

# Britannia OSC Newsletter

## 2024/2025



A warm welcome to the Britannia Out of School Care program. We look forward to getting to know your family. 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

Monday July 1, 2024 stat

Monday August 5, 2024 stat

Friday August 30, 2024 for cleaning/programming

Monday September 2, 2024 stat

Monday September 30, 2024 stat

Monday October 14, 2024 stat

Friday October 25, 2024 staff professional day

Monday November 11, 2024 stat

Wednesday/Thursday December- 25 & 26, 2024 stat

Wednesday January 1, 2025 stat

Monday February 19, 2025 stat

Friday April 18, 2025 stat

Monday April 21, 2025 stat

Monday May 19, 2025 stat

### SCHOOL YEAR

On the first day of school, Tuesday September 3, 2024, we will be open for the full day. We will pick up children at Britannia school at 10:00am. Children in kindergarten will only be provided care at the usual school dismissal times.

### DAYS/HOURS OF OPERATION:

SCHOOL YEAR (September to June)

**7:30am to 9:00am** Monday to Friday

**3:00pm to 5:45pm** Monday to Friday

### 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).

**On school closure days, pack and send a nut free lunch. We ask that you keep all candy and pop for consumption at home.**

### 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 loss 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!**

### DIVISION OF CHILDREN

We have divided the children into two groups: Coyotees (grades K-3) and Spirit Bears (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				
15				
16				
17				
18				
19				
20				

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.

### **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.**



### **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**.

### **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*

### **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

### 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!

## CHANGE OF INFORMATION

Please advise us if you have changed any of your personal information on file, for your child, since you originally registered:

To make a change see a Preschool Teacher!



## 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 3 of 4

## FEES

### Summer (Jul-Aug)

Full time \$200/mth  
Weekly \$50/wk



### School Year (Sep-Jun)

(Fees are inclusive for all school closures)

Full time \$200/mth  
Part time \$10/day

To apply or renew your subsidy contact the Affordable Child Care Benefit Service Center at 1 888 338-6622. Child Care Service Centre 8:30 am to 4:30 pm, Monday to Friday.

Do your subsidy at

<https://myfamilyservices.gov.bc.ca/s/login/?ec=302&stURL=%2Fs%2F>

When you log in to renew, follow the instructions attached. When you get to the question "the care arrangement details are already on file and I have no changes to report"; Click **NO**; Then click "add provider"; Fill in the information requested. We will then be sent a link to approve your arrangement form online.

We highly recommend that fees be paid on our automatic PAD system. Fees are taken from your account on the 1<sup>st</sup> of each month. You can sign up for PAD at the link below.

[https://www.britanniacentre.org/database/files/library/P\\_reauthorized\\_Debit\\_Form\\_PAD\\_w\\_cover\\_updated\\_2022\\_FILL.pdf](https://www.britanniacentre.org/database/files/library/P_reauthorized_Debit_Form_PAD_w_cover_updated_2022_FILL.pdf)

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

You can also call 604 718-5800 (1) to pay by phone

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

\*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 PAD payments from January 2024 to December 2024 in January/February 2025.

## GIFTS

We are very grateful to all our families for **appreciating the care we provide.**

**Unfortunately, Britannia has a gift receiving policy which states all staff are NOT allowed monetary gifts or gift cards.**



## PROGRAM STAFF

### PROGRAM ASSISTANT III & PROGRAM COOK



**ROBERT** has been working in Child Care for over 19 years. He started working with children with Autism while studying at Langara College. He is a certified Early Childhood Educator (ECE). Robert loves working in a diverse and ever-changing environment

### CHILDREN'S ACTIVITY LEADERS



**RAVEEN** started working with children at the age of 16 at Raycam Community Centre, while attending Britannia secondary. After graduating high school, she began her studies in criminal justice, while getting experience working at other centres such as Coal Harbour and Strathcona community centres. Raveen comes from a big family, and have 2 dogs that she loves. She enjoys drawing, board games, and building. She is excited to be apart of the Britannia OSC team and looks forward to getting to know all the families!



**JULIA** is a certified Responsible Adult and has an architecture background from Brazil. She loves all things art & crafts related and igniting young imaginations. She enjoys being outdoors, making memories with kids, and helping them grow. She strives to ensure and to create a safe space where children can explore, create, and dream freely. Julia cares deeply about the environment and enjoys sharing this passion with children, showing them how to love and care for the planet.



**RAYMOND** has been working in Child Care for almost 10 years. Born and raised in Vancouver, he brings a wealth of knowledge from being a member of the community. Having worked at Kensington and Trout Lake

Community Centre, he comes to Britannia with a drive to create a program full of fun and excitement. Ray enjoys cooking and watching sports in his spare time. He hopes to one day attend a NBA or NFL game.

### SENIOR SUPERVISOR



**LORRAINE** completed the Child and Youth Care Counseling (CYCC) program. She has completed countless hours of professional development courses. She is also a certified ECE Educator and Instructor. 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. Lorraine looks forward to getting to know all of your beautiful children.

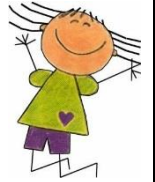
## AUXILIARY

### CHILDREN'S ACTIVITY LEADERS

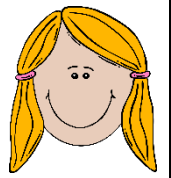
**MERANDA** is originally from Thailand; she has been in Canada since 2013. She has her Early Childhood Education certification. She has over 12 years of Child Care experience, internationally. Meranda has worked at many Child Care centres in Vancouver, with both toddlers and school age children. She enjoys working with all ages of children



**TINA** is a substitute teacher for the Britannia Child Care programs and has her Early Childhood Education certificate (ECE) license. Tina has five years experience working in a daycare with children aged three to five years old. She enjoys working with children and is very happy to join the Britannia family.



**GOSIA** believes in the power of kindness. As an auxiliary staff with-in the Britannia Hub, she aims to cultivate its ripple effect each time she gets called in. Fostering empathy, resilience and positive self-identity are some of her core values as a soon-to-be fully licensed ECE.



**MARY** understands how important it is for children to socialize and her goal is to help them work together for a common goal, to encourage interaction and friendship. She is patient and will adapt to different environments and stay organized. She is a team player and wants to ensure the best for all the children. She enjoys working with children and helping them build confidence in their ability to achieve, both academically and socially.



## CHILDREN CHARTER OF RIGHTS

### The Right to a Safe Place to Live:

"It's important to have a home to live in"  
"I feel safe! With my Mom and Dad"



Children need a home, a place to sleep, and a family.

### The Right to Food:

"It will make you get bigger"  
"I like to eat healthy food"  
"And give you big muscles"



Children need a variety of healthy foods and a kitchen to eat.

### The Right to Play:

"Why are these your favourite places? Because I can play with my friends."



Children need parks and playgrounds where they are safe.

### The Right to Feel Safe:

"What makes you feel safe? Hugging my sister"  
"What makes you feel safe? My blankie"



Children need trusting adults and safety in their environment.

### The Right to Education:

"I have a right to learn"  
"So you can grow up and know what to do"



Children need access to education and encouragement.

### The Right to Belong:

"I have a right to be myself and to trust others"  
"The people and places [in my community] make it special"



Children need to grow up with a sense of belonging and value.

GRANDVIEW-WOODLAND  
Vancouver