

# Little Forest School Family Handbook



## About This Handbook

This handbook will help to explain our school and our operational policies further. We reserve the right to update this handbook at any time, but we will let families know if we do. Please take a few minutes to become familiar with this information, along with the Enrollment Agreement provided to you. On your Enrollment Agreement, you will be asked to acknowledge your receipt and agreement to the policies outlined in this handbook.

## Who We Are

### Mission and Values

The mission of Little Forest School is to provide safe, quality, and affordable childcare for the families in our community, fostering growth through play-based learning and nature exploration. This mission is carried out daily by our educators, who are more than teachers—they're dedicated guides who prioritize health, safety, and the individual growth of every child. Through ongoing training and collaborative growth, our team provides an environment where our children feel supported and empowered to thrive.

### Philosophy

At Little Forest School, we believe in fostering growth through nature, play, and community. By connecting children to the outdoors and supporting their curiosity, we cultivate resilience, creativity, and social skills. We offer self-initiated play through planned learning centers and small group activities. These planned activities promote social, emotional, physical, cognitive and creative growth. Our inclusive, child-led environment nurtures every child's unique development, with nature at the heart of it all.

### Board of Directors

Since our founding in 2024, Little Forest School has been guided by a Board of Directors comprised of volunteers. Board members are willing to give their time, talents, and enthusiasm to ensure Little Forest School is fiscally sound and maintains the industry's highest standards.

The board is led by the chairperson, selected by the Board to serve a 2-year term. Multiple consecutive terms are permitted. The board is organized by committees: Executive Committee, Fundraising Committee, Finance Committee & the Board Development Committee. Committees meet independently as needed.

Requests to address the board may be submitted to the Board Chairman via email which can found on our website.

### The Staff

The quality of the program is due to the quality of the staff. It is vital to attract staff that is experienced and knowledgeable in the field of early childhood. Each classroom is staffed based on child-to-teacher ratios per licensing. Additional part-time staff float between rooms to offer additional support or coverage where needed.

### Educational Programming

#### Assessment

Child assessment is a vital component of all high-quality early childhood programs. Assessment is essential to understand and support young children's development. Little Forest School will hold (2) family conferences per calendar year to discuss each child's development.

#### Behavior Guideline Philosophy

Our foundational goal at Little Forest School is to help our students develop strong social and emotional skills. Instead of discipline, we use guidance. Guidance is about building an encouraging setting for every person in the group.

Additionally, socially-emotionally healthy children are better able to establish and maintain positive relationships with adults and peers. To support our students in developing these skills, we take a proactive and preventive approach to guidance that reinforces appropriate behaviors rather than focusing on inappropriate behaviors.

When any student at Little Forest School presents with challenging behavior, teaching staff shall follow "See childcare policies."

**Little Forest School does not condone or tolerate the use of physical punishment of any kind on Little Forest School's property. This policy restricts parents and staff from using physical punishment on their children while on Little Forest School property. Also, Little Forest School will not tolerate psychological abuse, coercion, threats, derogatory remarks, withholding, or threatening to withhold food as a form of discipline.**

## Enrollment

### Admissions Process

Children are eligible for admission at the age of 12 weeks old. The admission process begins with a tour of the school. Children are enrolled on a first-come, first-serve basis, depending on availability in the most developmentally appropriate class. Children are placed on a waitlist if there is no availability in the most appropriate class.

Spaces are filled from the interest list according to the following priority system:

- Little Forest School staff children
- Siblings of currently enrolled children
- Full-time care families
- General Public

Children must be able to benefit from participation in an inclusive group setting. If, after a tour and discussion of the child's needs, it is determined that Little Forest School is not a good fit for the child, Little Forest School will attempt to give resources and information about other programs that may benefit the child and family.

### Withdrawing

If you need to withdraw your child from Little Forest School, you must give two (2) weeks' advance notice in writing. The two (2) weeks' notice begins the day it is received in the Director's office. You will be charged tuition during this two-week notice period, whether your child is in attendance or not.

## The School Day

### Your Child's First Day

Preparing for the first day of school can be exciting, but it can also be an overwhelming and anxious time – we understand! We will work with you to make your child's first day the best it can be. Don't hesitate to share any concerns you have before that first drop-off.

Be sure to talk with the staff daily during the transition phase. A consistent daily schedule (arrival and departure routines) also helps children adjust to a new routine and environment. You're always welcome to call any time to see how your child's adjusting or download the Brightwheel app for updates throughout the day.

