Magnolia Blossoms

DAYCARE & PRESCHOOL

Magnolia Blossoms is delighted that you have chosen us as your childcare provider.

We believe all children have special areas of ability in their mental and physical make up. It has been demonstrated that when children do well and are praised for their competence in one area they tend to do better in other areas. It is our goal to find and enhance those special abilities as well as encouraging and motivating overall mental, physical and spiritual development.

Address and Telephone Number Changes

Please report any change of address or contact information to the office. Changes cannot be made over the phone. Parents must come in to change contact information with the director or a director designee.

Admission Information

Magnolia Blossoms does not discriminate against race, creed, religion, and/or sex. This applies to the hiring of our staff and applications of our students.

Magnolia Blossoms accepts children from six weeks to five years old, if they are not eligible for kindergarten, and before and after school care for up to twelve years of age. An Application of Enrollment must be completed and a copy of the child's updated immunization records on Form 121/122 (religious exception) must be provided to the Center prior to enrollment.

Waiting List Policy

When enrollment is full, families are welcome to have their child placed on our waiting list for future openings.

How the Waiting List Works

- A completed enrollment inquiry and any required paperwork must be submitted before a child is added to the waiting list.
- Placement on the waiting list is generally determined by the date the completed request is received.
- Enrollment openings are offered based on the child's age, classroom availability, and our ability to meet the child's individual needs.
- Being placed on the waiting list does **not** guarantee enrollment or a specific start date.

Priority Enrollment

When a space becomes available, priority may be given to:

- Currently enrolled families requesting placement for a sibling.
- Children moving into the next age group within our program.
- Families returning to our program after a temporary absence (when applicable).
- Other circumstances at the Director's discretion to best meet classroom needs and licensing requirements.

Enrollment Offer

When an opening becomes available:

- The family will be contacted using the information provided on their waiting list application.
- Families will have **48 hours** to accept or decline the available space.
- If we do not receive a response within 48 hours, or if the space is declined, we may offer the opening to the next family on the waiting list.
- A completed enrollment packet and any required registration fee or deposit must be received by the stated deadline to secure the child's enrollment.

Keeping Your Information Current

It is the family's responsibility to notify the center of any changes to phone numbers, email addresses, or other contact information while on the waiting list.
We appreciate your interest in our program and understand that choosing childcare is an important decision. While we cannot guarantee placement, we strive to make the enrollment process as fair and transparent as possible and will contact families as soon as an appropriate opening becomes available.

Arrival and Departure Procedures

The Center opens at 6:00 a.m. and closes at 5:30 p.m. Monday through Friday. (**The maximum number of hours a child can be left at the daycare is ten hours a day.)** Breakfast is served from 6:00 a.m. until 6:30 a.m. for daycare children only. Breakfast will not be served to children who arrive after 6:30 a.m.

Children must arrive prior to 8:30 a.m. Late arrivals are extremely disruptive to class schedules. If your child has a medical appointment, please notify the director or the child's teacher the day before to inform them your child will be late. Children having medical appointments must still arrive before 10:00 a.m. and a medical excuse must be provided upon arriving.

Preschool hours are 8:00 a.m. – 11:15 a.m. each day.

All children must be signed in and out of the facility by an authorized individual. In the event that the person picking up the child is not known by the staff, a valid Picture ID will be required.

Each child must be picked up promptly at the end of his/her program**, this includes after your child has been at the center for 10 hours.** A fee of $1.00 per minute, per child, per day will be charged for the first offense and $5.00 per minute, per child, per day for the second offense. After the third offense a conference will be held with the director about possible removal from the center. After a child has not been picked up for thirty

minutes and all efforts have been made to contact the parents and/or all other emergency contacts, Child Protective Services will be called.

Behavior Management Policy

Magnolia Blossoms views discipline as a process of developing appropriate behaviors. We begin our behavior management by providing an interesting learning environment for our students, with plenty of opportunities for the child to choose what they would like to do. A challenging environment that allows experimenting, learning, physical activity, and quiet times prevents boredom and promotes good behavior.

We use indirect techniques such as these:

We give advance warnings: “It’s almost time to clean up.”
We give choices: “You may paint with the other children, or you may read a book in a quiet corner.”
We have regular routine: “We always wash our hands before lunch. After lunch is a story time.”
We avoid nagging: We tell the child what we expect just once, follow it by asking the child if he/she remembers what we asked, and then offer to help the child do what was asked.
We’re consistent: We do things the same way each day, so the children know what to expect and learn to trust and feel safe in their environment.

