

# COOKS SCHOOL DAY CARE INC



FEBRUARY 2012 NEWSLETTER





# BOARD OF DIRECTORS

---

We hope that everyone enjoyed a fabulous holiday with some much needed rest and relaxation. Well, as much rest and relaxation as a holiday with kids can be.

January sees a return to a routine and this is our chance to update you on what is happening with the Board of Directors of Cooks.

First of all, we want to thank the amazing staff at the daycare who are so committed to the safety and well-being of our children. Your work does not go unnoticed, as it is so important that we know our children are well-cared for.

Many thanks to the parents and community members who give of their time and money to support Cooks in its fundraising efforts. All of the money raised in fundraising goes directly to benefit the kids with toys and equipment. Times are tough and fundraising dollars are down for all non-profits and the daycare is not immune. Please support the Fundscript campaign and, of course, the Bingos.

In October, Cooks had a booth at the local volunteer fair, in an effort to recruit volunteers for the agency and particularly for the Board of Directors; staff and the Board of Directors work together to create a vision for the future of Cooks. In December, board members and staff got together to attend a strategic planning session facilitated by the United Way. The information gathered was incredibly valuable. With full-day kindergarten being fully implemented soon, we know that Cooks will have to adapt.

Everyone is welcome to attend a board meeting, and please consider becoming a board member. Your input is needed more than ever and is greatly appreciated.



The Cook's School Day Care Inc.  
**Board of Directors**  
**CURRENTLY HAS OPENINGS**  
**FOR NEW MEMBERS**

**WHAT DO WE DO?**

*Meet once a month*  
**Review and monitor general operations and finances**  
*Review and monitor Health and Safety within the Organization*  
**Represent the Organization in our community**  
*Assist staff with fundraising events*

**WHY GET INVOLVED?**

*Have a voice in the Organization's direction and management*  
**Learn more about how our Organization is operated**  
*Support your child's teachers*  
**Meet new people**  
*Develop leadership skills*  
**Add to your résumé**

**NO PREVIOUS BOARD EXPERIENCE IS NECESSARY –**  
**just a commitment to overseeing our excellent Programs.**

**If you are interested, please complete the form below and return it to:**

Lynn Stubbings, RECE, ECE.C, Executive Director, at  
 Cook's Child Care Program, 700 D'Arcy St., Cobourg, K9A 5T3 or  
 Victoria Park Child Care Centre, 172 Queen St., Cobourg, K9A 5P6

Questions? Please call Lynn at 905-372-2143 or 905-372-4525 or email [stubbings@cookdaycare.ca](mailto:stubbings@cookdaycare.ca)

**BOARD MEMBERSHIP INFORMATION REQUEST FORM**

I am interested in learning more about becoming a Board Member. Please contact me.

NAME PRINTED: \_\_\_\_\_

Please choose: HOW YOU WISH TO BE CONTACTED

PHONE:(        ) \_\_\_\_\_ - \_\_\_\_\_     EMAIL ADDRESS: \_\_\_\_\_

Please choose: WHEN YOU WISH TO BE CONTACTED

Day/s of the week: \_\_\_\_\_ Time: \_\_\_\_\_ am/pm

I am interested in coming to the next Board meeting as a guest to observe. I would like to know the date, time and location of the meeting. Generally the meetings are held on the 3<sup>rd</sup> Tuesday of the month at 7pm at one of the child care centre locations.

Signature: \_\_\_\_\_ DATE: (d)\_\_\_\_(m)\_\_\_\_(y)\_\_\_\_\_



# NEWS & UPDATES

**Communication is very important to us! We invite ongoing feedback, comments, and suggestions!**

**As always, we encourage you to submit any news you may have that could be considered for upcoming issues. You may have information that could benefit the other families or the Program.**

**Some items have been reprinted from previous newsletters because of importance.**

## **2012 Parent Handbooks & Information Updates**

You are now receiving the 2012 edition of your Parent Handbook and an information update form for each child enrolled in our programs. It is important that we always have current information available for all of the children entrusted to our care.

If you have not already done so, please complete and return the information forms as quickly as possible.

For convenience, home child care families may send the completed information to the office through your home child care provider. Please inform Heather if you are doing so.

Always remember to keep us informed of any changes to the information you submit.

## **Accessibility Standards for Customer Service**

Cook's School Day Care Inc. strives at all times to provide our service in a way that respects the dignity and independence of people with disabilities. We are committed to giving all people the same opportunity to access our service. Our complete policy is available upon request or can be found on our website at <http://www.cooksdaycare.ca/access.htm>.

Cook's received a report in January 2012 from Access Ontario indicating we are fully in compliance with the Provincial standards. A copy of the report is available upon request and on our website at <http://www.cooksdaycare.ca/pdf/AccessibilityReportJan2012.pdf>.

## **Annual Satisfaction Survey**

We are now asking all families to take a few minutes to complete our annual satisfaction survey. It is attached to your newsletter, available in hard copy and on our website for your convenience. [http://www.cooksdaycare.ca/pdf/2012\\_Satisfaction\\_Survey.pdf](http://www.cooksdaycare.ca/pdf/2012_Satisfaction_Survey.pdf)

We strive to maintain a quality early learning and child care service – the team approach that includes open communication between our Organization and you (the families) help to make that happen.

The deadline to return the survey is February 24, 2012 because time is needed to compile the results to submit them to the County of Northumberland's Child Care Division in March. For those who are not aware, because we hold a purchase of service agreement with the County, we are required to submit the results of our annual survey to the County Children's Services Manager. Your identity is always safeguarded.

Please do not fret if you miss that deadline - we accept your feedback anytime!



# NEWS & UPDATES

## Extreme Weather Can Affect our Service

The safety of the children and staff in our programs is top priority for us! Since 1985, because of safety concerns, there have been five significant occasions when an emergency decision has been made by the Administration that has affected the service we provide – resulting in the closure of a centre for a part/full day or a component of the service not available for part of a day.

