



Student Handbook

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WELCOME

Dear *Redmond Toddler Group* Member,

Welcome to the *Redmond Toddler Group*! We hope that you and your child have a great year in “TOBY SCHOOL”. We, the Board of Directors, are here to serve you, so if there is anything that we can do for you, please call on us.

Redmond Toddler Group is a cooperative Parent Education Program, affiliated with Lake Washington Institute of Technology. While we provide a wonderful program for your child, our primary goal is to supply you with relevant and useful parenting information. The toddler years can be challenging, and this program is designed to help you make these years enjoyable for you and your child.

In addition to your regular weekly class, you will have the opportunity to participate in many other aspects of our program. We have hundreds of books and videos in our Library (both parent-education and children’s titles) that you may check out on . Each month you will have the chance to purchase top quality books through our Scholastic Book Program and to hear top rated speakers from around the Puget Sound area. We’re also proud of the fact that we belong to the Organization for Parent Education, a state-wide group that keeps us informed of all the state-wide legislative activity pertaining to parenting and family issues.

Redmond Toddler Group is run by a Board of Directors. The RTG Board consists of executive board members plus a parent leader from each class. All of these are volunteer positions and fellow students. A copy of the RTG By-laws is posted at the school and is available for your review. The board meets the 4th Monday of each month at the school. You are cordially invited and encouraged to attend!

Please feel free to contact any board member should you have a question or concern. We can all be reached by phone, or leave a note in our mail box (above the library) at school. We are looking forward to an exciting year, and we hope that you and your child will enjoy and benefit from this program.

Sincerely,

Redmond Toddler Group
BOARD OF DIRECTORS
www.redmontoddler.org
425/869-5605
redmond_toddler@hotmail.com

STUDENT RESPONSIBILITIES

The following is a short list of your responsibilities as a student in the Redmond Toddler Group's (RTG) co-op program. The remainder of the handbook gives more detail on these items and other helpful information for you.

- The Redmond Toddler Program exists for the parent, the registered student. Each week the parent (student) attends a lab class with their child. Students must notify their parent leaders if they will be absent.
- Each term the student must attend three evening Parent Education classes. If a class is missed, a make-up is required. Only one make-up is allowed per term. Failure to attend evening meetings could result in the student being dropped from the program.
- The parent is expected to participate in the program's fund raising activity – the spring carnival – by paying their carnival fee, working a minimum of 2 1/2 hours during carnival day or setup and providing a cake for cake walk.
- The student is responsible for straightening up the facility after each class, and being a courteous class participant. During toddler classes the student is responsible for supervising an activity during parent education. Toddler classes are required to participate in a toy clean one time during the year.
- Students are expected to pay all tuition and fees according to the payment schedule.
- The student may, and is encouraged to, serve on a committee overseeing the operation of the program. Elections for board positions are held each April.
- Students should keep themselves and their child home when ill.
- Students must follow all library policies: one item only per section and items may be kept for a two week period. Items kept longer than 30 days are assumed lost and the student will be fined replacement value.
- Students should make themselves familiar with all fire and earthquake escape routes, location of the fire extinguisher and other safety procedures.
- It is recommended that the student should bring a notebook to each class.

If you feel you cannot comply with these requirements, you should discuss your participation in this program with your teacher.

POLICIES & PROCEDURES

TUITION AND FEES

Students must pay the following fees:

- An initial **Nonrefundable reservation fee** is collected when the student registers. Included in the fee is the LWIT insurance fee to cover personal injuries on site and a carnival fee to cover the tickets that each student will receive prior to the carnival.
- **Lake Washington Institute of Technology per credit tuition** and **Redmond Toddler Group co-op fees** are due at the beginning of each term or may be paid in full upfront. The LWIT fee is set by the college. The co-op fee is determined by the Executive Board of RTG on an annual basis. Co-op fees and carnival fundraising cover all operating expenses for the school.
- If more than one adult is attending then an additional LWIT credit tuition shall be collected.

