



Child, Family & Community Development

Infirmery Road, Basseterre, St Kitts-Nevis, West Indies

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RULES FOR GOVERNMENT EARLY CHILDHOOD CENTRES

1. Children should be accepted at each center only after applications and clinical forms are completed and submitted.
2. Children are accepted in the nursery at three (3) months: for the preschool the year in which they make three (3).
3. All Day Care Centres (birth-5yrs) open at 7:00 a.m. and close at 5 p.m.
 - Preschools (3-5yrs) open at 8:00 a.m. and close at 4:00 pm.
 - Children should be brought to the centre no later than 8:30 a.m. Responsible person (s) must sign the child In/Out.
4. Center staff should be notified when a child is going to be late.
 - Phone # -----
 - Cell #-----
5. Supervisor/ Teacher/ Nursery Assistant should be notified if a child is not well.
6. Children who are sick would not be accommodated at the centre (e.g. diarrhea, vomiting, fever, ring worms and contagious diseases).
7. Medication to be administered must be prescribed by a doctor.
 - Written and verbal notification of the hours when medication must be given to staff (Supervisor/Teacher/ Nursery Assistant).
8. A change of clothing is required for preschoolers.
9. Two change of clothing are needed for all nursery children.
 - Parents are obligated to provide pampers and wipes
10. The Child Month or school T-shirt is to be worn on Fridays.

11. Children are not allowed in the centre with:

- jewelry (eg. chains, ear rings, bracelets, rings)
- rubber bands, hair beads, braids or extensions

12. Boys will not be accepted in the preschool with long hair except for religious purposes (must be well groomed).

13. Parents are expected to provide fruits for their child for two days.

- Tuesdays
- Thursdays

14. All government centers are closed only in December.

15. Child Month is celebrated in the month of June annually. Parents are expected to participate in the activities planned. Please note that during this time centres may be closed for a half / whole day to accommodate the execution of specific activities.

16. Parents are expected to play an integral part in the development of their child/children at the centre. To this end:

- Monthly Meetings/workshops are held for parents.
- A special sub-committee comprising of teachers, nursery assistants, parents and community members is put in place (organized) for the effective and efficient execution of the programme.
- Parents should not miss three (3) consecutive meetings. A record showing the registration of parents' attendance at each meeting is kept.
- Parents must comply with the stipulated requirements for registration as they relate to the early childhood subvention (ECS).
- Parents should make voluntary contributions to the center to further improve the quality of care and education offered.

17. Parents are expected to be respectful at all times. Disrespectful behavior will be addressed by the Ministry of Education/ Early Childhood Development Unit.

18. Parents are required to dress modestly when entering the Centre (eg. No extremely short pants, spaghetti straps, belly out tops, barefeet, men should always wear a shirt).

Signature: _____ Date: _____