

Sharing Love Learning Center



8100 E Roosevelt Blvd - Philadelphia PA 19152

Opening Hours: 7 AM - 6 PM

Phone: (215)883-6471

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Mission and Vision of Sharing Love Learning Center

- * “Where FAITH and LEARNING begin with LOVE, in a Christian, bilingual, and welcoming environment.”
- * Daily short prayers (before every meal and before dismissal);
- * Values taught: love, kindness, gratitude, and respect.

Educational Philosophy

- * Our educational routine is created based on love, purpose, stimulation, respect for each developmental stage, and faith;
- * Commitment to the child’s whole development (emotional, physical, social, cognitive, and spiritual).

Programs and Age Groups

Each age group follows an adapted routine according to their developmental needs:

- * Infants (6 weeks–12 months) – individualized routine focused on bonding and comfort;
- * Toddlers (1–3 years old) – sensory exploration, structured routine, and development of first habits;
- * Preschoolers (3–5 years old) – early literacy, socialization, and preparation for Kindergarten.



Infant Development Table – 0 to 12 months

0–1 month

- Natural reflexes (sucking, grasping, crying);
- Uncoordinated movements;
- Briefly focuses on faces or lights.

2 MONTHS

- Lifts head briefly;
- Social smile develops;
- Makes simple cooing sounds (“aaa”, “oooh”).

3 MONTHS

- Holds head steadier;
- Follows objects with eyes;
- Recognizes familiar voices.

4 MONTHS

- May begin rolling belly-to-back;
- Laughs out loud;
- Watches surroundings more actively.

5 MONTHS

- Grasps objects and brings them to mouth;
- Makes varied sounds (“ba”, “ma”, “ga”);
- Begins showing intentional movements.

6 MONTHS

- Sits with support;
- Rolls both ways;
- Begins showing stranger anxiety.

7 MONTHS

- Sits without support for short periods;
- Responds to own name;
- Imitates simple sounds.

8 MONTHS

- Crawls or scoots;
- Shows strong attachment to caregiver;
- Plays peek-a-boo.

9 MONTHS

- Stands holding onto support;
- Begins using pincer grasp (2 fingers);
- Understands the word “no”.

10 MONTHS

- May stand briefly without support;
- Imitates gestures (clapping, waving);
- Tries to form word-like sounds.

11 MONTHS

- May stand briefly without support;
- Imitates gestures (clapping, waving);
- Tries to form word-like sounds.

12 MONTHS (1 YEAR)

- May take first independent steps;
- Says 1–3 meaningful words;
- Follows simple directions, like: give it to me, come here, ...



Daily Schedule (6 weeks – 12 months)

Infant routines are individualized based on each child's needs. Staff follow parent instructions and daily cues from the infant for feeding, diapering, sleeping, and playtime. A sample schedule is:

| | |
|-----------------------|--|
| 7:00/8:30 AM | Arrival / Greeting / Free floor play / Tummy time. (Motor Development and Bonding). |
| 8:30/9:30 AM | Morning bottle or feeding; Diaper change. (Routine and Emotional Comfort), |
| 9:30/11:30 AM | Sensory play (Textures, Lights, Sounds); Exploration and individual Attention (Sensory and Cognitive Stimulation). |
| 11:30/12:30 PM | Lunch / Feeding; Diaper change (Routine and Emotional Comfort). |
| 12:30/2:30 PM | Nap / Quiet Rest (flexible as needed); (Emotional Regulation and Comfort). |
| 2:30/3:30 PM | Bottle or feeding; Diaper change; (Routine and emotional comfort). |
| 3:30/5:00 PM | Gentle Motor Play (Rolling, Crawling, Clapping); Naps as needed. (Physical and Sensory Development). |
| 5:00/5:30 PM | Bottle or feeding / Diaper change; Storytime (Affection and end-of-day calm). |
| 5:30/6:00 PM | Dismissal Prayer & Departure preparation; Calm play and individual care. (Bonding and peaceful closure) |

✦ **Note: Infants are fed and changed on demand in addition to the sample schedule.**

"The children follow a stable but flexible routine, respecting the individual rhythm of each one."



Daily Schedule (1 year – 3 years)

Our goal is to offer a safe, joyful, and purposeful routine where each child learns through movement, music, art, and faith.

