

Blossom International Preschool, LLC

Parents Handbook

2024-2025 School Year



Table of Contents

Introduction:

- Philosophy 4
- Mission Statement 5

Programs and Hours

- Programs and Hours 5
- Rhythm of The Day 6
- Calendar 6

Policies

- Admission and Registration 8
- Tuition 2024/2025 9
- Itemized Fee Schedule 2024/25 9
- Materials Fee 9
- Collection 9
- What to Bring on the First Day of School 10
- Attendance and Switching Days 10
- Drop-In 10
- Rest and Naptime 11
- Children with Special Needs 11
- Early Childhood Mental Health Resource 11
- Substitute Teachers 12
- Television, Video Viewing and Media 22
- Drinking Out of a Cup 21
- Arrival and Departure 22
- Festivals 22
- Late Arrival When Group Is Away from School 24
- Late Pick-up 24
- Children's Personal Belongings 24
- Dress Code 25
- Home Toys – Show and Tell – Recall Notices 25
- Photography 26
- Withdrawal from Blossom Bilingual Preschool 29

Health

- Inclement and Excessively Hot Weather 12
- Snow Days 12
- Sun Protection 13
- Protection of Children from Exposure to Second-Hand Smoking 14
- Illnesses, Accidents, and Injuries 18
- Storing and Administering Medications 19
- Children's Records 20
- Physical Examination and Immunizations 20
- Diapering and Toilet Training 20
- Meals and Snack 26
- Filing A Complaint About Child Care/Child Abuse 28

Safety

- Emergency Procedures - Natural Disaster Plan 13
- Severe Weather 15
- Lost Child Procedure 16
- Identifying Where Children Are at All Times 16
- Transportation 21
- Field Trips and Emergency Treatments 21
- Special Activities 21
- Visitors 27

Code of Respect

- Discipline 16
- Restorative Justice 18

Communication

- Parental Involvement 28
- Parents and Staff Conferences 28
- Contact 30

Transportation

- Transportation 20

Contact Information

- Contact 30

Welcome to Blossom International Preschool!

Bienvenue au jardin d'enfants international !

“Children who hear foreign languages at a young age have a considerable advantage in their future education and careers. They also acquire an immediate sense of pride and a broader awareness of the world they live in. I believe that children have an amazing capacity to learn new materials. Experience has taught me that children do best in a routine-based environment to which we add new materials every day. Therefore, I developed a method based on exploring the capacity of children to connect with their imagination.” **Marie-Pierre Nicoletti**

Blossom’s Philosophy

At Blossom International Preschool, we believe that children learn best through activities that stimulate their senses. Experimentation, projects, and games that generate emotional responses contribute to developing their ability to better learn educational and creative materials. This philosophy can be applied from the time a child is born. By doing so, we fully engage the child who, in turn, is better able to demonstrate attention and participation.

Engaging children in their surroundings develops a strong sense of self, filling them with confidence. I believe that children learn better with an integrative curriculum in an immersion setting. Concepts are learned more easily if the world around the child is intentionally composed of the material they are expected to learn. In addition, being the actor of one’s own environment develops a strong notion of respect and an ability to take on responsibilities, whether for themselves or for others.

I believe that experienced adults can help children reach their full potential by offering programs that combine “being” and “doing” and developing sensorial pathways.

Blossom's Mission Statement

Blossom International preschool offers, first and foremost, a nurturing and safe environment. At Blossom, we provide an integrated play-based curriculum tailored to the different stages of emotional and physical development for children aged 2.5 to 5 years, allowing them to explore and expand during their early years. Blossom's mission is to respect and support each child's developmental needs and ensure that each student blossoms, and to nurture a confident and curious child through daily rhythms that connect to the seasons.

Our mission is to present a "school of life" to the community that offers a practical way of learning in a beautiful environment, in which the teachers are the facilitators and the children are the participants and co-creators. We offer many practical activities, such as woodworking, cooking, baking, sewing, weaving, finger knitting, gardening, singing, dancing, and acting. Playing and being creative are the driving forces of Blossom.

Blossom's educational model has European influences (Rudolph Steiner, Maria Montessori, the Reggio Emilia approach, and French rural preschools), in which traditional life skills and cultural rituals and celebrations occupy a big space on the educational map.

Blossom Programs and Hours

Blossom International Preschool offers programs available to children aged 2.5 through 5 years. We accept children over 5 on a case by case basis.

Blossom International Preschool follows the Boulder Valley School District calendar for determining its holidays and snow days each school year. For the 2024/2025 school year, we open on August 1st and have our last day on May 23rd. **Our end-of-year graduation celebration will be on May 24th.** We have full- and half-day programs available from 8:00am until 5:15pm, Monday through Thursday, and 8:00am until 4:00pm on Fridays. Half- and full-day drop-ins and extended hours are available from 8:00am until 5:15pm on a space-available basis and upon prior arrangement and agreement with the lead teacher and director.

Office hours are 9:30am to 3:30pm Monday, Wednesday, and Friday while school is in session.

Blossom International Preschool Rhythm of the Day

8:00-8:30	Children arrive in their classroom (Indoor time) Water/bathroom/wash hands
8:30-9:30	Daily nature walk to nearby park (Outdoor time)
9:30-9:50	Water/bathroom/wash hands Circle/music time (Indoor time)
9:50-10:30	Morning activities – handwork – free play (Indoor time)
10:30-11:00	Table setting – morning snack -- clean-up/wash hands (Outdoor time)
11:00-11:30	Story time – role play – puppet show (Indoor time) Bathroom/wash hands
11:30-12:15	Creative activities – play (Outdoor time) Bathroom/wash hands
12:15-1:00	Lunch and play (Outdoor time) Bathroom/wash hands
1:00	Half-day student pick up
1:15-2:30	Rest/nap/quiet time – storytelling (Indoor time)
2:30-3:00	Board games – puzzle – handwork/craft (Indoor time)
3:00	Wake-up time for sleepers Bathroom/wash hands
3:15-3:45	Table setting – afternoon snack – clean-up/wash hands (Outdoor time)
3:45-5:00	Play/work – gardening (Outdoor time)
5:00-5:15	Playground clean up – end of day

