

**Acorn Tree
Child Garden**

Parent Handbook

2025

Dear Parent,

We all want your child to grow and thrive at school. This is best done when parents and teacher are working together with common goals, united efforts, and mutual support and understanding.

If you are enrolling your child in Acorn Tree, it is vital that you take time to read this handbook in its entirety so that you know you understand and are comfortable with both the approach of the program and its administrative policies.

This handbook is the foundation of your contract with the school. By enrolling your child in the program you are agreeing to the policies outlined within it.

The handbook will be reviewed annually and all families will receive an updated copy before the start of each school year.

From time to time minor revisions may be made to the handbook without notice to correct typographical errors or for better clarity. Families will be given notice if any substantial amendments need to be made outside of the planned annual revision.

The most recent version of the handbook will always be available online, with a printed copy available in the Parent Binder, located by the school entrance.

Table of Contents

Section I: Program Philosophy & Routines

page 1

1. Introduction
2. About the Teacher
3. Daily Rhythm
4. Festivals
5. Birthdays
6. Festivals
7. Toilet Independence
8. Off-Site Activities

Section II: Clothing & Personal Items

page 4

1. Clothing
2. Personal Supplies
3. Toys and Other Items from Home
4. Pets

Section III: Pick Up & Drop Off

page 6

1. Parking
2. Morning Drop Off
3. Afternoon Pick Up
4. Authorized Pick Up

Section IV: Communication

page 8

1. Prioritizing Open, Honest and Respectful Communication
2. Brightwheel
3. The Oak Leaf
4. Social Media
5. Conferences

Section V: Health & Illness Policies

page 9

1. Help Reduce the Spread of Illness
2. Can My Child Come to School? Some Guidelines
3. Covid 19 Policy
4. Norovirus Policy
5. Allergies & Ongoing Medical Plans
6. Medications
7. Immunizations

Section VI: Vacations, Holidays & Sick/Personal Days***page 11***

1. Scheduled Closures
2. Absences
3. Unexpected Closures

Section VII: Tuition & Fee Policies***page 11***

1. Enrollment Based Tuition
2. Invoices and Payments
3. Tuition and Policy Review

Section VIII: Additional Policies***page 12***

1. License
2. Liability Insurance
3. Photography of Children
4. Drug and Alcohol Policy
5. Termination of Care
6. Grievance Policy
7. Non-Discrimination Policy

Acknowledgment of Agreement***page 14***

This Parent Handbook was most recently updated in April, 2025.

© Allison Ruby, Acorn Tree Child Garden 2025

Acorn Tree Child Garden Parent Handbook

Section I: Program Philosophy & Routines

1. Introduction

Acorn Tree Child Garden is a preschool childcare program geared to children 3-6 years old. This home-based program nurtures the wonder of early childhood in a comfortable, beautiful and child-centered space that stimulates curiosity, imagination, and learning through play. Each day offers a mindful balance of open play, practical life activities, gardening and interaction with nature, art and handcrafts, storytelling, and Circle time verses, songs and games. All these activities not only bring joy to the day, but also help children develop in their communication and social skills, strengthen their fine and gross motor coordination, and teach them practical skills of daily living.

Nature and the changing seasons provide an overarching focus and thematic structure to the program, with daily and weekly rhythms that provide comfort and confidence. The natural world and seasonal rhythms feed the soul of the young child and are regularly acknowledged through story, verses, songs, and special celebrations. Within this unifying structure, stands a picture of the whole child, whose body, mind, and spirit have and deserve equal need of care and attention.

Acorn Tree's emergent curriculum responds to the individual needs and interests of the children for meaningful, developmentally-appropriate, play-based learning. It recognizes and honors young children's natural drive to observe, explore, experiment, and gain understanding of their world through play.

The role of the adult here is to provide loving guidance, an enriching environment, and supportive structure for children to safely and joyously learn and grow. Instead of dictating and directing activity, the teacher asks questions and provides opportunities that enrich or broaden the children's road of inquiry. She gives them words and tools to express their needs and work through frustrations. She helps them develop practical life skills that lead to age-appropriate levels of responsibility and independence, so they feel their own capabilities and contributions. The teacher listens, observes, asks questions, responds and adapts to the particular children in her care, helping their unique gifts and strengths unfold.