Activities are adjusted according to each child's rhythm and stage of development.

| | |
|-----------------------|--|
| 7:00/8:30 AM | Arrival/Breakfast & Morning Prayer; Smooth transition, welcoming. |
| 8:30/9:30 AM | Building Independence (Washing Hands after Breakfast); Circle Time (Oral language, whether, ...). |
| 9:30/11:30 AM | Main Activity of the Day (according to the weekly schedule); Play Room in Small Group. |
| 11:30/12:30 PM | Lunch and Prayer of Gratitude; Handwashing and hygiene after meals. |
| 12:30/2:30 PM | Nap / Quiet: Time Emotional regulation, rest. |
| 2:30/3:30 PM | Snack / Hygiene / Prayer; Personal care and gratitude. |
| 3:30/5:00 PM | Review and Reinforce the day's content; Play Room in Small Group. |
| 5:00/5:30 PM | Music / Free Play. |
| 5:30/6:00 PM | Dismissal Prayer; Departure preparation & Joyful and calm closure |

✦ **Note: Infants are fed and changed on demand in addition to the sample schedule.**

"The children follow a stable but flexible routine, respecting the individual rhythm of each one."

Weekly Schedule Details (Toddler Group)

💡 **Objective for TODDLERS (1–3 years):**

Create a safe, joyful, and purpose-filled environment where each child discovers the world through their senses, faith, and relationships.

Teach early habits of prayer, respect, love for others, and curiosity about everything God created.

MONDAY – MUSIC & MOVEMENT DAY 🎵

Focus: Gross motor coordination, rhythm, joy, and body expression.

Suggested Activities:

- Toddler praise time with toy instruments (tambourine, shaker, bells).
- Free dance with colorful ribbons and joyful Christian songs.
- “Freeze Dance” (learn control and pause).
- Name body parts during music (“Head, Shoulders, Knees and Toes”).

Spiritual Value: Appreciate God’s creation –

Verse: “Let everything that has breath praise the Lord! Praise the Lord!” (Psalm 150:6)

THURSDAY – SCIENCE & NATURE DAY 🌱

Focus: Exploration, curiosity, and observation of God’s creation.

Suggested Activities:

- Water play (pouring, filling, floating, sinking).
- Observe plants, leaves, and flowers outdoors.
- Grow beans in a clear cup to observe roots.
- Compare sizes (big/small), colors, and textures.

Spiritual Value: Nature shows God’s love.

Verse: “God saw all that He had made, and it was very good.” (Genesis 1:31)

TUESDAY – ART & CREATIVITY DAY 🎨

Focus: Self-expression, sensory experience, and fine motor coordination.

Suggested Activities:

- Painting with sponges or brushes (themes: sun, heart, nature).
- Collage with colorful paper and cotton.
- “God’s Creation” art – using leaves, flowers, and natural textures.
- Mixing primary colors (yellow + blue = green; red + yellow = orange).

Spiritual Value: God is the Creator of all things.

Simple Verse: “God made the heaven and the earth.” (Genesis 1:1)

FRIDAY – BIBLE & KINDNESS DAY

Focus: Christian values, emotions, and positive social interaction.

Suggested Activities:

- Tell short Bible stories (Jonah and the Fish, Noah’s Ark).
- Kindness activities (“helping hands” – drawing hands or hearts).
- Christian music about love and friendship (“Jesus Loves Me”, “The Joy of the Lord”).
- Group gratitude activity (thankful circle).
- Watch short Bible-themed videos and practice gratitude.

Spiritual Value: Love and thankfulness.

Verse: “Love one another.” (John 13:34)

WEDNESDAY – LANGUAGE & LITERACY DAY 📖

Focus: Language development, listening, vocabulary, and communication.

Suggested Activities:

- Storytime with books about animals, shapes, or creation.
- Name recognition and first letters.
- “Letter of the Week” – tracing and identifying initial sounds.
- Matching colors, shapes, and names.

Spiritual Value: Wisdom and learning come from God.