Decisions of this magnitude are given careful consideration because we fully understand the impact the decision will have on families. The deciding factor comes down to one simple statement, “Is there real or potential risk to the children and/or staff if we continue with the “expected” service.” If the answer is an obvious, “yes”, a choice to modify the service, at that time, for that particular circumstance, must be made. Every measure will be taken to inform those affected by the decision at the earliest convenience, with as much notice as possible.

To follow are the extraordinary circumstances referred to above:

- On two occasions, severe heavy snowfall disallowed us from opening for the day because roads were not cleared and staff (and families) could not get to the centre.
- A power outage that was expected to last for a significant period of the day on a harshly cold winter day led to the decision to close one centre. Because it was winter and a safe temperature in the building could not be maintained without power, the decision to close the centre was made. The power was restored earlier than expected and families were informed that care was available. While it was inconvenient, many of the families did bring their children for the day.
- Severe high wind warnings issued by Environment Canada kept us from walking children to school one morning and most recently kept us from picking up children and walking them back to our programs after school.

For the situations listed above, families are not charged the regular fee because we have made the choice to modify our service and in most cases families have needed to make alternate arrangements for the day.

We maintain a direct link to Environment Canada during all seasons. Situations involving intense heat, extreme wind chill factors, electrical storms, ice storms, heavy rainfall, etc. do keep us from participating in outdoor activities on occasion. At times, our outdoor periods are simply reduced to allow for some outdoor active play. Again, decisions to modify our service and our programs are directly affected by any “real or potential threat to our children’s and staff’s safety”.

Please ensure your back-up contact people indicated on your child’s application form are current and can be reached in the event that you are not available.

## Help Paying Child Care Fees

The County of Northumberland offers financial assistance to pay child care fees. Any family can contact the Child Care Division to find out if the family is eligible. [There is not a wait list for fee assistance at this time!](#) Child care costs are expensive – it truly is worth the call!

The current contact people are Andrea Rock at (905) 372-1003, Ext. 2481 and Chico Echeverria, Ext. 2470.



# NEWS & UPDATES

---

## Help Us to Control Ill-Health

It is an ongoing challenge to control the spread of ill-health in group situations. For that reason, our hand-washing and toy/cot/equipment disinfection practices are very strict within our programs.

We ask for your continued cooperation to help minimize the spread of germs.

You will note that Purell hand-sanitizer dispensers are available at the entrances to our Centres for adults to use upon entering and departing our buildings.

When symptoms of ill-health keep a child from fully participating or may be easily spread to other children and staff, the family is asked to keep the child at home or take the child home until the child can take part in all activities.

We ask that families inform us if a child experiences any symptoms of ill-health when not in care. Similar symptoms may be occurring with more children and should be monitored.

Thanks for working with us – we will all be healthier for it!

## Mission Statement

Current members of the Organization (service- users) are being asked to indicate support for the new proposed mission statement (approved by the Board December 17, 2011) on the 2012 annual survey. If, at the deadline for submission of survey responses, a majority of the respondents are in favour of the new mission statement, it will be adopted at the next scheduled Board meeting.

### 1985 to December 2011

The purpose of Cook's School Day Care Inc. is to meet the needs of the children and families of Northumberland County by providing both home and centre- based early learning and child care, as well as, training and support services to the community.

### December 17, 2011 - Board Approved

Cook's School Day Care Inc. provides quality home and centre-based early learning and child care for the families in our community in a safe, engaging and inclusive environment that promotes friendship and life-long learning.

## Photo ID is a Must

If you are sending someone to pick up your child, please ensure the person has valid photo identification with him/her at the time of pick-up. Although he/she may have dropped off or picked up your child on a previous occasion, it is possible that not all Teachers have met the person before and must ask for identification.

A child will not be released until identification is confirmed – this may take some time. Unfortunately, we have experienced some upset people who have arrived to pick-up children and we have had to detain them while we obtain verification to release a child to their care.

There is no exception to this rule and we know you understand our position.



# NEWS & UPDATES

## Strategic Planning

As you are aware, full day JK/SK began is being implement across the province. Full implementation is scheduled for the 2014/2015 school term.

To date, our programs have experienced minimal effects from full day JK/SK. As more schools in the vicinity of our programs offer full day kindergarten, the impact from the loss of that age group in our programs (revenue) could be significant.

Cook's shares the budget pressure challenges faced by the other early learning and child care programs in our County. We understand it is important to make every attempt to safeguard regulated, quality early learning and child care for children who are less than 4 years of age.

As noted in the Board report, Cook's School Day Care Inc is being proactive. We continue to participate in strategic planning to aid in planning for the future. As always, we are open to and need your input.

## Supervision for Off-Site Activities (including walks)

Our "MINIMUM" Off-Site Ratio:

Toddler (12-30months): 1 adult for every 4 children

Preschool to School-Age (30 months-12years): 1 adult for every 6 children

Exception: there is always a minimum of 2 adults.

Each off-site activity is given consideration to determine if our enhanced ratios will be further enhanced (i.e., if the activity is busy and shared with many other participants we will definitely send more adults to assist with supervision).

## Ways to Help Each Other

**Swap. Barter. Trade. Donate. Help each other.**

You may have skills or talents that could benefit our organization. If you do, let's talk. We have a couple of options to consider.

1. Because we are a charitable organization, we have the ability to issue a tax receipt for any charitable donation (including services).
2. With the approval of the administration, the value of a service provided may be used to off-set some of your child care costs.

The Board and Administration continue to consider creative options to keep our expenses to a minimum (without jeopardizing the quality of our Programs). We are open to suggestions. Our efforts are paying off and we want to continue.

We continually review our costs. In recent years, we have realized significant cost-savings relating to our food/kitchen expenses. We switched to the locally operated Campbellford Wholesale for our bulk products and enjoy the benefits of obtaining much of our menu and kitchen needs from Northumberland Food-4-All. We are happy to proclaim that we are being thrifty yet continue to offer the best possible nutrition to the children in our care.