2. About the Teacher

Allison Ruby is an artist, gardener, and long time Waldorf teacher whose life has centered around educating children. She served as a Class Teacher at the Minnesota Waldorf School and City of Lakes Waldorf School, and prior to that taught a home-based Waldorf-inspired

kindergarten program in Ojai, California. Allison studied International Relations with a focus in French Area Studies at UW-Madison, and has a BFA in Visual Arts from the University of

Minnesota, with a minor in Horticulture. In 2015 she founded Red Garage Studio, an alternative gallery and art event space she ran out of a converted garage space in Minneapolis until 2020. Allison has a background in permaculture and is a certified Master Gardener. She loves sharing the wonder of nature with children throughout the year. Along with her years of experience and training in Waldorf education, Allison continues to study a range of child-centered educational approaches to best understand and work with the children in her care.

Allison is in process for earning a 4-star Parent Aware rating and maintains a membership in the following professional organizations:

- National Association for the Education of Young Children: <https://www.naeyc.org/>
- Minnesota Association for the Education of Young Children: <https://www.mnaeyc.org/>
- Waldorf Early Childhood Association of North American: <https://waldorfearlychildhood.org/>
- LifeWays North American: <https://lifewaysnorthamerica.org/>
- Natural Start Alliance: <https://naturalstart.org/>
- Association for Nature Based Education: <https://erafans.org/>

3. Daily Rhythm

A well-structured rhythm to the day helps young children feel comfortable, secure and confident. They know what to expect and are able to transition from one activity to another more readily. The ideal schedule finds balance between active and quiet play, individual and group activity, the imaginative and the practical, moments where each child is star of the show and others where they are a supporting actor.

Much of the day is spent in imaginative, play-based learning. An evolving rotation of open-ended toys and other materials are available for free exploration, including:

- Capes, silk cloths, crowns, hats, and other dress up clothes
- Play stands, cushions, and fort building materials
- Blocks and various construction toys
- Shells, stones, pine cones, jewels and other nature items
- Drawing and writing materials
- Basic art and office supplies
- Dolls and domestic toys
- High quality children's books
- Puzzles and sensory enrichment activities
- Cars, trains and wheeled toys

Every day will also include special activities, such as:

- Painting or art activity
- Seasonal crafts
- Cooking/Baking
- Play dough, clay, or beeswax modeling
- Special or new material exploration
- Gardening, nature walk, forest play

Rhythm of the Day

*Arrival
Morning Activities
Circle
Morning Snack
Outdoor Play
Lunch
Story
Rest
Afternoon Snack
Tidying
Outdoor Play
Goodbyes*

Special events, weather, and other needs of the group may bring variation.

In warmer weather more of our time is spent outside.

In winter, we come inside again at the very end of day for stories by the fire.

Circle is a lively time of learning through movement and group connection. The children are called from their play with a song, and we all come together for seasonal poems, finger plays, singing, active movement and games. These types of activities form the basis of language development, social connection, academic readiness, sensory integration, and the strengthening of fine and gross motor skills.

4. Festivals

Fundamental to Acorn Tree community life is the celebration of festivals, marking the turning of the year through stories, songs, food, crafts and other traditions. Several times a year parents, siblings, grandparents and other members of the greater Acorn Tree community of friends are invited to join us in these celebrations.

Festivals help children find relationship to the rhythms and cycles of nature. Through the sharing of meaningful traditions they understand that they are part of a larger community of families and begin to feel how they are part of the great human story that began long ago.

5. Birthdays

At Acorn Tree birthdays are acknowledged in a very special way called the Birthday Circle Walk. Parents of the birthday child are invited to join us for this special ceremony that tells the story of a Star Child who comes to Earth and circles around the sun with each passing year. The ceremony itself involves elements of storytelling, singing, and other participatory elements.

The Circle Walk helps children to better understand concepts of time and reflects on all the growing and learning that takes place with each year, while honoring the unique gifts your child brings to the world.

6. Snacks and Lunches

Each day your child is provided with lunch, as well as morning and afternoon snacks. Please make sure your child has had breakfast before arriving.

Acorn Tree serves homemade, healthful foods, using organic and natural ingredients and fresh fruits and vegetables. Children are often involved in food preparation, and are taught to set the table, help clean up, and reminded to “wear their Golden Crowns” (i.e. use their best manners) when at the table.

Morning snack is especially hearty and follows a basic rhythm for the main item, served with fruit and milk. Afternoon snacks vary.

Lunches are planned to include a range of tastes and textures, with both familiar and perhaps less familiar foods. Children are encouraged to try new foods, but not forced if they resist. Weekly lunch menus will be posted each Monday and included at the end of the weekly newsletter. If planned food items are not available, a comparable substitute will be provided. All meals are served family style with milk.