Blossom International Preschool Calendar 2024 – 2025 (Subject to change)

Summer 2024

June 3 – July 26	2024 Blossom Summer Camp
August 1	First tuition 2024/2025 is due First day of school 8:00am
August 26	Welcome Festival: Teddy Bear Tea 10:30am-12:00pm
August 28	1st Parent Evening 6:00pm-7:30pm sword preparation
September 2	Labor Day – No school

Fall 2024

September 25	2nd Parent Evening 6:00pm-7:30pm (Lantern Making)
September 28	FESTIVAL: Autumn Harvest Festival and Michaelmas

	Day – 10:30am-12:30pm
October 31	Halloween parade – in class festival (parents welcome)
November 6	3rd Parent Evening 6:30pm-7:30pm
November 11	Veteran’s Day – No school
November 18-22	Fall Parent/Teacher Conferences
November 25-29	Thanksgiving Break – No school
December 4	4th Parent Evening 6:00pm-7:30pm (Spiral Garden Preparation)
December 15	FESTIVAL: Spiral Garden (Winter Solstice) Festival 5pm
December 18	Blossom Annual Raclette Party 6:00pm-7:30pm

Winter 2024/25

December 23 – January 3	Winter Break – No school
January 6	Back to school
January 12	FESTIVAL: Epiphanie 4:00pm-5:00pm (Galette des Rois)
January 29	5th Parent Evening 6:00pm-7:30pm – Crêpe batter preparation
January 30	Candlemas/Chandeleur – in class festival
February 3	2024/2025 school year re-enrollment deadline
February 14	Valentine’s Day – In-class festival
February 17	President’s Day – No school
March 5	6th Parent Evening 6:00pm-7:30pm (Spring festival preparation)

Spring 2025

March 15	FESTIVAL: Spring Equinox and St. Patrick’s day celebration 10:30am
March 24-28	Spring break – No school
March 31	Back to school
April 7-11	Spring Parent/Teacher Conferences
April 30	7th Parent Evening 6:00pm-7:30pm (May Day crown preparation)
May 1	Last tuition payment due May Day – In-class festival
May 8	Mother’s Day – In-class festival
May 23	Last full day of school
May 24	Festival: (Date TBC) Graduation 10:30am-12:30pm

Summer Camp 2025 starts June 2nd

Admission and Registration

Blossom International Preschool is licensed for children ages 2.5 to 16 years old. We accept children ages 2.5 to 5 years. Children currently enrolled and their siblings are given priority for spaces available. At Blossom International Preschool, we welcome children of all racial, ethnic, socio-economic, religious, and cultural backgrounds. We welcome children with special needs if we can best accommodate the child and their family. We comply fully with the Americans with Disabilities Act (ADA).

The process of enrolling a child at Blossom International Preschool starts with parents contacting Blossom and attending a school visit or an open house. Open house and school visits are scheduled throughout the school year. The open house schedule is available upon request. During school visits and open house events, parents will have the opportunity to meet with teachers and staff, to visit the classrooms, to hear about Blossom International Preschool's philosophy, curriculum, policies and procedures, and to discuss the needs of their children.

Parents who are interested in enrolling their children should fill out a new-child application form and return it with a one-time \$80 non-refundable application fee to the office (for new children only). Upon review of the application, prospective parents and child(ren) are invited to play and socialize.

Upon admission to the program, Parents will sign and return the contract and tuition agreement, with the non-refundable materials deposit (also called materials fee) for their child to be officially enrolled. Parents will receive a registration packet to complete and return to the office. Enrollment forms that Blossom International Preschool requires are all required by the State of Colorado. In order to maintain our Childcare Center yearly license, we must have all forms turned in before the first day that a child attends school at Blossom. Please note that your general health appraisal form must include a CDPHE immunization history form –OR– a medical or non-medical immunization exemption card signed by yourself and your doctor, stating that you do not wish your child to be immunized (there are two ways to receive an immunization exemption, please contact us if you need more information).

Tuition for the 2024-2025 School Year

The annual tuition for the school year is payable in 10 monthly installments from August 1st to May 1st. Parents sign a contract, which commits them to pay the entire school year's tuition, in order to enroll each child. In addition to paying for tuition, each family is required to pay a one-time application fee (new families only) and a materials fee (annual). Fees for drop-in and extended care and late pick-ups shall be invoiced monthly along with your tuition.

Yearly Materials Fees

Program		3 Day	4 Day	5 Day
		\$600	\$700	\$800

Itemized Fee schedule – 2024-2025

Note: Blossom closes at 4pm every Friday

Program	Drop-in	3 Day	4 Day	5 Day
Full Day 8:am-5:15pm	\$135/day	\$15,198	\$20,264	\$22,407
Half Day 8am-1:00pm or 12:15pm- 5:15pm	\$75/day	\$10,716	\$12,124	\$14,072

Collection

To avoid late payment fees, payments must be received by Blossom by the 3rd day after they are due, or a \$25 rebill charge, plus a 1% interest charge (12% per annum) shall be assessed and collected. The full tuition is due even in the case of absence due to illness, vacation, holiday, or voluntary withdrawal. Collection agencies may be hired to collect past-due amounts. Parents are responsible for paying all related costs for collection of past due amounts. Interest will be charged on seriously past due amounts at 18% per annum. A \$35 service fee will be charged if a check is returned by the bank for insufficient funds.

What to Bring on the First Day of School (Please label each item with your child's name)

1. Seasonally appropriate extra clothing in a zip lock plastic bag to be put into your child's cubby. Please label with your child's name. Soiled, wet, and muddy clothes will be put in two plastic bags in your child's cubby (Licensing requirement). Please replenish your child's cubby bag with fresh clothes the next day and as the weather changes.
 2. Sun hat for outside walks and playtime in warm, sunny weather and appropriate rain gear or winter clothes and hats when the weather turns. Please label everything with the child's name (jackets, hats, boots, mittens, etc.).
 3. 1-month supply of diapers and wipes if your child needs them.
 4. A pair of indoor slippers. They should fit snugly enough to stay on during dancing and playing. Plain slippers, without logos, protrusions (such as bunny ears) and without cartoon characters are requested.
 5. A lunch basket + 2 snacks with healthy food (no sweets, please!) and a water bottle. (Please choose a lunch container or basket that is plain and aesthetic– no large graphics). Please pack lunch and each snack separately please.
 6. A small blanket and a small/flat pillow (no larger than 12"x12"). We have just a little storage room for these, so please keep them sweet and small!!
- ❖ Please choose age-appropriate prints and graphics on blankets, lunch boxes, children's clothing, and backpacks. Thank you!