Verse: “The fear of the Lord is the beginning of wisdom.” (Proverbs 9:10)



**“Praise the Lord, all children!”
(Psalm 148:12)**



Daily Schedule (3 years – 4 years)

Our commitment is to prepare each child so that the transition to Kindergarten is smooth, joyful, and full of confidence.

| | |
|-----------------------|--|
| 7:00/8:30 AM | Arrival/Breakfast & Morning Prayer; Smooth transition, welcoming. |
| 8:30/9:30 AM | Hygiene after Breakfast; Circle Time (Oral language, weather, day of week); |
| 9:30/11:30 AM | Main Thematic Activity (of the day) |
| 11:30/12:30 PM | Lunch & Prayer: Socialization, manners, gratitude; Hygiene after lunch. |
| 12:30/2:30 PM | Nap / Quiet: Time Emotional regulation, rest. |
| 2:30/3:30 PM | Snack / Hygiene / Prayer; Personal care and gratitude. |
| 3:30/5:00 PM | Review or Small Group Learning; Reinforce the day's content. |
| 5:00/5:30 PM | Music / Free Play. |
| 5:30/6:00 PM | Dismissal Prayer; Departure preparation & Joyful and calm closure |

Note: The daily routine is carefully planned to provide structure, safety, and development for children. However, we recognize that each child has their own rhythm, needs, and internal timing. Thus, even though we follow the proposed schedule, we maintain flexibility to adjust activities according to the well-being, emotional state, physiological needs, and natural interests of the little ones.

Our commitment is to respect childhood, ensuring that each child is cared for individually, always preserving the balance between routine and human sensitivity.



Weekly Schedule Details (Preschoolers 3–5 years)

🌱 Developmental Goals (3–5 years):

- Prepare for Kindergarten with faith, structure, and purpose;
- Develop oral language, vocabulary, and letter recognition;
- Encourage logical thinking, counting, and observation;
- Strengthen Christian and emotional values;
- Promote fine and gross motor coordination.

MONDAY – MUSIC & MOVEMENT DAY 🎵

Suggested Activities:

- Sing Christian songs (“This Little Light of Mine”, “Jesus Loves Me”);
- Rhythm games (clap, stomp, shake);
- Dance with scarves and ribbons;
- Sounds: fast/slow, loud/quiet, high/low;
- Simple instruments: tambourine, maracas, xylophone.

♥ **Focus:** Auditory awareness, rhythm, joy, and expression.

TUESDAY – ART & CREATIVITY DAY 🎨

Suggested Activities:

- Painting with wide brushes (primary colors);
- Collage with cotton, leaves, and colored paper;
- Modeling clay (“God’s animals”);
- Bible-inspired art (create Noah’s rainbow).

♥ **Focus:** Fine motor coordination, visual perception, and emotional expression.

WEDNESDAY – LANGUAGE & LITERACY DAY 📖

Suggested Activities:

- “Letter of the Week” circle time;
- Phonics (sound of the week): A is for Apple, B is for Ball;
- Name recognition and writing;
- Storytime with repetition and short questions;
- Add new vocabulary words to the wall.

♥ **Focus:** Phonemic awareness, vocabulary, and letter recognition.

THURSDAY – MATH & DISCOVERY DAY 🧮

Suggested Activities:

- Learning on the board;
- Counting with blocks and toys (1–10);
- Identify geometric shapes (circle, square, triangle);
- Sorting activities (colors, sizes, textures);
- Simple experiments (mixing colors, water and ice);
- Sequencing games (before, after, bigger, smaller).

♥ **Focus:** Logical thinking, observation, and scientific curiosity.

FRIDAY – BIBLE & KINDNESS DAY

Suggested Activities:

- Short Bible story (Jonah, Noah, Daniel);
- Kindness activity (helping, sharing toys);
- Worship songs (“A alegria está no coração”, “God is so good”);
- Bible art (coloring the character);
- Talk about feelings: “How can we show love today?”

♥ **Focus:** values, empathy, faith, and community.

♥ **Verse of Purpose:**
“Everything should be
done in love.” (1
Corinthians 16:14)



Food and Nutrition Policy

- * Meals included (breakfast, lunch, and snack);
- * Healthy and balanced meal options (healthy meals included);
- * Possibility of adaptations (food restrictions, allergies);
- * The milk we provide is whole milk (red cap).
If the child drinks formula or any other type of milk, it must be provided by the parent/guardian;
- * Policy on food brought from home:
Food sent from home will be accepted if parents choose to provide it for their child; however, the daycare tuition will not be discounted, since this option is voluntary.