If you have suggestions regarding suppliers who offer products at reasonable costs, please let us know. We are always on the lookout to save where we can! Important: When we are able to reduce our expenses, it can help to keep our fee increases to a minimum.



# NEWS & UPDATES

## Website

With the help of Creative Edge Graphics and Onsite Computer Solutions, some upgrades have happened to our site. [www.cooksdaycare.ca](http://www.cooksdaycare.ca)

Please take some time to check it out – especially the News section.

<http://www.cooksdaycare.ca/news.htm>. You'll find information relating to: **Income Tax Receipts, Planning for the Future, New Mission Statement, A Fresh New Look for 2012** and **Fundraising Dollars at Work**.

A new tab has been added to the home page to describe some new policies that are now in effect: **Workplace Bullying, Harassment & Violence, Volunteer & Student Supervision** and **Serious Occurrence Notification**. The new policies are also available in your 2012 Parent Handbook.

If you do not have Internet access, please let us know and we will provide hard copies of the information.

## Please Continue to Keep in Touch!

Thank-you to all who continue to offer ongoing input and support! Please see below regarding the ways you can contact us.

	<p><b>By Email:</b>  <a href="mailto:cooks.on.darcy@cooksdaycare.ca">cooks.on.darcy@cooksdaycare.ca</a> (Cook's Child Care Program)  <a href="mailto:cooks.home@cooksdaycare.ca">cooks.home@cooksdaycare.ca</a> (Cook's Home Child Care Agency)  <a href="mailto:vic.park@cooksdaycare.ca">vic.park@cooksdaycare.ca</a> (Victoria Park Child Care Centre)</p>
	<p><b>By Phone:</b>  <a href="tel:905-372-4525">905-372-4525</a> (Cook's Child Care Program)  <a href="tel:905-372-5926">905-372-5926</a> (Cook's Home Child Care Agency)  <a href="tel:905-372-2143">905-372-2143</a> (Victoria Park Child Care Centre)</p>
	<p><b>By Fax:</b>  <a href="tel:905-372-3227">905-372-3227</a> (Cook's Child Care Program)  <a href="tel:905-372-2441">905-372-2441</a> (Cook's Home Child Care Agency)  <a href="tel:905-372-2441">905-372-2441</a> (Victoria Park Child Care Centre)</p>
	<p><b>By Mail:</b>  <a href="#">700 D'Arcy Street, Building 18, Unit 31, K9A 5T3</a> (Cook's Child Care Program)  <a href="#">172 Queen Street, K9A 5P6</a> (Cook's Home Child Care Agency)  <a href="#">172 Queen Street, K9A 5P6</a> (Victoria Park Child Care Centre)</p>

... AND, OF COURSE, IN PERSON.



## How to read so your kids will listen

Make storytime magical with these simple tips  
By **Kerry Clare**

Storytime is an oasis of calm, when the outside world turns off, and a family takes a journey together to imagined worlds. The list of things to bring along on that journey is quite simple: you, the kids, and a couple of books. Storytime is the most portable, adaptable of family rituals, and here are some tips to ensure the journey is smooth for everyone.

1. **Create a space in your home where the stories happen**, where arrival is a signal that the day is winding down. This can be a comfy couch or chair, or somebody's bed. The best spaces have dimmed lighting, provide opportunities for cuddling and are free of distractions. A pile of books should be close at hand, a mixture of new tales and familiar favourites.
2. **Don't censor, but curate**. Give your kids access to the books that they want to read, but acknowledge that not all books are created equal. Leave the noisy battery-powered books in the playroom, save the books that wind your kids up for morning or afternoon. Some books aren't books as much as marketing devices or morality lessons in disguise, and some books just aren't very good — skip these ones at story-time. Also skip the books that you don't enjoy, because the enthusiasm required for successful reading aloud cannot be faked. Storytime deserves only the very best books. For tips on how to find these best books, consult the experts: your local librarian or bookseller. Also, make regular library visits to change your books up often.
3. **You don't have to be a genius with voices**. If you happen to be a genius with voices, then dramatize away, but those of us who are not-so inclined have other tools at our disposal. Use the natural expressiveness you'd employ in everyday conversation. Focus on punctuation and line-breaks — here, the author is giving us a clue as to when to skip a beat for emphasis. Speed up and slow down your reading to create suspense. Vary between soft and louder tones. And pay attention to the ending. Drag that last sentence out as long as you can, and pause with the book open for a moment or two so that you all can reflect upon what you've just experienced.
4. **Make it fun**. Although it is through storytime that your kids will be awakened to the power of stories and discover why learning to read might be a worthwhile endeavour, this is not the time for beginning-readers' skills to be put to the test. At storytime, the pressure is off, and the point is for everyone to enjoy themselves.
5. **Make it work**. Adapt the storytime ritual to suit your family's needs. Read in the language you're most comfortable with. If a busy schedule necessitates it, read together at the dinner table, listen to audio books in the car, read together on Saturday mornings snuggled in bed. It really doesn't matter when or where it's done, the point is just to do it.

# COOK'S HOME CHILD CARE AGENCY

## Winter Warming

**F**inally! The Canadian Winter Weather is here.

What a beautiful time of year although it's very frosty! Cook's Home Child Care Providers have been looking forward to some of that gorgeous snow to make those snow people and spend lots of fun times outside playing. They are very busy with all of the little ones in care. We commend our providers for their excellence in providing comfortable, learning environments for the children in their care.

We welcome Priscilla in Port Hope to our agency. She provides a safe and caring environment for Daytin, Mahiah and Tahnaya, also new.

Kadie is enjoying providing care for lots of little ones too. Lachlan, Trinity appear to be loving their home away from home with Kadie.

Diane offers a great program for a great number of children all hours and days.

There are lots of children new to our agency too. We welcome Cameron, Hunter and Liam is come back.

As of January 2012 Cook's Home Child Care Agency is now licensed by the Ministry of Education. .



