[](http://www.lojearlylearning.com/About-Us.html)

Parent Handbook

Of

Policies & Procedures

Thank You for choosing the Lion of Judah Early learning Center for your child care needs. Please familiarize yourself with these policies in order to make your transition into our school as smooth as possible. If you have any questions please do not hesitate to ask.

**Mission Statement:**

**The Lion of Judah's primary mission is to foster a love of learning in each child. We encourage children to learn to follow their curiosity, to think creatively, and to work cooperatively with others. We strive to instill independence, integrity, compassion, and confidence in each child.**

**Hours of Operation:**

Monday – Friday from 7 am to 6pm

We ask that parents utilize only 10 hrs per day which is equivalent to 50hrs per week of care.

**All children must be admitted into care no later than 9:30 am.** We begin our academic activities at this time and we would like all of our children present in order to participate fully in the day’s activities.

We close promptly at 6 pm; parents who come after that time will be charged a late fee of $2 per minute until the child is picked up.

**Holiday Policy**

The Lion of Judah will be closed for the following holidays, however tuition is still due. This is a benefit that we offer our dedicated staff for working as a part of our team.

Thanksgiving Day and Black Friday, Christmas Eve until New Years Day, Presidents Day, Good Friday and Easter Monday, Memorial Day, Independence Day, Labor Day and two professional days advanced notice will be given. If the holiday falls on a Saturday we will close the Friday before the holiday. If the holiday falls on Sunday, we will close the Monday after the holiday.

(The Preschool rooms may have potential closings due to field trips)

**Weather Related Closings**

In inclement weather, we do our best to stay open. However, there may be times when we will have a potential delay or closure. If we do have a delay or closure we will notify you no later than 6am. If we are one hour late we will open at 8am if two hours late we will open at 9am. If there is no alert given than we are open on time.

**Tuition Payments**

All tuition payments are due on Monday mornings prior to care being rendered. Please use the drop box located in the lobby. Tuition received after this time will incur a five dollar per day late fee. You are responsible for payment of tuition even if your child is not in attendance.

We accept cash, check, or money order as a form of payment. Please note that if \*we receive a returned check there is a $35 penalty and further payments must be made by way of money order or cash.

\*In cases of non-payment you are responsible for paying attorneys fees of 35% of the amount due plus any other costs and charges necessary for collection of any amount not paid when due

**Enrollment**

We strongly encourage all of our interested families to tour our facility to ensure that our center is the best fit for you and your family. We will do our very best to answer all questions that you may have.

In order to enroll in the Lion of Judah Early Learning Center please submit your contract, application, Health forms, About My Child form, and any other nessaccary paper work. Also, you must pay our non refundable registration and deposit fees prior to the first day of care.

Once you have completed the steps, we can set a start date for your child to begin.

**NON-DISCRIMINATION POLICY**  
The Lion of Judah Early Learning Child Center does not discriminate against any child or family based on race, color, national origin, sex, religion, or disabilities.

**Sick Policy**

State childcare regulations prohibit child care providers for caring for children who are sick. If your child is sick please find alternate care or keep your child home with you. If your child has a temperature of 99.9 degrees or higher , nausea, rash, vomiting, diarrhea, runny nose with yellow or green discharge this may be a sign of an infection. If your child has any sickness that is considered contagious then your child needs to be seen by a pediatrician or time at home to recuperate. Your child must be symptom free for at least 24hrs prior to them returning to our center. If your child is sick longer than 3 days you must provide us with a doctor’s note. We will strictly enforce this policy.

**Medication Policy**

State Regulations also prevent childcare providers from administering prescription or non prescription medication without written parental authorization. Prescription medication may only be given when contained in a prescription bottle or package bearing the child’s name, direction for use, dosing information, and physician’s name. The first dose must be given at home and we will give one dose here at our center. (This also applies to sunscreen and bug spray)

**Dr. Appointments**

Please be aware that it is your responsibility to keep up with your child’s immunizations. If your child has a wellness visit please bring in a copy of your child’s updated shot record. We audit all of our children’s files twice per year, if your child’s records are not up to date than you may run the risk of being denied care until the matter is resolved.

Please try to schedule your child’s Dr’s visits either early in the morning or late in the afternoon especially if your child is sensitive to the immunizations. We do not admit nor readmit children with Dr. appointments during our rest time from 12:30pm -3pm.

