



# Summer Program At Sunnyside 2025

Main Location: 412-441-2423

[DeakingsDaycare@gmail.com](mailto:DeakingsDaycare@gmail.com)

[DeakingsDaycare.com](http://DeakingsDaycare.com)

# Summer Program Information Guide

*Welcome to the Deakings Daycare Summer Program at Pittsburgh Sunnyside! We are excited to bring a fully licensed and regulated program this summer that meets or exceeds all DHS licensing standards. In this Information sheet you will find program details that support our daily activities and logistics.*

## **Contact Information**



Victoria Deakings, **Owner**

Jeffrey Deakings, **Director**

Summer Day Phone: (412) 441-2423 (8:00am-4:30pm)

Jackson St. (Main) Location: (412) 441-2423

Address: 4801 Stanton Ave

Pittsburgh PA, 15201

Email: [Deakingsdaycare@gmail.com](mailto:Deakingsdaycare@gmail.com)

*If at any time you are unable to reach us, please leave a message. We check our messages several times per day and we will return your call promptly.*

## **Hours of Operation**

June 23<sup>rd</sup>, 2025 – August 8<sup>th</sup>, 2025

Doors will open at 8:00 am- 4:30pm

*\*The program will be closed **July 4<sup>th</sup>***

As part of our ongoing efforts to ensure smooth communication, we would like to take a moment to remind all parents and guardians of the best way to reach us with any questions or concerns.

For any matters related to your child, scheduling, or general inquiries, please direct all calls to your location's **Site Director**. The Site Director is your primary point of contact and is best equipped to assist you in a timely and efficient manner. If your concern requires the attention of another staff member or administrator, the Site Director will personally include any and all additional necessary staff.

This includes calls for billing questions, enrollment changes, and even emergencies.

This process helps us maintain clear and effective communication while ensuring that all matters are handled appropriately. We appreciate your cooperation and understanding in following this communication guideline.

If you have any questions about this policy, please feel free to reach out to your Site Director, who will be happy to assist you.

Thank you for being a valued part of the Deakings Daycare family. We appreciate your trust and partnership in providing the best care for your children.

### ***Drop Off and Pick Up Location***

Please use the door behind the trailer, which leads directly into the cafeteria for the Summer Program. Please be sure to Sign-In or Sign-Out using the Procare App.

\*Children are to be dropped off before 10:00am so ensure a smooth flowing schedule.

### ***Tuition***

Deakings Daycare is a tuition based program with tuition being due every Monday at flat rate of **\$250.00** per week. Full tuition payments are due regardless of attendance.

Tuition and Co- pays can be paid via Cash or ProCare, we also accept ELRC. Please note that payments on Procare will be charged a 3% processing fee.

**There will be a \$10.00 per day late payment fee. After the 2<sup>nd</sup> late day, your child cannot return to the program until all debts are paid.**

**There is also a \$10.00 per minute, per child late pick up fee starting from 4:31pm. After your third late pickup your contract is subject to termination.**

To avoid paying late fees of please make your payments and pick up your children on time.

### ***Absences***

If your child will not be attending on a day he or she is scheduled to attend, please notify the program on or before the morning of the absence.

### ***What to Bring Daily***

We ask that children come dressed appropriately for summer play. This may include safe running/ play shoes and clothing as we will be utilizing indoor and outdoor play areas. To protect the integrity of our children and to ensure that everyone is able to participate in all activities, we ask that no one wears strapless tops or skirts without shorts. If the Summer Program is scheduled to take a field trip where extra supplies are needed, families will be notified in a timely manner. The building is air conditioned and children will be allotted a “quiet” time. If they would like to bring a jacket or blanket we ask that you please put their name somewhere on the item.

Please send children with a water bottle labeled with their name.

**\*If any family needs support providing additional supplies for their children, please contact one the staff listed above.**

## **Breakfast, Lunch, & Snacks**

Deakings Daycare will be offering breakfast, lunch, and an afternoon snack. If your child has any dietary restrictions, please request a dietary form prior to enrollment so that we may provide them with adequate substitutions. Of course, all families can provide their own meals should they so choose.