Attendance and Switching Days

The curriculum is created to promote an unfolding of the day, the week, and the year in a rhythmic movement that allows learning to take place in a balanced and consistent way. By promoting regular attendance, we allow children to experience what has been designed for them. Children may not switch days, even in the event of absences due to illness or vacation, unless approved ahead of time by the lead teacher and director. If space is available, parents may add an extra day at the drop-in rate.

Drop-in

Occasionally we may have space available for drop-in time, especially in the afternoon. Please let us know in advance if you are interested in extending the hours for a child on a day or dropping in on a day when the child is not normally enrolled. We will accommodate requests when possible. Drop-in hours will be billed when invoices are sent out and are subject to the same financial policies as all other fees and tuition. For

the 2024-25 school year, drop-in fees will be charged at \$75 for a half day or \$135 for a full day.

Rest and Nap Time

Each afternoon at 1:30pm children take a minimum 30-minute rest on cots and sheets provided by Blossom International Preschool. 30 minutes of quiet rest time per day is mandated by Licensing. Parents provide a small/flat pillow (no larger than 12"x12"), a small blanket, and a friend to snuggle with, which we keep in a pillowcase in the nap area. The teachers will sing, tell poems, read stories, and otherwise comfort your child into resting/sleeping. After 30 minutes, children may leave the nap area and play quietly (board games, puzzles, art).

Children with Special Needs

Children with special needs can enroll at Blossom International Preschool, in compliance with the Americans with Disability Act (ADA). The admission of a child with special needs is encouraged by Blossom International Preschool, and efforts are made by Blossom International Preschool's staff and administrators to accommodate the child's needs and to integrate them with other groups of children.

Blossom International Preschool needs to know what the special needs are and receive a copy of an existing individualized health care plan for the child, in order to provide for the special needs of the child. Upon admission of a child with special needs, Blossom International Preschool and the school's health consultant meet with the parents and the team of specialists that are working with the child in order to review, adopt and implement proper placement and teaching techniques for the child with special needs. The plan must be updated every 12 months from the date of the initial plan or as changes occur.

Early Childhood Mental Health Resource

The Colorado Office of Early Childhood is a valuable resource for contacting Early Childhood Mental Health Specialists. Blossom families have access to these resources if they need any support with Early Childhood Mental Health (ECMH) specialist. Blossom will provide help in accessing these resources when beneficial. Blossom can access a Mental Health consultant for support whenever needed. For further information link to:

[Coloradoofficeofearlychildhood.force.com/oec/OEC_Partners?p=Partners&s=Supporting-Social-Emotional-Development&lang=en](https://coloradoofficeofearlychildhood.force.com/oec/OEC_Partners?p=Partners&s=Supporting-Social-Emotional-Development&lang=en).

Select: Early Childhood Mental Health Specialists / Consultants

Substitute Teachers

The Childcare Center Director/Lead Teacher for Blossom International Preschool is Marie-Pierre Nicoletti.

In case of absence of director/lead teacher Marie-Pierre Nicoletti, a substitute director/lead teacher will perform her duties during her absence. Blossom International Preschool contracts with a local substitute agency to supply staff when needed. A list of substitutes is available in the office at all times.

Inclement and Excessively Hot Weather

Students will go outside for recess on a daily basis, in all kinds of weather. Children are expected to come to school prepared for the current weather conditions with appropriate outdoor wear. We follow the Child Care Weather Watch Chart for guidance.

Outdoor recess will be canceled in the event of extreme and/or dangerous weather conditions:

- Temperatures below 25 degrees Fahrenheit with a dangerous wind chill factor
- Temperatures above 95 degrees Fahrenheit
- Moderate to heavy precipitation
- High winds
- Lightning
- Hail

Snow Days

If the Boulder Valley School District cancels school due to inclement weather, then Blossom International Preschool will also cancel school. Check the BVSD.org front page to see if BVSD is holding school or not to determine whether or not to bring your child to Blossom International Preschool. No refunds shall be granted for weather-related cancellations of school. Upon checking BVSD website, Marie will send an email to all parents.

Please Note that if BVSD schools are closed due to Covid19, Blossom may not be closed. Marie follows an informal group of preschool Directors and consults with other schools as well as Blossom's Nurse Consultant regarding closures. The final decision is at the discretion of Marie-Pierre Nicoletti.



Sun Protection

Sunscreen must be applied to children before coming to school each day. Parents indicate the time the sunscreen was applied on the Sign-In-Out sheet at drop-off. Parents may leave their child's sunscreen at school, labeled with their child's first and last name. KIDS Rocky Mountain Sunscreen SPF 50 Lotion/Reef Friendly (octinoxate & Oxybenzone Free/Water resistant-Broad Spectrum UVA/UVB Protection/Non-Greasy/Fragrance Free/Vegan/Gluten Free PABA free) will be available at Blossom International Preschool for parents/caretakers to apply to their own children at drop-off. Parents/guardian must provide written authorization and instructions for the application of sunscreen or the use of another form of parents/guardian approved sun protection with a full-spectrum UVA/UVB rating of SPF 30 or greater. Children over 4 years of age may apply sunscreen to themselves under the direct supervision of a staff member. If parents/guardian do not want to authorize sunscreen application, they must submit a written request along with a doctor's note giving permission to not apply sunscreen. If parents/guardians do not authorize sunscreen application accompanied by a doctor's permission, they must provide alternative skin coverage such as UPF50 sun protective clothing and hat or their child will be allowed to play in the shade only.

Protection of Children from Exposure to Second-Hand and Third-Hand Smoking

Blossom International Preschool is a Smoke-Free Property. Children will never be exposed to second and third-hand smoking.