**Medical and Dental Emergency Procedures**

Emergency information is kept on file at the daycare. In case of illness or injury this information will be used to notify you or the person designated by you, of your child's status. If your child is injured while at the daycare, first aid will be administered. If treatment by a doctor is necessary, we will make every effort to contact you or the doctor you have chosen to treat your child. In all cases, an injury report is completed, and a copy is given to the parents as well as the Department of Social Services. Authorization for emergency treatment must be signed at the time of enrollment to ensure that in the event of an emergency, we can make sure your child receives the necessary emergency treatment he or she needs. **It is very important that all emergency contact information is kept up to date and correct. Please inform us immediately of any changes to keep your information current.** Parents are responsible for all costs involved in emergency medical treatment, including emergency transportation if required.

**Note:** In case of a serious accident or sudden illness requiring immediate medical attention, the following procedures will be followed.

1. A phone call to 911 is made.
2. Child's parents (or emergency contacts) are called.
3. Child is separated from the other children and appropriately cared for.
4. Parent, provider, or ambulance takes the child and health records to the hospital

**Emergency Evacuation Procedures**

The Lion of Judah Early Learning Center has written policies for dealing with emergencies and natural disasters. Evacuation plans are posted at every door in our center. In the unlikely event that children need to be evacuated to an emergency location you will be notified as soon as possible. Our emergency location is the Westchester Community Center and Playground, which is located on Westchester Ave (the street directly across from our center). A notice will also be posted on our door.

**Reporting Child Abuse**

We are required by law to report any suspected incidents of possible child abuse or neglect. Your child can be questioned by child protective services at any time without your consent.

**Behavior Management & Positive Guidance**

We believe that the positive guidance of a child is achieved through patience, consistency, and positive reinforcement. We also try and teach the children in our care manners, kindness and to be respectful to others. One of the ways in which we do this is by the example we as providers set. We understand that our actions and reactions speak much louder than our words. The children are explained the rules of the daycare frequently, so they know what's expected of them. Once a child is old enough to understand the rules and disobeys them by, exhibiting inappropriate behavior (hitting, aggression, etc), hurts others, or property, the following developmentally appropriate guidance techniques will be used. These techniques are as follows:

**Positive Reinforcement:** The child will be encouraged when he or she is demonstrating acceptable behavior.

**Redirection:** The child is redirected to another activity and given an opportunity to try again at another time.

**Time-Out:** The child is separated from the group for an age appropriate amount of time (one minute per one year of age). This technique is only used when a child repeatedly will not follow our directions or listen to our words, is exhibiting temper tantrum type behavior, or hurting one’s self, others or equipment. When the child shows that he or she is ready to demonstrate acceptable behavior, they are encouraged to join the rest of the group to try again.

**Last Resort:** When a child's behavior is continually upsetting or dangerous to others, a conference will be called with the parents. If the problems cannot be resolved, arrangements will have to be made for the child to go elsewhere for care.

**Note:** Sometimes if both a parent and a provider are both in the same area (examples would be during drop-off and pick-up times) a child may forget the rules or test the boundaries. **Please help show your child that you respect us, and the rules of our center, by reminding them that the rules still apply when you are around.** We will also remind them of the rules and correct them if needed.

**Arrival and Departure**

Please sign your child in and out on a daily basis, including the time and your signature. Please send your child clean, dressed, and ready for the day, as well as all of your child's necessary supplies needed for the day's care. If your child arrives after 9am please do not send food i.e. half eaten breakfasts, breakfast bars, candy, or gum with your child. Please make your goodbye brief (no more than a couple minutes) the longer you prolong your departure the harder it gets for both you the parent and especially for your child. Never leave without telling your child goodbye. **Please be in control of your child during drop-off and pick-up times.**

No one other than the parent or person designated by you will be allowed to pick up your child without **advanced written permission indicating the person's name and relationship to your child.**

If there is a court order keeping one parent away from a child, we must have a written note from the custodial parent in our file to that effect. Otherwise, we cannot prevent the non-custodial parent from picking up the child.

Please be advised that our daily activities and meals are based on the number of children that we expect in our care each day; so, if your child’s schedule is going to change or if your child is going to be absent please give us courtesy call or written notice in advance.

**Open Door Policy**

All parents reserve the right to observe their child in our center without advanced notice. However, this may be upsetting to some children when it is time for you to leave. We ask that if you are going to visit please do so during the morning hours or late afternoon. This is to ensure that we do not interrupt our center’s rest time.

