



A PARENT'S GUIDE TO SPROUTS

2026 - 2027



SPROUTS

2-YEAR OLD CLASS

2026-2027 School Year

Tu & Thu

August 25, 2026 - May 6, 2027

9:15 a.m. - 11:30 a.m.

Lead Teacher: Lora Davila (ldavila@fpparks.org)

Location: Community Center

Assistant Teacher: Jenna Laskowski

Absence Line: 847-455-2852

Program Manager: Sabrina Rivera

847-451-8136 or srivera@fpparks.org

For more information, visit www.fpparks.org for information, permission slips, and more.

Park District of Franklin Park

Community Center

9560 Franklin Ave

Franklin Park, Illinois

847-455-2852



SUPPLY LIST

- **Regular-sized backpack:** no mini backpacks, so we can have room to send home projects.
- **Small snack:** 1–2 nut-free options.
- **Reusable water bottle:** please label with your child's name.
- **Clothing:** please dress your child in comfortable, closed-toe shoes and clothing that is appropriate for active play and creative activities, as we may get a little messy while we learn and play!
- **Change of clothes:** place in a gallon-size baggie and label with your child's name to keep in their backpack.
- **Diaper-changing supplies:** for your family's convenience to keep in their backpack.

Note: we are a latex-free facility.

CLASS OBJECTIVES

- To provide age-appropriate educational and recreational opportunities through play, exploration, movement, and creative activities.
- To provide both structured and free-play activities that encourage social, emotional, language, fine motor, and cognitive development.
- To develop an enjoyment of learning through hands-on experience, creative expression, movement, and play
- To help children become comfortable in a group setting while developing positive relationships with teachers and other children.

OUR CURRICULUM

The program is designed to prepare your child for Seedlings or Sunflowers. The curriculum focuses on language, social, and emotional development, fine motor skills, safety skills, creativity, music, singing, and cognitive development.

LEARNING THROUGH PLAY

Sprouts Program's purpose is to provide education through developmentally appropriate practice, which includes play. Play is a child's most important work. Through play a child acquires cognitive, social, language, motor, and cultural awareness skills.

PARTICIPATION

Sprouts accepts any child whose needs can be met in its setting. In all cases, children must be able to participate and substantially benefit from the program without risk to themselves and/or others.

Students must be of age by September 1.

OUR STAFF

Our Sprouts instructors are educated, experienced, and dedicated to the development of each child.

LESSON PLANS

Lesson plans incorporate age-appropriate activities revolving around specific, weekly themes that encourage imagination and the child's natural love for learning. Reading and math skills are reinforced throughout the play-based curriculum. Social and emotional development is emphasized through hands-on experiences where children strengthen their skills by sharing with others and participating in a groups.



CLOTHING

We work with many different types of materials (fingerpaints, play dough, glue, etc.) and have a wide assortment of activities, so please dress your child in comfortable, washable clothing. Gym shoes are strongly recommended. Please mark your child's personal belongings with either a name tag or identifying mark.

PERSONAL HYGIENE

Sprouts do not need to be potty trained. If your child has an accident, you will be called to come immediately and change him/her. If a teacher notices a child's diaper is full causing it to fall, a parent will be called. Please be sure that people on your emergency list are aware of this policy. Teachers are not allowed to change your child or assist them in the washroom. Repeated accidents result in dismissal from the program. To help prevent an accident, please take your child to the bathroom before class.

ILLNESS POLICY

For the protection of all participants and staff, and for the comfort of your child, please keep your child home if he/she has any of the following symptoms: wet cough, fever, diarrhea, vomiting, rash, thick nasal discharge or discharging eyes or ears (i.e. Conjunctivitis), except for a sty, and lice. Your child must be free of fever, diarrhea, or vomiting for a full 24 hours without medication before returning to a Park District program.

FIRST AID

For minor cuts, bumps, bruises or scrapes, staff will administer first aid and complete an accident report form. Soap, water, Band-Aids, and ice packs are the primary forms of treatment.