Morning Snack Rhythm

Monday: Muffins/Quick Breads

Tuesday: Porridge (Oatmeal)

Wednesday: Rice

Thursday: Bread & Jam

Friday: Soup or Smoothie

If your child has an allergy or special dietary need we will work together to determine the best way to address meals to keep them safe, healthy, and happy.

Although offered in a generous spirit, please do not send candy or treats for the group, including on birthdays and holidays.

7. Toilet independence

Acorn Tree is geared for children who are able to use the toilet independently. It is a developmental milestone that generally goes hand in hand with readiness for the overall structure and activities of the program and allows the group to move through the day with a more consistent rhythm.

Full toilet independence means your child:

- wears cloth underwear (not pull-ups) without frequent accidents;
- is able to identify and communicate the need to use the toilet before having an accident;
- is able to pull down and pull up their own pants and underwear;
- is able to get on and off the toilet, flush, and wash hands without assistance.

Acorn Tree does not use potty chairs. Please make sure that your child is comfortable using a full size residential toilet, with a child seat if needed, before they begin attending Acorn Tree.

Children are of course supervised and assisted with toileting as needed and never shamed for having an accident.

8. Off-Site Activities

This program brings children off-site into the surrounding neighborhood regularly to play at nearby playgrounds, take walks, or go to our special nearby nature play area, Walnut Tree Woods. We walk together and take precautions to keep one another safe. Enrolling your child means that you are comfortable with your child leaving the premises for these types of activities without notice.

We also go on occasional field trips. You will be notified if activities or field trips are planned that bring the group beyond the immediate neighborhood.

Section II: Clothing & Personal Items

1. Clothing

We want our children to feel capable and develop age-appropriate practical life and self-care skills. Learning to dress and undress themselves is an important step to a preschooler's sense of independence and self-expression.

You can help them with this by providing clothes that are free of complicated fasteners and easy for them to get on and off. For example, choose shirts and sweaters that easily slip on over the head versus those that are buttoned; elastic waistbands versus pants with zippers or snaps; and velcro closures over laces.

Please make sure your child has well-fitted, closed-toe shoes, such as sneakers or velcro/buckled sandals, that they are able to get on and off by themselves. For safety, please do not send flip-flops, clogs, or shoes that fall off easily.

Each day children should be dressed for active (and often messy) play both indoors and out. We will spend quite a bit of time outside in all but the most inclement weather.

Acorn Tree provides rain suits and waterproof bib waders for rainy/muddy weather. Beginning Winter of 2025-26 snowsuits will also be provided.

Refer to the following chart for guidance on what clothing items are required for your child to have and leave here according to season.

Winter weather will require:

- Waterproof & Insulated Winter Boots (may leave here or go back and forth from home, but must be here every day)
- Hat that covers ears
- Water-resistant Mittens (for snow play)
- Light knit mittens
- Scarf or neck warmer
- Extra Sweater or Hoodie
- Extra socks

Warmer weather will require:

- Sunhat
- Bathing Suit
- Hoodie
- Waterproof Rain Boots
- Extra Socks

2. Personal Supplies

Beyond supplies of daily activities, Acorn Tree Provides:

- Stainless steel water bottle
- Sheet, small pillow and pillowcase for rest cots
- Cleansing wipes
- Sunscreen
- Insect repellent
- Skin Cream, Aquaphor & Hand Lotion

Beyond the clothing listed above, families provide the following items to keep here:

- Machine washable blanket for rest time. (These will be laundered weekly, or as needed.)
- Comb or brush
- **TWO** extra, full sets of seasonally appropriate clothes. All clothes must be labeled with your child's name. If an item goes home on your child please bring a replacement the next day. Parents are asked to regularly check your child's extra clothes supply for seasonal and size changes.

3. Toys and Other Items from Home

The activities and materials at Acorn Tree are very consciously chosen and set up to support the learning environment and evolving themes and social lessons. Toys and other personal items (including tutus and costume clothing) should remain at home.

The only exception is if a special doll/stuffy/blanket is used for comfort needs at nap time.

Please do not leave your child's teacher to be the "enforcer" of this rule at morning drop-off.

4. Pets

Due to health and liability concerns, please do not bring your pets to Acorn Tree.

Section III: Pick Up & Drop Off

1. Parking

Please park on the street in front of the house and use the driveway-side gate and back entrance for pick up and drop off.