Other groups that are welcome to our open door policy include representatives from the following: Hearing and speech specialist, occupational therapist, Office of Childcare, Department of Social Services, and Baltimore County Infants and Toddlers Agency.

Other than parents and the various agencies previously mentioned all else must give advanced notice.

**Supplies Needed at Daycare**

Parents are responsible for supplying the following items: diapers/pull-ups, wipes, diaper creams, weather appropriate clothes and changes of clothes, jacket, **and shoes that lace-up or Velcro and/or stay on feet (no flip-flops please)**, pack & play sized sheets for infants, pacifier (for infants if needed), bibs, and a swimsuit during summer months.

For the older children sleeping on a cot: a crib sheet and blanket are needed. If necessary a comfort object for rest-time, and anything else your child may need. **Your child's crib sheet and blanket should be taken home every Friday and washed and returned to daycare the following Monday.**

There is a good possibility your child will get dirty throughout the day because of food, paint, markers, dirt, bubbles, etc. So please dress your child accordingly for play. We are not responsible for replacing stained or soiled clothing. Furthermore we suggest that you write your child's name on the tags of their clothing (especially socks and underwear) in order to prevent any clothing mix-ups.

**Note:** Please periodically check your child's cubby to make sure they still have all of their necessary items needed at daycare. Furthermore, as the weather changes throughout the year, so do your child's items needed at daycare.

**We greatly appreciate your adherence to this subject, as it helps the children's day run more smoothly to have all of his or her necessary belongings with them at daycare. This way we can care for your child in the best possible way.**

**Meal Times**

**We are a Peanut Free School.**

Please be sure **not** to send foods that contain peanuts

We serve breakfast from 8:30 am-9 am examples of breakfast will include a bread product, (occasionally sausage) a fruit, and milk: (Cereal, pancakes, waffles, French toast, bagels, muffins, Nutrigrain Bars, and various fruits, and 2% milk.

We serve lunch from 12-12:45pm. Please send meals from home that are simple and that your child will like, and that can be heated quickly. Please label your child’s cups, bottles, and dinnerware. We serve milk with lunch.

Snack is served at 3:30pm Examples of snacks include, graham cracker, gold fish crackers, yogurt, Ritz crackers and cheese, fruit snacks, etc. All birthday goodies and special treats are served during snack time. We serve water or apple juice with snack.

**Infant Care**

Our teachers do “care teaching” opportunities. They surround their curriculum around the needs and development of your child. Teachers will simulate your child’s cognitive, emotional, and physical development. There will be singing, talking, holding, reading, and playing throughout the day. As well as following the schedule parents would like to have for their eating and napping.

Diapers will be changed/ checked every two hrs. If not before. At the end of the day parents will receive a sheet with every feeding, changing, and nap their child had. Along with the activities they worked on that day. (Example- worked on reaching for objects or pushing up) There will be two assessments a year to see the development achievement of your child.

(**Times for Feeding and Naps will be according to the child’s individual schedule)**

Parents must supply the center with enough diapers for at least 7-10 diaper changes per day. If your child needs any ointments or creams please do not leave it in your child’s cubby, please give it to a staff member.

For families who choose to use cloth diapers we will only use the “All -In- One” type of cloth diaper. Please supply enough for 7-10 diaper changes per day. We do not wipe or rinse any soiled diapers or shells, each diaper change must have a new clean diaper. Also, you must provide us with your child’s individual labeled diaper pail.

According to the State of Maryland childcare regulations, all bottles must be pre-made and ready to feed. **Please No Glass Bottles.** Please label the bottles with your child’s name and date that the milk was prepared. We will refrigerate all bottles at 40degrees, and warm the bottles to a comfortable temperature for your infant. We will serve your child a warmed bottle for up to one hour; if your child does not consume their bottle within that time frame we will discard any unconsumed milk.

***Note:*** *When infants feed, the milk or formula is inoculated by the saliva and bacteria in the*

*infant's mouth. When fed over a period of an hour, bacteria could multiply to spoil the milk or formula and should be discarded at this point.*

**Toddlers**

We provide a relaxed and loving atmosphere for our toddlers. Our consistent daily routine will help our children become familiar with their surroundings. Our day consists of group time when we have a story and calendar time, and discuss many other topics. We have learning centers that provide your child with many different activities to promote growth with their large and fine motor skills. There are opportunities for your child to learn to count, identify colors, identify shapes, work with puzzles, play with blocks, play with play dough, and color.