On the first day, we ask that you send in the items listed below. Please make sure to label each item with your child's name.

- Please provide two complete sets of extra clothes, including socks, for your child. It's always a good idea to keep a sweater or sweatshirt at the center, too. Clothing should be updated periodically to make sure it still fits and is appropriate for the season.
- Diapers and wipes (if applicable). These items will stay at school.
- A small blanket for a nap, a small pillow, or a comfort item is optional. We'll keep these items in your child's cubby and ask that you take them home weekly to wash them.
- A child-sized tote or bookbag to send soiled clothes and art projects home in.
- A child-size water bottle filled with fresh water each day

### Hours of Operation

Little Forest School is open from 6:30am-5:30pm, Monday-Friday during the Summer, through the school year Little Forest School is open:

Monday: 6:30am-5:30pm

Tuesday: 6:30am-5:30pm

Wednesday: 6:30am-3:00pm

Thursday: 6:30am-5:30pm

Friday: 6:30am-5:30pm

### Arrival

Mornings can be busy times, and they often set the tone for our day. Help your child have a successful start to their day by doing the following when you and your child arrive at school:

- Sign your child in using the Brightwheel App and your check-in code. There is a kiosk at the entrance, or you can use your smart device to check in.
- Parents must accompany their child to and from the classroom each day.
- You must connect with the teacher upon your child's arrival. This is a wonderful opportunity to share any important information they should know about your child's morning or changes to their schedule.
- Help your child wash their hands before playing.

We highly encourage your child to arrive by no later than 9:00am. We want each of our students to gain the most they can from their experiences at Little Forest School. When children consistently arrive late, they miss out on educational opportunities and fun activities that the teachers have carefully planned.

### Separation Anxiety

The first few weeks of school are always a time of adjustment, and many students (and parents) feel a sense of separation anxiety which is perfectly normal. Here are a few strategies to help with the process. Remember, separation anxiety is a phase, it is perfectly natural, and it will pass.

- Make the goodbye prompt and cheerful. Giving your child "one more minute" prolongs the inevitable. As a parent, the best thing you can do is hug your child, say "I love you," and reassure them that you will be back soon.
- Establish a goodbye routine. Children crave routine, and parents who establish a consistent goodbye routine have better luck with successful goodbyes. This could be a secret handshake or a special 'I Love You' ritual. This provides a special moment between the two of you that offers a sense of reassurance.
- Trust your child's teacher. This may be difficult to do when you do not yet know them, but keep in mind that our teachers have chosen this profession because they love children, and they have a wealth of ideas and strategies to help settle an upset little one.
- Acknowledge how your child is feeling. It is important to accept and respect your child's temporary unhappiness as it is genuine and normal. Say things like, "I know you feel sad when Mommy leaves, but you will have a good time, and I will be back very soon."

Also, be prepared for regression. Sometimes a change in schedule like a long weekend or an illness that keeps your child home for a few days can have you feeling like you are right back to square one. As frustrating and upsetting as this can be, it is perfectly normal. Stick to the above strategies, and you should notice a significant difference in a couple of days.

#### Absences, Sick Days & Vacations

For children to learn from our program, they need to be here on a regular basis. We must record attendance.

- Please notify your child's teacher if you know that your child will be out of school ahead of time for an appointment or vacation. If your child is sick, please notify us as soon as you can. You can send all notifications to your child's teacher via messaging within the Brightwheel app.
- If your child has been absent two days in a row for unknown reasons, a staff member will touch base with you to check in and ensure the child is well and when to expect their return.

#### Classroom Schedule

Each classroom follows a slightly different schedule that is customized for their students. Please see our Parent bulletin board for each classroom's individualized

schedule. While all parts of the school day are important, if you need to make appointments during the school day, we generally recommend your child not miss the primary educational time of 9:00am-12:00pm. During this time, we heavily focus on working in large and small groups, completing centers, and circle time.

### Play Yard and Outdoors

We play outside every day that weather permits. When the weather keeps us inside, we find safe and fun ways to get active indoors. Our playground equipment and materials are designed for active play and exploration, which keeps kids learning while getting exercise and fresh air. Teachers plan outdoor activities to address multiple areas of skill development, including climbing, balance, and coordination, throwing, kicking, running, jumping, and pedaling.