Parking in the driveway is prohibited to protect child safety.

Out of courtesy you are also asked to avoid blocking the driveway or parking in front of neighboring homes.

2. Morning Drop Off

Acorn Tree opens at 8:30 am. Children may be dropped off between 8:30 and 9:00 am. Please do not arrive prior to 8:30, including playing in the yard.

Parents must always accompany their children inside and connect with the teacher before departing.

Please help support your child's growing independence by having them remove jackets and shoes, stow away backpacks, etc. without your assistance.

Once things are put away, parents are asked to say a cheerful goodbye in the coatroom and depart. Please do not accompany your child into the play space. If your child is teary or otherwise having a rough morning, lingering tends to make the transition even harder. Rest assured you will be notified if they continue to feel distressed.

To help with planning, please send a message or mention in advance if you know your child will be arriving late.

3. Afternoon Pick Up

Acorn Tree's day ends at 5:00 and closes promptly at 5:15pm. Parents should arrive between 4:45 and 5:00 to assure enough time to say goodbyes and gather up children and their belongings without stress.

Acorn Tree was created as a full day program to meet the needs of working parents. A half-day schedule is not offered at this time. However, if you would prefer an earlier pick up time for your child, we can discuss the best times for that transition.

If you need to pick up your child earlier than usual, please send a message or mention it in advance to reduce disruption and so that your child is ready for you.

4. Authorized Pick Up

Children will only be released to individuals listed as an authorized pick up person in your child's file. If you would like to add or delete someone to your authorized pick up list, you can do so on Brightwheel.

If someone other than a parent will be picking up your child, please let me know in the morning. If the individual picking up your child is not already listed on your authorized pick up list, written permission is required for your child to be released to them. You can do this via email, a Brightwheel message, or by writing in the parent notebook in the coatroom.

Children will be released to either custodial parent unless a court order specifies otherwise. Please provide a copy of any court order that restricts or denies parental access.

Communication and arrangements between parents are the responsibility of the parents.

Section IV: Communication

1. Prioritizing Open, Honest and Respectful Communication

Open, honest, and respectful communication is so important to the parent-teacher relationship. Please know that you should always feel free to ask questions or share thoughts or concerns about the Acorn Tree's approach or policies, interpersonal interactions, or your child's development. Pats on the back are welcomed too!

The size and intimacy of this program allows for a lot of informal check ins and updates, but Acorn Tree utilizes several modes of communication to administer the program effectively and keep you apprised of your child's progress, developmental milestones, struggles, and success stories. This section of the handbook outlines each of these modes and how they are utilized.

2. Brightwheel

Acorn Tree uses a childcare management software system called Brightwheel for simple and secure billing, attendance tracking, record keeping, and some family connection functions. Parents are required to create a Brightwheel account as part of the enrollment process.

Brightwheel's messaging function is the primary mode of a communication between parents and provider. Brightwheel also has an alert function in case of emergencies or school closures.

Beyond direct messages, you may also receive photos or other simple notifications about your child's day to view at your convenience.

3. *The Oak Leaf*

The Oak Leaf is Acorn Tree's weekly newsletter, sent digitally via Brightwheel. Each newsletter includes information about the themes, stories, and activities your children are encountering, as well as pictures and quotes from the children's activities and play over the previous week.

The Oak Leaf also includes important information on upcoming events, administrative announcements, a list of the coming week's lunches, and occasional articles on child development or other topics relevant to families.

4. Social Media

Acorn Tree maintains public-facing Facebook and Instagram pages used primarily for marketing and to increase visibility of the school. These pages will never include facially recognizable pictures of your children or you without your permission. Pictures may include children or families from a distance or where faces are turned or obscured. If you are active on social media, your liking, sharing and following of these pages is greatly appreciated.

Acorn Tree also has a private Facebook Parent Page that is exclusively for families in the program and does include regular photos of the children and their activities. The Acorn Tree Parent Page is simply meant to be another way to share information and for parents to catch glimpses of the children's day.

5. Conferences

At this point Acorn Tree does not have regularly scheduled parent-teacher conferences, relying on the regular and informal communication opportunities we enjoy as a small group. However, as the program grows this may change. For now, if a longer or more focused conversation is ever desired by either parent or teacher, or if you are just feeling out of the loop, we will gladly find a convenient time outside of school hours.

