

AmaZing Children Learning Centers

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New Beginnings Same Journey

The AmaZing staff here at ACLC appreciates our families for our partnership as we build a strong relationship that ensures our children develop appropriately. We are excited about the changes and growth we are experiencing here at ACLC and empowered through the continued growth. I want to applaud our wonderful parents for their understanding and positive flow with our growth and our changes that come with it.

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In 2016 you will experience an increase in quality and an increase in programming. Some quality initiatives we will prepare for and/or attempt are:

- ✓ **Early Head Start Partnership - Ohio Valley Educational Co-Op**
- ✓ **Ease in Payment Remittance**
- ✓ **Updated Website that Promotes Parent & Staff Engagement**
- ✓ **Increased Pay for Staff**
- ✓ **New Benefits for Staff**
- ✓ **Increased Participation for Staff**
- ✓ **Little Ladies & Gentlemen Prom**
- ✓ **Larger Pre-School Graduation Celebration**
- ✓ **Free Child Care Services Opportunities**

Understanding ACLC: Parent Handbook - Updated

The *Parent Handbook* has been written to describe our program, philosophy, policies, and all the practical details that go into making each day as happy and successful as possible. Please carefully read this handbook and keep it for future reference. The staff at AmaZing Children Learning Center would be glad to address any of your questions or concerns. Once again, welcome!

The handbook has been updated for 2016; please stop in and pick up a copy. If you cannot stop by call or email us for an updated copy.

2016 Events

- ◆ Black History Month Activities – Feb
- ◆ Spring Pictures – Mar/Apr
- ◆ Newport Aquarium – Summer
- ◆ Summer Program
- ◆ Back-to-School Bash
- ◆ Parent Activities & Events

Parent Pay & Parent Co-Pay

Please understand the importance of your support. Parent Pay are weekly payments agreed upon between ACLC and our families for child care services, Child Care Contract Parent Co-Pay are weekly payments agreed upon between the Child Care Assistance Council and ACLC Families for child care services.

These payments are essential as they support the ACLC foundation in enabling us to pay salaries, provide food, provide supplies, and provide activities for children in care. These payments are eligible for a credit on your annual tax return.



*“It takes a Village
to maintain and
sustain a
productive and
diverse
community.”*

2016 ACLC Holidays

- **01/01/16 – New Year’s Day (Closed)**
- **01/18/16 - Martin Luther King Day (Closed)**
- **05/06/15 – Derby Eve (Open until 5pm)**
- **05/30/16 - Memorial Day (Closed)**
- **07/04/16 - Independence Day (Closed)**
- **09/05/16 - Labor Day (Closed)**
- **11/23/16 Thanksgiving Eve (Open until 5pm)**
- **11/24/16 - Thanksgiving Day (Closed)**
- **11/25/16 - Day after Thanksgiving (Closed)**
- **12/23/16 - Christmas Holiday (Closed)**
- **12/26/16 - Christmas Holiday (Closed)**
- **12/30/16 – New Year’s Holiday (Closed)**
- **01/02/16 – New Year’s Holiday**

OVEC: Early Head Start Partnership

"Providing Professional Learning, Advocacy, and Services That Support, Lead and Inspire"

The Ohio Valley Educational Cooperative (OVEC) is a consortium of 13 school districts serving over 50,000 students in north central Kentucky. The mission of the Ohio Valley Educational Cooperative is to provide professional learning, advocacy, and services that support, lead and inspire. Established in 1976, the cooperative provides a vehicle for conducting regional planning, development, and implementation of educational programs on a continuing basis. OVEC offers programs that serve member school districts, their student populations and families.

The Ohio Valley Educational Cooperative Head Start/Early Head Start Program serves 244 preschool children and 85 infants, toddlers and prenatal women in a predominantly rural six county area adjoining the urban sprawl of Louisville and Jefferson County, Kentucky on the Ohio River in Northern Central Kentucky.

Through the Early Head Start-Childcare Partnership Grant, the Ohio Valley Educational Cooperative partners with 10 private childcare providers in North Central Kentucky to expand Early Head Start services for children under the age of three and improve the quality of existing early childhood programs. Their partners includes Type I licensed centers in Bullitt, Franklin, Jefferson, Owen, Shelby, and Spencer Counties. The new Early Head Start Childcare Partnership directly affects 193 children and their families, the improved quality of centers will benefit nearly 1,500 children enrolled in partnering providers' centers.