SCHOLARSHIPS: Students may apply for two types of scholarship programs. One is available through the LWIT to assist with their registration fee, and RTG has limited funds available to assist with carnival and insurance fees and co-op fees. Full scholarships cover all fees. Half scholarships cover only one-half of co-op fees.

Teachers and/or Parent Leaders can provide students with the appropriate application forms and processing information. Forms for the LWIT program are available directly through the college.

REFUNDS : If you withdraw early in the quarter, you might receive a partial refund. Not attending a class does NOT make you eligible for a refund. If a student wishes to drop, they must fill out a co-op refund form or provide written notice to the treasurer. It must be post-marked by the refund date or signed and dated by the teacher if hand delivered. No refund may be initiated by phone. Students will forfeit all claims to refund of tuition and fees if they fail to withdraw from a course, or if they are suspended or terminated for misconduct. The refund check will be mailed to you.

Refund Schedule

- Cancellation of a course - 100%(including reservation fee)
- Prior to the first day of quarter - 100% (not including reservation fee)
- 80% by the 2nd Friday of the quarter

POLICIES & PROCEDURES

ATTENDANCE

PLEASE ARRIVE ON TIME. Class schedules will be run promptly, so that the student and the child will get the most from every class.

ILLNESS: Please be considerate of yourself and others. The following is a list of symptoms of communicable diseases — if you or your child have any of the following symptoms **PLEASE STAY HOME.**

- *Diarrhea*
- *Vomiting*
- *Rash* - body rash, not associated with diapering, heat or allergic reactions, especially with fever or itching.
- *Eyes* - thick mucus or pus draining from eye, or pink eye.
- *Appearance* - pale
- *Behavior* - unusually tired, lack of appetite, difficult to wake, confused or irritable.
- *Sore-throat* - especially with fever or swollen glands in the neck.
- *Lice/Scabies* - children must not return until they are free of lice and nits (eggs).
- *Fever* of 101° or higher-stay home for 48 hrs. after child's fever is free w/o the use of fever reducing medications.
- *Runny Nose* - Colored mucus.

Children with mild cold symptoms or ear infections who do not have any symptoms described above do not need to be excluded.

CALL IF ABSENT: Please email/call your parent leader in the event you are unable to attend a day or evening class. Notified absences are excused, whereas 2 unexcused absences may result in forfeiture of class space.

MANDATORY EVENING CLASS: Your attendance is required at 3 **child free** evening classes during the term.. Students will be given a listing of upcoming evening classes to eliminate scheduling conflicts. If you are unable to attend your scheduled evening class, please see your parent leader to schedule a make-up or attend a board meeting. Evening Meeting Attendance Forms are given out at the end of the term to note your attendance & make-up. Only one make-up is allowed per term. Anyone missing an evening meeting and not submitting a make-up in a single term will be issued a warning letter. Anyone missing two evening meetings without make-ups within a single term could be dropped from the program. No refunds will be issued.

MATERNITY LEAVE/NEWBORNS: A student must continue to pay tuition to hold a spot in the class if they desire to take maternity leave. Newborns are welcome up to 12 weeks of age, **in a front pack only.** Newborns may **not** be brought in infant seats due to safety concerns.

POLICIES & PROCEDURES

OTHER SIBLINGS: We can no longer accept siblings in our classes, even on an occasional basis. Please try to find alternate care for your sibling for your class day. Our insurance policy and risk management through LWIT requires that we enforce this rule.

VISITORS: Grandparents, Dads, Moms and other adult visitors are always welcome. Please discuss with your teacher.

SNOW DAYS: Listen to local radio stations early in the morning for anticipated school delays/closures. If Lake Washington School District (LWSD) is closed, RTG is closed. If LWSD is delayed, morning classes are delayed but afternoon and evening classes will be as scheduled unless your Parent Leader contacts you. You may check online @www.lwsd.org.

TRANSFERS: A student may transfer from one class to another class with an opening without paying any new registration fees. A transfer will be assessed, though, and co-op fees paid may need to be adjusted.

VACATIONS: A student must continue to pay tuition to hold their class spot if they wish to miss class due to vacation.

