The Power To Become - Child Care Center (PTBC)

1. Name and address of the Center

The Power to Become - Child Care Center
3626 Alabama Avenue SE
Washington, DC 20020

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D.C. OFFICE OF ZONING
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2. Purpose and goals:

- <u>What type of care will you strive to give?</u>
  The primary focus of The Power To Become (PTBC) child care center, is to create excellence in early childhood education. Our goal is to develop well rounded, disciplined, children empowered to meet the challenges of the 21st Century and beyond.
- <u>What will be your philosophy?</u>
  To successfully mold our children beginning at the age of 2 1/2-years and meticulously instill a strong foundation consisting of basic academia (reading, writing and arithmetic) biblical principles, loving discipline and the knowledge and heritage of our people. We will endeavor to create a fun, enthusiastic, safe, nurturing environment for their growth and development. Where applicable, we will instruct in both foreign language and American Sign language.
- <u>Do you conduct field trips?</u>
  In compliance with DCMR Code 317-4, we will be conducting field trips twice a month weather permitting, i.e., Sesame place, museums, etc.
- <u>Will you accept special need children?</u>
  Will not accept children with special needs nor wheelchair bound. The facility nor the staff are equipped to accommodate.

3. Ages of the Children

2 1/2 - 5 years of age for the full day program and 6-9 years of age for before and after care.

Hours of operations 6:00am 3:30(begins after care) - 7 PM

Adult to Child Ratios

Age (in years)	Maximum Size of Group	Child-Adult Ratio
2 ½	8	4 to 1 (+1 - aide rotates)
2 ½ - 3	16	8 to 1 (+1 - aide rotates)
4	20	10 to 1 (+1-aide rotates)
5	25	15 to 1 (+1-aide rotates)

BZA
Case No. 16657
Exhibit No. 6

Board of Zoning Adjustment
District of Columbia
CASE NO.16657
EXHIBIT NO.6

4. Hours of operation
Opening 6am - Closing 7pm
Friday - Sat nights 8pm - 8am

- Facility must be notified in the event of any change in:
- medical records or medications pertaining to the children (see code 325.9)
- Should there be a change in authority for whom the child can be released
- Any of the data received at time of registration, i.e., address, phone number, emergency contact number

5. Fees and payment plan

Potty trained $85 wkly per child	registration fee $25 - non refundable	late fees
before & after care $45 only (paid at time of reservation)	overnight sacs. Friday - sat. $30	late fee $1 per minute nte. 30 minutes - payable at time of pickup
transportation fees to and from school - $10 per week to be paid with regular fees		

NO check or cash accepted/money orders & credit cards only
Payments are due every Friday no later than the following Monday (if not a holiday) unless other arrangements have been made
Failure to pay on time will result in immediate expulsion (4 late pays per contract cycle)

When the center is closed or a child does not attend the same fees apply.
If a child is being removed from the facility a minimum 1 week notice is requested.

6. Enroll procedures
Interview/orientation of parent and child
Pre registration - current health record - shots and physicals signed by physicians
At orientation each registrant will receive
- copy of hand book/profile (to be updated & redistributed annually or as necessary)
- all applicable forms
- Mandatory parent night monthly - dates to be announced

7. Illnesses
- Any illness will be reported to parents immediately and it is mandatory that parents report any and all illness or signs of illness to the center ASAP.
- Sick children will not be admitted in the center or will be sent home to prevent infecting the other children (see code 325.10 & 11)

In accordance with the aforementioned codes, the center will not administer any medication unless it is an emergency and a matter of basic first aid i.e., band aid, gauze, ice compact.

8. Transportation

Transportation is not provided initially, the center does however plan to offer pick and delivery beginning the second year of operation.

9. Meals and snacks

- Initially no hot meals will be provided just snacks before school and after school snacks: hot cocoa, cooks, milk, fruit, juice, etc.
- Children in the full day program will be required to bring their lunch (microwave-ables will be permitted)

10. Plans for infant care - No children accepted under the age of 2 1/2.

11. Personal belongings

Children will not be permitted to bring personal toys and books. The center will not be held liable for personal items brought against policy.

- Children will be required to bring a change of clothes for child to change in case of:
  - bathroom accidents
  - spills
  - general mishaps

  See code 317.7

- Parents will be required to label the child(rens) clothing with the child(rens) name in indelible ink to avoid mixups of like garments.

Parents will be discouraged from allowing children to bring money to the center. In the event of a field trip and spending money is required, parents will be advised to advise the center staff of any currency in the child's possession and the amount.

Naps

Cots and sheets will be provided by the center - parents will be required to furnish a blanket and pillow. The pillow and blanket will be sent home every Friday for laundering and maintenance of the cots will be maintained daily by center staff.

12. Insurance (to be discussed)

13. Pets/Animals: Personal pets will not be allowed of any species. The center will consider housing a rabbit, guinea pig or hamster at a later date.

Allergies will be addressed on an individual basis - medication see items 2 ½ & 7 above.