OVEC Mission

The OVEC Head Start program, through a team effort, will build a positive rapport with Head Start families and children based on individual strengths. Recognizing that parents are the primary educator of their children, the program will provide opportunities for families to enhance their growth and well-being in collaboration with community resources.

OVEC Philosophy

- ✓ Based upon the child’s current developmental level, Head Start/Early Head Start will help the child develop fully as a unique individual physically, emotionally, intellectually and socially.
- ✓ To support, promote and uplift the well-being of the Family.
- ✓ To provide experiences and opportunities for enrichment of the child and the family.

School Readiness Goals

- ✓ Kentucky Head Start School Readiness Goals
- ✓ Head Start Parent, Family and Community Engagement Outcomes
- ✓ OVEC Head Start School Readiness Program Goals

Transportation

Every child has the privilege of free transportation provided by Amazing Children Learning Center as long as the rules of the Transportation Policy are followed.

In Summary: No Food, Candy, Gum, Toys are allowed in the van or at the day care. No hitting, spitting, or inappropriate touching is allowed. No loud talking or screaming while riding in the van. No standing or getting out of seatbelts. No swearing or use of vulgar language will be tolerated. Respect of self and others as well as property of Amazing Children Learning Center is encouraged. Seating is assigned by the driver of the van. No one is allowed to open the van doors except the driver or the staff of Amazing Children Learning Center.

Children will not be dropped off to anyone who is not on your child’s pick-up and drop-off list. Emergency changes in transportation must be approved prior to route start time and should be communicated before 24 hours of change. Children will not be dropped off to any location that has not been verified and approved by ACLC Director after written notice from parent/guardian/sponsor.

Transportation is provided at the expense of Amazing Children Learning Center and we encourage parents to go over policies and rules with children and family members on pick-up/drop-off list.

Pick-Up: Every family has a pick-up time. Please be available up to ten (10) minutes before and after this time. When the van arrives expect and listen for three (3) horn blows. The Van Driver may only wait three (3) minutes, then either the center or driver will call the family if time permits and this will afford only two (2) additional minutes.

Drop-Off: Every family has a drop-off time. Please be available up to ten (10) minutes before and after this time. When the van arrives expect and listen for three (3) horn blows. The Van Driver may only wait three (3) minutes, then either the center or driver will call the family if time permits and this will afford only two (2) additional minutes.

Missed Pick-up/Drop-off: If timing allows the van may turn around and bring a child to either pick-up/drop-off location granted approval by Director. There are fees and sanctions attached to this. (1st) \$5.00 / (2nd) \$10.00 / (3rd) \$25.00 / (4th)

Removal from FREE transportation and must pay \$5 a week for transportation / (5th) Removal from transportation

Please stop by the office and pick up a copy of the Transportation Policy!

Ways Your Child Could Qualify for the Early Head Start Child Care Partnership Program

- ✓ Must have an infant or toddler that is younger than 3 years of age on or before August 1st
- (AND)
- ✓ You are attending school or, You are in job training and/or, You are currently working.
- (AND)
- ✓ You must need full day full year care for your child.
- ✓ You are receiving child care subsidy for your child

To apply you will need:

- ✓ Income Verification (1040, check stubs, SNAP/Medicaid letter, etc)
- ✓ Foster Care Paperwork (if applicable)
- ✓ Any Legal Documentation regarding custody
- ✓ Proof of Address
- ✓ Proof of Child’s Birth Date
- ✓ Child’s Insurance Card

Transportation Continued....

NOTICE TRANSPOTATION UPDATE!!!!

If you are participating in our transportation program it is now required that you forward a copy of your school/work schedule daily, weekly, biweekly, semimonthly, monthly, or based on when you receive scheduling changes.

With serving so many families the parents work time and child care times including transportation pick-up/drop-off times are consistent.

Parents must have their schedules to the Director by February 1, 2016. This is only for transportation parents.

It is your responsibility to update ACLC with a current employer and work number!

Amazing Children Learning Center, II

The purpose of this organization shall be to provide childcare, which will fulfill a child’s social, psychological, cognitive, and physical needs, away from their homes, where substantially all the care provided is to enable individuals (the parents or legal guardians) to be gainfully employed. In addition will serve the community through human services programming. The services are available to the general public.

