler and preschool child.

MODIFIED LOCKDOWN

A modified lockdown is one that involves a drug search or any other non-threatening security drill. In this case the following will occur:

1. The classroom doors will be locked.
2. The children will play freely and participate in the normal classroom schedule.
3. Parents may pick up their child upon the approval of an administrator.
4. A preschool staff member will identify himself or herself to the parent. A law enforcement official may determine that a parent needs to be searched prior to entering the building.
5. The child will be released **only** to an **authorized person** (listed on the child's release form).
6. The child will be released through the far doors west of Preschool area or through the playground door depending on the weather.
7. If parents are here to participate in the child's program of the day, they may enter the classroom upon the approval of an administrator. Parents will follow all applicable lockdown procedures.
8. Meals will be delivered for the preschool children as per the classroom schedule.

TOTAL LOCKDOWN

A total lockdown is one where a school threat is a possibility. In this case, the following will occur:

1. The outside doors will be locked.
2. The classroom doors will be locked.
3. Window blinds will be drawn.
4. ***No one will be permitted into the building or leave the building*** until a school administrator feels it is safe to do so. The administrator will determine what door will be used.
5. After an administrator ends the lockdown, normal entering and exiting of the building procedures will go back into effect.

FAMILY PARTNERSHIPS

- A. Parents are welcome to observe the activities of the Center at any time it is in operation.
- B. Parents may view or obtain copies of inspection reports of the program. We are inspected annually by the Fire and Health Department. We are visited by ODE twice a year.
- C. The parent is encouraged to participate on the Steering Committee.

CHILD GUIDANCE & DISCIPLINE PROCEDURES

- A. Our discipline philosophy includes guidance, correcting, positive reinforcement, and self-direction. Children will be taught how to set their own limits during participation in the classroom as rules are established including the playground and field trip activities.
- B. Preschool children are beginning to learn responsibility for their own actions. It is our goal to guide them in continuing to develop this respect for themselves. Young children are beginning to learn that what they do affects other people. It is our responsibility to give them feedback and help them grow in respecting the rights and feelings of themselves and other people.
- C. After simple rules and the consequences of not following them have been discussed with the children, as conflicts develop over property and the rights of others, it is our goal to give each child effective techniques to develop self-control. These techniques include:
 1. Guiding the child before the problem develops.
 2. Offering reasonable choices to the child (e.g., washing hands now or after clean-up is completed).

3. Working with inappropriate behaviors when possible, but never when the child's or other children's safety is at risk. Then redirecting the child to a more appropriate behavior and activity.
4. Reminding the child of classroom rules and consequences when needed: not to threaten the child, but to allow him/her to choose the way he/she will handle the situation.
5. Privately discussing with the child concerning his/her actions, their feelings, and alternative ways he/she could have handled the situation.
6. Providing an opportunity for "time out" or mediation training away from the group or situation. He/she will sit on the "thinking chair" no longer than one (1) minute for each year of age. The questions that will be asked are listed, and the children need to answer them before returning to the activity or group:
 1. What did you do wrong?
("Knocked down Jimmy's blocks.")
 2. What happens when you do that?
("I have to sit on a chair.")
 3. What were you supposed to do?
("Be careful and not knock them down.")
 4. Then what nice things would have happened?
("I could be playing right now.")

C. According to licensing rule 3301-37-10. The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows:

1. There shall be no cruel harsh, corporal punishment or any unusual punishment such as, but not limited to, punching, pinching, shaking, spanking, or biting.
2. No discipline shall be delegated to any other child
3. No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, such as in a protective hug, soothe child may regain control.
4. No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box or a similar cubicle.

5. No child shall be subjected to profane language, threats, and derogatory remarks about himself or his family or other verbal abuse.
6. Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents
7. Techniques of discipline shall not humiliate, shame, or frighten a child.
8. Discipline shall not include withholding food, rest, or toilet use.
9. Separation, when used as discipline shall be brief in duration and appropriate to the child's age and developmental ability and the child shall be within sight and hearing of a preschool staff member in a safe, lighted and well-ventilated space.
10. The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.