## Weather Change

**B-r-r-r!** It seems that those days are upon us. It is imperative that your children come to the Provider's home equipped with lots of warm sweaters, mittens, hats, snow pants, etc. Don't forget it will soon be snow and we need to be prepared for that. Children go outside for several hours per day, weather permitting.

The program plan will not be changed to accommodate a child who comes to the home lacking appropriate outerwear. Remember your child's comfort! Diaper supplies must be checked and restocked on going just as extra clothing needs to be supplied as children have accidents and providers do not supply nor laundry clothing – especially if toilet training is in the works.

## Schedules

Schedules must be submitted prior to the care needed. It is imperative to the program. We need to know who is where, when for ratio purposes, safety issues as well as billings. Billings are done as per you signed preauthorization forms prior to the child care received. Schedule forms were included in your 2012 package mailed to all home child care families with due dates of submission to this office. These calendars need to be completed and sent into this office immediately and continue to be submitted according to the due date on the form in order to ensure correct billings and ensure your child care space when you need it. If you do not need the child care spaced on a particular day perhaps someone else does. Please submit all schedules and changes to the agency office. **E-mailing schedules to [cooks.home@cooksdaycare.ca](mailto:cooks.home@cooksdaycare.ca) works too.**

**Updated Information is past due. If you haven't already done so please submit completed 2012 forms today!**

# COOK'S HOME CHILD CARE AGENCY

## QUIET / REST TIME

It is a Ministry regulation that all children have a quiet rest time in their own space – a bed or cot. Therefore, the children will be asked to rest for a quiet period of up to 2 hours per day. Please do not ask your Provider to compromise her program by requesting no rest / quiet time for your child.

## Illness

*'Tis the season!* In the event that your child is unwell and unable to participate in the program you will be called to come immediately to pick up your child. If you cannot be reached, your emergency contact will be called. Please remember that the Provider's concern is for all in her care. If a provider suggests a doctor visit may be in order she is only thinking of the welfare of your child and the others in her care. We are not physicians but depend upon the opinions and diagnosis of those who are so that we can provide a safe

## We're Here for You!

Providers provide child care for your children. Any financial question regarding payments, accounts, etc. needs to be directed to the agency office **NOT THE PROVIDER**. Any other concerns need to come to Heather the E.C.E Consultant or Lynn Stubbings, RECE.C the Executive Director for assistance.

## ALLERGIES / MENU

It is a tricky situation for all concerned when a child has an allergy to a food or substance. We try our best to accommodate and Strive for the comfort of all those in our care. However our, parents / guardians need to remember that providers provide child care because they love children but it is their income.

Providers are responsible to provide nutritious meals for the children. If the child refuses the food offered than only one back up food item will be offered. In the event that this is refused as well then the child will not be forced to eat but reminded when the next meal / snack will be.

If a particular child cannot partake of a food item due to an allergy or parental preference then it is the responsibility of the parent / guardian to supply whatever their child needs. For instance, if the child is on a sugar free diet or lactose intolerant diet and this is not in keeping with the normal menu served by the provider then the provider cannot be expected to provide a different menu for that child.

## Medication

Are you aware that due to the policy adopted by Cook's School Day Care Inc. Board of Directors that providers are unable to administer any medication to your child unless it is prescription or you have a note from you doctor regarding the medication? There must be a medication form completed prior to any administering of any medication. Please check your parent handbook for regulations regarding administration of medication. Providers do not provide medication of any kind.



# FUNDRAISING COMMITTEE UPDATE

---

## Cook's School Day Care Inc Fundraising Committee

### What's New! *Currently.....*

---

*Just in time for Family Day Enjoyment!*

*Our latest fundraisers are geared to families.*

Presenting:

# **Kernels Popcorn & Little Caesar's Pizza Kits**

**Order Due Date: February 7<sup>th</sup>**

*SO THAT DELIVERY WILL BE IN TIME FOR PICK UP FOR FAMILY DAY!*

**Pick up your order forms today!**

# FUNDRAISING COMMITTEE UPDATE

---

## ***ANNUAL CHRISTMAS PLANTER SALE***

*Our annual Christmas Planter sale was a success even though our sales were slightly down. However, the plants were stunning as always. The delivery and pick was made much easier with using the Cobourg community Centre. Thanks so much to all of our supporters.*

### ***GIFT CARDS!***

*Get your gift cards through our gift card program! We receive a percentage for every gift card ordered. These cards are not just for gifts. If you shop, you can use a gift card. If you eat at a restaurant, use a gift card. If you buy gas, use a gift card. We need your support to make this program work. It cost you nothing extra and we make money!*

### ***Bingo! Bingo!***

*The new bingo list of dates is out! Please book your date now! You will receive a call with your date within the next month if you have not already chosen one. Our bingo shares have been quite consistent for the most part and very much needed as our program needs continue to grow. We really appreciate your assistance with this most lucrative fundraiser. Thanks so much to those who have worked more than their share of bingos!*

## ***Christmas Raffle***

*Congratulations to the winners of the Christmas Raffle on Dec 16, 2011*

*1<sup>st</sup> Prize: Jamie Hellam (BEAUTIFULLY HANDCARVED SANTA & SLEIGH)*

*2<sup>nd</sup> Prize: Tania Bellinger (STAINED GLASS SANTA ON THE RUN SUN CATCHER)*

*3<sup>rd</sup> Prize: Wayne Woodland (PORCELAIN LIGHT UP CHURCH & COURTHOUSE)*

*Thanks to Lynn & Ken Stubbings for the generous donation of these beautiful prizes.*

# FUNDRAISING COMMITTEE UPDATE

**WE NEED YOU!!**

**COOK'S SCHOOL DAY CARE INC.  
January to June Bingo Dates 2012**

Day	Month	Date	Time to be there	Approximate	Session
<b>Wednesday</b>	<b>February</b>	<b>8th</b>	<b>5:00 PM</b>	<b>9:45 PM</b>	<b>Evening</b>
<b>Friday</b>	<b>March</b>	<b>23rd</b>	<b>5:00 PM</b>	<b>9:45 PM</b>	<b>Evening</b>
<b>Friday</b>	<b>March</b>	<b>30th</b>	<b>11:00 AM</b>	<b>3:30 PM</b>	<b>Matinee</b>
<b>Friday</b>	<b>April</b>	<b>20th</b>	<b>11:00 AM</b>	<b>3:30 PM</b>	<b>Matinee</b>
<b>Tuesday</b>	<b>May</b>	<b>29th</b>	<b>5:00 PM</b>	<b>9:45 PM</b>	<b>Evening</b>
<b>Friday</b>	<b>June</b>	<b>8th</b>	<b>11:00 AM</b>	<b>3:30 PM</b>	<b>Matinee</b>

I am aware of the date and time of this event.