Baby's Menu

Babys (6 months – 12 months)

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|-----------|---|--|----------------------------------|-----------------------------------|--|
| Breakfast | Formula/ Breast milk + mashed banana | Instant oatmeal with formula | Mashed pear + milk | Chopped soft mango + cereal | Unsweetene d applesauce + oat puffs |
| Lunch | Soft carrots + mashed peas | Mashed sweet potato + soft avocado | Steamed broccoli + rice | Cooked lentils + carrots | Ground chicken + soft squash |
| Snack | Baby cereal + water | Yogurt (whole milk, cold) | Mashed melon or soft fruit | Full-fat cheese cubes | Mashed ripe mango |

Note: Fruits for babies aged 6 to 12 months are served in age-appropriate textures.

– 6 to 8 months: fruits should be mashed or offered as large, soft strips for safety.

– 9 to 12 months: fruits may be served as soft large pieces or strips that babies can hold.

”Do not offer hard fruits or small pieces that increase the risk of choking.”

Kid's Menu

Kids (12 months – 5 years)

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|-----------|--------------------------------------|-------------------------------------|----------------------------------|---|-------------------------------------|
| Breakfast | Bread with cream cheese + banana | Yogurt + strawberries | Mini pancakes + honey + fruit | Cereal + milk | Whole grain bread with cream cheese |
| Lunch | Rice + ground chicken + soft carrots | Pasta with ground beef + vegetables | Rice + meatballs + pumpkin purée | Cooked lentils + rice + ready-made scrambled eggs | Kids vegetable lasagna + corn |
| Snack | Chopped apple + crackers | Mini sandwich + 100% juice | Cheese cubes + fruit | Whole grain biscuit + milk | Watermelon + milk and bread |

Note: "This menu is a suggested starting menu and may vary.

A new updated menu will be provided each month to ensure nutritional balance and variety.

All meals are planned with careful attention to food allergies and individual dietary needs."



Sharing Hygiene, Health, and Safety Habits

Love Learning Center

* All children will be monitored daily regarding personal hygiene, including clean hands, clean faces, and clean clothes.

* Children will be taught to develop healthy habits, including brushing their teeth after breakfast.

Nail Trimming

Once a week, we perform a hygiene check.

Nail trimming will only be done when necessary and only with prior authorization from the parents, ensuring safety and preventing scratches.

Handwashing

Handwashing is mandatory when arriving at the daycare, before and after meals, after using the bathroom, after diaper changes, after contact with bodily fluids, after coughing or sneezing, and whenever needed.

* Staff members must sanitize their hands according to protocol and ensure that children wash and sanitize their hands properly as well.

Diaper Changes

Diapers will be changed every 2 hours or as needed by the child, always using:

- gloves,
- sanitized and appropriate materials,
- proper cleaning and sanitizing after each change.

Illness Policy

* In case of fever (100.4°F / 38°C or higher) or any symptoms of illness (vomiting, diarrhea, rash, eye discharge, intense cough, unusual irritability), the child will be removed from the classroom for care until the parent/guardian is contacted.

* Return will only be permitted after 24 hours without symptoms and without the use of fever-reducing or pain medication.

In some cases, a doctor's note may be required.

Medication Policy

Medications will only be administered with:

- Parent authorization form;
- Valid medical prescription;
- Original medication with a valid label.



Security, Cameras, Videos, and Media

Accidents

- * Any accidents will be documented in writing (incident report) and sent to parents on the same day.
- * The environment will always be clean, sanitized, safe, and supervised, including classrooms, bathrooms, the eating area, and the playroom.

Security Cameras

- * All indoor areas have monitoring cameras used exclusively for the protection of the children and the team.
- * In case of doubts, incidents, or unexpected situations, the administration may review the footage to verify what occurred.
- * Images may be shown to parents only when necessary, always preserving the privacy of other children.

Safety and Media (Videos, Movies, and Visual Activities)

- * The use of videos, stories, animations, and visual resources will always be intentional, safe, and age-appropriate.

Videos may be used to:

- reinforce learning activities;
- support bilingual learning;
- promote music, dance, and movement;
- show short stories, animations, or educational content;
- celebrate special moments, such as “movie day.”

Children’s videos or cartoons will be limited to a maximum of 30 minutes per session.

