

www.lpdcmd.com

Little People Development Center
7101 German Hill Road
Dundalk, Maryland 21222
410-284-2069
410-282-4648



Proverb 22.6

Train up a child in the way he should go, and when he is old, he will not depart from

Little People Development Center

Fees and Hours of Care:

My Service will be available Monday through Friday from 7:00 am to 6:00 pm.

Care rates are according to the following age categories:

Day care

4 months to 23 months \$420.00 per week

1 year (infant) \$350.00 week

2 years \$ 305.00 week

(3) 285.00 per week (part time) \$255.00 per week

Preschooler (4) 270.00 per week (part time) \$245.00 per week

School age (5) 260.00 per week (part time) \$235.00

Before and After School care \$230.00 per week

After school \$125.00

Before Care \$125.00

Drop in \$ 80.00 a day

Transportation \$125.00 per week

If you choose to enroll your child in half-day care, the tuition rate will remain the same as a full-day rate, as children attend the full day on school closure dates. Attendance of three or more days per week is considered a full week of care

UNIFORMS ARE MANDATORY FOR ALL DAY CHILDREN

GREY /NAVY BLUE POLO TYPE TOP AND NAVY-BLUE UNIFORM BOTTOM

LPDC will go by Baltimore County school system closing information will be on WJZ

There will be no entry after **9:05 a.m.** Please ensure your child arrives on time each day to maintain a consistent routine and minimize classroom disruptions.

Payments are due biweekly on Fridays by noon, or on the first day of care for new enrollments. Families who prefer to pay monthly must submit payment at the beginning of the month. A **\$65 late fee** will be applied to any account not paid by the scheduled deadline.

Payments can be made securely through **Bright wheel**
Please note that personal checks are not accepted.

Late Pick up

There is no excuse for late pick up. You will get a 10-minute grace period at 6:11 pm you will have a late **fee of \$15.00 per child** and \$5:00 every 5 minutes per child that needs to be paid when you arrive to pick up your little person. The child may return to the Center unless the late fee is paid, or other arrangements have been made with the Center Director. This policy is enforced in compliance with Licensing and Insurance Regulations. If you are going to be late, please contact the center (late fee still charged). * If you, the guardian, have not contacted the center by 6:45pm the police will be notified, and your child will be taken to the proper authorities. Under childcare regulations, this is a form of neglect. Your child will also be terminated effective immediately in the event of this matter. Please keep in mind that failure to pay any late fees or fees associated in this contract will result in immediate termination

I cannot offer any discounts for days your child is not in my care, such as when you are on vacation, or when your child is ill since I will be holding a space for your child, I need to charge full- time rather you use it or not. Thank you for considering my service for your child. My goals are to provide, safe, nurturing environment for all the children in my care. I realize that most parents today do not have the opportunity to stay home with their children, so I intend to offer the next best option.

Philosophy of Education

At Little People Development Center (LPDC), our mission is to provide a safe, nurturing, and stimulating environment where children can learn, grow, and thrive at their own pace. We strive to create a setting that is both educational and fun, allowing each child to explore, discover, and develop a lifelong love for learning.

Our daily schedule follows a semi-structured plan that balances guided activities with free-choice play, supporting independence, creativity, and confidence. Activities include free play, large and small motor skill development, story time, dramatic play, arts, music, and sensory exploration, all designed to encourage curiosity and critical thinking.

Children also engage in learning experiences that introduce basic sign language (ASL), colors, shapes, textures, numbers, letters, animals, seasons, nutrition, personal hygiene, manners, science, math concepts, and imaginative “pretend” play. Through these activities, children develop foundational skills while having fun in a safe and supportive environment.

We provide nutritious meals and snacks and encourage positive personal hygiene habits and manners. Screen time is minimal and reserved only for educational programs that have been carefully reviewed for age-appropriateness.

