**Dear new parents,**   
  
We are pleased to welcome you to our infant classroom!  We would like to introduce ourselves and let you know a little about our room.

The lead teacher is Mrs. Kristen, who works alongside, Mrs. Rose, Ms. Paige, and Ms. Megan. We are all committed to giving your little one the very best possible care ☺

All of us are very aware of how difficult it can be to leave your child in daycare for the first time.  We want you to feel free to call or visit whenever you want and as often as you want.

**Our classroom phone number is (248) 404-2605**. **Another form of contact is Mrs. Kristen's email address; kristen.cardimen@clawsonschools.org.**

Please feel free to call or email at your leisure or with any questions/concerns.

There is no need to call ahead if you want to come and see your baby.  Also, please ask us if you should ever have any questions about anything.  The more communication between us, the better!

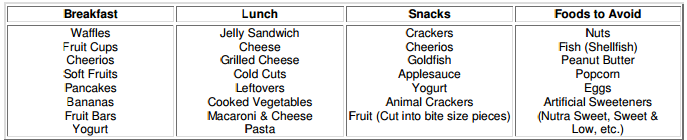
There are so many things to remember with all the laws and policies designed to protect your baby and other children.  Here are some helpful reminders:

**Diaper Bags**:   
We will have a hook labeled with your child's name for you to hang diaper/bottle bags, coats, jackets, etc. As well as, a place under the hallway hooks for your child’s car seat/stroller.

**Bottles:**  
Whether you bring your formula (or breast milk), all bottles must be labeled with the child's name, date, and contents(amount and breast milk or formula) on both the bottle itself and the cap.  We will try to help you remember to take any remaining bottles home at the end of the day.

**Foods:**

Teachers will initiate conversations around self-feeding when they feel that the child is showing signs of readiness. Below you will find a compact suggested food list, upon request we have more detailed food guides that we would love to share.



**Medications, Diaper creams, and Sunscreen:**  
If your child needs medication while he/she is at school, we will need a doctor's note. We cannot give over-the-counter medication without a doctor's note, including Tylenol. We will also have you fill out a medication form so we have your written permission to administer the medication. All medications will be locked up while in the classroom. If it is a prescription medication we will need to container with the pharmacy label on it in order to administer the medication. Diaper creams and sunscreen do not require a doctor's note, but do require your written permission and signature on a form. We do not allow the use of spray sunscreen in the infant room so please bring in lotion. Please ask us for the diaper cream and sunscreen forms that we have ready for you to complete.

**Sick Policy:**

For the protection of all children and staff, your child should be kept at home or will be sent home if he/she displays any of the following symptoms:

* A fever of 100 degrees or more (must be fever-free for 24 hours without any fever reducing medicine in order to return to class)
* Vomiting within the last 8 hours
* 3 or more episodes of diarrhea
* Been on antibiotics for less than 24 hours
* Discharging eyes and ears

**\*\*Please refer to your parent handbook for a full list of symptoms and more information on our sick policy\*\***

**Shoes in the classroom:**  
Street shoes are not allowed in the area where the infants are playing. So many things can be tracked in off our shoes and the infants will find it and put it in their mouths before we can get to it. To prevent this from happening, we have established the policy of no street shoes in the area where the infants are on the floor. If you do not have the time to take off your shoes, the teachers would be happy to assist you with your child at the entrance to the classroom.

**Diapers and Wipes:**  
Diapers are one of the only things that you have to provide for your infant. You can bring in a large bag and we will keep you posted on when your counts gets low. If you choose, you can bring them in daily. If you choose to bring them in daily, please make sure you supply enough for your infant to be changed at least every 2 hours. We will provide wipes (Target brand for sensitive skin) to use for your infant unless your infant needs a particular type due to an allergy/preference.  
  
**Birthdays:**   
We have your child's birthday posted in our room, but we would also like to know your birthdays! We would enjoy giving them some recognition.  
  
**Bedding**:   
We provide the bedding until your child is transitioned onto a cot.

\*\*Remember, if you have any questions at all, just ask! Also, we may call you at times when we have questions or comments regarding your little one - so if you get a call from us, don't panic! We may just be curious about something or have something interesting to tell you about your baby!

**And again, WELCOME!  We are glad to have you!**

* **Infant Room Staff**