



community connection

October 2009

Special point of interest: Meet our new Business Operations Manager ~ page 3!

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The Child Care Program will be closed on:

**NOVEMBER 11:
VETERAN'S DAY
(Observed)**

**NOVEMBER 26:
THANKSGIVING
DAY**

**NOVEMBER 27:
COLUMBUS DAY
(Observed)**

The Ohio State University

Harvest Celebrations

Agriculture is Ohio's number one industry, contributing more than \$98 billion to the state's economy. While this fact may be meaningless to children, ideas around animals and plants are rich and interesting fodder for learning experiences, especially during the autumn months.

At the Child Care Program, October brings a focus on harvest activities which culminates in our annual Harvest Celebrations! This month we will be holding family events at both the Ackerman Road and Buckeye Village facilities on Wednesday, October 14 and Wednesday, October 21 as well as holding the Fall Scholastic Book Fair, Monday, October 12 - Friday, October 16.

October 14: 4:30-6:00PM

- Ackerman Road: Cloggers Preschool Muscle Room
- Buckeye Village: Harvest Activities for children and families

October 21: 4:30-6:00PM

- Ackerman Road: Harvest Activities for children and families
- Buckeye Village: Paul Howard Band Piazza Area

Families from both facilities are invited to attend the dancing and singing events and to bring their children to the harvest activities scheduled in their building.



Along with entertainment and plenty of hands-on experiences there will be classroom displays of spring, summer and fall gardening and harvest projects so be certain to set aside time to look around your building over the next few weeks.

We look forward to your family's participation as we celebrate the fall season!

Director's Corner By Maggie Summers



Maggie Summers
Program Director

- Complete review of the "TREE Guide", our staff guidebook
- Daily meetings with supervisor and other administrative staff
- Meetings with classroom staff
 - Classroom observations
- Meeting children and families
- Reading guiding documents and curriculum framework
- Learning how to operate the CCP Management System
 - Facility tours
- "Scavenger hunt"
 - Developing a specialized training plan

Fall is a time of change: maybe that's one reason why it's my favorite season. I'm one of those strange people that like a little change (or sometimes a big change) every once and awhile. This fall in the Child Care Program we're experiencing more than our fair share of change. Some of this change may be noticed by children and families, and some may be a little more behind-the-scenes.

We recently welcomed Tamara Daniels as our new Business Operations Manager. You can read more about Tamara in this newsletter. She is currently very busy learning about the Child Care Program and the University financial systems.

Carrie Sweeney, our Human Resources Coordinator, will be leaving us to spend more time with her family; her last day is Friday, October 9. We are currently engaged in the process of interviewing candidates for this important position. When it is filled, we will hold a small reception for families to meet both Tamara and the new HR Coordinator.

Each summer we also find ourselves engaged in the process of hiring new teaching staff and this summer has been no different. Many of our Teachers and Assistant Teachers moved on from our program to transfer with family to new locations, enter fulltime graduate work, stay home with new babies or move on to new endeavors. There are many new faces in our classrooms and we hope that you will join us in welcoming them to our child care family.

New Child Care Program staff is extremely busy during their first few weeks of employment. Of course, there is a lot of paperwork to complete, a visit to the police station for fingerprints, a trip to the doctor, complete with vaccinations and a TB test, as well as navigating campus with a helpful guide to acquire a parking pass and a Buck ID. In addition, new staff is engaged in a full week of orientation activities, including those listed at left.

During this orientation week, new staff is not yet expected to have responsibility for the care of children in the classroom. This allows them to learn about the program, the classroom, the children and families at a more leisurely pace. New administrative staff follows a similar pattern during their first week of employment.

After the orientation week, new staff has follow-up meetings with their supervisor weekly. At the end of one month, staff and supervisors engage in conversation about performance strengths and goals for further development. Conversations are also held at three and six month intervals.

All of this change can be challenging, but our staff does an excellent job of helping new staff assimilate into our program. We are always welcome beneficiaries of the enthusiasm and diversity of experiences that new staff brings to us. Please join us in welcoming our new staff this fall and welcoming the gifts that change can bring.