COMMUNICABLE DISEASE POLICY

- A. A staff member will be present at all times trained in communicable disease recognition. The instructors will train all employees in the posted hand washing and disinfection procedures.
- B. When the Center staff is ill, they will be sent home for the day and a substitute will be employed.
- C. Daily health checks will be made. The school nurse will be available whenever needed in the health care of children.
- D. If your child exhibits certain signs or symptoms you will be called from class to take your child from the center. If any of these signs or symptoms appears before you come to school you should not bring your child to the center.
- E. The following signs or symptoms will necessitate removal from the center immediately:
 1. Diarrhea (more than one abnormally loose stool within 24 hour period).
 2. Severe coughing causing the child to become red or blue in the face or to make a whooping sound.
 3. Difficult or rapid breathing.
 4. Yellowish skin or eyes.
 5. Conjunctivitis (pink eye).
 6. Temperature of 100 degrees F taken by the (under the arm) method when in combination with any other sign of illness.
 7. Untreated infected patches.

8. Unusually dark urine and/or grey or white stool.
9. Blood in stool.
10. Stiff neck.

If your child is dismissed for any of the above reasons, readmittance must have the approval of the coordinator or designee. It may be necessary to bring in a doctor's release form in order for your child to be readmitted to the center.

- F. The following signs or symptoms of illness shall necessitate calling the parent from class and a determination will be made by the coordinator/ nurse whether or not the infant will need to leave the center:
1. Unusual spots or rashes.
 2. Sore throat or difficulty in swallowing.
 3. Elevated temperature.
 4. Vomiting.
 5. Evidence of lice, scabies or other parasitic infestation.
 6. Discolored nasal discharge (indication of possible infection).
- G. If a child is mildly ill experiencing minor cold symptoms or does not feel well enough to participate in activities, the child can stay as long as the condition does not worsen. If the condition worsens and exhibits any of the 16 signs or symptoms listed above, the parent will be called from class.
- H. If your child has a communicable disease (conjunctivitis, chicken pox), you will be informed of the exclusion time from the center according to medical guidelines.
- I. This policy will be adhered to for the health and well being of your child and all of the other children in the center.
- J. The child will be isolated with a teacher present on a cot or in a crib separate from the other children while waiting for the parent to arrive for pick-up of the ill child.
- K. Other parents will be informed verbally or in the newsletter about the outbreak of a communicable disease.
- L. Medication will be administered to the children in accordance with information indicated on ODE/Ed 3301-11 Request for the Administration of Medication by Child Day Care Personnel. When administering medication we MUST have a signed form from the physician/dentist with written instructions.
- M. The Ohio Department of Health (ODH) Communicable Disease Chart is posted in the Preschool rooms/office.

INJURIES

- A. Signs of injuries upon arrival will be observed. The parent should make the adult in charge aware of any bruises, cuts, unusual marks, etc. when dropping off the child.
- B. A staff member will note all signs of injuries to the child.
- C. Significant injuries will be reported to the nurse. The Center is required by law to report suspicions of child abuse or neglect to Children's Services.
- D. Injuries occurring while in the center will be logged on the child's chart and filed.

FIRST AID

In the case a child is in the need of first aid, a staff member will provide immediate care. The parent will be notified after the school nurse has been contacted. We will follow instructions provided on the child's Emergency Transportation Authorization Form. Children will be transported to the source of emergency medical or dental care by ambulance provided by "911".

EMERGENCY EVACUATION

- A. In case of a fire/tornado drill, the parent is to stay with his/her class.

Preschool/child care center personnel will evacuate the children.