## **Medication and Illness**

Parents may not send a child to the program if:

- The child has strep throat which has not been treated by an antibiotic for a minimum of 24 hours.
- The child has any rash of acute onset associated with fever or symptoms of illness.
- The child has an oral temperature of 100 degrees or greater without intervention.
- The child has had persistent vomiting and/or diarrhea in the 12 hours prior to coming to the program.
- The child has impetigo that has not been treated by an antibiotic for a minimum of 24 hours.
- Illness that prevents your child from participating in daily activities such as a persistent cough or runny nose.

***\*If a child is diagnosed with a contagious disease, the child will require a statement from the doctor indicating that the disease is no longer communicable upon return to the program.***

Prescription medication will be given to a child only if the medication is in the original bottle bearing the child's name, the doctor's name, a current date, and directions for administration. The parent must sign a **medication log** authorizing the staff to dispense the medication. Non-prescription medication will be given to a child only if accompanied by written instructions and written consent from the parent.

Children who develop any of the following conditions while at the program will be sent home:

- Oral temperature of 100 degrees or greater
- Uncontrollable cough or runny nose
- Vomiting Diarrhea Uncontrollable or persistent cough
- Appearance of acute illness or complaint of severe pain

***A staff member will notify the parent of a child's illness. If a parent cannot be reached, the child's emergency contact will be notified to pick up the child. It is expected that the child will be picked up as soon as possible. Until the parent arrives the child will be excluded from activities with other children and will rest quietly under the supervision of a staff member.***

If an accident or medical emergency occurs, the staff member in charge will administer the necessary first aid immediately and call an ambulance if the child's injury requires emergency room treatment. Staff will also call the parent or emergency contact and stay with the child until they arrive.

### ***Program Expectations***

Children are expected to be able to:

- Follow program rules.
- Participate appropriately in planned activities within a group of 10 children and 1 staff member.
- Communicate with staff members and other children.
- Cooperate with transitions in activities.
- Stay within the activity area and not wander away from the group.
- Be cooperative.
- Follow staff directions.
- Respond appropriately to a variety of staff members.
- Treat others with respect.
- Play cooperatively with other children.
- Behave in a manner that does not pose an unsafe situation for themselves, other children, or staff.
- Be independent for personal care needs such as washing hands and toileting.

**\* Should a child or a child residing in a household where someone is suspected of, having covid-19, being tested for Covid-19, or required to quarantine due to a Covid-19 exposure must remain home until all affected parties have been cleared. Children will not be able to return to the program without a negative Covid-19 test signed by a medical professional.**

## *Suspension/ Expulsion policy*

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### **CHILD GUIDANCE POLICY**

Deakings Daycare guidance policy is designed to help children become independent and caring by learning self-control, decision making skills and responsibility for their own actions. Our goal is to help children develop positive self-esteem and respect for themselves and others. At no time will corporal punishment be used at this facility!

Our staff uses the following guidelines and techniques to discipline your child:

- Use of praise through kind words and actions to reinforce desirable behaviors.
- Use of problem solving instead of punishment.
- Redirection to another activity when a child displays undesirable behaviors.
- A short time out will be used as a last resort when the previous techniques fail to change inappropriate behavior.

### **CHRONIC DISRUPTIVE BEHAVIOR**

The safety and welfare of all the children at our center are very important to us. While the staff will make every effort to work with children and their parents to promote appropriate behaviors, there are situations when additional action may become necessary.

- Initial meeting: If a child's extreme, uncontrollable behavior, continues to endanger staff or other children physically or emotionally at the center, a parent meeting will be requested by the management staff and the child's teacher. The problem behavior will be discussed and recorded, and goals for correction will be established.
- Second meeting: If, after a predetermined time frame, the initial goals for changing the child's behavior fail, a second meeting will be requested by the management staff. The behavior correction goals will be discussed again, and a new behavior plan will be defined.
- Suspension/Dismissal: If no progress occurs within the established timeline, a one-day suspension will result. Parents will be responsible for payment during the length of the suspension.
- A second suspension will result immediately should the same issue occur. This suspension will be for duration of three days.
- If the behavior in question is still not resolved after the second suspension, the child will unfortunately be expelled from the program.