I, \_\_\_\_\_ understand that I am expected to adhere to the above commitment or find a replacement to do the Bingo event in my stead. In the event that neither myself or a representative helps at the above bingo event \$50.00 / child will be immediately applied to my account.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_, \_\_\_\_\_, 2012  
Parent / Guardian) day , month, year

Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_

**COME ON!! IT'S FOR YOUR KIDS!!!**

---

## Clothing for winter outdoor play

All winter activities require warm, dry clothing. To prevent frostbite, children should be dressed in warm clothes, including:

- **A hat** and clothing made of tightly woven fibers, such as wool, which trap warm air against your body. A few lighter layers protect better than one heavy garment
- **Loose layers** (an absorbent synthetic fabric next to skin, a warmer middle layer, and a water resistant/repellent outer layer)
- **Protect** vulnerable areas such as fingers, toes, ears and nose
- **Socks** A single pair of socks, either wool or a wool blend (with silk or polypropylene) is better than cotton which offers no insulation when wet. Avoid extra thick socks as they can cause cold feet by restricting blood flow and air circulation around the toes
- **Boots** Be sure boots are dry and not too tight

Children should get out of wet clothes and shoes as quickly as possible as they are the biggest factors in frostbite.

### And always make sure children:

- Drink plenty of warm fluids to help the body maintain its temperature. If hot drinks are not available, drink plenty of plain water
- Take frequent breaks from the cold to let their body warm up
- Use sunscreen even on cloudy days

Jackets should be zipped up. To avoid strangulation during play, use tube-shaped neck warmers instead of scarves. If scarves must be used, tuck them into jackets. Remove drawstrings on hoods and jackets because they are also a safety hazard; better yet, buy clothes without drawstrings.





# Safe Sleep

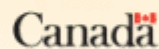
for Your Baby



**Please take a few minutes**  
to read this important information  
on safe sleep practices.

 Public Health  
Agency of Canada

Agence de la santé  
publique du Canada



*This publication was developed by the Public Health Agency of Canada.*

**Safe Sleep for Your Baby** is available on Internet at the following address:  
<http://www.publichealth.gc.ca/safesleep>

Également disponible en français sous le titre :  
Sommeil sécuritaire pour votre bébé

To obtain additional copies, please contact:

Publications  
Health Canada  
PL 0900C2  
Ottawa, Ontario K1A 0K9  
Toll free.: 1-866-225-0709  
Fax.: (613) 941-5366  
E-Mail: [publications@hc-sc.gc.ca](mailto:publications@hc-sc.gc.ca)

Division of Childhood and Adolescence  
Public Health Agency of Canada  
PL 1909C2  
Ottawa, Ontario K1A 0K9  
Tel: (613) 952-1220  
Fax: (613) 952-1556  
Email: [DCA.public.inquiries@phac-aspc.gc.ca](mailto:DCA.public.inquiries@phac-aspc.gc.ca)

This publication can be made available in alternative formats upon request.

© Her Majesty the Queen in Right of Canada, 2010  
Printed Cat.: HP15-8/2010 ISBN: 978-1-100-50525-1  
Online Cat.: HP15-8/2010E-PDF ISBN: 978-1-100-14223-4



Please share this information with all family,  
friends, and other child care providers who  
may care for your baby to ensure they follow  
safe sleep practices.



## Smoke Free Environment

### Before and After Birth

**Studies show that exposure to smoke is a health risk for your baby both before and after birth and it has been identified as one of the greatest risk factors for SIDS.**

Do not let anyone smoke near you when you are pregnant.

Do not let anyone smoke near your baby once he or she is born – not in the house, the car or anywhere your baby sleeps or spends time. If you, your partner, family member or friends smoke, smoke outside and well away from your baby.

Choose a non-smoking caregiver for your baby. If your baby leaves your home for childcare, make sure that the facility is always smoke-free, even when your baby is not there.





## Back to Sleep

### Night Time and Nap Time

**Babies who sleep on their back have a reduced risk of SIDS.** Since the launch of the Back to Sleep campaign in Canada in 1999, the number of babies placed to sleep on their back has increased dramatically, and the rate of SIDS has dropped by more than 50 percent.

Newborn babies tend to get in the habit of sleeping the way they are first placed, so start putting your baby on his or her back right from birth. Sleep positioners or rolled up blankets present a risk of suffocation and are not needed to help your baby sleep on his or her back.

#### Reminder:

*Supervised tummy time during play time is also important to your baby's healthy muscle development.*



Creating a **Safe Sleep Environment** for your baby will help him or her sleep safely and reduce the risk of Sudden Infant Death Syndrome (SIDS).

Here are Four Steps that you can take to help create a Safe Sleep Environment for your baby:



Provide a **smoke free environment** – both before and after birth.



Always place your baby on his or her **back to sleep** – night time and nap time.



Place your baby to sleep in a **crib next to the adult's bed** for first 6 months.



Provide a **safe crib environment** that has no toys or loose bedding (use only a fitted sheet).

## Why every sleep?

A baby who usually sleeps on his or her back but is then placed on its stomach to sleep is at a much higher risk of SIDS. For this reason, it is important for everyone who cares for your baby, such as babysitters and grandparents, to also use the back to sleep position for your baby.