Section V: Health & Illness Policies

1. Help Reduce the Spread of Illness

It takes everyone working together to prevent the spread of illness in a preschool and childcare program. If your child shows signs of illness, please keep them home. This helps stop the cycle of infection within the group. Any child that attends must be well enough to fully participate in all indoor and outdoor activity.

Please notify the school if your child comes down with a contagious illness. In some cases an alert may be sent to other families that their child may have been exposed to an illness or that it is going around the group. Acorn Tree is also required to report certain contagious illnesses, such as measles, to the Minnesota Health Department .

Children with any diagnosed or suspected contagious illness must remain home until fully recovered.

Children recovering from illness must be fever free without benefit of medication such as Tylenol for a full 24 hours before returning to care.

2. Can My Child Come to School? Some Guidelines

Some examples of symptoms or signs of illness indicating a child must remain home:

- Fever over 100°, measured without benefit of a fever reducer
- Vomiting within the last 24 hours
- Norovirus (Please refer to Norovirus Policy below)
- Diarrhea
- Severe, persistent or phlegmy cough
- Excessive nasal drainage
- Unidentified rash
- Pink eye
- Head lice
- Positive Covid test (Please refer to Covid Policy below)
- Excessive lethargy, exhaustion or weepiness
- Any other diagnosis or obvious signs of potentially contagious illness

If your child develops these or other concerning symptoms over the course of the day, the child will be comfortably isolated from the other children and parents will be called to come pick them up. If a parent is not available the designated emergency contacts will be called.

The final decision about whether a child is too sick to attend lies within the judgment of the childcare provider.

3. COVID 19 Policy

Acorn Tree requires children who have tested positive for Covid 19 to isolate from the group for at least five days, even if asymptomatic. After the five day isolation period, if your child is symptom free they may return. Despite the easing of CDC guidelines for the general public, children of this age are unable to consistently express how or what they are feeling, fully mask effectively or control their personal hygiene habits to avoid transmission in a childcare setting, and there are more vulnerable individuals connected to the program. If anyone in your household has tested positive, please test your children, even if they do not seem ill. Adults or other family members who test positive must be fully masked for pick up or drop off.

4. Norovirus Policy

Because norovirus remains contagious even after acute symptoms have subsided, children who have norovirus must stay home for a minimum of three full days after vomiting, diarrhea and fever have ended.

5. Allergies & Ongoing Medical Plans

If your child has a known allergy or other ongoing health concern, a copy of any written pediatric plan for addressing or supporting care for the child must be provided. If an inhaler or Epipen is prescribed, they must be provided to be kept here at all times, along with any needed face mask or spacer.

6. Medications

Any prescription or over the counter medications must come in their original containers and be accompanied by written instructions.

Personal care needs, including lotions, medications, etc must be clearly labeled with your child's name and written instructions on when to apply or administer to your child must be provided.

7. Immunizations

All children who attend Acorn Tree must be up to date on recommended immunizations. Acorn Tree does not provide care to children who are not immunized against childhood illness without a medical waiver. An immunization form will be kept on file and must be regularly updated by parents. A new immunization form will be provided upon enrollment and at the beginning of each school year.

Section VI: Vacations, Holidays & Sick/Personal Days

1. Scheduled Closed Days

Each year a holiday and vacation schedule will be provided to families in August or upon enrollment. Most closed days revolve around national holidays, plus a break in winter and at the end of summer. Tuition has been determined to account for these holidays and to spread out payment evenly over the year, even though some months have more or fewer days of care.

2. Absences

Children who are unwell must stay home from care, as laid out in the Health Policy section of this handbook. Please send a message as soon as possible if your child will be absent due to illness, appointments, or family holidays. Absences for any reason do not affect the tuition rate for that month.

3. Unexpected Closures

In the unfortunate event that provider is sick or otherwise unable to care for your child and there is no substitute available, you will be notified you as soon as possible via a text and/or Brightwheel alert. Included in tuition are up to 5 days of paid sick or personal leave per year.

In extreme weather events, such as severe winter storms, Acorn Tree may be required to close or have a late start or early release. In these rare instances, you will be alerted via text and/or Brightwheel. These closures do not count as personal days or affect tuition for the month.

Section VII: Tuition and Fee Policies

1. Enrollment Based Tuition

Acorn Tree's tuition and fee structure and related policies are laid out in the separate Tuition Agreement. What is most important to understand is that tuition is based on enrollment, not attendance. The total cost of care takes into account a general weekly rate, vacations, holidays, personal/sick days, etc. Some months will have fewer or more days of care than others, but this variation has been accounted for and spread out into consistent monthly payments that can be planned for in your family budgeting.