CALENDAR YEAR/HOLIDAYS: Class year runs September to June. Class picnics and other events may take place in the summer months. A child free orientation will take place one evening, late summer, before school starts. Monthly calendars will be handed out with holidays and days not in session.

LIBRARY

CHECK-OUT & RETURNING PROCEDURES: Please see directions for the computer library system next to the computer in the Parent Education Room.

CHECK-OUT LIMITS: All materials may be checked out for **two weeks**.

DEFECTIVE MATERIALS: Place it in the librarian's box on top of the shelves with a brief note explaining the problem.

LOST MATERIALS: The borrower will be fined the replacement value of item unless the item is returned or replaced within 30 days of check-out date.

OVERDUE MATERIALS: A computer generated email will alert you to overdue materials. If items are exceptionally late overdue fees may apply.

POLICIES & PROCEDURES

CARNIVAL/RAFFLE

Co-op fees alone do not cover RTG's operating expenses so the school sponsors a Toddler Carnival each spring to raise additional funds to help pay for new equipment, materials and other expenses.

FINANCIAL COMMITMENT: Your carnival fee pre-pays for carnival tickets. Each ticket admits 1 family. Students may sell their tickets to recover their cost or give them away.

TIME COMMITMENT: Each class must run one of the many booths or programs. **Every class member is required to participate.** Typically this involves working a minimum of 2 1/2 hours at the carnival (or on the set-up or clean-up crew). There are also tasks to be accomplished prior to the carnival weekend.

CAKE COMMITMENT: Each student is required to provide a cake or twelve cupcakes (homemade or store bought) for the cake walk.

PARENT EDUCATION DISCUSSION

Our *pre-toddler* classes have open Parent Ed.

Many Parent Education conversations include sensitive and candid topics and it would be beneficial to the majority if children were not present.

Our *1-2 year old* classes will have an "open to children/ transitional period" Parent Ed. A quiet and well-behaved child will be welcome in the Parent Ed meeting room but will be asked to return to the playroom if any disruption occurs. No toys will be permitted in the Parent Ed room. The goal for each child (in the 1-2 class) is to separate from parent for Parent Ed meetings by the end of the school year.

The 2-3 year old classes will become childfree Winter term for Parent Ed meetings.

Realizing that separation anxiety exists, class handouts are available if there are days you wish to not attend parent education.

STATION ASSIGNMENTS

Pre-Toddler Classes:

Pre-toddler classes are open and free flowing during parent education. Please supervise your child during art and sensory activities.

Toddler Classes:

Upon arrival at each class, students are responsible to sign up for supervising an activity center during parent education. These include paint, sensory table, playdough, discovery table, quiet reading area and the climbing area **Your attentive supervision is your number one priority at all times. Never leave the children unattended.**

POLICIES & PROCEDURES

TIME SCHEDULE

Your prompt arrival and departure is appreciated. Every attempt should be made to assist the teachers in adhering to the posted class schedule. Class activities will not be delayed due to the members "tardiness" or "chattiness".

In consideration of others, if it is not your week to do chores, please leave the classroom as quickly as possible. The teachers need to be free to "set-up" for the incoming class.

CIRCLE TIME ETIQUETTE

Our prime focus during circletime is the children. Every attempt to encourage participation is requested. We, therefore, discourage adult conversation as it is distracting to the general group. **PLEASE SILENCE YOUR CELL PHONES.**

DIAPER CHANGING/POTTY CHAIR

It is against the City of Redmond Health Codes to place soiled/dirty disposable diapers in our garbage cans. Please "pack-out" all diapers to your car! (We do not provide plastic sacks for such purposes, so plan ahead!) When your child uses the potty chair please empty and clean it! Changing tables are provided in each bathroom.

ROOM CLEANING

Pre-Toddler Classes:

Pre-toddler class students clean toys after each class. Parent leaders will distribute a sign-up schedule.