Our daily activities consist of music, finger plays, dancing, flannel board stories, and other games. We stretch our muscles either inside or outside with large motor activities. Naps are also part of the children’s day.

**Preschool Program**

Here at the Lion of Judah your child will benefit from a professionally developed curriculum. Our comprehensive curriculum is designed to nurture the whole child and supports social, emotional, physical and intellectual development.

Your child will build foundational skills in early literacy, math, music, art, social studies and science. We help you to stay connected by sending home monthly newsletters that explains our center news as well as curriculum information. Each month our classroom has a different theme which allow your child to participate in interactive projects and home assignments which reinforce letters, shapes and numbers from our monthly theme.

**Hand-On Learning**

Your child will love learning as they create art, sing, dance, read, and explore the world around them.

**Customization**

Our low class sizes allow your child's teacher the ability to customize lessons to your child's skill level and learning style.

**Field Trips**

We believe that learning happens in and out of the classrooms; therefore we take field trips which teach our children about the world around them. Examples of field trips may include; the farm, zoo, circus, aquarium etc... On days that we go on class field trips, our preschool room is closed for the day so our teachers may attend the trips. It is our policy that every child attending the field trips must have a parent or guardian to attend.

**Potty Training**

When you feel your child is ready for potty training or shows interest in using the toilet we ask that you discuss this with his/her teacher so that we may partner with you in you in this exciting time in your child’s development. We ask that you begin teaching at home during a weekend or vacation. **PLEASE NOTE: Children transition better at school when you have successfully begun training at home for at least one week prior.**

We will follow through and encourage your child while in care. Potty training will be done in a relaxed manner with the cooperation of the family. We require that the child be at least 2 years of age and **must also** show signs of readiness (Please read the Potty Training Readiness Checklist below). Positive reinforcements and consistency must be continued at home.

The child **must** be kept in diapers/pull-ups at all times. Please keep in mind that the activity level here at the center can distract your child from responding to an urge to use the potty, more so than at your home. Therefore we will use diapers until your child can and will announce that he/she must use the bathroom and can control his/her bladder and bowels for a few minutes beyond that announcement. It is required that parents provide, diapers (until child is ready for pull-ups only) and a few extra change of clothing.

**Proper Clothing**  
Do not bring your child in panties or underwear until he/she has naptime and bedtime control established. During potty training your child needs to be dressed in “User friendly” clothing as much as possible. The best items are shorts and pants with elastic waist. Please **DO NOT** dress your child in the following:

Tight clothing  
Shirts that snap in the crotch  
Pants with snaps & zippers  
Overalls or bib type clothing  
Belts  
One piece outfits

The clothes listed above can make it difficult for your child to reach the potty in time. Your child also needs to be able to pull his/her pants up and down and these items will hinder your child’s ability to do so.

**Required Supplies**

The following items are to be left at the childcare and replaced as needed. Soiled clothes will be returned in a plastic bag at the end of the day. \* (“Poopy” underwear will be discarded in the diaper pail for sanitary reasons)

Two (2) changes of clothing including socks (an extra pair of shoes if available) A bag of pull-ups – you will be notified when your child is ready.

**Potty Learning Schedule**

For the first week, the child will be scheduled to use the Potty at consistent times of the day whether the child indicates the need to use the Potty or not.

Upon arrival at the center   
After breakfast   
Before and after lunch   
Before and after nap   
Before and after going outside   
Just before going home

**Potty Training Readiness Checklist**

**Verbal Stages of Readiness**  
Basic verbal skills, The child is able to speak in three to four word sentences

Stage 1 The child tells you he/she has a wet diaper, recognized when he/she is wet.   
Stage 2 The child tells you he/she is wetting recognizes the sensation of being wet.  
Stage 3 The child tells you he/she will wet, can control himself and uses the potty.

