



Child Care Program Plan

As found in Minnesota Rules, part 9503.0045, subpart 1

Our Child Care Program Plan includes the following content and can be found in the Staff Manual:

- A. Children must be supervised at all times

- B. Preschool and Kindergarten program *Ages 33 months to 6 years old, licensed to serve 30 children.

- C. Hours of Operation are Monday through Friday-
 - a. Half-Day Children's House 8:30-12:00 pm
 - b. Full-Day Children's House 8:30-3:15 pm

- D. The general education method used by the Hand in Hand Program is a Christian, Montessori and Parent Cooperative format. We believe all children are unique and special creations of God and worthy of respect and acceptance of their similarities and differences. We see that developmental stages in children of all ages are an important consideration in creating an appropriate atmosphere of learning. Teachers will use the method of observation to design appropriate objectives and lessons for the children.

- E. Our education plans are evaluated annually by campus directors and lead teachers, under part 9503.0032

- F. HIH promotes the physical, intellectual, social and emotional development of the children as described in part 9503.0005. (Staff Manual)

- G. Each child will be observed weekly and logs of growth and development will be noted. Evaluations of growth will be developed and evaluated in writing annually by the lead teacher and communicated to parents in writing and verbally during conferences.
9503.0032
- H. A Daily Schedule for Children's House can be found in our Policies and Procedures Manual. Teacher's overall plan for their classrooms and lessons are based from their Scope and Sequences in their Montessori albums.
- I. Activities that are both quiet and active are included in the Montessori philosophy of education. Each "work" is initially taught to the child by the teacher before a child can initiate the work for him/herself. There is a three hour work cycle in the morning where children are given freedom to move around the room and choose work. There may be individual lessons, small group lessons, or small group circle time during the work cycle.
- J. There are specific Montessori materials that are used in the classroom for all subject areas. These materials are designed to be used cross-culturally and internationally.
- K. The program plan is available to parents upon request.