Toddler Classes:

As all classes are scheduled back-to-back, it is the responsibility of every group to see that the equipment is put away in the proper places after their class is over and that the tables and floors are clean and ready for the next group. Additionally, parents will rotate completing additional classroom chores for the last 10 minutes of class. Every class participates in a monthly toy cleaning session during the year.

HYGIENE REQUIREMENTS

1. All **mouthed toys** should be placed in the "mouthed toy" bin during class. These toys will then be washed and disinfected before they are put back out.
2. Please do not bring toys into the bathroom when using the changing table or potty-chair.

POLICIES & PROCEDURES

If one does get brought in by mistake, please place it in the mouthed toy bin.

3. **Washing hands is the best way to help in the fight against germs.** Please always wash your and your child's hands after any diaper changes or bathroom use. **It is required that everyone, parents and toddlers, wash hands upon arriving, before snack, and when leaving school.**

EMERGENCY INFORMATION

All adults and children should know the escape route and doorways must always be kept clear.

Parents and teachers should always be observant of fire prevention and never use frayed extension cords, flammable liquids or space heaters. All materials are kept at least six inches away from heaters. Parents should be familiar with the location of the fire extinguisher and emergency phone.

Drinking coffee and other hot liquid is not permitted during class time.

There will be periodic fire and earthquake drills.

Emergency information is posted and a first-aid kit is available in the marked classroom cabinet. Parents should also have their own emergency kit including water, food/formula, diapers, etc. in their car.

The RTG phone is a **MESSAGE** phone only. Messages are checked periodically. If someone is trying to reach you at school for an emergency — **have them call (911).**

PEANUT POLICY

The Redmond Toddler Group is a **peanut and peanut product free school.** Please make sure that the snack or lunch you bring does not contain peanuts or peanut products. This is especially important if there is someone in your class with peanut allergies. *Be careful not to use peanut oil when making playdough, too. If there are children with additional allergies in your class, your teacher will discuss it in class.*

EMAIL ADDRESS USAGE

We ask that you **do not** use your classroom email list for advertising home business (i.e. Pampered Chef, Creative Memory Discovery Toys etc.).

POLICIES & PROCEDURES

STATE MANDATES

IMMUNIZATIONS

Immunization records (CIS Forms) and or waivers of every child will be collected by the teacher on the first day of class and kept in a secured file. Waivers need a physicians signature, please obtain before the first day of school..

CHILD ABUSE

Parent Education Instructors employed by Lake Washington Institute of Technology are required by **WASHINGTON STATE LAW** to report suspected incidents of abuse and neglect (RCW 26.44.030(1)).In doing so they have civil immunity under the law for good faith reporting. Failure to report can result in a gross misdemeanor. For further clarification see State Department Guide.

NONDISCRIMINATION POLICY

RTG admits student of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities available to students at the school. RTG does not discriminate in administration of its educational policies, admissions policies, scholarship programs, and other school-administered programs.

GENERAL INFORMATION

HOW REDMOND TODDLER GROUP OPERATES

The Redmond Toddler Group is a parent-education cooperative program affiliated with the LWIT. A cooperative is a working relationship between the students and the college. The Board of Directors is responsible for the handling of daily operations as well as establishing policies and procedures. As a student, your representative on the board is your Parent Leader.

The teachers are responsible for managing the daily curriculum for adults and children in the daily classes. The teachers are employed and supervised by LWIT for the parent education portion of the classes and by the RTG COOP for the lab portion.

RTG has filed the necessary legal documents to operate as a non-profit corporation within the State of Washington under IRS rules. RTG is a charitable corporation for which LWIT assumes no fiscal management responsibilities. All management is handled by the board of directors.

CLASSES ARE BASED ON THE CHILD'S AGE: In order to comply with the cut-off birthday date used by the LWSD, admission into RTG classes is based on the child's age (in months) by August 31st of the school year in which they are applying for enrollment. Exceptions are permitted in order to fill classes after school begins in September.

THE BOARD OF DIRECTORS

Redmond Toddler Group is governed by an elected volunteer board of directors. The Board of Directors consists of an Executive Board, the Teachers and the Parent Leaders.