### Mealtimes

Healthy, balanced meals are just what growing bodies need! Morning snacks and afternoon snacks are provided to all students daily. Parents must bring a home lunch for their child each day unless prior notice is given on a special occasion. Snack menus will be posted on our Parent bulletin board.

### Special Dietary Needs

We can provide allergy-friendly alternatives with documentation from a doctor for students with food allergies or intolerances. We encourage all students to eat the meals provided at school; however, we understand that may not be the best option for all students.

We ask that you not send snack foods, candy, or gum with your child as this can cause difficulties within the classroom.

For children with disabilities who have special feeding needs, program staff keeps a daily record documenting the type and quantity of food a child consumes and provides families with that information.

### Formula/Bottles/Sippy Cups

Center staff cannot add cereal to bottles. If a child is drinking formula, it must come to school premixed and labeled with the child's name and date every day. Please do not leave bottles at the center overnight; their contents will be discarded. Due to the potential risk, children will not be laid down to rest with a bottle/sippy cup, nor will the bottle/sippy cup be propped. Children cannot walk around the classroom with their bottle/sippy cup. We will work with our families to ensure our students are offered fluids

from an open cup as soon as the families and teachers decide together that a child is developmentally ready to use a cup.

### Rest Time

All children will participate in a quiet rest time. Children are not required to sleep; however, we have a very busy and stimulating morning, so most toddlers and preschool-aged children will nap when given a relaxing and quiet space to do so. If a child does not fall asleep after a short rest, they are given quiet activities within the nap room.

### Personal Belongings

To prevent items from becoming misplaced or lost, please label ALL items brought from home with your child's name. Within each classroom, each child has a hook and/or cubby assigned to them. This will provide storage space for your child's personal belongings. Please check your child's cubby daily for items that need to be taken home.

### Clothing & Shoes

A full day at our school includes fun activities like singing, painting, playing indoors and out, dancing, and eating, so we recommend easy-fitting, washable clothes. Being comfortable lets kids focus on learning and having fun!

Make sure your child is wearing shoes for easy movement. Flip-flops, clogs, cowboy boots, and slick-bottomed shoes often cause children to fall when running outside and limit their play. Please be sure that your child's shoes are rubber-soled and closed-toe with a closed heel or heel strap. Shoes are required for all students.

- Please provide two complete sets of extra clothes, including socks, for your child. It's always a good idea to keep an extra pair of shoes and a sweater or sweatshirt at school, too. Clothing should be labeled with your child's first and last name and checked periodically to make sure it still fits.
- Please provide appropriately layered clothing to keep warm in cold weather, including mittens or gloves, caps, hoods, or hats, sweaters or sweatshirts, socks, and warm, waterproof outerwear and footwear.
- Please have your children wear sun-protective clothing such as clothing made with fabrics rated for ultraviolet protection or clothing that protects skin areas most prone to sun damage.
- Sometimes learning and fun can get messy! Little Forest School isn't responsible for lost, stained, soiled, or torn clothing.

### Diapers & Wipes

Parents of children in diapers and of children who are toilet training must provide an ongoing supply of diapers, wipes, and additional necessary clothing. If your child is wearing pull-ups, it is helpful to send in the type with Velcro sides. This allows us to help your child change without having to take off their pants and shoes. Cubbies and coat hooks should be checked daily for items that need to be laundered. For children who require cloth diapers, the diaper must have an absorbent inner lining completely contained within an outer covering made of waterproof material that prevents the escape of feces and urine.

Both the diaper and the outer shell must be changed as a unit. Cloth diapers and clothing that are soiled by urine or feces are immediately placed in a plastic bag (without rinsing or avoidable handling) and sent home that day for laundering.

### Belongings from Home

Your child will be provided with stimulating, educational toys every day. Special objects such as a blanket, soft toy, or a stuffed animal are okay for rest time. Please leave other toys and belongings at home, as bringing a treasured object to school can create tension between children and stress for children and staff if something is lost or misplaced.

Toy weapons (guns, water pistols, swords, shields, or other items that resemble weapons) are not permitted at Little Forest School. All personal electronics (except augmentative communication devices) brought to school must be stored in the “off” position in the child’s cubby. Use of personal electronics is not permitted in the classroom. We cannot assume responsibility for lost or damaged personal belongings.