We also use ***direct*** guidance techniques:

We redirect: “Let’s go play in another area.”
We use affirmative: “We use walking feed indoors” rather than “Don’t run!” or “Use your words to tell us you’re angry” rather than “Don’t hit!”
We get the child’s attention by crouching down to his/her level, making eye contact, speaking quietly, and asking the child to repeat the directions.
We acknowledge and validate the child's feelings (because all feelings are ok) and explain a possible alternate action: "You seem angry because he took your toy. It's ok to be angry but it's not ok to hit. Use words to tell him that you want your toy back."
We avoid arguments by following through with solutions that address the problem but also offer the child a way to exit gracefully from the problem: “You can choose a quiet place to calm down or I can choose one for you.”

If a child is unable to demonstrate self-controlling behavior, a brief “time away” may be given for the child to regain control. Time away occurs only when other measures fail and is used as an opportunity for the child to re-group and regain self control, not as a punishment.

At Magnolia Blossoms, the discipline goal is educating and redirecting children. It emphasizes cooperation. In contrast, punishment has as its goal hurting, shaming, or scaring children. Punishment is an inappropriate form of discipline and has no place in our center.

Through these disciplinary procedures it is hoped that we can help to encourage independence and self control while promoting the development of a child’s positive self image.

If a child presents behavior that hurts others or themselves and is not responding to redirective strategies, the parent will be called to come and pick the child up. The child must be picked up within one hour or sooner. In

the event such behavior continues and redirective strategies are not working, the child may be dismissed from the program.

Medicine

All Prescribed medications left at the center must be in its' Original Container labeled with the Prescription Label that includes child's name and dosage.

A medication log should be filled out by the parent. Any information left off the form will void the permission to give medications.

Medications that state the child is to have three times a day will only be given **once** at daycare. The times that medication is only given will be **11:30 AM and 2:00 PM**. UNLESS of an emergency and a conference has been completed.

All Medications will be placed out of reach of children. No Medications should be left in backpacks, diaper bags, or the child's cubbie. When Medications are signed in, they are to be given to a staff to be placed in a safe area.

A conference must be completed prior to the child's first day – If your child has asthma or is allergic to foods, insects, bees, grass, etc.

Child Abuse and Neglect

Magnolia Blossoms considers child abuse and neglect very serious matters. We are trained in these issues and are required by law to report any suspicion of child abuse or neglect. Staff members are not permitted to discuss their suspicions with family members or to disclose that a report was made. Strict confidentiality is maintained concerning these reports. Staff members who fail to report suspected abuse or neglect are subject to disciplinary action, including termination, and may also be subject to criminal prosecution.

Primary types of abuse include physical, sexual, psychological, and emotional abuse, dental, medical, educational and physical neglect. Physical abuse includes any type of physical mark, not limited to, burns, bruises, fractures, sprains, belt whelps, cord marks, and other types of lacerations or marks on a child. Child neglect is considered, but not limited to, lack of food, supervision, adequate shelter, appropriate clothing for the weather, and lack of medical or dental care and attention. Such abuse will immediately be reported to supervisors or authorities, and proper measures will be taken for the protection of the child. Reports of suspected child abuse or neglect are made to the Mississippi Department of Human Services (DHS), Child Abuse Hotline at 1-800-222-8000. If you have any questions or concerns about this policy, please contact the Program director.

Child Nutrition Information

Magnolia Blossoms Daycare Program provides its children with breakfast, a morning snack, lunch and an afternoon snack daily. (Preschool children will receive a snack daily.) Weekly menus are posted in advance in the Center and parents may refer to these at any time. If your child has any dietary restrictions due to religious practice or food allergies, please inform the director. A doctor's statement stating what the child can or cannot eat must be provided. The note must be signed by a medical doctor and not a nurse practitioner or nurse.

Magnolia Blossoms follows the standards of nutrition set by the United States Department of Agriculture (USDA).

Parents are responsible for supplying special foods in case of allergies and shall meet the Office of Healthy School and MSDH Nutrition guidelines. Milk must be served with meals as stated in the State Regulations, unless a written statement from your child's physician is on file.

Lunch Box Policy

Periodically throughout the year Magnolia Blossoms will have special occasions or circumstances when we will ask parents to pack their child a lunch box/sack lunch. It is very important that your child's lunch is labeled with his/her name!

Lunch Box Fridays

Beginning August 2026, children will bring a lunch from home for **Lunch Box Fridays**! This is a fun opportunity for children to enjoy a meal packed by their families while helping encourage healthy eating habits and independence.

To ensure all children receive a well-balanced meal, **all lunches must meet our nutritional standards** and follow childcare licensing guidelines.

