

# Britannia OSC Newsletter

## 2019/2020



A warm welcome to the Britannia Out of School Care program. We continue the Random Acts of Kindness (RAK) and the Play it Fair programs to maintain a safe, caring, respectful and inclusive environment for everyone. (see pg. 3 for more program details).

### CLOSED ON

All statutory holidays

Friday –August 30, 2019 Programming

Friday November 8, 2019 for Staff Pro-D

### SCHOOL YEAR

On the first day of school, Tuesday September 3, 2019, we will be open for the full day. We will pick up children at Britannia and Queen Victoria schools at 10am. *During the school year, morning care is only provided for children that attend Britannia Elementary school.*

### DAYS/HOURS OF OPERATION:

SCHOOL YEAR (September to June)

**7:30am to 9:00am** Monday to Friday (Britannia School only)

**3:00pm to 5:45pm** Monday to Friday (Brit and QV)

### SCHOOL CLOSURE DAYS SUMMER/SPRING/WINTER BREAK & PROFESSIONAL DAYS

We are open: 7:30am to 5:45pm

PLEASE REMEMBER TO **BE AT THE CENTRE BY 10:30AM** AND TO **PACK A NUT- FREE LUNCH.**

**\*\*Drop off:** Preteen/Spirit Bear room  
(located beside library)

**\*\*Pick up:** Child Care room  
(located by Grandview Park).

*If you plan on dropping off after 10:30am please check with staff to ensure we will be able to accommodate.*

### DURING THE SCHOOL YEAR

*PLEASE CALL THE CENTRE IF YOUR CHILD WILL NOT BE ATTENDING THE PROGRAM AFTER SCHOOL.*

*We follow our missing child procedure, which can lead to and include calling 911. We are unable to take the VSB's word that your child was picked up or not from school. Please ensure you call 604.718.5822 every time your child will not be attending OSC*

### HOW TO CONTACT US

#### DIRECT LINES

5-8 Room 604-718-5822 (voicemail)  
Preteen Room 604-718-5839 (no voice mail)

For all messages regarding child attendance, pick-up schedule changes etc., please call: 604-718-5822.

Staff will check messages daily to ensure we know of any children that are absent or if there are changes regarding pick-up.

To contact the **Senior Supervisor** (for other inquiries) Call 604.718.5843 or email **Lorraine at [lorraine.evans@vancouver.ca](mailto:lorraine.evans@vancouver.ca)**



### SEND YOUR CHILD PREPARED!!

Being adequately prepared for an active play program and the weather is important. When children are inadequately prepared for the program it impacts on their ability to participate. Here are some tips to consider in preparing your child:

✓ **PROPER FOOTWEAR:** Closed toe shoes prevent children's feet from being injured while participating in the program. We do not recommend Flip Flops because they are impractical and dangerous for children in our active play environment. For example, children with flip flops often lose their footing, trip and/or have difficulty keeping up with the group.



✓ **SUN PROTECTION:** Sunscreen and long sleeve breathable clothing are the best ways to protect the skin. We encourage all families to pre-sunscreen their children in the morning and equip them with extra sunscreen to reapply throughout the day. Clothing with natural fibres and a **HAT** are highly recommended.



✓ **EXTRA CLOTHES:** Send **extra clothes**, just in case your child chooses to get wet and muddy when they play.

✓ **DRESS FOR THE WEATHER:** If the weather is rainy, please dress your child according. **We play in the rain!**

### WE WANT YOU TO JOIN

#### Britannia Child Care Renewal Committee

Britannia Community Services Centre is currently going through a renewal/redevelopment project in which the City of Vancouver in 2014 earmarked capital funds to revitalize the 18-acre site.

There have been many consultation processes within the Britannia community. The Planning & Development Committee meets monthly and reports to the Britannia Board of Management. Subcommittees have been formed from different departments such as the Seniors and Arts & Culture sectors.

Britannia Child Care (Out of School Care and Preschool) would like to start a child care renewal subcommittee where we can ensure that child care voices are heard and remains a focal point moving forward. The goal of the committee will be to ensure:

- The current/existing Child Care levels/spaces are maintained in the program.
- New spaces that reflect the needs of the community
- Child Care maintains a priority focus as the renewal progresses
- Child Care space allocations are innovative and allow all children from infant/ toddler to school age to have their own purpose built space that reflects the needs of different age groups and developmental needs.
- All child care Staff are valued and have working environments conducive to meet the needs of their professional work.