Q and A

When will the 2009 Family Roster be made available? The Child Care Program publishes a Family Roster each fall. Families indicate their preference for being included on the roster at the time of enrollment and during the yearly paperwork update. 2009 Family Rosters will be available at the front desk of each facility beginning October 26th.

For my child's birthday, can I bring a cake for the children to share?

Because of our great concern for our children with food allergies, particularly nut allergies, we cannot share

a cake with the children in the classroom. If you would like to bring a special food item, it must be individually packaged and labeled - suggested items include individual bags of pretzels or fruit roll-ups. We also encourage families to choose alternative ways to celebrate (see text box at right).

Talk with your child's teachers. They can share ideas about the children's current interests and help you decide on a fun way to celebrate that is just right for your child's classroom.

BIRTHDAY & CELEBRATION IDEAS

Families are encouraged to keep birthday and other celebrations simple and creative.

Consider:

- Listening to your child's favorite CD and having a dance party
- Buying a new book for your child's classroom and reading it with the group
- Making party hats
- Playing group games in the muscle room or piazza

Welcome to Tamara Daniels

Please join the Child Care Program staff in welcoming our new Business Operations Manager, Tamara Daniels.

Tamara has a bachelor's degree in Business Administration and Finance and a master's degree in Business Administration from Franklin University. Putting her talents to work in a child care setting is new for Tamara, whose career focus has been in the area of finance and accounting, but she sums up her fit with the program pronouncing, "My love for children is never ending. I am very honored and excited to be here at the OSU Child Care Program. I know that this will be a rewarding experience." In her free time Tamara enjoys spending time with family, playing & watching sports, and gardening (she has flowers on her desk all the time!).



Tamara joined the Child Care Program on September 21st and has been eagerly learning the ropes ever since and while she may be spending lots of time right now in her office, she welcomes everyone to stop by and say "hello".

ACTION & PREVENTION RESOURCES

The Child Care Program's procedures for the prevention of influenza-like illness can be found at:

<http://hr.osu.edu/childcare/IllnessPrevention.pdf>

For more information please visit:

Flu Information at The Ohio State University
<http://flu.osu.edu/>

Centers for Disease Control and Prevention
<http://www.cdc.gov/>

American Academy of Pediatrics
<http://www.aap.org/>

Preventing Illness This Season

As we approach the cold and flu season, you can help us prevent the spread of influenza-like illness and other diseases with a few simple steps:

- Monitor your child for signs and symptoms of illness and keep your child at home if s/he is ill. Follow the program's illness policy as stated in the Family Handbook and any "send home" instructions provided by program staff. The Family handbook can be found at <http://hr.osu.edu/childcare/FamilyHandbook.pdf>
- If there is illness in your household, keep your child at home so that the illness is not spread into the child care environment. If your child experiences an influenza-like illness, please keep your child at home until fever-free for 24 hours without the use of fever-reducing medications and until respiratory symptoms such as cough and runny nose are mild and manageable in a child care setting.
- Report the influenza-like illness to an administrator. Tracking this illness will help us determine if additional disease prevention strategies are necessary.
- Help your child to wash hands upon arrival in the classroom. This helps prevent outside germs from being carried inside. Your encouragement and support will help make hand-washing a comfortable routine. (Wall-mounted hand sanitizer dispensers can be found throughout both child care facilities. Hand sanitizer is intended for adult use

only or for children when accompanied by a parent.)

- Teach your child to cover nose and mouth with a tissue or upper sleeve when sneezing or coughing, throw the tissue in the trash can and wash hands thoroughly.
- Get vaccinated against the flu and seek early treatment for an influenza-like illness. Practice other good health habits.
- Build resistance by eating well, drinking plenty of fluids, staying active, getting enough sleep and managing stress.

TYLENOL® PRODUCT RECALL

Certain lots of Tylenol® products have been recalled due to potential bacterial contamination. If you have Tylenol® products at home, you are asked to carefully check the product lot numbers, located on the bottoms of boxes containing the liquid product and also on the sticker that surrounds the product bottle, and refer to the list of affected Tylenol® products on the website www.tylenol.com. If you have specific questions about the recall you may call the McNeil manufacturer at 1-800-962-5357 (available Monday-Friday 8 a.m. to 8 p.m. Eastern Time).