EMERGENCY MEDICAL ATTENTION

If your child becomes acutely ill or sustains a major injury while in our care, and requires medical attention, Park District staff will call 911. At the time of registration parents sign a consent form authorizing the Park District to provide emergency care through paramedics, and when necessary a local hospital. Parents will be notified to proceed to the hospital's emergency room by Park District office personnel. An accident/incident report will be completed and placed in the child's file. The child's teacher will make a follow-up phone call to the child's home the same evening of the occurrence.

ALLERGIES AND MEDICAL CONDITIONS

If your child is allergic to any type of food or medication or has an existing medical condition (asthma, diabetes, etc), please let your teachers know before the first day of school and include the information on the emergency form.

PARENT NOTIFICATION

Please check the class bulletin board and parent Facebook group regularly for notices regarding class schedule, special requests, etc. In addition, a monthly calendar of topics and events is sent home with your child.

PARENT/TEACHER CONFERENCES

We schedule one individual parent/teacher conference in the Spring. If you would like to meet with the teacher at anytime throughout the year, you can email her to schedule it.

CLOSINGS

In the event of extreme weather conditions, public school closings or an emergency situation that would cause classes to be canceled, parents should call the Community Center at 847-455-2852 to receive information. Classes are not made up unless determined by the Program Manager.

CANCELLATIONS

The Park District reserves the right to cancel any class due to insufficient enrollment.

REFUNDS

No refunds are made after the term is in session unless authorized by the Program Manager. This request must be submitted in writing.

ARRIVAL/DROP OFF

Drop-off your student in the classroom with the teacher. The Sprouts classroom is located on the first floor in the Willow Room. Please be sure to sign-in and out with the teacher in the classroom.

Drop-off Time: 9:15 a.m.

DEPARTURE/PICK UP

Staff will sign your child out inside the room at the end of each class time. Pick up your child no earlier than the designated time the class ends. **THIS IS FOR YOUR CHILD'S PROTECTION.**

Pick-Up Time: 11: 30 a.m.



PARKING

Street and side lot parking are available to parents. **Please do not park in the fire lane located directly in front of the building's main entrance.** This area must remain clear for emergency vehicles. Do not leave small children unattended in a vehicle during drop off or pick up times.

LATE PICK UP POLICY

If your child is not picked up immediately after class, a \$1.00 per minute fine will be charged after the first 5 minutes. Please call the Community Center at 847-455-2852 if you are running late.

Please park your car in the Community Center lot. Do not park your vehicle in the fire lane located in the front of the Community Center.

BEHAVIOR POLICY

On occasion, a child enrolled in this program may find it difficult to meet the behaviors expected in a group learning environment. In this case, discipline and re-direction may be used as guidance to help the child develop appropriate social skills, gain self-control, and assume responsibility for their own actions. Young children are not born with these skills and adults need to help guide them through the experience. Problematic behavior can include harming one's self, harming others, and damage to property.

These guidelines are followed when a child exhibits problematic behavior:

1. Parents are notified of their child's problematic behavior through parent/teacher communication either in-person, phone, or email.
2. In the event that the child's behavior continues to be an issue the Park District will schedule a meeting with the parents, teachers, and program manager to develop a plan of action to correct the behavior.
3. Following this meeting, if the behavior remains unaltered and no other feasible solutions can be provided, dismissal is therefore warranted. Parents will be notified as soon as possible if this decision is made by management.
4. In the event that developing conditions require a dismissal procedure that does not meet the above criteria, reasons for the dismissal will be provided in writing and approved by the director of parks and recreation.

AGGRESSIVE BEHAVIOR

Any child exhibiting aggressive behaviors toward other children and/or staff, i.e., biting, kicking, punching, hitting, etc., and/or putting him/herself at risk will be disciplined as described above.

PARENT BEHAVIOR

If a parent or guardian intimidates, threatens, or harms their child, another child, a staff member, another parent/guardian, or damages Park District property, he/she will be subject to suspension from Park District property under the Park District Control Ordinance. The length of suspension depends on the violation.

QUESTIONS

If you have any questions or concerns, we encourage you to discuss them with your child's instructors or Sabrina Rivera, Program Manager. You may contact her at 847-455-8136.