*As your baby gets older, he or she will be able to turn over onto his or her stomach by themselves, usually at about 5 months. When this happens, you do not have to reposition your baby.*

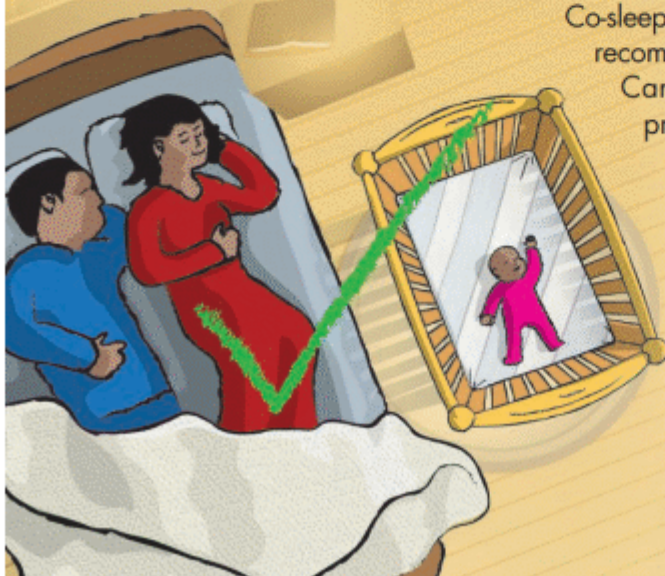


## Crib Next to the Adult's Bed

**Research has shown that room sharing is associated with a reduced risk of SIDS, and is recommended until your baby is at least six months old.** Room sharing means placing your baby to sleep in a crib within arm's reach of where you sleep. This may mean putting your baby's crib next to your bed in your room, or putting a mattress next to his or her crib in your baby's room.

If your room is too small for a crib, use a cradle that meets current Canadian safety regulations. Move your baby to a crib once they reach the maximum weight that is set by the manufacturer or your baby can sit up by themselves, whichever comes first.

Co-sleeper products are **not** recommended by Health Canada. These products present a risk of suffocation and entrapment. Instead use a crib or cradle next to your bed.



**Bed sharing has been identified as a risk factor for SIDS and can also lead to suffocation.** Bed sharing or co-sleeping is when you share the same sleep surface as your baby, whether it is a bed, couch, futon, beanbag, recliner, armchair, air mattress, memory foam, or any makeshift bed.

Bed sharing is unsafe because a baby can suffocate if:

- he or she becomes trapped between the sleeping surface and the body of a parent or caregiver, the wall or other objects;
- the parent, caregiver or another child rolls over onto the baby; or
- the parent uses soft bedding material such as pillows or comforters.

The risk of death is even higher for your baby if the person sharing the same sleep surface with him or her is a smoker, very tired, or under the influence of drugs, alcohol, or medications that makes them sleepy.

**Room sharing is a safe alternative to bed sharing.**



## Safe Crib Environment

**The safest place for your baby to sleep or nap is in a crib.** Do not let your baby sleep on an adult bed, couch or any soft surface (either alone or with another person). Soft surfaces increase the risk of suffocation.

### **Use a crib that has no toys or loose bedding.**

- Anything extra in the crib can increase the risk of injury and suffocation.
- Other than a firm mattress and a fitted sheet, there is no need for any extra items in the crib – no toys, no blankets, no pillows, no rolled towels, and no bumper pads.
- Instead of a blanket, use light sleeping clothing for your baby, such as a one-piece sleeper. Blankets can be dangerous if your baby's head becomes covered when he or she is asleep.

### **Use a crib that meets current Canadian safety regulations.**

- Only use a crib that has a label or sticker with a date of manufacture after September 1986.
- Check regularly to ensure that the crib's hardware is securely fastened and not damaged.



- The mattress supplied with the crib should be no thicker than 15 cm (6 in) and must fit snugly.
- Place the crib away from windows, curtains, blind cords, lamps, electrical plugs, extension cords, and out of reach of small objects.
- To learn more about crib and product safety visit: [www.healthcanada.gc.ca/cps](http://www.healthcanada.gc.ca/cps)

**Be aware of room temperature.**

- Overheating can be a risk for SIDS.
- Your baby should be lightly clothed for sleep, and the bedroom temperature should be kept comfortable for a lightly clothed adult.
- If the room temperature is comfortable for you, then it is also comfortable for your baby.

**Reminder:**

*Putting the crib next to your bed makes it easier to breastfeed at night. Some research has shown that breastfeeding reduces the risk of SIDS.*



*The safest way for your baby to sleep is always on his or her back, in the crib, next to your bed.*

**Additional information and resources on SIDS and Safe Sleep Practices:**

**The Public Health Agency of Canada**  
[www.publichealth.gc.ca/safesleep](http://www.publichealth.gc.ca/safesleep)



**The Canadian Foundation for the Study of Infant Deaths (CFSID)**

**Toll Free:** 1 800 363 7437

**Email:** [sidsinfo@sidscanada.org](mailto:sidsinfo@sidscanada.org)

**Website:** [www.sidscanada.org](http://www.sidscanada.org)

Certified Safe Sleep Childcare Provider Online Course:

[www.sidscanada.org/course.html](http://www.sidscanada.org/course.html)

## Tips to Reduce Your Sodium

### When shopping:

- Buy fresh or frozen vegetables.
- Choose fresh foods such as whole grains, low-fat dairy products and lean meats prepared with little or no salt or sodium.
- Look for lower salt or sodium versions of your favourite foods.
- Limit the number of convenience foods you buy (frozen entrees, noodles or rice and sauce mixes).
- Limit highly salted snacks like potato chips and pretzels. Look for unsalted nuts, popcorn and pretzels instead.