Emergency Procedures: Natural Disaster Plan

In the unlikely event of a natural disaster, we will do whatever is necessary to protect your child's safety first and foremost. You will be contacted promptly once it is safe to do concerning your child's whereabouts. This plan outlines what actions the staff of Blossom will take in the event of a fire, flood, earthquake, natural gas or carbon monoxide leak, school lockdown, severe weather or other situation. Fire drills are conducted monthly; Lockdown/Active Shooter drills are conducted every three months; and Tornado drills are conducted monthly from March to October. For emergencies that require that we take shelter inside Blossom, there is an emergency preparedness kit in the school that contains food, water, flashlights, children's emergency cards and activities. All employees at Blossom must be trained in emergencies and disaster preparedness and are required to take the Federal Emergency Management Institute (FEMA) training or the new alternative online PDIS training.

If we have an emergency that causes an evacuation, we will walk to a safe location. If you arrive at Blossom and no one is here due to the emergency, we will be at Friends School, 5465 Pennsylvania Avenue, Boulder, CO 80303, 303.499.1999. In the event that that location is not safe, we will walk to Eisenhower Elementary School 1220 Eisenhower Dr, Boulder, CO 80303. All teachers will carry their cell phones with them at all times and parents should enter those numbers into their phones at the start of the school year.

If the emergency requires evacuation by car, we will use the teachers' cars and follow public safety instructions to a safe location. If we do not have enough cars to transport children, 911 will be called. Parents will be notified as soon as possible as to the location of their children. If the children have been transported away from the immediate area around Blossom, the Red Cross will also be contacted to obtain assistance and to notify them as to where your children are. The Denver Chapter of the Red Cross may be contacted at 303-772-7474.

The Director will prepare a specialized emergency plan for children identified as having special needs or a disability that is tailored to their specific needs during an emergency. The child's required individualized health care plan will be used to create a plan that will best suit the child's requirements. Teachers will be trained in this plan by the Director and will follow its guidelines during routine drills.

Fire. Smoke detectors are cleaned and tested quarterly. In the event of a fire, we will evacuate the children immediately and gather on the playground past the sandbox. Once the whole group is safely assembled there, we will go to Friend's School, 5465 Pennsylvania Ave., Boulder, CO 80303. 911 will be called and parents will be notified promptly. We will practice the stop-drop-and-roll procedure and our evacuation routine in monthly drills.

Floods. If flooding occurs, we will immediately move to higher ground and stay there until safer conditions exist. If Blossom is flooded, parents will be contacted and asked to pick up their children as soon as it is safe to do so. Flood drills will be conducted semiannually.

Earthquakes. If we are inside, the children will either be instructed to get under a desk/table and hold onto one of the legs or sit against a wall. If we are outside, we will remain outside and move away from buildings, trees, streetlights, and power lines. We will crouch down and cover our heads. If conditions prevent us from returning to Blossom, parents will be contacted and asked to pick up their children as soon as it is safe to do so.

Natural Gas and Carbon Monoxide Leaks. Carbon monoxide detectors are installed on Blossom's ceilings and throughout the church. They are cleaned and tested quarterly. Should the alarm go off, we would follow the fire procedures and go to Friend's School, 5465 Pennsylvania Ave., Boulder, CO 80303, until conditions are safe, or until children are picked up by their parents. We also have annual furnace inspections and maintenance (last annual furnace inspection was 5/2023).

Shelter-in-Place. Every three months, we will practice drills with the children if we need to seek shelter inside Blossom from an external threat such as a lockdown situation (such as from a threatening person or animal).

Severe Weather

Tornados. If we are in the building and a tornado warning is issued for our neighborhood, we will proceed to the main hallway and find refuge on the North side of the building, tucked in the lower part of the dry ditch, use our arms and hands to protect our heads until the danger has passed. Blossom children will practice these methods during drills. UUCB is located west of town and it is very unlikely that Blossom will ever experience a tornado.

Winter Storm. We will stock extra food, water, medicines/first aid, canned foods, blankets, flashlights, clothing, in case a storm prevents a child to travel home safely. We have alternative heating and cooking equipment on-site. Walkways will be cleared every morning after a storm.

Lightning. Children will be brought inside if lightning commences near our neighborhood. If we are on a walk and lightning is imminent, we will get to a low, open space immediately. We will crouch down away in an open space away from trees and buildings and place our hands on our knees.

Summer Sun. If extreme high temperatures occur, we will alter our daily rhythm and hold our outdoor playtime early in the day. When the day heats up, we will stay inside and ensure that plenty of liquids are available to the children.

Lost Child Procedure

If a student is not present at attendance, or noticed missing at any time, the lost-child procedures will take effect. Staff contacts the parents and conducts a search of the school grounds. As soon as a child is noticed to be missing, police will be contacted.

Identifying Any Child's Location at All Times

Children are supervised by responsible adults at all times including all transitions with written verification on the Name to Face Attendance Sheet. The staff at Blossom International Preschool takes attendance in the morning, before lunch, after nap, and at each transition with written verification. A head count is taken every 15 minutes while the children are inside and outside. The staff at Blossom International Preschool monitors drop-off and pick-up times by checking the sign-in/sign-out sheet. In the event that a child wanders off, we will proceed to the lost child procedure.

Discipline and Behavioral issues

Blossom International Preschool's staff practices guidance versus discipline. Guidance redirects the child from his or her unwanted behavior while keeping his/her sense of self intact. Where discipline imposes and restricts, guidance teaches with respect. When conflicts arise between two or more children, Blossom International Preschool uses Restorative Justice, a method to resolve conflicts that promotes learning and respect. Blossom International Preschool believes in coming out of conflicts situations stronger and armed with tools that will generate peace and harmony in the group.

Conflicts and all kinds of behaviors will arise as children practice and evolve their social behaviors. At Blossom, we see a teaching moment when a child behaves in a way that (1) harms him or herself, (2) another, or (3) something in the classroom environment. Different, gentle approaches are used depending on the age and personality of the child and on the situation, with the intention of sowing seeds for new behaviors to grow. Teachers use their discretion to determine the approach which may include distraction, redirection, talking about the incident, "fixing" the situation with anyone else involved (that is, learning the language), problem solving (how could it have been done differently?), trying again (the child is given an opportunity to practice the correct behavior), praise for appropriate behavior, and if needed, separation from the group until the child feels he/she is ready to re-enter respectfully. When two or more children

are involved, we do not attach blame to one or the other. Rather, the focus is on developing compassion, healing and learning how to do it better the next time.