The teachers act in an advisory capacity to the board and do not vote on issues.

Executive board members must be elected to their positions. Elections are held at the April board meeting. Positions run from June-May. Any student who will be enrolled for the school year is welcome to run for an executive position.

Your communication to the board of directors is valued. Please feel free to contact any board member with your concerns or comments. To contact a board member please write your comments and place them in their box, located in the white cupboard, or call. Your input is appreciated.

The board is responsible for all policy and operating decisions of the group. Board meetings are held on the fourth Monday of each month at 7:00 pm at RTG. Your attendance is welcome at each board meeting. If you have an issue that you would like discussed, please contact the president one week prior to the meeting to be placed on the agenda. Due to time constraints non-agenda items will not be addressed.

GENERAL INFORMATION

GOALS OF THE PARENT EDUCATION PROGRAM

- To enable parents to understand children's needs, capabilities and individual differences and to develop the resources, skills and strategies which encourage development.
- To provide access to current information and community resources which can help families to improve the quality of their lives.
- To develop a children's program which facilitates growth, encourages creativity, demonstrates effective guidance techniques and provides appropriate children's activities.
- To utilize the talents, energies and knowledge of parents to enrich the program for children and adults.
- To help individual families identify problems early and find solutions.
- To help adults to identify their own needs and to satisfy these in a manner consistent with responsible child care.
- To provide a group discussion experience of parenting topics which encourages an atmosphere of mutual support and caring.

TEACHER RESPONSIBILITIES

The teacher is the coordinator for the class and is responsible for organizing all parent education. Furthermore, the teacher is responsible for planning and implementing age-appropriate activities for the children. The teacher is primarily there to assist the students (parents) and is not to be viewed as necessarily the child's teacher. Every effort is made to allow for each parent and child to have varied opportunities for mutual exploration and interaction.

TIPS FOR SUPERVISING TODDLERS

- Be alert to children at all times — this is not a time for small group discussion with other parents.
- Sit when possible and get down on their level of play.
- Use a calm, friendly quiet voice.
- Protect property rights — he who is using a toy or gets to it first has a right to it. Try to see that each child has his turn, but be ready with alternatives!

GENERAL INFORMATION

Parents need to be attentive to the correct use of materials such as paint, playdough & sensory materials, ie: paint on paper only, no eating of playdough, sensory material stays in sensory table, otherwise closed for the day.

Other areas of concern would be duplos are for building not throwing, carts are for pushing not running into others. Blocks or other toys are not used to hit people.

If there are problems that parents are having difficulty resolving please ask the teacher.

SNACKS & LUNCHES

Pre-Toddler Classes:

Classes share a nutritious adult snack during the class. See you parent leader for sign-ups. Also feel free to bring a snack for your child to eat during class. Pre-toddlers may be fed anytime during class except during circle time. Please have your child either sit on your lap or seated at a table when eating.

Parents may bring a special snack to share to celebrate their child's birthday.

Toddler Classes:

Class time will determine if you are a snack or lunch class. In a snack time class each parent will be responsible for bringing a snack for the entire class periodically through the year. A schedule will be organized by the class parent leader. If you attend a lunch class you bring a lunch for you and your toddler.

If your child has food allergies, it is your responsibility to alert the teacher and other classmates to this fact. Depending on the severity, you may be asked to provide for your own child's snack.

Parents are responsible for cleaning their own eating area after snack/lunch. Placemats which will be made the at RTG are to be cleaned and returned to shelf. Vacuuming the eating area after eating is recommended.

Food is only to be consumed during mealtime and at the tables.

Snack Suggestions: *REMINDER-NO PEANUT PRODUCTS*

Snacks are part of the child's total daily food intake so they must be chosen for their good food value. Snacks should taste and look good, be nutritious, simple, satisfying and age appropriate. Some ideas. . .