Programming will include but not limited to: Child, Family, and Youth Development; Family Self-Sufficiency; Financial Literacy; Transportation; Income Tax Assistance; Safety Net Services; Food Assistance; Utility Assistance; Nutrition Education; Adult Education; Emergency Financial Assistance; Rental Assistance; Mortgage Assistance; Housing; Homeless Assistance; Repair Services; Energy Conservation Commercial and Residential; Volunteer Programs.

To maximize our impact on current efforts, we may seek to collaborate with other nonprofit organizations which fall under the 501(c) (3) section of the internal revenue code and are operated exclusively for charitable and educational purposes.

Operates Monday through Friday: 6:00am – 6:00pm / Capacity: 49 Children / Opened: August 2015

Amazing Children Learning Center, III

In efforts to further serve hard-to-reach populations, ACLC entered into an agreement with the Somalian-African community to provide quality child care services and enhance the lives of Somalian families to assist them in ESL services and additional efforts that bridge the culture gap. This center operates two shifts in which we serve 120 children. This is the first of many partnership. Expansion to additional centers serving this population are expected this and next year.

Operates Monday through Friday: 6:00am – 12:00pm & 12:00pm – 6:00pm / Capacity: 60 Children per Shift / Opened: September 2015

Amazing Adult Care

Adult Day Care; Adult Day Health Care; Personal Care Services

The mission of Amazing Adult Care is as follows:

To provide and promote respect, compassionate, spiritual acceptance with emotional care for adults, geriatrics with developmental challenges both at home and in the community

Services:

- Geriatric & Adult Case Management
- Adult Day Care
- Adult Day Health Care
- Personal Care Services
- Personal Care Attendants
- Meal Services & Programs
- Transportation Services & Programs
- Veteran Services
- Aging Homeless Population Services
- Educational Assistance
- Human & Social Services
- Rehabilitation & Therapeutic Services

NOW HIRING & NOW ENROLLING

Center Cut Off Time

Amazing Children Learning Center’s
Cut-Off Time is **9:35am**.

Please understand that ACLC would like to adhere to its daily schedule; it is impossible to do this if we are interrupted.

Please understand that Children’s attendance has a direct effect on revenue and staffing for the center.

Please understand to communicate appointments early as possible to allow for an excused absence as well as permission to bring after cut-off time.

Unexcused attempts to bring children after cut-off time will require Director’s approval and payment of fee at time of occurrence. The fee and sanctions are as follows: (1st) **\$15.00** / (2nd) **\$25.00** / (3rd) **\$50.00** / (4th) **Meeting to discuss new child care services schedule to allow on time arrival** / (5th) **Possible removal from center** / Occurrences reset every **12 months**.

Amazing Little Ladies & Gentlemen Prom

Date: TBD (Late Spring)

The New Year is here and with the New Year comes new experiences. Amazing Children Learning Centers will be adding a new annual event this year.

This event was created to provide our children and families with added memorable experiences shared with their ACLC family. This event is powered by ACLC staff and supported by parent involvement.

We encourage as many parents as possible to become involved with this parent engagement activity.

Planning Committee membership intake is open now until February 29, 2016. The Committee will lead all efforts in ensuring a successful inaugural evening.

Parent Night & Weekend Gift

Consecutive successful payment for child care services will afford a lucky family every quarter for a free night or weekend of child care services. We want to reward our families for supporting ACLC. Yes free child care every three months awarded to a faithful payment remitter.

AmazIng Growth

Dear ACLC Family,

The AmaZing staff here at ACLC wishes to thank you for your partnership and relationship with us in ensuring your child develops appropriately. We are excited about the changes and growth we are experiencing here at ACLC and empowered through the continued growth. Please excuse our center enhancements as we are updating our center to reflect the growth. Our families are our Blessings and by the end of the month (March) we will be finished with our 2nd phase of enhancements. Please let us know if you have any comments, concerns, or questions relating to our improvements.

Appreciating you,

AmazIng Children Learning Center



Donations

- Toys
- Supplies
- Kleenex
- Wipes
- Cash
- Etc.

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**AmaZing Children Learning
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