

Mother's Morning Out

The Mother's Morning Out Program is a service our church is proud to offer. This program has been successful for many years. The Director of Preschool and Nursery is Jennifer Cowan and the MMO Coordinator is Robin Martinez. We as a team strive to provide the best childcare program for your little loved one. Thank you for your interest in Martha Bowman's Mother's Morning Out. If you have any questions, concerns or if we can help in anyway please feel free to contact us here at 477-1901 Ext. 114.

A non-refundable \$20.00 registration fee for summer and fall will be charged each year. Registration for additional children is \$10 for the summer and the fall. In the event a child enters our program after registration, the fee will be prorated at \$5.00 per month. The tuition rate is \$58/month for one day and \$116/month for two days. The tuition rate for additional children is \$48/month for one day and \$96/month for two days.

Children will be divided in separate groups, according to age and ability. Two MMO teachers will be responsible for the children in their group at all times. The Director of Preschool and Nursery will be available to assist, as needed. The Asst. Director will supervise all daily operations. A morning snack of diluted apple juice with cookies, goldfish, or Cheerios is provided. Please notify us as soon as possible of any allergies or if you feel this is not an appropriate snack for your child.

THE RULES OF MMO:

1. Retain the spirit of a cooperative organization-everyone working together.
2. The number of children is limited to 30 per day.
3. MMO is limited to children ages 6 months up to 4 years of age. If your child's birthday falls after September 1, he/she can remain in the program through his/her fourth year. We follow the public school system's calendar.
4. Children may attend one or two sessions per week as long as there is available space. Watch your child's classroom door for notices pertaining to a space being available on the day that your child does not attend. In the event of an absence, you may try to sell your slot to another child that is enrolled in the MMO program.
5. There will be no swapping from one day to another unless you are purchasing the day from another

person already in the program. You may **not** sell your day to anyone outside of the program.

6. Our program begins at 9:00 a.m. and dismissal is at 1:00 p.m. - no later. If you are running late, please notify as soon as possible. The first time is forgiven, after that we will charge \$1.00 per minute you are late. With each late pickup, you will be given a notice by the coordinator. Five late notices will result in termination.

7. It is imperative to put your child's name on all bottles, diaper bags, lunch boxes, jackets, and sweaters. A bottle will not be given unless it is clearly marked with the child's name. All food or drinks must be in plastic containers. **No glass**, please!

8. Bring an extra change of clothes, at least 3 diapers, and a change of underpants each time. Spills happen, so this applies to children of all ages. Pull-ups only, no cloth training pants are allowed. It is recommended that sandals not be worn to prevent injury on the playground.

9. We cannot accept responsibility for toys or blankets your child brings. Try to discourage this if possible. If your child uses a pacifier, it must be clearly marked with the child's name and attached with a pacifier clip.

10. Lunch - Please bring a lunch box or insulated lunch sack with freezer packs labeled with your child's name. You must provide the drink. Please do not send drink boxes or squeeze drinks. Children eat only what you send. When preparing your child's lunch, please include food easy to digest and food that he/she likes. Use only plastic containers - no baby food jars. Drinks should be in a container with a top (Sipper Cup, thermos with a straw, or plastic sippers).

11. Do not bring sick children. If the child has vomited, had diarrhea, fever, or green discharge from the nose in the past 24 hours, please do not bring your child. If your child has a temperature or shows signs of illness, you will be contacted and your child will be removed from his/her classroom to prevent the possibility of spreading germs. The emergency number that you leave on the sign-in sheet must be **USABLE**. If a parent or emergency contact is unreachable, this will be documented and reviewed with you. Please help us minimize the spreading of germs! Remember - this is for your child's health and safety!

12. You must give at least a 2 week notice in writing when you are getting out of the program, so that we can replace your child. This will make our program run smoothly and help keep costs down.

13. Please do NOT forget to leave an emergency contact. In the event of an emergency, we must be able to contact someone.

14. The only form of discipline that will be used will be “time out” or “No Fun” chair. Please advise us if this is a problem. Time out is used when safety is an issue or when several warnings have been given, (to be kind or share, etc.)

15. Children in Martha Bowman’s MMO program will be asked to take a one week sabbatical from the program after him/her “forcefully teethes” or bites three times. Again this is done for everyone’s health and safety.

16. We must have immunization documentation (Form 3231) on file when you register. These records must be kept updated; within 30 days of new immunization. These forms are available at your child’s doctor’s office.

17. If you have any ideas or suggestions as to how our program can run more smoothly, please address them to Robin Martinez or Jennifer Cowan.

18. Please be advised that medication of any kind cannot be given by any member of the MMO staff.