Cheese & Crackers	Apple Wedges	Vegetable Sticks	Graham Crackers
Finger Jello	Nutritious Cookies	Bran Muffins	Cream Cheese
Strips of Ham, Chicken	Sliced grapes		String Cheese
	Sliced bananas		

GENERAL INFORMATION

BIRTHDAY PARTIES

On special occasions, i.e. birthdays, parents may wish to bring a special treat. It is optional whether a parent desires to celebrate their child's birthday. Sweet snacks are the exception on such special days! Toby Bear, our mascot, recognizes birthdays. Please let your teacher know at the beginning of class if it is your child's birthday.

PLAYDOUGH - *Toddler Classes*

One parent is responsible for providing the playdough for each class. The parent leader will provide a signup sheet. A recipe for play dough is provided at the back of this handbook or you may purchase play dough if you wish.

SHOW & TELL

Children in the *24 -42 month old* classes may bring an item for the Toby method of Show 'n Tell. Each year the Parent Leader establishes a "system" so that all children don't "share" on the same day.

STORYTIME

Depending on the age level of the class, there will be a short storytime session. Parents are asked to contain their child on their lap, and if the child is not interested in storytime, to please entertain their child in another room so as to lessen the distraction.

CLASS ACTIVITIES

RTG Classroom is a place for FUN. . .

Play is the natural way a toddler learns. It is the way she learns to concentrate, to exercise her imagination, to try out new ideas, to practice grown-up behavior, to develop a sense of control over her world. A toddler can completely lose herself in play. She is self-directed, wholly involved and completely absorbed. Through play a child is continuously discovering herself and her world; creatively coping with life's tasks; learning to deal with her own emotions; mastering skills and gaining initiative and confidence in herself.

Because play is the young child's chief avenue for learning, the Redmond Toddler classroom is arranged so that this kind of learning is facilitated. The teachers provide materials, space, opportunities and experiences in line with the children's abilities and interests in this stage of growth. Within this framework, the teacher's task is not that of directing play, but of removing obstacles to the child's natural learning process. The classrooms have been designed for play! Play and fun can be synonymous. This fun is not meant to be limited to the children. Hopefully parents can play and have fun too! Freedom to play should be a precious possession of every person.

GENERAL INFORMATION

TODDLER EQUIPMENT AND IT'S USES: To help guide your toddler through the first days in Redmond Toddler Group is a listing of some of the equipment available and how it can best be used as a learning experience.

EQUIPMENT	OBJECTIVES	ENCOURAGED USE	DISCOURAGED USE
Castle	Coordination	Taking turns	Impeding Use, Pushing
Slide	Dramatic play	Pretending	Climbing Up Wrong Way
Blocks	Concept Development Dramatic Play Construction Skills	Hauling, Building Jumping Stacking Dismantling	Throwing, Hitting Destroying work of others Concept Development
Sensory Materials	Digging, Sifting, Sensory Experience Dramatic Play	Eating, Throwing, Pouring, Smoothing Pretending	Carrying Away
Playdough	Sensory Awareness Release of Tensions	Roll, Pound, Squeeze, Cut	Throwing, Taking From Another, Hoarding
Easel Paint	Creative Expression Colors, Mixing Manipulative Skill	Individual Technique (Need not be recognizable)	Painting Anothers Work Painting each other
Housekeeping Toys	Dramatic and Social Play Try on Family Roles	Cooking, Serving, Caring for Baby, Ironing, Telephone	Throwing Equipment Disturbing Play in Progress Crowding
Rocking Boat	Enjoyment of Rhythm Dramatic Play Social Skills	Rocking, Singing Pretending, Waiting Sharing	Standing in Boat Standing Too Close Feet Protruding
Scissors	Manipulation Coordination Manipulative Skill	Making Cuts in Paper Cutting Across Paper	Carrying Scissors Cutting Unauthorized Materials
Table Toys	Small Muscle Develop. Coordination	Use on the table Work Independently	Leaving Toys Out Throwing Toys Putting in Mouth

PRE-TODDLER EQUIPMENT: The classroom is arranged with a gross motor play area, tables for art and snack, sensory table and various age appropriate toys.

GENERAL INFORMATION

BENEFITS OF MUSIC, ART & STORIES

WHY ART?