Special Days

The daycare may have specific days designated for videos or “movie day,” always with appropriate content approved by the administration.

Only educational, safe, and age-appropriate videos and children’s movies will be shown.

Never Used as a Replacement for Routine

Videos are a complementary resource and will not be used as the main form of entertainment during the day.

Communication With Families

Communication is very important to us, as we believe that a good relationship between the daycare and the family brings safety, trust, and satisfaction for everyone. At no time do we want families to feel frustrated due to a lack of communication.

For this reason, we take communication very seriously and are always available for clear, quick, and accessible contact about any matter.

Available Communication Channels:

In-person communication

WhatsApp

Text message

E-mail

Phone call

Notes sent home

Meetings and Feedback

If necessary, we are always open to scheduling individual meetings to clarify questions, provide feedback, and ensure transparency in any situation.

Enrollment Rates by Age

| Faixa Etária | Daily Rate | Weekly Rate | Montly Rate |
|---------------------------------|------------|-------------|---------------|
| Baby (6 weeks - 12 months) | \$70/day | \$350/week | \$1,400/month |
| Young Toddlers (13 - 24 months) | \$66/day | \$330/week | \$1,320/month |
| Old Toddlers (25 - 36 months) | \$62/day | 310/week | \$1,240/month |
| Pre Schoolers (37 + months) | \$60/day | \$300/week | \$1,200/month |

Registration Fee
 \$40.00 due at enrollment.
 This fee is non-refundable.

Important Information About Tuition and Fees

Accepted Payment Methods:

Cash, Zelle, or Venmo (please include the child's name in the description).
 A receipt is issued for every payment — please keep it for your records.

Non-Refund Policy:

Weekly tuition is due in full, regardless of absences or closures, to secure your child's spot.

Tuition is not refunded in cases of:

Personal absences;
 Holidays;
 Emergency or weather-related closures;
 Any situation outside of our control.

Security Deposit Policy (Tuition Deposit)



At enrollment, one week of tuition is collected in advance as the Security Deposit.

What is the deposit for?

The deposit guarantees the child's spot and is only used at the end of the contract.

The deposit IS refunded when the family:

- ✓ Provides a minimum 2-week notice;
- ✓ Has no outstanding balance.

How can the deposit be used?

The family may choose between:

1. Receiving the deposit back after the notice period (on the child's last day), or
2. Applying the deposit toward the final week of attendance.

The deposit is NOT refunded if:

- ✗ The family withdraws the child without notice;
- ✗ The family provides less than the required notice;
- ✗ There is any outstanding balance;
- ✗ The child is dismissed for non-payment or severe behavior from the family.

Note: If needed, and to make enrollment easier, we can divide the deposit into two weekly payments.

Late Pickup & Late Payment Fees

Late Payment Policy

- If tuition is not paid by Friday, a late fee of \$5.00 per day will be charged starting Monday;
- Late fees will be applied for each day payment remains outstanding;
- If tuition is not paid by MONDAY, the child will not be accepted ON Tuesday to attend the program until the account is brought current;
- Continued non-payment may result in termination of enrollment.

Drop-Off / Arrival Time Policy

- Children must arrive by 8:30 a.m. in order to participate in breakfast;
- All children must arrive at the Center no later than 9:30 a.m.;
- Only children accompanied by a doctor's note will be admitted after 9:30 a.m.

Important Notes:

- Timely arrival is essential to ensure proper supervision, classroom routine, and the child's emotional well-being;
- Late arrivals disrupt scheduled activities and the learning environment;
- Families must notify the Center in advance if a child will be arriving late due to a medical appointment. Documentation is required.

Pick-Up Policy

- Children will only be released to individuals listed on the Child Pick-Up Authorization Form;
- A valid photo ID is required for any person unfamiliar to staff;
- Children will not be released to unauthorized individuals;
- Parents must notify the Center in advance if someone different will be picking up the child.

Late Pick-Up Policy

The Center's operating hours are 7:00 AM to 6:00 PM.

- Children must be picked up no later than 6:00 PM;
- A late pick-up fee of \$1.00 per minute will be charged for each minute after 6:00 PM;
- Late fees are due with the next tuition payment;
- Repeated late pick-ups may result in termination of enrollment.