To join the committee or get more information, please contact Lorraine Evans at 607.718.5843 or email her at [lorraine.evans@vancouver.ca](mailto:lorraine.evans@vancouver.ca).

**First meeting will be in October 2019 date TBA**

**DIVISION OF CHILDREN**

We have divided the children into two groups: Younger (grades K-2) and Older (grades 3-7). On full days, we combine both groups in the morning between 7:30am-10:30am and after 3:30pm.



**STAFF/CHILD RATIO:**

- **1:12** for children in kindergarten to grade one.
- **1:15** for children grades 2 to 7.
- We have extra staffing to accommodate children in supported child care spaces

Respect is recognizing that every person is Important and must be treated with Dignity. In the context of human rights, Respect does not need to be earned; It is the right of every person in all Circumstances.

Example of Respect: Treating each person with dignity by calling them by their correct names and avoiding mean-spirited nicknames. *Play It Fair Tool Kit*



**NUT-FREE ZONE**

Britannia Child Care is a **NUT-FREE ZONE** due to allergies; please ensure no nuts or nut products are sent to program with your child.

**ALTERNATIVE TO NUT BUTTER**

In our quest to find alternatives, we came across a delightful product called WOWBUTTER. Wowbutter is made from non GMO ingredients:

- \*Whole toasted Soy \*Pressed Soy Oil
- \*Cane Sugar \*Palm Oil \*Sea Salt

Wowbutter, is similar in taste and texture to most nut spreads. If you have any questions please see staff or go to the website <https://wowbutter.com/index>

**IF YOU CHOOSE TO USE WOWBUTTER, PLEASE LABEL THE ITEM (use the stickers provided)**

**SIGN IN & OUT**

Britannia OSC - Parent/Caregiver Sign In/Out

Dear Families,  
The Child Care Licensing Regulations state that daily attendance for children must include the time of the child's arrival and departure. Please sign your child in and out.

Date:

CHILD'S NAME	AUTHORIZED SIGN IN Signature	ARRIVAL TIME	AUTHORIZED PICK UP PERSON Signature	TIME OF PICKUP
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

Families are required to sign children in/out at drop off and pick up time. The sign in & out clipboard is located at the child care entrance door. We also ask that only adults sign in and out each day.

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**DONATIONS OF TOWELS AND SWIMSUITS ARE GREATLY APPRECIATED. SWIMSUITS AND TOWELS ARE WASHED AFTER EACH USE.**

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**OSC ENTRANCE DOORS**



We ask all families **NOT to open the door for others**. Please call a staff person to do so in order to ensure that staff can keep track of all those who enter and exit. All children must leave with their authorized person to safeguard custody agreements. Having staff open the door ensures that proper identification occurs and that staff are aware that a child has been picked up. **Please make sure you sign your child out; children are not allowed to sign themselves out.**

**TOYS/ELECTRONICS/ CELL PHONES FROM HOME**

Our program's focus is on PLAY! Through play children learn to navigate the world around them including socialization, cooperation, sharing and problem solving.

We ask that all toys and electronics stay home. We have a huge selection of toys and games. Children who have cell phones will need to keep the phones in their bags and are only allowed to use them with permission from staff. OSC is not responsible for lost/broken toys from home.

*"Cooperation is working together to achieve a common goal."*

Example of Cooperation: Exchanging ideas and pooling our Talents to accomplish a group task that is meaningful to all the members of The group. *Play It Fair Tool Kit*

**PARENT MAIL SLOT**

Each family has been assigned a mail slot. The mail pouch is located on the child care office glass window. Each pouch is labelled with your child's first name. Please check the mail slot weekly. You will receive your receipts, program calendar and important messages there.



**MEDICATION**



Staff are only allowed to administer medication when the parent/guardian has signed and filled our centre's medication consent form. The medication must come in the original container with the doctor's prescription on the bottle. For store bought medication, parent/guardians are required to get a doctor's prescription label on the bottle. Our centre policy does not allow any staff to administer non-prescription medication.