At this age, children sometimes bite, pinch, hit or otherwise cause an injury to another child. We will notify the parents of each child involved but are not allowed to identify the other children who were a party to the action. We will work with the children involved and over time, the behaviors will soften.

If a child's behaviors are such that they seem outside the range of age and normal development, and we need additional tools to help that child typically grow and play, we will work with the families asking for information and cooperation in understanding and evolving the behaviors. These challenging behaviors will be documented and kept in the student's file. In addition to working directly with families and supporting the children, Blossom will provide help in accessing 'The Colorado Office of Early Childhood' to consult their 'Early Childhood Mental Health' (ECMH) specialists/consultants. Blossom families have access to these resources if they need any support with ECMH specialists/consultants. Blossom can access a Mental Health consultant for support whenever needed.

For further information link to: Colorado Early Childhood Mental Health Specialists / Consultants / Support Line: Tel. 303.866.5948 or 1.800.799.5876

coloradoofficeofearlychildhood.force.com/oec/OEC_Partners?p=Partners&s=Supporting-Social-Emotional-Development&lang=en.

The intention is that children are not suspended or expelled from Blossom prior to Blossom or parents accessing an ECMH specialist/consultant or another specialist as needed. If the families refuse professional intervention, or if those documented behaviors cannot be altered in a reasonable amount of time, we may need to take the unfortunate step of dis-enrolling the child temporarily or permanently. This would occur if we cannot meet the child's needs through professional intervention, cannot provide sufficient staff to be with the child to help behaviors change and grow (some behavioral conditions require a full-time dedicated staff person) and/or ensure the continued safety of the other children in the classroom. In the event of disenrollment, the child's contract would be terminated at the end of the month in progress and the parents/guardian would still be responsible for tuition for the remainder of that month.

A rare incident may occur that would require us to make a report to Social Services for investigation. Confidentiality is required while an incident is being investigated that may not allow us to communicate the details, especially if a child is considered at risk. Safety of all children is always the primary concern in our minds.

Restorative Justice is a conflict resolution process that consists of six steps: (NB: the words we use at Blossom are adapted to the children's ages and stage of development)

1. **Invitation:** "Is everyone willing to search for a constructive, fair and just agreement on how to repair the harm done?"
2. **Ground rules:** Be respectful; Stay focused/follow the process; Everything is confidential and voluntary.
3. **Identify the harm:** Ask the offender, victim, and affected community: "Describe how you experienced the problem/conflict/wrongdoing".
4. **Repairing the harm:** Ask the offender, victim, and affected community: "How can you make things as right as possible?" and "how can you keep this from happening again?"
5. **Taking responsibility:** Ask the offender, victim, and affected community: "What can you be responsible for right now?"
6. **Follow up:** Ask the offender, victim, and affected community: "Is this agreement being kept?"
(If "Yes", celebrate! If "No", repeat the process).

Illnesses, Accidents, and Injuries

It is imperative that your child's emergency information is up to date so we are able to reach you if the need arise.

Absences from school due to illness: Please call/text Marie or let us know in advance if your child will be absent for the school day, or part of the school day. Marie's cell phone number is 303.819.4084.

If your child is coughing, has a fever, a contagious illness, a severe cold, or is vomiting, we ask that your child remain at home for at least 24 hours **after** the last symptoms/fever. Please inform us about your child's illness so we can alert other parents about what to look out for. Children with communicable diseases will be excused from school for the length of time prescribed by the child's physician or a period of time designated by the local Health Department.

If your child becomes ill at school, your child will be supervised in a special place in the classroom, the cubby room or in the rest area, away from other children, until he or she is picked up. When the child needs to go home, Marie will contact the parent/guardian listed on the child's emergency card. A written record is kept on file in the office.

If your child has a minor injury while at Blossom, we will bring the healing basket to the child, wash and apply a bandage to the injury while singing the "Love and Light" healing song. (We are not allowed to apply prescription anti-bacterial creams or other ointments without your doctor's permission and the appropriate medication

administration paperwork). We are allowed to apply a non-prescription product with your written permission. If the injury is more significant, but still not serious, we will fill out an Incident Report for you and place it on the shelf above your child's cubby. If your child has a splinter, we will remove it if it shows above the skin. We will let you know about it on the Incident Report. We will cover it with a Band-Aid.

If your child has an **accident or is injured** we will call the child's parents/guardian immediately. Depending on the severity of the accident/injury, 911 may be called before the parents/guardian. If we cannot reach the parents/guardian, we will contact the other persons listed on the child's emergency cards. A First Aid kit is available to staff at all times. All teachers at Blossom International Preschool have First Aid, CPR, and Standard Precaution Training. A staff member with Medication Administration training is to be present at Blossom at all times.

In the event that the child needs to be taken to the hospital or another medical facility you have indicated on the child's emergency card, before a parent or the emergency contact person arrives at the school, a staff member will accompany the child with the emergency staff to the hospital and remain with him/her until a parent/guardian arrives. In the event that a serious injury occurring at Blossom International Preschool results in the hospitalization or the death of a child, an accident report will be completed by the staff of Blossom International Preschool on the Colorado Office of Early Childhood website Incident report page. A Licensing Specialist will follow up with a school inspection. A copy of the report will be sent to the parents.

Storing and Administering Medications

Blossom International Preschool follows the guidelines from the Colorado Department of Social Services regarding the storage and administration of medications.

Prescription and non-prescription medication can only be administered to your child with a written order of a person with prescriptive authority and with written parental consent. The order must include: the child's name; practitioner's name, telephone number and signature; date authorized; name of medication and dosage; time of day medication is to be given and any other special instructions. Topical preparations such as petroleum jelly, diaper rash ointments, sunscreen, insect repellent, and other ointments may be administered with written authorization from the parents/guardian. They may not be applied to open wounds or broken skin unless there is a written order by the prescribing healthcare provider.