October is National Work and Family Month

Since 2003, the month of October has been recognized as National Work and Family Month. It's purpose is to raise awareness among employers about the value of work-life effectiveness as a business imperative.

At the Child Care Program, our service and mission to provide high quality child care and early education that allows families to participate in and fulfill their responsibilities to the University helps families to achieve work-family balance everyday! In addition, we do our best to find and offer our families helpful and reliable information and resources relating to the health and well-being of children and parents. This month, we are especially pleased to be able to share some upcoming opportunities in our community.

"DO BABIES MATTER IN ACADEMIA?"

- Lecture by Mary Ann Mason, University of California
- Thursday, October 8
- 4:00pm; followed by the Annual Women's Reception
- Fawcett Center Auditorium

"ACTIVE PARENTING NOW"

- A Nationally Recognized Parenting Curriculum for parents of children one to five years of age
- Series of 3 Classes
- Topics include:
Positive Discipline Techniques
Fostering Self-Esteem
Promoting Family Communication

Natural and Logical Consequences

Tantrums

Child Development

Setting limits and Routines

- Wednesday, October 7, 14, & 21 *OR* Wednesday, November 4, 11, & 18
- 6:00- 8:00pm

• Jewish Family Services

1070 College Avenue

- \$25 per class/paid before each class

For more information and enrollment, call Sheila Camden, Jewish Family Services, 559-0142; class satisfies Child Welfare Parenting Instruction requirements. *Active Parenting Now* fliers are available in our program offices.

CHILD CHECK HEALTH SCREENINGS

Child Check is a service organized by Early Childhood Resource Network, a program of the YMCA of Central Ohio, that offers FREE screenings for children ages 1 month through 5 years. Screenings include a check of the following developmental areas and skills:

- talking
- walking
- hearing
- seeing
- playing

Screening opportunities are available at various locations in and around Central Ohio. Upcoming dates are October 19, November 17, December 15, and January 12. Appointments are necessary and can be arranged by calling 543-9000 ext. 216. Child Check fliers with details and directions are available in our program offices.

WORK and FAMILY RESOURCES

The Ohio State University is offering a variety of workshops to celebrate National Work and Family Month. Use the link below for a complete list of workshops and information about registration:

<http://hr.osu.edu/worklife/national-work.aspx>

Office of Human Resources - Work Life

PROGRAM CALENDAR

2009 Closures:

January 1

New Year's Day

January 19

Martin Luther King Day

March 20

CCP Professional
Development Day

May 25

Memorial Day

July 3

Independence Day

August 21

CCP Professional
Development Day

September 7

Labor Day

November 11

Veteran's Day (observed)

November 26

Thanksgiving Day

November 27

Columbus Day (observed)

December 24

President's Day
(observed)

December 25

Christmas Day

Customer Service Awards

Jennifer and Erin: Xiangnan Wang and Xuan Peng, parents in A6, nominated Jennifer and Erin for the dedicated and loving care provided to their daughter. "Amie has spent most of her little life in your care. She is so happy. Now she can speak English very well. She finally took off her diapers and she has made good friends. We are grateful for everyone's caring and talented involvement," write Xiangnan and Xuan.

Congratulations Jennifer and Erin!

Richard Wofford: Kathy McNutt and James Wedig, teaching staff in B2, nominated Richard for his support of their children and classroom. "Richard arranged for the donation of used computers for our preschool classrooms and even transported the machines himself," write Kathy and James, "The flat screen monitors take up so little space and the updated technology make them easy for preschoolers to use! Thank you!"

Congratulations Richard!

Janice Harris: Jeff Gerckens, parent at the Ackerman Road facility, nominated Janice for her "amazing" front desk skills. "She is cheerful, friendly, professional and quick, and she has a special relationship with everyone who walks in the door", writes Jeff, "She even somehow remembers what I owe when I pay my bill!"

Congratulations Janice!



To recognize a member of our child care community for demonstrating outstanding customer service, please email Amy Brandon at abrandon@hr.osu.edu or complete a nomination form available in our program offices.

PROGRAM DIRECTORY

<http://hr.osu.edu/ccc/home.htm>

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or email childcare@hr.osu.edu

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