### When cooking:

- Cook from scratch more often, using raw ingredients to make your own soups, casseroles and sauces.
- Avoid adding salt to foods during cooking, including bouillon cubes, garlic salt, onion salt, celery salt, rock Kasher or sea salt.
- Use vinegars, lemon/lime juice, herbs, spices, and fresh garlic and onion to flavour foods.
- If using canned vegetables, beans or lentils, be sure to rinse well to remove extra salt.

### When dining out:

- Remove the salt shaker from the table.
- Watch the amount of "fast foods" or packaged foods you eat as they are often high in salt and/or sodium.
- Look for fresh foods prepared without salt or sodium (roasted chicken, turkey or roast beef rather than processed deli meats).
- Ask for nutritional information about the foods on the menu.
- Ask for sauces and condiments on the side to reduce the amount of salt or sodium you use.

## Condiments and Foods High in Sodium

### Use these condiments and foods sparingly or look for low-sodium or salt alternatives:

- Bottled salad dressing
- Canned and dehydrated soups and pasta sauce
- Canned and deli meat
- Ketchup, relish, mustard, salsa, barbecue sauce, steak sauce, gravy, soya sauce, Worcestershire sauce, etc.
- Tomato and vegetable juices and soda water
- Convenience foods – frozen meals, pasta with sauce, rice mixes
- Foods preserved by salt - pickles, olives, sauerkraut, meats and fish
- Processed cheese, cottage cheese and cheese spreads
- Dry mixes – cakes, puddings, gravy, potato, bouillon, etc.

# SODIUM: how much is TOO MUCH?



Call the HKPR District Health Unit at 1-866-888-4577 and ask for a Registered Dietitian or visit [www.sodiumhowmuch.ca](http://www.sodiumhowmuch.ca)

Canadians from all age groups are eating too much sodium.

**Health Canada recommends eating less than 2,300 mg of sodium a day.**

Eating too much sodium can cause high blood pressure, stroke, heart disease and kidney disease.

Eating less sodium can help you and your family stay healthy and feel your best.



### Fact:

**Sodium is found in salt.**

Sodium is a mineral found in table salt. All types of salt are high in sodium.

Kosher salt, sea salt, gourmet salt and smoked salt all have the same amount of sodium as table salt. They are **not** healthier choices.

### Fact:

**We eat too much sodium**

We all need some sodium, but most of us eat approximately **3,400 mg** of sodium per day – more than double the amount we need.

Healthy adults need only **1,500 mg** of sodium per day and should not exceed **2,300 mg** per day.

Healthy children need only **1,000 to 1,500 mg** per day.

**Fact: Most of the foods we eat contain too much sodium.**

**More than 75%** of sodium we eat comes from processed foods such as cheese slices, deli meats, pizza, sauces and soups.

Packaged and ready-to-eat foods, fast foods and restaurant meals are often high in sodium.

Breads, breakfast cereals and bakery products also contain sodium even though they may not taste salty.



**Fact: Eating less sodium is easier than you think!**

The nutrition facts table is the best place to see how much sodium is in a packaged food product.

Compare different products and choose ones that have the lowest amount of sodium.

Look for foods that contain less than **360 mg** of sodium per serving.

### Label Know How

**400+ mg = too much**

**200 to 400 mg = watch out**

**0 to 200 mg = go ahead**

### Ingredient List

Read the ingredient list. The ingredients listed below are all sources of sodium:

- Baking Powder
- Brine
- Salt
- Sodium bisulfate
- Monosodium glutamate
- Baking Soda
- Disodium phosphate
- Sodium benzoate
- Sodium chloride



### Nutrition Claims

Look for these nutrition claims on labels to help you find foods lower in sodium.

**Free of sodium or salt**  
Less than 5 mg of sodium per serving.\*

**Low in sodium or salt**  
140 mg or less of sodium per serving.\*

**Reduced in sodium or salt**  
Contains 25% or less sodium than the regular product.

**No added sodium or salt**  
Contains no added salt or ingredients that contain sodium.

**Lightly salted**  
Contains 50% or less sodium than the regular product.

\*or per 100g of a pre-packaged meal

Source: Health Canada

**COOK'S SCHOOL DAY CARE INC. – SATISFACTION SURVEY**  
**COOK'S CHILD CARE PROGRAM • COOK'S HOME CHILD CARE AGENCY • VICTORIA PARK CHILD CARE CENTRE**



**Dear Parent or Guardian,**

Cook's School Day Care Inc. values your opinions. Please complete the survey below and return it to your Program office. If you have suggestions for changes, please offer your thoughts. If you are willing to assist with exploring ways to make changes that could enhance our service, your support is welcomed!

Please note that we are required to tabulate all responses and forward the results to the County of Northumberland Child Care Department. Your identity is kept completely confidential. We appreciate your feedback!

**Return Date: February 24, 2012**

AREA OF SERVICE	QUALITY RATING					
	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree	Don't Know
<b>ORGANIZATION AND ADMINISTRATION</b>						
Our Organization promotes and demonstrates high quality early learning and care.						
Administrative Staff (Supervisor/Executive Director/Other) is responsive to communications in a timely fashion.						
Receive sufficient information sharing through newsletters, written notices and/or posted notices.						
Parents receive information they need about the Programs. A detailed Parent Handbook, which outlines the Organization's policies, is provided upon enrollment and annually thereafter.						
The Organization's Licences to operate are posted for viewing.						
<b>EARLY LEARNING AND CARE PROGRAMS</b>						
Programs are developmentally appropriate, stimulating, enjoyable and fun.						
Programs have a good balance of structured/unstructured activities throughout the day; opportunities for choices are provided.						
Calendar of activities, program plan, and daily schedule are readily available for viewing.						