Kindness Definition: Kindness means being friendly, generous or considerate to ourselves and others through our words and actions.  
The Random Acts of Kindness Foundation, 2014

**RANDOM ACTS OF KINDNESS**

“RAK4Kids is a social emotional learning (SEL) program that creates a common language among mentors and kids with kindness concepts. SEL is important in developing respectful, responsible, and caring kids and mentors who know themselves, express and manage their emotions, and relate well to others. Put simply, SEL helps kids understand who they are, how they feel, and how they get along with others.” © The Random Acts of Kindness Foundation, 2015 | Educator Guide



Using the curriculum from the Random Acts of Kindness throughout our programming, our goal is to continue to create an environment of mindful interactions with each other through Integrations of kindness, sharing, respectfulness, thoughtfulness and

inclusion. By understanding what our rights are, we respect the rights of others despite our differences

**HEALTH POLICY**

Ensure your child is well enough to take part in our everyday activities. Otherwise, it is best for your child to stay home and rest. We want to prevent other children from getting sick.



**If your child has been diagnosed with a particular illness to which others may have been exposed, inform the child care staff as soon as possible.**

If you have any questions/concerns, phone the OSC at **604-718-5822** or contact the Community Health Office at **604-675.3980**.

**DID YOU KNOW THAT GLITTER IS MADE FROM PLASTIC!**

- Glitter is a micro plastic that is difficult to recycle
- Glitter ends up in the drains and then in the oceans and rivers
- Micro plastic is dangerous for sea life and birds

Britannia Child Care decided to end the use of glitter in our art projects to help our sea creatures and birds!

**PLAY IT FAIR!**

The OSC program will be using the Play It Fair- Human Rights Education Toolkit for Children throughout the year. All staff have been trained and will incorporate activities



**What is the goal of the Toolkit?**

The Toolkit helps to promote **human rights, non-discrimination and peaceful conflict resolution** within non-formal education programs for children, such as summer camps or after school activities.

**What are the values promoted by the Toolkit?**

The Toolkit helps to reinforce the positive values that derive from the fundamental principles of human dignity and equality contained in the Universal Declaration of Human Rights. The human rights values promoted by the Toolkit are:

- **Cooperation**
- **Respect**
- **Fairness**
- **Inclusion**
- **Respect for diversity**
- **Responsibility**
- **Acceptance**

*Excerpt from Play It Fair Human Rights Education Tool Kit For Children*

**FEES**

**Summer (Jul-Aug)**

Full time \$550  
Weekly \$150



**School Year (Sep-Jun)**

**(Fees are inclusive for all school closures)**

Full time \$355  
(4 days is the same cost as full time)  
3 days \$230  
2 days \$210

To apply or renew your subsidy contact the Affordable Child Care Benefit Service Center at 1 888 338-6622.

**You can pay for your child care fees at the Britannia Information Centre by CREDIT, DEBIT or CASH.**

**CHILD CARE STAFF ARE NOT ALLOWED TO TAKE CASH**

Your monthly fees enable the program to operate. There are substantial costs to running a quality child care program and we hope that you are satisfied and happy with the care and learning that your children receive.

*\*One month's written notice on the last day of the calendar month is required to change your child's registered days. (Limited part time spaces available)*

*\* One month's written notice, on the last day of the calendar month, is required when withdrawing your child from the program or one month's fee payment in lieu of one month's notice.*

Families are provided receipts, for all payments, at time of payment. We do not issue year-end tax receipts. Please keep your receipts for your taxes. A \$25 fee is charged for duplicates of receipts. For families on Pre-authorized account debit (PAD) payments, receipts will be issued for January to June months in June; and for September to December in January. PAD is not available during the summer months. PAD is only valid for the school year - September to June. A new PAD form is required with VOID cheque for each school year at time of registration.

### PROGRAM ASSISTANT III

**ROBERT** has been working in Child Care for over 15 years. He started working with children with Autism while studying at Langara College. He is a certified Education Assistant. Robert loves working in a diverse and ever-changing environment.