**Other signs of readiness**

1. Stays dry for a long period of time (the child is able to “hold” his/her urine and bowel movement)

2. Can recognize when diaper is wet or soiled.

3. Has bowel movement at regular times (child chooses when to move its bowels)

4. Adult can recognize when child is moving his/her bowels (Child is deliberately moving bowels)

5. Can undress and pull up his/her own pants (Important because this is the work of the child not the caregiver)

6. Initiates interest in using the potty and asks to wear underwear.

7. Wants to be independent which is very important for the learning process.

8. Child is emotionally ready and is open to learning (is child generally cooperative?)

9. Child has an awareness and knowledge of the world beyond himself. (This sign may seem unrelated to Potty training, but it is a behavior that has been seen in children ready to use the Potty)

10. Can follow three and four step instructions (this is critical for learning to urinate or move bowels, wipe himself and wash hands)

11. Can use consistent words or gestures to communicate.

12. Is able to physically get to the potty and sit on it without help.

13. Must show a willingness to want to sit on the potty and understand its function

The most important thing to remember is that all children potty train differently and in their own time. Therefore we have a relaxed system which is based on communication from home to our center.

**School Events**

Each year our center hosts a winter program as well as a spring program. For our winter program all children including our infants participate in our Christmas extravaganza. In the spring our preschoolers display some of the many things they have learned throughout the school year. Our children work very hard on these events weeks in advance, so please clear your schedule so that you and your family can enjoy the many things that your child has accomplished.

We also host several family events and luncheons for special holidays.

**Volunteers/ Donations**

Throughout the year we need your help with volunteering to help for school events as well as donations of supplies. Volunteers and donations are not mandatory however it makes our teachers jobs just a little easier. It also makes special events much more special for your children. We appreciate all donations of time, resources, and goodies to our center.

**Conferences**

Twice per year we have a parent - teacher conference. The goal of each conference is to allow you the parent to see how much your child has learned and grown over the time that they have spent with us. We will discuss your child’s accomplishments, and set new goals for your child as an individual.

Our teachers do not score for your child’s IQ nor do we diagnose any disabilities. If you have concerns about your child’s overall development we can provide resources and you may always talk to your child’s pediatrician.

**Confidentiality**

The Lion of Judah strives to protect everyone’s right of privacy.

Within the Lion of Judah, confidential and sensitive information will only be shared with employees who have a “need to know” in order to most appropriately and safely care for your child.

Confidential and sensitive information about faculty, other parents and/or children will not be shared with parents, as The Lion of Judah strives to protect everyone’s right of privacy.

Confidential information includes, but is not limited to: names, addresses, phone numbers, disability information, and health related information of anyone associated with the Lion of Judah.

Outside of our school, confidential and sensitive information about a child will only be shared when the parent of the child has given express written consent, except where otherwise provided for by law. Parents will be provided with a document detailing the information that is to be shared outside of Lion of Judah, and persons with whom the information will be shared, and the reason(s) for sharing the information.

You may observe children at our center who are disabled or who exhibit behavior that may appear inappropriate (i.e. biting, hitting, and spitting). You may be curious or concerned about the other child.

Our Confidentiality Policy protects every child’s privacy. Employees of the Lion of Judah are strictly prohibited from discussing anything about another child with you.

**Parent Code Of Conduct**

The Lion of Judah Early Learning Center requires the parents of enrolled children at all times, to behave in a manner consistent with decency, courtesy, and respect

One of the goals of The Lion of Judah is to provide the most appropriate environment in which a child can grow, learn and develop. Achieving this ideal environment is not only the responsibility of the employees, but is the responsibility of each and every parent or adult who enters the center. Parents are required to behave in a manner that fosters this ideal environment. Parents who violate the Parent Code of Conduct will not be permitted in our center.

**1 SWEARING/CURSING:**

No parent or adult is permitted to curse or use other inappropriate language on school property at any time, whether in the presence of a child or not. Such language is considered offensive by many people and will not be tolerated. If a parent or adult feels frustrated or angry, it is more appropriate to verbally express the frustration or anger using non-offensive language. At NO time shall inappropriate language be directed toward members of the staff.

**2 THREATENING OF EMPLOYEES, CHILDREN AND OTHER PARENTS OR ADULTS:**

Threats of any kind will not be tolerated. In today’s society, we cannot afford to sit by idly while threats are made. In addition, all threats will be reported to the appropriate authorities and will be prosecuted to the fullest extent of the law. While apologies for such behaviors are appreciated, the Lion of Judah will not assume the risk of a second chance.