Please Include:

- A healthy protein (such as turkey, chicken, cheese, eggs, peanut butter if permitted, or yogurt)
- A fruit and/or vegetable
- A grain (whole grain when possible)
- A healthy drink such as water or milk (if applicable) Juice Pouches are acceptable.

Please Limit or Avoid:

- Candy
- Soda or energy drinks
- Excessive sweets or desserts
- Large bags of chips or other foods with little nutritional value

Additional Reminders:

- Please pack foods your child can eat independently whenever possible.
- Include any necessary utensils or ice packs, as needed.
- If your child has food allergies or dietary restrictions, please pack foods that are safe for them.
- All lunches are subject to review. If a lunch does not meet our nutritional standards, we may supplement it with nutritious foods available at the center to ensure your child receives a balanced meal.

Child to Staff Ratios

At Magnolia Blossoms we believe strongly that the ratio of children to adults directly affects the quality of the early learning experience. Due to this belief, we follow the standard listed below:

Infants: 5 children to 1 adult	Toddlers: 9 children to 1 adult
2 year olds: 12 children to 1 adult	3 year olds: 14 children to 1 adult
4 year olds: 16 children to 1 adult	School Age: 20 children to 1 adult

Confidentiality Information

The individual dignity of children, families, and staff members will be respected and always protected in accordance with state law. Information about children, families and staff members will not be divulged by anyone other than the people who are authorized to receive such information. This policy extends to both internal and external disclosure.

Staff members are not permitted to give information about another child or family in the program. This includes situations that appear evident. This also includes situations in which your child was involved, such as a biting incident. Please do not put the staff in the position where they violate policy or be subject to disciplinary action by asking for any information about another child. Staff members are also prohibited from discussing confidential information about other staff members. If you have questions or concerns about a staff member you are encouraged to speak with the Program Director.

Curriculum

Infants and toddlers:

The curriculum of our infant and toddler programs is based on providing the child with a large variety of activities and experiences to enable him to grow and learn. This Curriculum is developed around themes which provide opportunities for the infants and toddlers to learn. It provides guidance and activities to help the child develop their verbal and social skills, appropriate for this stage of development. Also inclusive are the spiritual, physical, mental and emotional areas which provide a balanced program of early childhood education for the youngest children in our program.

Preschool Program:

Magnolia Blossoms Preschool program utilizes a Christian curriculum known as “ABEKA” curriculum. The “ABEKA” curriculum is strong in Phonics, Math and Bible. The “ABEKA” curriculum is a steppingstone to prepare a child for success in his/her upcoming elementary school years. Additional to the ABEKA curriculum, the children are involved in many hands-on activities, center play, outdoor play, and social interaction throughout the day.

Daily Schedule of Activities

Magnolia Blossoms believes that each infant has his/her own schedule. Their day will include napping, eating, quiet play, activity room, and outside time.

Daily schedules are posted in each classroom for all children.

Dress Code Information

Our curriculum includes outdoor play, music and movement and art activities, so we strongly encourage you to dress your child in comfortable play clothes. It is also important that they are dressed in clothes that they can manage on their own in the restroom once potty trained. Children should also be dressed appropriately for the weather conditions. Warm clothing is mandatory in cool weather.

Each child must have a change of clothing that is left at the Center to be used for emergencies. All clothing must be marked with your child's name. The Center cannot be responsible for unmarked clothing.

In the event your child does not have a change of clothing, the parents will be called, and a change of clothing must be brought to the center as soon as possible.

Emergency Procedures

Emergency Procedures are posted in all classrooms. A staff certified in CPR and First Aid is always present during business hours. There is a first aid kit located in the kitchen.

An Emergency transportation authorization form will be filled out upon enrollment for transportation of the child to the necessary medical care source. If a parent or other person listed on the medical information form cannot be reached, then 911 will be called in the event of a severe emergency.

In case of Emergencies and the center must relocate; locations are:

- Hurley Community Center, Hwy 614, Hurley, Mississippi 39555
- East Central Public Library, Slider Road, Hurley, Mississippi 39555
- Agricola Baptist Church, 7268 Barton Agricola Road, Lucedale, Mississippi 39452

A monthly Fire Drill and Tornado Drill will be completed. A record of the fire drills is in the director's office. Fire extinguishers are in the hallway, kitchen and gym for adult use. Doors are clearly marked for fire exit.

During Tornado Drills, the children will move to the hallway of the buildings. In case of tornados or severe storm weather, the children will be taken to church.

Magnolia Blossoms may close due to inclement weather; parents will be given ample notice to make other childcare arrangements.

In the event there is a BOMB threat, staff and children will relocate to the above stated locations. Parents will be called once arrival has been made to the stated location.