### **DISCHARGE POLICY**

Deakings Daycare reserves the right to cancel the enrollment of a child for the following reasons:

- Non-payment or excessive late payment of fees
- Failure to submit required information or forms
- Failure to comply with the policies of the center
- Physical or verbal abuse of staff or children by a parent or child

\*Additional information that parents and families may find helpful, can be found at:

1-800-692-7288

[www.MonkeySurvey.com](http://www.MonkeySurvey.com)

## Questions

Please email [Deakingsdaycare@gmail.com](mailto:Deakingsdaycare@gmail.com) or contact us at (412) 441-2423.

## Curriculum, Assessments and Language Development

At The Deakings Daycare, we value education and recognize that school readiness and success rely on active parent involvement, reinforcement of concepts, and positive instruction. To support your child's academic growth, we offer tutoring at no additional charge if needed. After-school children will be given a snack at 3:45 p.m. and then directed to the homework table. Once homework is completed, they can engage in free play or participate in structured activities based on our daily curriculum, which follows the FunnyDaffer.com framework. This fun and interactive curriculum helps children explore various subjects through games, activities, and educational videos, fostering creativity, curiosity, and critical thinking in a playful environment. We also promote physical development through outdoor play (weather permitting) and activities that improve both gross and fine motor skills. For preschoolers, we use the ASQ-3 (Ages and Stages Questionnaire) to assess key developmental areas such as communication, motor skills, and social-emotional growth. For school-age children, we complete the DRDP (Desired Results Developmental Profile), an observation-based tool that tracks progress in areas like social-emotional skills, language, and cognitive abilities. These assessments help us understand each child's strengths and identify areas for support. We will share the results during conferences, but if you choose not to attend, a copy can be provided. However, we encourage discussing these results to ensure we are meeting your child's needs. Our program is dedicated to supporting language development and academic success for all children, including those from diverse linguistic backgrounds. We provide a supportive environment where children whose first language is not English can feel confident in using their home language, gestures, sign language, or communication devices. We collaborate with families to create an inclusive learning environment that values linguistic diversity and helps every child thrive. By prioritizing language and academic development, we ensure that all children can participate fully in their education, building the skills they need for lifelong success.

## Family Engagement/ Communication

At Deakings Daycare, we understand how important it is for parents to feel secure and confident while their child is in our care. To foster open communication between parents and staff, we encourage parents to visit their child's classroom at any time during operating hours. We will actively communicate with you through Procure and in person. Additionally, we host

conferences twice a year (fall and spring). While these conferences are optional, we ask that parents document their decision if they wish to decline a conference. Throughout the year, we will also offer various family engagement opportunities, which may be hosted by the school or in collaboration with other Deakings Daycare locations.



## Picture and Video Release Form

I, the undersigned, do hereby grant or deny permission to Deakings Daycare to use my child \_\_\_\_\_ images. Pictures may be used for multiple things including but not limited to: emailing parents, the Deakings Daycare website, memories, sharing with families, and posting throughout the daycare to generate a sense of belonging.

\_\_\_\_ I grant permission for my child's images to be used by Deakings Daycare.

\_\_\_\_ I do not grant permission for my child's images to be used by Deakings Daycare.

Signature \_\_\_\_\_

Date \_\_\_\_\_

# **DEAKINGS DAYCARE**

## ***Parent Acknowledgement and Waiver of Liability***

I hereby certify that I have read the policies and procedures outlined in the Parent Guide of The Deakings Daycare. As the parent/guardian of:

Child 1: \_\_\_\_\_,

Child 2: \_\_\_\_\_,

Child 3: \_\_\_\_\_, we will abide by the policies and procedure set forth in this guide. We recognize our right to communicate with our daycare center provider on any concerns or issues surrounding our child(ren). We also recognize that failure to comply with policies may result in suspension or termination of services.

Waiver of Liability, Release, Assumption of Risk & Indemnity Agreement Notice: This is a legally binding agreement. I understand that by signing this Childcare Waiver of Liability, I release and hold harmless Deakings Daycare, and its owners, directors, officers, advisors, employees, agents, instructors, volunteers, childcare workers, and all other persons or entities acting for them from any and all claims, demands, suits, cost and charges, in connection with or arising out of Deakings Daycare, including but not limited to, personal injury, property damage, bodily harm, injury, liability, claims, demands, damages, cost, expenses, actions and causes of action in respect of death, loss or damage to the child, or by the child, regardless of cause or to arise by reason of or during participation of Deakings Daycare childcare.

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Date: \_\_\_\_\_

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Date: \_\_\_\_\_