**PARENTS MUST BE RESPONSIBLE FOR AND IN CONTROL OFTHEIR BEHAVIOR AT ALL TIMES.**

**3 PHYSICAL/VERBAL PUNISHMENT OF YOUR CHILD OR OTHER CHILDREN AT The Lion of Judah:**

While Lion of Judah does not support nor condone corporal punishment of children, such acts are not permitted in the child care facility. While verbal reprimands may be appropriate, it is not appropriate for parents to verbally abuse their child. Doing so may cause undue embarrassment or emotional distress.

Parents are always welcome to discuss a behavior issue with the teacher and to seek advice and guidance regarding appropriate and effective disciplinary procedures.

Parents are prohibited from addressing, for the purpose of correction or discipline, a

child that is not their own. Of course, no parent or other adult may physically punish another parent’s child. If a parent should witness another parent’s child behaving in an inappropriate manner, or is concerned about behavior reported to them by their own child, it is most appropriate for the parent to direct their concern to the classroom teacher and/or Center Director.

Furthermore, it is wholly inappropriate for one parent to seek out another parent to

discuss their child’s inappropriate behavior. All behavior concerns should be brought to the classroom teacher or director’s attention. At that point, the teacher and/or director will address the issue with the other parent. Although you may be curious as to the outcome of such a discussion, teachers and/or the Center Director are strictly prohibited from discussing anything about another child with you.

All children enrolled in our center have privacy rights and are further protected by our Confidentiality Policy. You may be assured that we will not discuss anything about your child with another parent or adult visiting the center.

**4 SMOKING:**

For the health of all employees and children, smoking is prohibited anywhere on center property. Parents are prohibited from smoking in the building, on the grounds, and in the parking lot. Parents who are smoking in their cars must dispose of the cigarette prior to entering the parking lot.

**5 VIOLATIONS OF THE SAFETY POLICY:**

Parents are required to follow all safety procedures at all times. These procedures are designed not as mere inconveniences, but to protect the welfare and best interest of the employees and children.

Please be particularly mindful of entrance procedures. We all like to be polite. However, we need to be careful to not allow unauthorized individuals into the center. Holding the door open for the person following you may, in fact, be polite; however that person may not be authorized to enter the premises. Please use our main entry door and close it tightly behind you.

**6 CONFRONTATIONAL INTERACTIONS WITH EMPLOYEES and OTHER PARENTS**

While it is understood that parents will not always agree with the employees or the parents of the other children, it is expected that all disagreements be handled in a calm and respectful manner.

Confrontational interactions are not an appropriate means by which to communicate a point and are strictly prohibited.

**7 VIOLATIONS OF THE CONFIDENTIALITY POLICY:**

The Lion of Judah takes very seriously the responsibility of maintaining the confidentiality of all persons associated with the center. Parents must understand the implications of this responsibility. Parents need to recognize that the Confidentiality Policy not only applies to their child or family, but all children, families and employees associated with The Lion of Judah Early Learning Center. Any parent who shares any information considered to be confidential, pressures employees or other parents for information which is not necessary for them to know, will be considered to be in violation of the Confidentiality Policy.

**Staff Employment by Clients**

The staff of The Lion of Judah is prohibited from being employed by any client (current or former). Parents are prohibited from soliciting any staff member for the purpose of employment. Parents who employ Lion of Judah staff will have their services terminated and any deposits will be forfeited. Staff who become employed by current or former clients will have their employment with The Lion of Judah Early Learning Center terminated.

Employment refers to any relationship outside of the Center’s services which involves an employee of Lion of Judah Early Learning Center to interact with a current of former client’s. Such relationships include but are not limited to, baby-sitting, house-sitting, pet-sitting, mother’s helper, nanny services, and carpooling regardless of whether or not those services are voluntary or paid.

**Surveillance Cameras**

Our school is equipped with surveillance cameras for the viewing of all entrances to the facility. These cameras’s are for the viewing of all exits and entrances to the facility. These cameras are designed with overall safety in mind so that our staff can make sure no unauthorized persons enter the building. Although limited classroom activity is visible, the cameras are not positioned nor do they have the appropriate lens to record what goes on in the classroom. The cameras are designed as a device to protect the physical security of the building, not to monitor classrooms. For reasons of confidentiality, the footage is not available for parents. Only members of Lion of Judah’s management may view footage.

**The Lion of Judah reserves to right to cancel a childcare contract at will. The Lion of Judah reserves the right to change existing or add new policies and procedure pertaining to the daily operation of the school at any time as needed.**

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