In the event there is a HOSTILE person OR an INTRUDER, there will be a LOCK DOWN in each classroom. Magnolia Blossoms will have a secret code word to use during this drill.

Family Code of Conduct

It is the role of every person to treat staff members, children and family members with dignity and respect. We also expect that all adults in our program setting conduct themselves in the following manner:

- With courtesy and respect
- With patience
- By treating people, the way that you want to be treated
- By modeling how we want our children to treat others

Under no circumstances will the following behaviors be allowed:

- Physical or verbal abuse of children, staff members, and other family members
- Use of threats, profane and/or vulgar language, quarreling and raising voices with children, staff members and other family members
- Violating safety practices
- Bringing tobacco products, drugs, alcohol or weapons to the center
- Violating program policies and procedures
- Humiliating staff or children

Field Trips

Field Trips are special occurrences and parents will be informed about any planned trips well in advance. Parents are required to sign permission slips and return them to school, or the child will not be allowed to participate.

All drivers will follow regulations and have current license. Magnolia Blossoms Daycare and Preschool will have insurance on all vehicles used during field trips.

Children will be seated in seat restraints according to their age and weight. Parents will be required to leave car seats as needed and as requested by Magnolia Blossoms for scheduled field trips. No vehicle used will have more occupants than it can contain. One child per seat belt will be always maintained. Children will not be transported in the front seat of any vehicle. Children will exit the vehicle on the curb side of the street.

Child / Teacher ratio will be always maintained during field trips. A roster of all children attending the field trip will be kept at the center during field trips.

Infants

Parents of infants (not on table food) will provide formula/breast milk and baby food.

Formula must be premade, and the bottles should be labeled with the child's name and date. Any formula remaining in a bottle that the infant has been drinking out of will be discarded. Any bottles not used will be sent home with the infant every day. Baby food brought to the center should not be opened.

If your infant is breastfed, they must be adjusted to a bottle before starting in our program. Our infant room has up to 5 infants enrolled at a time.

Potty Training

Children will begin potty-training when they reach the Two-Year-Old Program, can fully communicate they need to potty and at the teacher's discretion. A potty-training conference is required and will be conducted by the staff at this time. Please understand that the room has up to 12 children and it is very hard for a single afternoon teacher to effectively potty train and maintain control of the room. After two weeks of potty training, the teacher will assess whether to continue or not at the Center.

Magnolia Blossoms Daycare is not equipped for non-potty-trained children in the Three-Year-Old Classrooms. Children who are not fully Potty Trained cannot transition into the Three-Year-Old Classroom. Pull ups cannot be worn to daycare or used at rest time once a child has transitioned into the Three-Year-Old Program.

Preschool Children who have been enrolled and are not fully potty trained will be dismissed from the program and placed back on the wait list until they become potty trained.

Health and Communicable Disease Management

When a child is involved in an accident, injury occurs, or emergency transportation is necessary, our Center will fill out an incident report form.

We feel that it is our duty to inform parents of the following precautions we take to prevent the spread of communicable disease. Your cooperation in carrying these policies through is particularly appreciated.

1. A staff member trained in First Aid to recognize the common sign of communicable disease observes each child daily before he/she enters a group. The following are signs the staff members will recognize as signals of a possible illness.

    - A fever of 100 degrees F. taken by auxiliary method **to return must be fever free 24 hours without medicine**
    - Diarrhea and/or vomiting **24 hours free from last episode**
    - Evidence of lice infestation
    - Body rash with fever
    - Sore throat with fever and swollen glands
    - Severe coughing, causing the child to become red or blue in the face or to make a whooping sound
    - Difficult or rapid breathing

- Yellowish skin or eyes
- Conjunctivitis (pink eye)
- Continuous irritability and crying (after 2 hours)
- Untreated infected skin patches

2. A chart listing communicable diseases is available from the front office.

3. We will not administer any medication without the parents' permission in writing.

4. Any child who is suspected of having a communicable disease is isolated immediately in a room or portion of a room not being used for childcare but within sight and hearing of an adult. The parents or emergency contact are telephoned to pick the child up from the Center and must be picked up no later than one hour after being contacted. If no signs of disease are present for twenty-four hours, the child will be re-admitted to the Center.

5. Any child who is suspected of being mildly ill, a child experiencing minor cold symptoms or does not feel well enough to participate in activities but does not exhibit any of the symptoms stated above, will be cared for within the child's group. The child will be observed carefully for signs and symptoms of worsening conditions. The parent or guardian will be called and informed about this illness in case the child becomes worse.

6. When a staff member exhibits any sign of communicable disease, he/she leaves the Center, and a substitute is called to replace the ill staff member.