1. Medications will be kept in the original container, out of reach of children, and will be administered by a trained staff member. The original pharmacy label should indicate all pertinent information. Over-the-counter medications must be kept in the original labelled container and be labelled with the child's first and last name.

2. Medications at Blossom International Preschool are administered by a staff member designated by the director who has received Medication Administration training and has been delegated by Blossom's nurse consultant. Only adults can bring medicine to Blossom International Preschool's office. Never send medications with your child.
3. All medications, sunscreens, insect repellants, lotions, etc. will be stored out of the children's reach. When depleted, the packaging will be returned to the parents. If we are unable to return the packaging to the parents, it will be disposed of in accordance with CCHC direction.

Children's Records

Medical records and Emergency forms must be updated every year. They are kept on file in the office. Emergency forms are kept in a binder, in each classroom, in case of an emergency. It is important that we have updated emergency numbers and contacts for when you cannot be reached. Please notify Blossom International Preschool when any of your contact information changes.

Physical Examination and Immunizations

Before your child enters Blossom International Preschool, you must provide a copy of each child's immunizations records or have a medical, non-medical immunization exemption on file. Medical and non-medical immunization exemption forms are either signed by your immunization provider or parents/guardians will need to complete CDPHE's online education module prior to claiming a non-medical exemption. The law requires the use of the CDPHE's standard medical and non-medical exemption forms. We accept children who are not fully immunized, and we notify parents/guardians about the total number of non-immunized children in our care. The Children enrolled in a preschool program must provide proof of a current physical exam, the interval between physicals is determined by their doctor and clearly specified on the 'Next visit' line.

Diapering and Toilet Training

Blossom International Preschool accepts children as young as two-and-a-half years old. We do understand that children might not be completely toilet trained when school starts or might regress eventually when starting a new school generates changes in the child's habits. We do understand that some transition time may be necessary, and we do accommodate children who may require diaper changes, or a reminder to go to the bathroom during the school day. Parents should bring a one-month supply of diapers for their child/ren and bring plenty of changes of clothing (pants, shirts, underwear, and socks), labelled, placed in a Ziploc bag to be kept at school and replenished regularly by parents.

When a child has a toileting accident at school, he/she will be guided to change their own clothes and they will be assisted with hygiene and tasks that they cannot perform for themselves, in accordance with the Colorado Rules and Regulations for Childcare Centers.

Drinking Out of a Cup

At Blossom International Preschool, we welcome children who have already transitioned from baby bottle to cups. Each child uses their own individualized water bottle and cup during the day.

Transportation

Blossom International Preschool field trips will not require the use of vehicles for transportation. We will only use transportation in the event of an emergency. If we do not have transportation available onsite, we will call 911.

Field Trips and Emergency Treatments

We take neighborhood walks every day from the school to one of three nearby parks. The route will be directly from the school to either Arapahoe Ridge Park (located north of Blossom) or Meadow Glen Park (located east of Blossom) or Park East Playground. This is the only Blossom International Preschool activity that does not take place on school grounds. We do not transport children by vehicle except in the case of an emergency. A sign will be posted in the entry room to indicate which park each teacher's classroom has walked to. Information or names of specific children will not be available on this sign.

Special Activities

The children at Blossom International Preschool regularly engage in special activities that sometimes require the intervention of special activity staff (cooking classes; herb classes; gardening projects; community outreach projects, yoga/eurythmy, etc.). Blossom International Preschool is in compliance with Division of Early Learning Licensing and Administration (DELLA) - Center rules, general rules and special activity rules.

Festivals

Our festivals at Blossom connect us with traditional cultures all over the world by marking turning points of the year with rituals and celebrations. These events are opportunities for outward observances of nature's seasonal changes and are also opportunities to touch our own individual inner movement as seasons change. Celebrating festivals together furthers our children's sense of community.

The festivals and special events that we have at Blossom are an essential part of your child's experience with us. Please plan your activities and commitments around the 6 dates listed as "**FESTIVAL**" on our calendar for these wonderful and beautiful events. Once you come to one, you will know why we advise you not to miss any of them! Extended family members are welcome to join us for festivals at the school.

In addition to the 6 festivals we hold throughout the school year on Saturdays, we have 4 in-class festivals. Because they occur in-class during the school day, many parents do not attend – but you are welcome to if it fits your schedule! Emails will be sent to you before each festival to provide you with more information.

While attending a festival or other school event at Blossom, please refrain from taking calls or otherwise disrupting the event. If you need to use your cell phone please step into the hallway or outside

Television, Video Viewing, and Media

At Blossom International Preschool, we are very concerned with the growing use of all electronic visual media (television, tablets, computer games, smart phones, and streaming video) by children in the early childhood stage (0 to 7 years old), and we have seen overwhelming evidence that the use of visual media in early childhood is more detrimental to children than advantageous. Following research on brain development in children, there is a strong concern about the negative effects of screens/electronics on the young child's brain and nervous system development during the early years of a child's life.

At Blossom International Preschool, we believe in the children experiencing their own learning instead of being the spectator of others' experiences through screens. We also encourage families to raise the bar of the quality of learning delivered to young children.

Arrival and Departure

Bring your child into the entry room, located through the door west of the playground. We will gather in the classroom first thing in the morning to drink water, use the bathroom, and wash hands. One of the most important times of the day is arrival; it can

help to set the tone of the day. When you arrive, the children gather in their classroom and a teacher will usually invite your child to join in. Please come to the teacher with your child and say “Good morning/Bonjour” and the teacher will do the same. We are creating a conscious transference, your child to the teacher, modeling greeting and meeting one another for the day. This creates security and comfort for the child. Morning conversations with the teachers should be kept to a minimum and be limited to necessary information about the child for the day. All other concerns and topics can be discussed at a scheduled time.

Please park your car on the east side parking lot to drop off or pick up your child as long as you observe these rules: (1) please no rushing in or out so that the safety of other walking parents and children is maintained (2) do not make any U-turns on the street (3) drive VERY slowly and carefully.