### Change in Pickup Person

The safety of our students is our top priority. Please notify your child’s teacher if someone other than you will be picking up your child. Little Forest School staff will only release your child to the parents and guardians or the other adults you authorized on the student’s Admission packet or within the Brightwheel App. If you need to authorize a new pickup person, please send the request via Brightwheel or speak with your child’s teacher. For your child’s safety, any time a person we do not recognize comes to pick up your child, we will ask for a government-issued photo ID.

### Departure

It is important to sign your child in and out each day. You can sign your child out via the Brightwheel app at the front entrance kiosk or on your smartphone, like signing in upon arrival. It’s also critical that you check in with your child’s teachers before leaving. The school closes at 5:30pm sharp. A late pick-up fee of \$5.00 per minute after 5:30pm will



be assessed when a child is left beyond the center's operating hours. The late pick-up fee does not constitute an agreement to provide after-hours service. If you believe you will arrive after 5:30pm, please alert your child's teacher via the Brightwheel app as soon as possible. Failure to pick up your child or contact Little Forest School, and if you or another authorized emergency contact cannot be reached within 30-minutes after closing time, Little Forest School staff will contact the local authorities.

## The School Year

### School Calendar

You will be provided with a calendar upon enrollment. Little Forest School will be closed for the following holidays: New Year's Day, Easter Monday, Memorial Day, July 4<sup>th</sup>, Fleazaar (entire 3<sup>rd</sup> week in July and the Thursday & Friday prior), Labor Day, Thanksgiving, Friday after Thanksgiving, Christmas eve, Christmas day, New Year's Eve. Little Forest School maintains the right to change the calendar at any time. Tuition and fees are not prorated for illness and holidays.

### Inclement Weather Days

In case of inclement weather, Little Forest School will close as determined by the Childcare Director. Notification will be sent out to all families via Brightwheel app.

### Celebrations & Birthdays

Celebrations and birthdays are special days for kids, and we want to share in the fun! If you'd like to provide a non-food party favor to share, we would be happy to pass those out to classroom friends. Please be sure to provide enough for everyone in your child's classroom and check in with your child's teacher before the special day so they can share any tips and plan accordingly. Little Forest School does not allow birthday and holiday treats brought in by families.

## Communication & Family Involvement

### Brightwheel App

Upon enrollment, you will receive an invite via email or text to set up your Brightwheel account. Through the app, you can communicate with your child's teacher or administration via messaging, as well as pay tuition and receive your child's daily report.

- Create a free Brightwheel account. When you receive an invitation via email or text, please create a free parent account using either the website or mobile app.

Make sure to use the same email address or cell phone number that the invitation was sent to.

- Confirm your child's profile. You will see your child's profile after you create an account - you can confirm information such as birthdays, allergies, and additional contacts. If you do not see your child's profile, please contact us with the email address or phone number you used to sign up. You will not see updates within Brightwheel until we start to use it regularly.
- Set your account preferences. You can adjust your notification preferences within your profile settings on the app.
- Add your payment information. Brightwheel offers secure, automated online payments that save time and give you advanced tools and reporting.

#### Family vs. Approved Pick-Ups vs. Emergency Contacts

We ask that you add and edit Family Members, Approved Pickups, and Emergency Contacts on your child's profile. When adding contacts, you are given four options: Parent, Family, Approved Pickup, and Emergency Contact. Only parents, family, and approved pickups may check a child out. If you would like your emergency contact to also be able to pick up your child, you'll need to enter them twice. One time as the emergency contact and one time as approved pick-up.

#### Check-In Codes

You must use your check-in code to ensure proper record-keeping! To make this easier, Brightwheel allows you to customize your check-in code at any time. Here's how to do this from your profile in the app.

1. Tap the Edit icon next to your check-in code
2. You will see a red-orange screen with your current code displayed
3. Enter a new 4-digit code
4. If your code matches that of another staff or parent, a warning message will be shown, you can still save and use that code, but it is not recommended\*
5. Once you enter a unique code, tap the Save button

\*Please Note: If your check-in code is not unique, you will be required to take a second step and enter the last four digits of your phone number to verify your account before completing a check-in.

#### Conferences

Family participation is encouraged and welcomed. Little Forest School uses Family Conferences to offer family support and communication. Family Conferences are designed:

- To guide families and teachers with a way of sharing valuable information about their child.
- To individualize the planning process for each child in the context of their family, culture, and community.
- To explore ways to use a child's family's strengths to promote growth and development.
- To create an ongoing process for recording the growth and development of the child.