7. Parents will be notified by staff if a child is exposed to communicable disease.

Holidays

Magnolia Blossoms will be closed for Good Friday and the Monday after Easter, July 4th or if falls on the weekend – Friday or Monday, Memorial Day, Labor Day & November – Wednesday, Thursday, and Friday for Thanksgiving and two weeks for Christmas. Preschool observes the same Holidays as the Jackson County School District. A holiday/closing schedule will be given out each year at the beginning of preschool.

These days may change as needed by Magnolia Blossoms Daycare. If so, parents will be notified in writing.

Daycare Parents do not pay for the three days off during Thanksgiving Holidays or the two weeks off during the Christmas Holidays.

Liability Insurance Coverage

Magnolia Blossoms maintains general liability insurance covering all enrolled children on our property during business hours.

Parent Involvement

Parents are always welcome to join us in our program at the Center. If the Center and parents are mutually able to work together to provide a setting that best meets the child's growth needs, then the child will most surely benefit. For this reason, we have included this section so that parents can fully understand our expectations.

1. Home / School: We need parents to realize that their home and our program should be continuous with each other. This means that parents must openly communicate with staff pertinent information about the child daily. This should include such things as illnesses, changes in sleeping, eating or elimination habits, teething, and so forth.

2. Center as a Resource: Parents should use the center as a resource. Staff members are trained professionals in child development and can provide families with invaluable information about children.

3. Parents are Welcome: Parents are welcome to come to the Center at any time during program hours. Parental involvement is valued and therefore encouraged.

4. Donations: Donations to the Center are tax deductable. As your child develops mentally and physically, please consider whether books, puzzles or toys may be appropriate for use in our Center.

5. Procedures for Resolving Parent Complaints:

    (a) Complaints and problems must be resolved directly with the person(s) involved.

    (b) If the issue is not resolved, complaints or problems must be explained to the director.

Staff Development

Mississippi Department of Health requires that all Staff have 15 Contact Hours of training each year. It is possible that the daycare will close one day during the year to allow staff to attend a workshop, training, or seminar. In the event this happens, parents will be notified well in advance and will not be charged for this day.

Tuition and Fees

Pick Ups: A late pick-up fee will be charged per minute if children are in the daycare left after 5:30 p.m. This late charge also applies to preschoolers who are left after 11:15 a.m.

First Late Pick-Up Offense- $ 1.00 per minute, per child

Second Offense- $ 5.00 per minute, per child

Third Late Pick Up Offense- $10.00 per minute, per child and a conference will be held with the director about dismissal from the Center.

There will be a late fee of $25.00 per week if tuition is not kept current.

There will be a $30.00 service fee for any returned check (NSF).

Daycare and Preschool Registration Fees

All Registration and Book Fees are non-refundable and due upon enrollment.

Registration Fee: $ 75.00- 1st Child $ 65.00-2nd Child $ 55.00-3rd Child

Book/Supply Fee: One Yr. Old - $30 Two Yr. Old - $50 Three Yr. Old - $60 Four Yr. Old - $100

Daycare Tuition Fees

Tuition is due on Friday of each week for daycare. If you are paid every other week, after arrangements are made with the bookkeeper, payments would be due every other Friday.

All daycare children registered for the fall semester, but do not attend daycare during the summer months, will be charged half of their weekly tuition to hold their position for the fall. Payments are due according to the current payment policy.

Doctor's excuses must be turned in on the day upon return to the director. We do not accept past doctor's excuses.

Daycare Weekly Tuition

Infant Program – Entry into the One-Year-Old Program $130.00 per week

One & Two-Year-Old Program $125.00 per week

Three & Four-Year-Old Program $ 115.00 per week

Before School Care $ 30.00 per week

After School Care $ 55.00 per week

Before and After School Care $ 75.00 per week

Families with more than one daycare child will receive a $5.00 discount for each additional child.

Please note that your child **MUST BE FULLY** potty trained to transition to the Three-Year-Old program.

Preschool Tuition Fees

Preschool tuition is due on the first of each month. A late fee of $20.00 will be added after the tenth. The total cost of preschool is $1,800.00 per school year and is divided into evenly monthly payments.

Three & Four-Year-Old Preschool Program $180.00 per month (August – May)

In the event your child exits the program, and their belongings are left at the center, the center will house their belongings for up to **two weeks**. During this time, please make all efforts to pick up their belongings.

For Daycare Enrollment's ONLY : Doctor's excuses may be submitted the day upon return for credit on balance owed. There is a limit to (5) doctor excuses per calendar year (August 1st – July 31st) any unused days will be forfeited.