NUTRITIONAL REQUIREMENTS - INFANT/TODDLER ROOM

- A. The Ross Growth and Development summary and Ohio Hunger Task Force chart (see pages 17, 18, 19, 20 and 21) will be the basis for nutritional standards followed at the Child Care Center. Please follow these guidelines when preparing your child's food for the day. If your doctor's instructions vary greatly from these guidelines, please bring his/her written instructions to the center and they will be followed.
- B. It shall be the responsibility of each child's parent to prepare a lunch for its child on a daily basis. The Child Care Center will store each child's lunch so be sure to have each lunch labeled with the child's name. The noon meal will include foods from the four basic food groups, which supply 1/3 of the child's recommended daily dietary allowance. The noon meal will be served to every child present at the Center from 11:00 a.m. through 1:30 p.m. inclusively. Our policy regarding sack lunches is that they meet the requirements stated above. It shall be the responsibility of each child's parent to prepare a lunch for his/her child on a daily basis. The lunch should meet the nutritional guidelines according to the Ohio Hunger Task Force. The lunch must be labeled with the child's name and will be stored in the refrigerator.

PRESCHOOL/CHILD CARE FOOD PROGRAM

ROSS GROWTH AND DEVELOPMENT PROGRAM SUMMARY

Child's Age

Food

Birth to 4 months

Breast milk or formula

4 to 6 months

Breast milk or formula

Juice

Iron fortified infant cereal

Vegetables

Fruits

* All cereal and solids should be fed from a spoon.

* Start only one new food at a time. Let your baby get used to it for several days before beginning another new food.

6 to 12 months

Breast milk or formula

Juice
Iron fortified infant cereal
Vegetables
Fruits
Meats

- * Do not add salt or sugar to your baby's food.
- * Begin feeding juice or formula from a cup.
- * Offer a spoon to hold.
- Try easy-to-eat finger foods in very small pieces so your child will not choke.

CHILD CARE FOOD PROGRAM OHIO HUNGER TASK FORCE

Child's Age

Food

Birth to 4 months

Infant formula (iron fortified) 4 - 6 ounces
Infant cereal (0)

Snack (supplement)

Infant formula (iron fortified) 4 - 6 ounces or
Fruit juice (0) or
Whole fluid milk (0)
Enriched Whole grain bread or cracker type product (0)

Lunch or Supper

Infant formula (iron fortified)
4 - 6 ounces
Infant cereal (0)
Strained fruit or vegetable (0)
Strained meat, fish, poultry, or egg yolk (0) or
Cheese (0) or
Cottage cheese, cheese food, or cheese spread (0)

4 to 8 months

Breakfast

Infant formula (iron fortified) 6 - 8 ounces
Infant cereal (1 - 3 tablespoons)

Snack

Infant formula (iron fortified) (2 - 4 ounces) or

Full strength fruit juice (2 - 4 ounces) or

Whole fluid milk (0)

Enriched or whole grain bread (0 - 1/4 slice) or

Cracker type product (0 - 2 crackers)

CHILD CARE FOOD PROGRAM

4 to 8 months

Lunch or Supper

Infant formula (iron fortified) (6 - 8 ounces)
Infant cereal (1 - 2 tablespoons)
Strained fruit and/or vegetable (to total)
(1 - 2 tablespoons)
Strained meat, fish, poultry, or
Egg yolk (0 - 1 tablespoon) or
Cheese (0 to 1/2 ounce) or
Cottage cheese, cheese food, or Cheese spread
(0 - 1 ounce)

8 to 12 months

Breakfast

Infant formula (iron fortified) (6 - 8 ounces)
Infant cereal (2 - 4 tablespoons)

Snack

Infant formula (iron fortified) (2 - 4 ounces) or
Full strength fruit juice (2 - 4 ounces) or
Whole fluid milk (2 - 4 ounces)
Enriched or whole grain bread (0 - 1/4 slice) or
Cracker type product (0 - 2 crackers)

Lunch or Supper

Infant formula (iron fortified) (6 - 8 ounces)
Infant cereal
Strained fruit and/or vegetable (to total)
(3 - 4 tablespoons)
Strained meat, fish, poultry, or
Egg yolk (1 - 4 tablespoons) or
Cheese (1/2 - 2 ounces) or
Cottage cheese, cheese food, or Cheese spread
(1 - 4 ounces)