- To participate in visual experiences.
- To increase sensory awareness.
- To participate in tactile experiences.
- To practice the manipulation of materials/tools.
- To experience an aesthetically pleasing environment.
- To produce early scribbles through the use of various media.
- To recognize there are names for objects and actions.
- To hear descriptive vocabulary attached to their art experience.
- To learn an openness and willingness to try new experiences.
- To experience soothing, pleasurable sensations.
- To recognize that he is the cause of his own body actions.
- To experience a positive, emotional response to sensory experiences.

WHY MUSIC?

- To recognize sounds exist.
- To recognize that sounds come from outside oneself.
- To recognize that sound can be produced.
- To recognize that there are different kinds of sounds.
- To appreciate aesthetically pleasing sounds.
- To begin to understand music concepts of tempo and dynamics.
- To rhythmically respond to sounds through music.
- To develop the concept that words and music can be linked.
- To use music as a tool for soothing and comfort.
- To enjoy music.
- To use simple instruments.
- To begin to recognize other children and become comfortable in a music group.

WHY READ?

Toddlers like to be with their parents and storytime is the perfect opportunity to be in Mom or Dad's lap and enjoy their full attention. What does a child gain besides the attention of a beloved parent when she is being read to? The idea that reading is pleasurable and that you value books and reading is transmitted to the child. She hears how our language works, the structure, and how words are pronounced. Her imagination is stimulated and thus her creativity will grow. There is growth also in her awareness of others and through this comes self-awareness as well.

The following are some suggestions for parent-toddler storytime:

- Start reading to your children when they are toddlers or even sooner. Chanting or singing nursery rhymes is a good way to begin.
- Books with large, colorful pictures will capture a toddler's attention.
- Keep storytime short and lengthen it as the child's attention span grows.
- It helps to choose a regular time every day to read to your child. Before bed or nap works well and helps create a "routine" that toddlers enjoy.
- Turn off the TV during storytime. Either turn off the phone or tell callers you'll call them back in a few minutes.
- Use a low, soft voice and read slowly so the child can build mental pictures of what you are reading.

GENERAL INFORMATION

COOKED PLAYDOUGH

From: (Toby School)

In a large bowl combine:

- 3 Cups Flour
 - 1/2 Cup Salt
 - 1 Tbsp. Alum (found in spice section)
- Make a valley and put in:
- 3 Tbsp. Corn oil
 - 2 Cups Boiling water
 - Food Coloring

Mix with spoon until cool enough to mix with hands. Mix and then knead until smooth. Store in airtight container when cool.

BAKER'S CLAY

- 4 Cups Flour
- 1 - 3 Cups Salt (More for grainier dough)
- 1 1/2 - 2 Cups Water (add slowly until pliable)

Mix ingredients and knead. Excellent medium for adding collage materials. Different shapes of pasta are great to add. Will dry (harden) w/o cooking.

Food Coloring can be added to water when mixing. Older children can use for modeling and permanent shapes. 350° for 30-45 min. Does not store unbaked.

FINGERPAINT

- 2 Cups Flour
 - 5 Cups Water
 - Food Coloring
 - Scent (optional)
- Mix and cook until smooth (then add salt), cool, store in container in fridge.

RAINBOW CRAYONS

Using old crayons, sort by color, remove paper. Melt 1 color at a time in an old saucepan and pour small amount into Pam sprayed muffin tin. Harden and add another color layer until area is filled. Use crayon sideways for rainbow effect.

BUBBLE BLOWING MIXTURE

From: (Children's Museum)

- 1 quart lukewarm water
- 2/3 Cup Dish detergent (Dawn or Joy)
- 1/3 Cup Glycerine (Drugstore-makes bubbles stronger)

Mix solution gently and use immediately. Add food coloring if desired. Bubble blowers: fruit baskets, jar rings, spoons, hangers — try anything with a hole!

Lake Washington Technical College - From Redmond:

- Take NE 85th St. westbound toward Kirkland.
- Turn right on 132nd Ave. NE.
- Go north about 2 miles. Campus is on the left. Parking is free.