Subsidy Families (ELRC / CCIS / Child Care Works)

Families Using Subsidy (ELRC / CCIS / Child Care Works)

The subsidy covers only the tuition amount authorized by the program.

The following fees are NOT covered by the subsidy and must be paid by the family:

Registration fee;

Security deposit (when applicable);

Weekly copay (mandatory family payment);

Late pickup or late payment fees;

Special activity fees;

Any difference between daycare tuition and the government reimbursement (if applicable).

Deposit for Subsidy Families

The subsidy does not cover deposits.

When a deposit is charged, it applies only to the value of the family's copay.

Example:

If the family's weekly copay is \$50, then the deposit will be \$50.

Deposit Refund (when applicable)

The deposit is refunded when:

The family provides a 2-week notice;

There is no outstanding balance;

The family is in good standing with the subsidy program.

The family may choose:

1. To receive the deposit back on the child's last day, or
2. To apply the deposit toward the copay of the final week.

If there is no notice or outstanding balance, the deposit will not be refunded.

Important Note :

If ELRC reduces or suspends the subsidy due to missing documents, absences, or any other reason, the family becomes responsible for the full tuition amount during the period of non-coverage.



Celebrated Dates

Activities will be held on the previous business day when the daycare is closed due to a holiday, or on the holiday itself if it does not fall on a weekend.

Holidays/Closures (celebrated on the previous day):

- * New Year's Day and the day after;
- * Good Friday (2026: April 3);
- * Memorial Day (2026: May 25);
- * July 4th;
- * Labor Day (2026: September 7);
- * Thanksgiving and the day after (2026: November 26);
- * Christmas and the day after.

Christian Children's Dates Celebrated Throughout the Year:

- * Bible Week (last week of April or May)
- * Creation Week (April 22 – Earth Day)
- * Gratitude Day (second week of November)
- * Friendship Day (second week of February)
- * Christian Family Day (first week of October)

Birthday Celebration Policy

At Sharing Love Learning Center, we celebrate children's birthdays with joy, simplicity, and safety, always respecting the daily routine.

How the celebration works:

- * We hold a small celebration in the classroom, with music, affection, and simple activities.
- * Parents may send cupcakes, cookies, birthday cake, or fruit.
- * The celebration lasts about 30 to 40 minutes so it does not interrupt the routine.

What is NOT allowed:

- * Parents or family members staying inside the classroom during the celebration;
- * Themed parties, large decorations, or guests.

Objective:

To ensure a safe, equal, and peaceful environment where all children are celebrated with love, without comparisons or disruptions to the routine.

Note:

A notice will be sent to parents about the child's birthday one week before or during the birthday week.

The notice will also be posted on the board, so if the parents want, they can send a small celebration gift for the child's birthday, which will be given to the parent at pickup – making each child feel special.

* If parents choose not to send anything for personal reasons, we will provide a "Happy Birthday" banner, a small cake, cupcake, and fruits, so that no child feels different and all know how loved and special they are to us.



List of What to Bring

List of Personal Items:

1. Two complete change of clothes (shirt, pants/shorts, socks, and underwear), properly labeled;
2. A blanket for rest time (it will be sent home every Friday, or earlier if necessary, to return clean on the next business day);
3. Diapers, when necessary;
4. Bottle / formula / milk, when applicable;
5. Extra clothing according to the weather (jacket, hat, gloves, etc.);
6. Diaper cream, to be used for the child;
7. Pack of baby wipes.

Provided by the Daycare:

- A toothbrush will be provided by the daycare, individually and labeled with each child's name;
- Safety-approved children's toothpaste will also be provided.

About Breast Milk (if applicable):

- Breast milk must come labeled with:
 - child's name
 - date and time of pumping
- It will be stored and heated according to food-safety regulations.

Items Prohibited at the Daycare:

- Toys brought from home;
- Tablets, cell phones, iPads or any electronic device;
- Electronic games;
- Items that disrupt the routine or cause distraction;
- Small objects that pose a choking hazard;
- Any item not previously authorized.

Important Note:

We are fully aware that we are caring for the most precious treasure in your life.

For this reason, we dedicate our work to providing a safe, nurturing, and purpose-filled environment where every child is seen, respected, and loved.

We deeply appreciate your trust and reaffirm our commitment to walk alongside your family with responsibility, care, and excellence.