### CHILDREN ACTIVITY LEADER

**ELAINE** has worked in a variety of positions at Britannia Community Centre. Elaine looks forward to working with all the children, new and old in utilizing her artistic and culinary skills. Elaine has her Fine Arts degree from Emily Carr University and presently is a member of the Britannia Arts and Cultural Committee.



Arts and Cultural Committee.

**ESTRELLA** is a proud mother and a grandmother. She has her Early Childhood Education Certification. Estrella has supervised and coordinated the Kidsafe program at Grandview Elementary School. She also supervised the KidsFirst Project where she facilitated baking projects for students. She volunteers at Kiwassa Neighbourhood House, teaching ESL to new immigrants. Estrella has many years of experience working with children and families; "working with children is my passion".



**MILES** has been involved in Child Care for over 8 years. He has worked in Day Camps, as a Youth Worker and in Out of School Care programs. He graduated from the Langara college Recreation Management program, and is currently completing his second degree with plans on becoming a teacher. Miles thrives to promote healthy lifestyle, active play, and inclusiveness. He loves the ever-changing environment of working with Children. He's very excited to be part of the Britannia community and hopes to continue and grow new experiences.



### AUXILIARY STAFF

**PATRICIA** has been at Britannia OSC since 2012 as a casual staff. She is joyful and shares her enthusiasm with our children. Patty volunteered for 8 years as a mentor with PLEA and was a Child Minding Assistant volunteer at the Grandview Terrace OSC program. Patty is adventurous and loves the outdoors. It is very rewarding to her to be a daily part of the children's preliminary education experiences. It is her purpose to make each day a great day for every child.



**SHAMS** has been working at Britannia Child Care as an Auxiliary since 2016. He has his Early Childhood Educator Assistant & Responsible Adult Certification. He is a certified soccer coach who is currently coaching a U10 soccer team at South Burnaby Metro Club. Shams enjoys utilizing his design, IT and engineering knowledge in creative child care projects. He strongly believes in guiding and caring with respect and empathy. Shams loves to work with children and considers fun with kindness, compassion and safety as the priority for a good child care environment.



**MERANDA** is originally from Thailand; she has been in Canada since 2013. She completed her Early Childhood Education Assistant certification in Canada in 2014. She has over 10 years of child care experience, internationally. Meranda has worked at many child care centres in Vancouver, with both toddlers and school age children. She enjoys working with all ages of children.



**NAV** "My name is Nav Randhawa (pronouns: she, hers) and my first connection to the Britannia community was two years ago, as a volunteer. I graduated from Simon Fraser University with a bachelors in Anthropology and a certificate in Social Justice in 2018. I am very passionate about creating an equitable learning environment for both children and youth. I will be returning to SFU in the fall to pursue my teaching degree. I am very honoured to work with the children at Britannia every day, and hopefully I can teach and learn wonderful things from them in the future :)"



**RANDI** has been at Britannia Child Care for over 30 years. She is now retired and we are very happy to have her back for our summer program. She has a background in various forms of Art, dance, Theatre, puppetry, and storytelling. She has worked as an outdoor adventure guide for Britannia adults and youth programs. She looks forward to working with all the wonderful families.



**CRYSTAL** is an arts and recreation facilitator who joined the OSC team as auxiliary staff in the fall of 2018. She's originally from Toronto where she earned a bachelor of science degree in psychology and a masters degree in social work. In her down time, she enjoys creative writing, crafts, going on nature hikes, and seeing live theatre. She has discovered a real joy working with children--they bring out her silly side, plus they make great life teachers!



### PROGRAM COOK

**SHIRLDENE** has been working as a cook for the past few years and held the first Britannia OSC summer cooking school for children. It was a great success. Shirdene also facilitated the garden mosaic project for the garden located beside the preteen room.



### SENIOR SUPERVISOR (Britannia Preschool and OSC)

**LORRAINE** completed the Child and Youth Care Counseling (CYCC) program at Douglas College and third year CYCC courses at the University of Victoria. She has completed countless hours of professional development courses in the CYC and ECE field. In addition to coordinating and planning many events, Lorraine has been at Britannia for many years and is honored to work in such a diverse, exciting and ever changing environment. She looks forward to getting to know all of your beautiful children.



Photos taken by Robert Lee and Barry Skillin