Park in the parking lot if you'd like to stay with your child on the playground for a while. **Teachers may not be available for much conversation during arrival and departure time since their primary focus will be on the children.** You are always welcome to let them know you'd like to talk, and they will contact you later when they are available.

Write a note on the sign-in/sign-out sheet if your child is to be picked up by someone other than yourself, and at a time other than the normal pick-up time. The person you designate to pick-up your child must be on the pick-up authorization list and you must verbally tell the teacher who will be picking them up.

The first time someone picks up your child (and we do not know who they are), we will request that they provide a photo ID that we may verify their name on the list. If anyone comes to pick up your child who seems to be under the influence of a controlled substance, we will not allow the child to go home with them. In the event your family has a personal emergency, we are allowed to accept verbal instructions of whom to release your child to.

If someone attempts to pick up your child and they are not authorized, 911 will be called. Parents may pick up their child whether they are listed on the enrollment form or not unless court orders are provided to Blossom that specifically disallows one or both parents from doing this.

If you or any other authorized person arrives to pick up a child and appear to be under the influence of drugs or alcohol, we will encourage you to let 'Blossom' call someone to come and get you and your child. In the interest of your child's safety, we will call 911 if you leave with your child and report you.

We appreciate prompt pick-up of your child, within 10 minutes before the end of their day. A late fee of \$1 per minute will be charged for late pick-up after a 5-minute grace period. If your child is not picked up by closing time, we will call you. If we cannot

reach you, we will call each of the contacts listed on the pick-up sheet until someone is able to come. If your child is not picked up by 10 pm, your child will be taken to Boulder County Social Services (phone 303-441-1240) since Blossom is not licensed for overnight care.

At dismissal, all the children will be under direct supervision of an adult at all times. All parents or caregivers must sign-out their children when picking them up from school. Staff from Blossom International Preschool will verify the Sign-out forms to make sure that all the children have been signed out for the day. Families must keep their files updated in the office with information for anyone who is authorized to pick up their children from school.

Late Arrival When Group is Away from Preschool

If a child arrives late to preschool and their group is away from school on a walking field trip, the parent and the child can wait in the preschool for the group to return or join the group on the walk. A sign will be posted in the entry room to indicate which park each teacher's classroom has walked to. Information or names of specific children will not be available on this sign.

Late Pickup

Children who are not picked up by 5:15pm (4pm on Fridays) must wait for their parents **inside** the Blossom facility. The closing teacher will complete their closing tasks while actively monitoring the child. The children will have the option of helping to tidy, or another activity of their choice, such as playing a game or reading, until their parents arrive. Children will have access to water and a snack if they are hungry. Parents who will be picking up children later than 5:15pm must, if possible, text or call the closing teacher to let them know when they will arrive. Teachers on closing duties have 30 minutes to finish their work. Children should be picked up before closing teachers are scheduled to leave at 5:45pm. If not, late fees will be applied. See contract for detailed information.

Children's Personal Belongings

Each child at Blossom International Preschool has their own cubby in which they store their personal belongings (clothing, lunch boxes, backpack). **Please keep toys and valuables at home.** Do not send your child with money or any small 'chockable' objects. Blossom International Preschool is not responsible for lost or stolen items. Children enrolled at Blossom International Preschool will be able to store everything in their cubby during the week, and take their belongings home on Fridays, except for their "change of clothes" bag.

Small pillows and blankets and a snuggly friend will be kept here at Blossom in the office. Sheets and pillowcases will be laundered weekly.

Dress Code

Please dress your child appropriately for the season and keep in mind the long outdoor time we take part in each day. We ask that you dress your child in clothing that fits properly and is age appropriate. **Tutus, ruffled skirts, and full piece outfits make it hard for the child to be successful toileting independently.** Clothing that the child can take on and off easily by themselves while toileting is what we strongly recommend. Shoes and slippers also must be easy for the child to take on and off. (Please no laced shoes unless the child can tie themselves or is actively learning to tie their shoe.)

We ask that you avoid having the children wear clothes that **feature logos or cartoon characters**. Simple, plain clothing is best, made of natural fibers and simple lines.

REMEMBER TO LABEL EVERYTHING. WE ARE NOT RESPONSIBLE FOR LOST, DAMAGED, OR MISPLACED PERSONAL BELONGINGS.

Home Toys – Sharing Time (ie, Show and Tell) – Recall Notices

Except for special events such as the Teddy Bear Tea when Blossom asks you to bring a stuffed animal from home, please keep home toys at home. It is hard for a child to part from something in the morning. Please keep home toys in the car or they will be placed on top of their cubby and may be picked up at the end of the child's day. But whenever possible, please leave these home toys at home.

We welcome your child to bring something to share with others (similar to a show-and-tell). We ask that anything to be shared is an item from the natural world, and not one which is man-made, unless it is an instrument. We welcome instruments. Also, know that whatever is brought will be handled by all of the children, so please don't allow your child to bring something which, if broken, would be a disappointment for you. Ideal "sharings" are treasures found on hikes like sticks, leaves, rocks, shells, etc. Sharing occurs at circle time before 10am.

Blossom regularly receives notices regarding current recalls of toys and other products we use. We regularly check equipment and toys for safety and remove anything from the play spaces that requires repair or replacement. If you observe anything that needs a safety evaluation, please let us know - we value your input and knowledge.

Photography

We may occasionally photograph your children. Additionally, in taking photographs of their own children, parents may be inadvertently photographing your children as well. We will ask for your permission before sharing photos taken with all parents via email newsletter. We will only use them in printed and web-based materials if given a signed media release form (only Blossom's own website, Facebook page, and Instagram page).



Meals and Snack:

Note that we moved to a new school that doesn't have a kitchen yet, and we are still working on creating a kitchen by the start of the 2024 school year.

Blossom International Preschool cares for the health of the children, the environment, and the community. We support and promote healthy eating habits. Nutrition is a big part of our curriculum. At Blossom International Preschool, we teach by example and by doing. We cook all our snacks at school from scratch and we only use organic and seasonal ingredients, purchased through reputable food distributors. We serve lunch at our community table.

Snacks: Blossom International Preschool provides nutritious snacks every morning and every afternoon. A school snack menu is provided to parents at the beginning of the school year and is also posted in the kitchen. All snacks provided by Blossom meet current USDA CACFP meal pattern requirements. Blossom does not provide sugar-sweetened beverages to children.

