Staff Training

Be sure to cover these issues during employee orientation:

- All issues concerning parents and/or children other than regular business should be handled by the director. Emphasize to your staff that incidents must be brought to your attention.
- Make sure your dress and conduct codes are clearly stated.
- Fire plans, hazardous materials, body mechanics, safe driving, kitchen safety, etc.
- Any form of harassment: religious, racial, sexual, gender or age will not be tolerated. Nor will bullying.
- Diversity training encompasses the attitude that persons from different cultures work and play well together.

Successful Practices

When do you do your best at work and other parts of your life? Peak performers share four main characteristics:

- They are able to relax under pressure.
- They are able to operate from a high state of energy.
- They are able to maintain focus until the outcome.
- They are always fully present in the moment.

Great Ideas

If you were not able to have an open house or other holiday event, at least make sure you send home a greeting card. Be sure to include a handwritten note telling a parent what they and their child mean to you, your staff and the other children. Include any exciting changes to look forward to in the coming New Year. Do not forget to give one to your staff as well.

Spray Pam or other cooking spray on the insides of the orange tops of the glue lids. This will help keep the lids from sticking.

Teach your child that what he does is not the same as who he is.

Use a calendar to help teach young children responsibility, whether it be chores or things that need to be taken to school, prepare a
Quick Craft

**Painting Fine Art**

It is fun to visit a museum and look at all the paintings. This is a way to let your class create their own fine art.

Find a lovely old calendar picture. Pour white glue in a bowl with a little bit of water. Let the children paint the entire picture with the glue, visible textured brush stroke are all the better. Let the master piece dry overnight. You will have a realistic looking fine art picture. Punch holes around the perimeter and let the children sew in a frame with yarn. Hang these on your walls or borrow a little space in the lobby to show off your class's talent.

School Dining

Is your dining room utilitarian or does it encourage children to eat a healthy meal and learn to socialize? Here are a few appetizing ideas for everyone during mealtime:

- Meal time is an important time for children to learn to socialize - don't rush them.
- Encourage your children to enjoy a variety of foods, so mix it up now and then.
- Decorate the dining room with pleasing colors, art work and maybe a children's food pyramid poster.
- Eat with them so you can demonstrate good manners.

Good for You

~ Ease Your Daily Burdens with These Stress Busters:

Words of Wisdom

"Never tell people how to do things. Tell them what it is that you need and they will surprise you with their ingenuity."

~ George S. Patton ~

"You rarely have time for everything you want in this life, so you need to make choices. And hopefully your choices can come from a deep sense of who you are."

~ Mister Rogers ~

"The vital, successful people I have met all had one common characteristic. They had a plan."

~ Marilyn Van Derbur ~
• Share your worries with a trusted friend. Venting is healthy!
• Avoid people who are constantly negative or irritable.
• Clear the clutter from your life, ask for help when you need it.
• Set aside some quiet time for yourself every day. Read a book, go for a walk or meditate.
• Try keeping a journal and keep it private.
• Laugh often! Release those happy endorphins that make you feel better! They are great for your heart and the rest of your body.
• Do not waste time worrying. If you have no control over the problem, then it is pointless to worry about it. If you DO have control - then you can solve it!

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**Fun Family Activity**

Create your own designer flip flops. Be creative and make THEME flip flops! Find boy things for boy’s flip flops and girls bling for girls flip flops. Gather together:

- Buttons
- Googly Eyes - my kids put them on everything!
- Large sparkly plastic jewels, rhinestones and sequins
- Fancy feathers
- Very small plastic toys
- Permanent craft glue or silicon glue that the kids can use with your help. (Use permanent glue if you want your creation to last a long time).