We schedule (2) formal conferences each school year, but we encourage you to reach out to your child's teacher at any time if you have questions, concerns, or want an update on your child's progress. While conferences are not mandatory, they are encouraged, even for our youngest students, as they allow parents the opportunity to follow the progress that their child is making. During these conferences, you will be provided with a written report about your child's strengths and areas for growth.

### Developmental Concerns

If at any point you have developmental concerns for your child, please reach out to your child's teacher to discuss. We are happy to provide strategies, resources, or community programs that may be of support.

### Family Support

While Little Forest School specializes in providing high-quality early childhood education, we recognize that our students and families may have needs outside early education. We have a variety of ways that we can support our families. These include:

- Assist families with locating community resources
- Help families obtain emergency assistance in areas such as food, clothing, utilities, housing, and counseling
- Assist families with a successful transition to school
- Access to a Family Resource Lending Library

Please reach out to your child's teacher or the Childcare Director if you are in need of support.

### Confidentiality

All information contained in your child's records, including your personal information, is confidential. Anyone who is not directly involved in the care of your child or affiliated with the Wisconsin Department of Children and Families, protective services, or other government agencies will not have access to your child's records without your written authorization or court order.

## Family Involvement

Little Forest School believes that children thrive when the relationship between the family and the center is a partnership. We have an open-door policy—parents and guardians are always welcome at the center, so just let us know when you'd like to come to say hello! We strongly believe in positive two-way communication. Families are encouraged to communicate with teachers and administration in whatever way is most convenient for them.

## Tuition & Fees

### Tuition

Tuition is due weekly in advance on the Friday before the new week. Payments not received by the end of the business day Monday will incur a late fee of \$45.00.

Accepted forms of payment: Online payment system through Brightwheel. (Cash, check & credit/debit card payment options possible with approval from the center Director.)

Vacation or planned absences must be communicated in advance. Tuition is still due during absences as well as holiday closures. Tuition will be credited to the family for a snow day closure or emergency closure which is outside the family's control.

Tuition and fee changes will be communicated with at least 30 days' notice. A fee of \$5.00 per minute will be charged for pickups occurring after 5:30pm. A \$25.00 fee will be charged for all returned (NSF) checks. There are no annual or registration fees required for enrollment.

## Health & Safety

### Daily Health Checks

Each morning when your child arrives, we will conduct a daily health check. This is a quick physical observation where we check and observe a child's behavior/mood and physical condition, including breathing, skin, eyes, ears, nose, and mouth. Additionally, we ask that you please alert us of anything out of the ordinary we need to know regarding sleep, appetite, bowel movements and urination, mood, and behavior at home and/or unusual events.

### Illness Policy

It is important to keep all our staff and children healthy. Exclusion of ill children from school will help prevent contagion and promote the health and safety of your child. Children should be kept home from school if they are feverish (100.4), have diarrhea and/or vomiting, or if they show signs of becoming sick (lethargic/drowsiness,

productive cough, sore throat, ear pain, eyes that are pink, burning, itching, or producing discharge). If your child cannot comfortably participate in the day's usual activities or your child needs to stay indoors and/or have additional rest, these signs are generally indicative that the child should not be at school.

If your child becomes ill during the school day, every effort will be made to make them comfortable, away from the other children, but with a familiar caregiver. A parent will immediately be called to come and pick them up. Little Forest School is not able to provide arrangements to care for sick children. Parents are required to respond as soon as possible concerning the sick child when contacted by Little Forest School staff. If we cannot reach the parent within thirty minutes, we will reach out to the family's emergency contacts as stated on enrollment/annual forms.

### Medications

Any prescription or over-the-counter medication brought to the center must be specific to the child who is to receive the medication and labeled with the following information:

- Prescription medication must be in its original container labeled with the child's first and last name, name of health care provider, name and expiration date of medication, prescription date, time of day, dosage, frequency, and, if applicable, special instructions.
- Over-the-counter medications must have the child's full name on the container, the manufacturer's original label with dosage, frequency, and any special instructions for administration and storage. The expiration date must also be clearly visible.

All medications must be stored and inaccessible to children; medication requiring refrigeration shall be kept in a refrigerator in a separate container clearly labeled "medication."

An "Authorization to Administer Medication Form" must be completed for all prescription and over-the-counter medications. All information on the authorization form must be completed before the medication can be administered.

### Topical Creams and Sunscreen

Parents and guardians may give a Little Forest School standing authorization for up to 12 months to apply over-the-counter topical ointments, topical teething ointment or gel, lotions, creams, and powders, such as sunscreen, bug spray, diapering creams and baby lotion to their child, when needed.