Lunch: We ask that parents bring a simple, healthy lunch for their child including a non-juice, non-soda beverage. Water is ideal. **Please do not include any desserts, sweets, or cereal bars**, as these will be pulled from the lunch box. We ask that you pack age-appropriate food that your child can enjoy on their own. If your child's packed lunch does not appear to meet current USDA CACFP meal pattern requirements, the center is required to provide supplementary foods to help the meal meet those requirements. We want to set our children up for success and give them the opportunity to practice independence. Please limit packaged food and single serve packaged portions. As practical as these are, they create a lot of trash, often opened by the child but not eaten and then thrown away. Preschool is a great time for children to start learning about food waste.

We've found that the best type of container for lunches is a plain lunch bag with a sturdy handle. (Compartment lunch boxes are best) Please no cartoon characters on the lunch container. Simple is best. NOTE: if you are using glass containers, please be sure you have a well-padded lunch container that adequately covers the glass container and the glass container is not easily breakable.

At Blossom International Preschool, we are very conscientious that children need nutritious meals each day in order to thrive and to perform the physical and emotional tasks that being a healthy child require.

Visitors at Blossom International Preschool

1. All visitors must call and make an appointment before coming to Blossom International Preschool. Visitor Sign-in sheets will be posted in the entry.
2. Parents and guardians of enrolled children have the right to visit Blossom International Preschool unannounced at any time of the day during preschool hours, and do not have to make an appointment.
3. All visitors (including classroom volunteers) must sign-in at the office and sign out before leaving Blossom International Preschool. Visitors will be required to show a form of photo ID.
4. All visitors must wash their hands upon their arrival at Blossom International Preschool and remove their shoes in the entryway.
5. Parents will be informed of Blossom International Preschool observation guidelines before their visit.
6. Arrangements are made during or outside of school hours for general visits and school tours or during our Open House schedule.

Parental Involvement

Volunteer time. All families are welcome to volunteer. We need your help in setting up and cleaning up festivals and will have volunteer sign-up sheets before each. We also need help in doing crafts, prepping for school activities and such. If you are interested in this kind of volunteering, please let Marie know.

Parent evenings. Parents are invited to get together 7 times at Blossom International Preschool for a parents evening. We'll talk about the curriculum in the classroom and some aspect of child development, education, academics and Waldorf-inspired philosophy. We will have fun making something together in anticipation of festivals. We always have time for questions and sharing at the end of each evening. You are welcome to bring snacks/wine. It's a very enjoyable evening!

Parents and Staff Conferences

At Blossom International Preschool, we schedule two Parents/Teachers conferences each year: one in the fall and one in the spring. The specific dates are published in the school calendar. Parents need to sign up for their conference day/time. Additional conferences can be requested by the parent or teacher during the school year.

These conferences allow the teachers to share observations of the child's development recorded during the teacher's observation in the classroom, the child's behaviour, progress, and their social and physical needs. The teacher will answer your questions and address your concerns about your child's life at school and at home. Blossom International Preschool keeps a detailed record of each parent/guardian-staff conference with dates, and names of persons involved.

Filing a Complaint Against Blossom International Preschool Regarding Child Care/Child Abuse

Your child is enrolled at Blossom International Preschool, a childcare center that is licensed by the Colorado Department of Human Services. The license indicates that the program has met the required standards for the operation of a childcare center. The license is posted in the entry room above the sign in/out table. Licensed facilities make every effort to provide a safe and healthy environment for children. If you believe your child has been neglected or abused, you may contact:

STATEWIDE 24/7 HOTLINE TELEPHONE NUMBER TO REPORT CHILD ABUSE OR NEGLECT IN COLORADO IS: 1-844-CO-4-KIDS (1-844-264-5437)

The Department's official '7.702 - Rules Regulating Child Care Centers that provide less than 24-hour care' can be obtained at the Colorado Office of Early Childhood,

Department of Human Services, 1575 Sherman St. Denver Colorado or online at: www.coloradoofficeofearlychildhood.com. Search 'Rules and Regulations'.

Complaints about a childcare center can be made to The Colorado Office of Early Childhood, Division of Early Care and Learning, at 1575 Sherman St. Denver Colorado 80203-1714, tel. 303.866.5958.

Withdrawal from Blossom International Preschool

In the event parents must withdraw their child from Blossom International Preschool, the policy is as follows:

1. The agreed mutual commitment between Blossom International Preschool and the parents/guardians is a one-school-year contract (10 months). The parents/guardians are committed to financially honour their commitment to Blossom International Preschool until Blossom International Preschool finds a replacement of equivalent tuition level for the child's space. Blossom International Preschool will proceed to finding a replacement child of equivalent tuition level as quickly as possible.
2. A minimum of 30-days' notice is requested in order to start the replacement process as early as possible.
3. The family meets with Blossom International Preschool's director and closes the contract.
4. The parents and the director of Blossom International Preschool will remain in constant communication during the withdrawal process, to facilitate the process for all persons involved. The child who leaves the school will be honoured and greeted on the last day of school.
5. Blossom International Preschool will not refund any tuition that has been paid to the school prior the child's withdrawal.
6. If the child has been asked to disenroll due to repeated, documented challenging behavior, then the contract will be closed at the end of the month in progress. The parents/guardian will still be responsible for tuition for the remainder of the month until the contract is closed.



“At Blossom International Preschool, what we value most is to contribute, in a very positive way, to your children’s emotional and physical development. We nurture children, providing what they need each day, making sure they receive all that they thrive for and more, so they can reach their highest potential. We respect their inner nature so they are allowed to stay true to themselves and their environment.”

Contact

Blossom International Preschool, LLC

Marie-Pierre Nicoletti
5001 Pennsylvania Avenue
Boulder, CO 80303
C. 303.819.4084
info@blossombilingualpreschool.com
www.blossominternationalpreschool.com

**Welcome, Bienvenue, Velkommen, Bienvenido,
Welkom, Benvenuto, Bem Vinda, Youkoso, to
Blossom International Preschool!**