The structures and policies surrounding payments and fees are designed to support the financial and administrative health of the program, ensure a professional environment, create efficiency for both provider and families, and prevent burn out or inconsistent care. All of these are important elements to assuring the highest quality of care for your child and a living wage for your childcare provider.

2. Invoices & Payments

Acorn Tree uses Brightwheel for all invoicing and payments. Brightwheel allows secure online payment options as well as scheduled autopay. Parents are sent an invitation and required to create a Brightwheel account upon enrollment. Other modes of payment are not accepted.

Monthly tuition invoices are sent approximately a week before payment is due.

Brightwheel allows you to see up-to-date statements and payment histories, as well as provides an end of year statement for your taxes and financial records.

3. Tuition Review

Each spring Acorn Tree's tuition and fee structure and policies will undergo a planned review. Parents will be notified of any anticipated changes and asked to sign an updated Tuition Agreement for the coming school year by June 1.

In the case of unforeseen or extraordinary circumstances, provider reserves the right to alter or amend tuition and policies at any time with 60 days notice.

Section VIII: Additional Information & Policies

1. Licensing

This program is licensed by the State of Minnesota as a Class A Family Child Care under the name Allison Fithian Ruby, dba Acorn Tree Child Garden. This license allows for one adult supervising a maximum of ten children, six of them preschool age. Acorn Tree does not provide care for infants or toddlers.

2. Insurance

Acorn Tree carries full liability insurance that is automatically renewed each September.

3. Photography of Children

Pictures and videos of the children's day may be shared with enrolled families via Brightwheel and on the Acorn Tree Parent Page on Facebook. Both of these modes are only visible to Acorn Tree families. Photographs of the children may also be included in a slide show screened at Open House events. This slideshow is not posted online or shared with the public digitally.

Facially identifiable pictures of your children will not otherwise be shared publicly without your express permission. More anonymous pictures that include children or families from a distance, or where faces are turned or obscured, may be used for social media posts or marketing purposes.

Families in the program must also agree to protect our children by not sharing pictures of Acorn Tree children or the property on social media or any other public domain.

4. Drug & Alcohol Policy

No individual supervising or working directly with children in care may consume or be under the influence of drugs or alcohol or any other substance that affects the judgment, attention or ability to care for children.

Individuals who are obviously inebriated or whose behavior threatens the physical or emotional well-being of children will be asked to leave the property.

Children will not be released to any adult who the provider believes to be unable to safely transport or supervise a child due to intoxication. Under these circumstances parent will be notified and another authorized pick up person will be contacted. Child will stay in the provider's care until the alternate pick up person arrives.

5. Termination of Care

Families are required to provide in writing a minimum of 30 days notice of termination of care, but additional notice is appreciated. If you know you will be leaving the program, please provide as much advance notice as possible.

If provider feels termination of care is in the best interest of the child or group as a whole, similar 30-day written notice will be given. However provider reserves the right to immediately terminate care in cases of extreme behavioral concerns, lack of payment, or disregard of program policies outlined in the Parent Handbook or Tuition Agreement.

4. Grievance Policy

Open and honest communication between parents and their childcare provider is fundamental for children to feel secure and thrive. If you ever have a question or concern about the program policies, approaches, or care of your child, please set up a time to meet and discuss your concern. Likewise the provider may ask for a meeting to discuss difficulties or issues that arise. Open communication is the best way for us to come to an understanding and determine how to resolve the matter.

If parents and provider are unable to find resolution, it may be that the best step is to give notice of termination of care. Families and provider are required to give 30 days notice to termination of care, however if provider is terminating due to extreme behavioral concerns, lack of payment, or disregard of program policies outlined in the parent contract, provider reserves the right to immediately terminate care. In the case of severe or extreme conflict between parent and provider, where no resolution seems possible, the parties may together determine that ending the childcare relationship immediately is the best solution and waive the 30 day notice requirement.

5. Non-Discrimination Policy

In its commitment to providing an inclusive and welcoming environment for all children and their families. Acorn Tree Child Garden does not discriminate on the basis of race, color, religion, disability, gender or gender expression, sexual orientation, family structure, national origin or ancestry.

***By enrolling your child in Acorn Tree Child Garden,
you acknowledge that you have read this parent handbook
and understand and agree to the policies set forth within.***