The authorization to administer medication form must be completed before we can administer topical medications. You can find the necessary form within the enrollment packet sent through the Brightwheel app. Little Forest School staff can apply sunscreen/bug spray before going outside if we have an up-to-date medication form on file.

#### Medical Report & Immunization Record

A record of immunizations and a children's medical report must be completed and on file at school within the first 30 days of each child's first day of attendance. Records should also include results of any screenings, prescribed medications, descriptions of any allergies, and current or chronic health conditions. If an immunization and medical report are not on file within 30 days of the child's first day of attendance, Little Forest School reserves the right to deny care until we have received the proper documentation.

#### Toilet Training

When your child shows an interest, you and your child's teachers will discuss how to work together to encourage toilet learning. We're committed to working with your child consistently so that toilet learning can be accomplished in a developmentally appropriate manner with minimum stress for you and your child.

Every child begins toilet learning at a different age and progresses at a different rate. We're always available as a resource to answer any questions about your child's progress. Several complete changes of clothes and two pairs of shoes should be kept at the center during toilet learning.

#### Safety

##### Supervision

All classrooms monitor attendance by updating their attendance records throughout the day and counting and matching the numbers of children present with names on attendance records. "Name to Face" headcounts occur throughout the day, particularly when moving about the center at every threshold.

##### Injuries/Accidents

Your child's safety is of our utmost concern, but we recognize that minor bumps and scrapes are an everyday part of your child exploring and learning through experience. Known minor injuries sustained at school are reported to parents on an Incident Report Form, of which you will receive a copy. If your child is injured in our care, our first step is to administer first aid. A first aid kit is available in each classroom, and each classroom

backpack for going outside. The most common treatment is ice on bumps, soap and water cleansing, and a bandage on a minor wound. All permanent staff members are trained in First Aid and Infant/Child CPR within the first 90 days of their employment, and they must maintain their current certification every two years.

If an accident is more than minor, a parent will be called to discuss the need for possible medical treatment. If the accident is more serious, a parent will be contacted and requested to come immediately. In the event of a life-threatening illness or injury, an ambulance will be called. To ensure your child's safety, your Enrollment Agreement provides a record of names, addresses, and phone numbers of the people you have authorized to pick up your child. We ask you to keep this information current and supply names and phone numbers for your child's doctor and preferred hospital.

### Emergency Procedures

We make every effort to be prepared for potential emergencies. Little Forest School has an emergency response plan for fire, inclement weather, or if a lockdown becomes necessary. This plan is updated annually and submitted to the Department of Children and Families. These plans are reviewed annually with the staff. Additional precautions we take in the event of an emergency are:

- Emergency phone numbers are posted in all classrooms as well as the kitchen.
- Little Forest School keeps an emergency "To-Go" bag in each classroom with first aid supplies and emergency contact information for all students and staff.
- Fire drills and shelter in place are practiced once each month, to prepare children in the case of an emergency.
- Emergency evacuation plans are posted in each room.
- Annual inspections by the fire inspector.
- If an emergency requires evacuation, we'll notify you as soon as the children have been relocated to a safe area.

### School Policies

#### Smoke-Free and Weapon-Free Environment

Little Forest School and the playground are smoke-free and tobacco-free environments. Smoking and the use of any product containing, made, or derived from tobacco, including e-cigarettes, cigars, little cigars, smokeless tobacco, and hookah, shall not be permitted on the premises of the childcare center or during any off-premises activities. Additionally, firearms and ammunition are not kept on the premises of Little Forest School.

## Transportation

Little Forest School does not transport children to and from school or for any off-premises activities. Parents are expected to provide transportation for their children.

## Babysitting

Little Forest School strongly discourages families from entering employment arrangements with staff. However, we recognize that our staff members are highly trained, wonderful people and are often the people that know your child best, next to you. Any arrangement between a family and a Little Forest School employee for employment or services outside the program and services of Little Forest School is an individual endeavor and private matter, not connected or sanctioned by Little Forest School.

## Legal Information

### Nondiscrimination

Little Forest School does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in any of its activities or operations.

### Americans with Disabilities Act

Our policy is to accept children in compliance with the Americans with Disabilities Act (ADA), its regulations, and any other applicable local, state, or federal laws pertaining to providing services to individuals with disabilities.