**2012 SATISFACTION SURVEY**

**COOK'S SCHOOL DAY CARE INC. – SATISFACTION SURVEY**  
**COOK'S CHILD CARE PROGRAM • COOK'S HOME CHILD CARE AGENCY • VICTORIA PARK CHILD CARE CENTRE**

AREA OF SERVICE	QUALITY RATING					
	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree	Don't Know
<b>EARLY LEARNING AND CARE PROGRAMS (continued)</b>						
My child is being well prepared to continue his/her social development and education.						
<b>CENTRE TEACHERS / HOME CHILD CARE PROVIDERS</b>						
Enjoyment of children is displayed.						
Quality interactions and communications between adults and children are observed.						
Quality interactions and communications between adults and parents/guardians are experienced.						
Quality interactions and communications between teachers are observed, if applicable.						
Sufficient Teachers are present to ensure appropriate supervision and interactions, if applicable.						
Appropriate and supportive behaviour management techniques are observed.						
Support is given to children and families (made to feel welcome; help with separation).						
Adults are non-judgemental of and sensitive to family issues.						
Teachers, Providers and Administrators demonstrate genuine concern for the well being of the children.						
<b>NUTRITION</b>						
Menus are readily available for parent/guardians to read; menu changes are posted.						
Sufficient servings are provided for snacks and meals.						
Meal and snack times are relaxed, pleasant experiences.						

**COOK'S SCHOOL DAY CARE INC. – SATISFACTION SURVEY**  
**COOK'S CHILD CARE PROGRAM • COOK'S HOME CHILD CARE AGENCY • VICTORIA PARK CHILD CARE CENTRE**

AREA OF SERVICE	QUALITY RATING					
	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree	Don't Know
<b>NUTRITION (continued)</b>						
The menu offers a good selection from all food groups. What is offered is nutritious and interesting.						
The menu is rotated on a regular basis and adjustments are made seasonally.						
When the family prepares and supplies menu items for a child with food allergies, the adults ensure the items are served appropriately.						
<b>PHYSICAL SPACE</b>						
Children and adults are provided with a safe and well-maintained space.						
Sufficient number of program supplies, toys, games and equipment are provided.						
Program supplies, toys, games and equipment are in good repair and replaced as needed.						
Activity areas are inviting, stimulating, warm and friendly						
The outdoor play space and equipment are well kept and encourage active play.						
The indoor and outdoor play spaces are monitored to ensure safety at all times.						
<b>PARENT INVOLVEMENT</b>						
Opportunities are available for parent involvement: invitation to Annual Parent/General Meeting; opportunity to join Parent/Community Member Board of Directors; assisting with special events (Dragon Boat, Golf Tournament); participating in fundraising, etc.						
It is important to give input and suggestions to help make this service the best it can be.						
Joining the Board of Directors is a good opportunity to support Cook's School Day Care Inc. in its endeavour to provide a high quality early learning and care service for community children and families.						

**COOK'S SCHOOL DAY CARE INC. – SATISFACTION SURVEY**  
**COOK'S CHILD CARE PROGRAM • COOK'S HOME CHILD CARE AGENCY • VICTORIA PARK CHILD CARE CENTRE**

AREA OF SERVICE	QUALITY RATING					
	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree	Don't Know
<b>PARENT INVOLVEMENT (continued)</b>						
Attending the Annual Parent Meeting (held in September) is a good chance to show support, find out "what's happening" with Cook's (finances/spending, new projects, etc.) and meet other families/staff.						
<b>HOURS AND DAYS OF OPERATION</b>						
Currently Cook's Home Child Care Agency offers extended hours and days of service in home-based settings (weekends, evenings, early morning, overnight). The centre-based locations (Cook's Child Care Program, Victoria Park Child Care Centre) operate Monday-Friday, 6:30am-6pm.						
The hours of operation in the centre-based programs meet my needs.						
If they do not, please say more:						
The days of operation in the centre-based programs meet my needs.						
If they do not, please say more:						
<b>THE AGES WE SERVE</b>						
Currently Cook's Home Child Care Agency offers early learning and child care for children 3 weeks to 12 years of age. The centre-based locations (Cook's Child Care Program, Victoria Park Child Care Centre) offer early learning and child care for children 12 months to 12 years.						
The ages served meet my needs.						
If they do not, please say more:						

AREA OF SERVICE	QUALITY RATING					
	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree	Don't Know
<p><b>OUR WEBSITE</b>                      If you have visited our website, <a href="http://www.cooksdaycare.ca">www.cooksdaycare.ca</a>, please tell us what you think. If you have not visited our site, please check it out and tell us what you think.</p>						
<p><b>OUR MISSION STATEMENT</b>                      Please read both our current Mission Statement below and the proposed revised Mission Statement.  <b>1985 to Present</b>                      The purpose of Cook's School Day Care Inc. is to meet the needs of the children and families of Northumberland County by providing both home and centre-based early learning and child care, as well as, training and support services to the community.  <b>Proposed Revision</b>                      Cook's School Day Care Inc. provides quality home and centre-based early learning and child care for the families in our community in a safe, engaging and inclusive environment that promotes friendship and life-long learning.                      Do you support the proposed revised Mission Statement? YES ( ) NO ( ) . If no, please comment.</p>						
<p><b>PLEASE TELL US MORE</b>  <i>We welcome your comments, questions and suggestions. Thank-you.</i></p>						

---


## Winter Word Search



m h s l e d c s  
w a q j l l o n  
i t d n x w l o  
n b o o t s d w  
t m i t t e n s  
e c o a t g y o  
r s z s c a r f  
w k k i c e j m

boots  
coat  
cold  
hat  
ice

mittens  
scarf  
sled  
snow  
winter



Please speak with your child's  
teacher or caregiver about  
your child's day.

---

**Info about Your Child Care Program,  
Payments & Billings**

**Cook's Home Child Care Agency:**

**Heather A 'Court, Lynn Stubbings**

**Victoria Park Child Care Centre:**

**Sharon Welsh, Lynn Stubbings**

**Cook's Child Care Program:**

**Lisa Smith, Lynn Stubbings**

---

Please speak with the following people  
about the Organization:  
Lynn Stubbings, Executive Director or you  
may be referred to the  
Board of Directors



**QUESTIONS?**  
**COMMENTS?**

# FEBRUARY 2012 NEWSLETTER

