

PRESCHOOL

GSR

FAMILY HANDBOOK

WELCOME TO OUR COMMUNITY

GSR COMMUNITY SUPPORT CHILDCARE CENTER

TABLE OF CONTENTS

01 Guidance Policy

02 Daily Services

03 Daily Schedule

04 Parent's Rights

05 School Closures

06 Emergency Plan

07 GSR Centers

GUIDANCE POLICY

- Never raise your voice to a child
- Never raise your hand to a child or touch a child if you are angry
- Request that another teacher take over if you are reaching your emotional limits with a particular situation
- When a child is asking out, make sure the child has eye contact with you and knows the request is for him/her
- Make sure to request simple and age-appropriate
- If the child continues to not respond, gently remove them by saying "I see you are having trouble (name of child), can we talk or why don't you come do a puzzle with me until you feel you can come back with the group"
- If the child goes back to what they were doing and repeats the behavior, try again

Change takes time, consistency, repetition, kindness, gentleness, and lots of TENDER LOVING CARE



DAILY SERVICES

GROW/LEARN/DEVELOP

We care for your little ones as they grow and develop. Our love and compassion to assist in this area of their lives is rewarding. We thank you for trusting us to share in the experiences, growth and development of your kiddo.



REST & RELAXATION

All kiddos are required to have a 2-hour rest period each day after lunch. 1:00 pm to 3:00pm



2 MEALS & 1 SNACK

Our center prepares meals to accommodate all ages we serve. Our staff will accommodate special diets as needed.



GSR COMMUNITY SUPPORT CHILDCARE CENTER

DAILY SCHEDULE

7AM-9:30AM
- Before School Care
- Breakfast Served
- Parents Drop off and sign-in

9:30AM-10AM
- Exercise
- Meditation
- Sharing

10AM-10:30AM
- Class Time

10:30AM-10:45AM
- Snack/Water break

11AM-11:45AM
- All Classes Combined Activities

11:45PM-12:15PM
- bathroom break and wash hands for lunch songs/story time/educational video

12:15PM-12:45PM (LUNCH)

12:45PM-1PM
- Nap time transition

1PM-3PM
- Rest time

3PM-3:30PM
- Restroom
- Snacks

3:30PM-6PM
- Afterschool Care

LATE POLICY

6 pm pickup

When arriving after 6 pm there is a $25 fee per minute up to 5 minutes
After 5 minutes, there is an additional $100 fee upon arrival.
After 20 minutes of no contact then CCD is contacted

GSR COMMUNITY SUPPORT CHILDCARE CENTER



PARENT'S RIGHTS

Any parents/legal guardian has the right to visit during hours of operation without any notice.
Any questions about this center and CCD rules are on file and available for viewing for parents/legal guardians at any time.

If you have a concern about a situation at the daycare center:

1. Please discuss the concern with the child's teacher
2. If the problem has not been resolved please inform the director
3. If you continue to have concerns that have not been address in the manner that you feel it should, you may contact our certifier Alesia Higgins: 503-510-9915

PLEASE NOTE:
CCD DOES NOT HANDLE DAYCARE TUITION

GSR
COMMUNITY SUPPORT CHILDCARE CENTER

‘26-’27 SCHOOL CLOSURES

END-OF-THE-YEAR CLOSURE	AUGUST 31-SEPT 4
LABOR DAY	SEPTEMBER 7
SCHOOL BEGINS	SEPTEMBER 8
VETERAN’S DAY	NOVEMBER 11
THANKSGIVING CLOSURE	NOVEMBER 26-27
CHRISTMAS CLOSURE	DECEMBER 23-25
NEW YEAR EVE CLOSURE	DECEMBER 31
NEW YEAR CLOSURE	JANUARY 1
MLK JR HOLIDAY	JANUARY 18
PRESIDENT’S DAY	FEBRUARY 15
IN SERVICE	FEBRUARY 16-19
SPRING BREAK	MARCH 26
MEMORIAL DAY	MAY 31
JUNETEENTH	JUNE 18
INDEPENDENCE DAY	JULY 5

GSR COMMUNITY SUPPORT CHILDCARE CENTER

EMERGENCY EVACUATION PLAN

IN CASE OF AN EMERGENCY EVACUATION FROM THE BUILDING TO THE CHURCH NEXT DOOR AT 1725 NE DEKUM THIS IS WHERE THE DAYCARE WILL GO UNTIL THE BUILDING IS SAFE AGAIN TO ENTER.

THE EMERGENCY NUMBER IS 503-781-9678

THE DIRECTOR HAS BEEN DESIGNATED TO MAKE SURE THAT THE SIGN-IN/OUT SHEET IS TAKEN TO THE PLACE OF THE EMERGENCY EVACUATION AREA.
WE WILL ALSO TAKE OF FILE BOOK AND PLACE A COPY OF THE FILES IN THE EMERGENCY AREA OF ALL THE CHILDREN'S NAMES AND EMERGENCY NUMBERS OF THE PARENTS
WE TOO WILL HAVE A CELL PHONE FOR EMERGENCY REASONS THE CELL NUMBER IS 503-781-9678

Contact Us
Phone: 503-560-7222
Email: gsr1705@yahoo.com
Web: gsrchildcare.com

GSR COMMUNITY SUPPORT CHILDCARE CENTER

GSR LEARNING CENTERS



FAITHSEED

INFANTS 6 WEEKS TO 24 1/2 MONTHS



GSR PRE-K

3 TO 5 YEARS
HOURS: 9:30 - 3:00



GSR AFTERSCHOOL

6 TO 12 YEARS