CHILD CARE FOOD PROGRAM

1 to 3 years

Breakfast

Milk (1/2 cup)
Juice or fruit or vegetable (1/4 cup)
Bread or bread alternate (1/2 slice)
Cereal, cold dry (1/4 cup or 1/3 ounce) or hot cooked (1/4 cup)

Snack

(Select 2 out of the 4 components)

Milk (1/2 cup)
Juice or Fruit or Vegetable (1/2 cup)
Meat or meat alternate (1/2 ounce)
Bread or bread alternate (1/2 slice)
Including cereal, cold dry (1/4 cup or 1/3 ounce) or
Cereal, hot cooked (1/4 cup)

Lunch or Supper

Milk (1/2 cup)
Meat or poultry or fish (1 ounce) or egg (1) or
Cheese (1 ounce) or
Cooked dry beans or peas (1/4 cup) or
peanut butter (2 tablespoons)
Vegetables and/or fruits (to total) (2 or more) (1/4 cup)
Bread or bread alternate (1/2 slice)

3 to 6 years

Breakfast

Milk (3/4 cup)
Juice of fruit or vegetable (1/2 cup)
Bread or bread alternate (1/2 slice)
Including cereal, cold dry (1/3 cup or 1/2 ounce) or
Cereal, hot cooked (1/4 cup)

Snack

Milk (1/2 cup)
Juice or fruit or vegetable (1/2 cup)
Meat or meat alternate (1/2 ounce)
Bread or bread alternate 1/2 slice)
Including cereal, cold dry (1/4 cup or 1/3 ounce) or

Cereal, hot cooked (1/4 cup)

CHILD CARE FOOD PROGRAM

3 to 6 years

Lunch or Supper

Milk (3/4 cup)
Meat or poultry, or fish (1-1/2 ounces) or
Egg (1) or
Cheese (1 ounce) or
Cooked dry beans or peas (3/4 cup) or
Peanut Butter (3 tablespoons)
Vegetables and/or fruits (to total) (2 or more)
(1/2 cup)
Bread or bread alternate (1/2 slice)

6 - 12 years

Breakfast

Milk (1 cup)
Juice or fruit or vegetable (1/2 cup)
Bread or bread alternate (1 slice)
Including cereal, cold dry (3/4 cup or 1 ounce) or
Cereal, hot cooked (1/2 cup)

Snack

Milk (1 cup)
Juice or Fruit or Vegetable (3/4 cup)
Meat or meat alternate (1 ounce)
Bread or bread alternate (1 slice)
Including cereal, cold dry (3/4 cup or 1 ounce) or
Cereal, hot cooked (1/2 cup)

Lunch or Supper

Milk (1 cup)
Meat or poultry or fish (2 ounces) or
Egg (1) or
Cheese (2 ounces) or
Cooked dry beans or peas (1/2 cup) or
Peanut butter (4 tablespoons)
Vegetables and/or fruits (to total 2 or more or
3/4 cup)
Bread or bread alternate (1 slice)

STAFF

The instructors of the Early Childhood Education program at the Medina County Career Center direct the preschool. This program trains high school juniors and seniors to be assistant teachers in programs for young children. The high school students act as teachers in the preschool.

The high school students are directly responsible to the Early Childhood Education instructors. Any problems or questions parents may have must be directed to the Preschool Coordinator.

STAFF QUALIFICATIONS

Joan Walschon earned her B.S. degree at the Ohio State University in Columbus. Her degree is in Vocational Home Economics in Early Childhood Education with a Pre-K certificate. She has kept up with her degree by additional course work through Ashland College and Akron University. Every year she continues to take many extra in-service hours and workshops in her related field of Early Childhood Development to keep up her teaching licensure.

Carla Keller earned her B.S. degree in the area of elementary education (grades K-8) from Ashland College (University). She received her Pre-K validation from Ashland University. Every year she continues to take many extra in-service hours and workshops in her related field to keep up her teaching licensure. Carla is a Standards Mentor with the Ohio Department of Education.

ECE teacher for the High School ECE Students - TBA.

According to ODE revised rules, the head teachers are required to take 10 ODE approved hours each year. The aides are required to take 15 hours of early childhood related hours each year.