At LPDC, we do not push children to learn at an accelerated rate. Each child is encouraged to progress at their own developmental pace, with guidance and support tailored to their unique needs. By fostering a fun, safe, and nurturing environment, we ensure that children feel confident, valued, and ready to explore the world around them.

Inclusion Policy

At Little People Development Center (LPDC), we are committed to providing a welcoming and inclusive environment for all children, including those with disabilities, special learning needs, developmental delays, and/or special health care needs. Our curriculum, activities, books, materials, and learning environment are intentionally designed to reflect the diversity of our children and ensure that every child feels valued, respected, and supported.

Children are never discriminated against based on race, religion, family background, culture, or gender. All children are provided with equal opportunities to participate in every activity, fostering fairness, respect, and social-emotional growth.

For children with an Individualized Education Program (IEP) or Individualized Family Service Plan (IFSP), we request that families submit a copy so that we can fully incorporate their child’s goals and accommodations into our daily curriculum. Our teachers work closely with families and, when applicable, outside agencies to ensure that all services and support are provided, helping each child make progress toward their individualized goals.

We are committed to adapting activities, materials, and instructional strategies to meet each child’s unique needs, promoting success, confidence, and independence. Our inclusive approach ensures that every child is actively engaged, supported, and encouraged to reach their full potential in a safe and nurturing environment.

By fostering collaboration with families and specialists, we strive to create a program where diversity is celebrated, abilities are recognized, and every child can thrive socially, emotionally, and academically.

Parent Conferences

At Little People Development Center (LPDC), we recognize that family engagement is essential to each child's growth and success. Therefore, mandatory parent conferences are held twice a year to discuss your child's progress, behavior, developmental milestones, and learning goals.

Parent conferences are scheduled every Spring (March–May) between 1:00 p.m. and 3:00 p.m. Two weeks prior to the conference period, a notice will be posted on the bulletin board, and a letter will be sent to families so they can sign up for their preferred date and time.

During conferences, teachers provide a comprehensive overview of your child's development, including social-emotional, cognitive, language, and physical growth. Families are encouraged to share observations, ask questions, and collaborate with staff to develop strategies that support learning both at home and at the center.

For children with an Individualized Education Program (IEP), Individualized Family Service Plan (IFSP), or other specialized needs, conferences include discussion of specific goals, accommodations, and strategies to ensure continuity of services and progress toward individualized objectives. Teachers may also collaborate with specialists or outside agencies, as appropriate, to support your child's development.

Parent conferences at LPDC are designed to strengthen the partnership between families and educators, foster open communication, and ensure that every child's learning experience is personalized, supportive, and aligned with developmental best practices.

Safety Policy

At Little People Development Center (LPDC), the safety and well-being of every child is our top priority. All staff are CPR and First Aid certified, as well as trained in medication administration. Our center conducts monthly fire drills and biannual emergency/disaster drills to ensure that both children and staff are prepared for any situation.

In rare instances, if a child or parent presents a serious safety risk to themselves, others, or staff, I will attempt to resolve the issue collaboratively with the family. If a resolution cannot be reached, termination of care may be necessary. Families will receive as much notice as possible, and under such circumstances, two weeks' tuition will be due.

LPDC follows Maryland EXCELS Level 5 safety standards, ensuring proactive measures, supervision, and emergency preparedness are always in place.

Health Policy

To protect the health of all children in our care, parents will be contacted to pick up their child within one hour if any of the following conditions occur:

- Fever
- Diarrhea
- Vomiting
- Conjunctivitis (pink eye)
- Bleeding other than minor cuts or scrapes
- Persistent complaints of ear or stomach pain
- Excessive green nasal discharge, indicating possible infection
- Head lice

Children sent home due to these conditions may not return until a doctor's note is provided confirming that the child is healthy and no longer contagious. This ensures the prevention of unnecessary infection among the children in our care.

Common illnesses, such as colds, are expected and cannot be entirely prevented. Families should anticipate occasional exposure to minor illnesses, particularly when a new child joins the group. LPDC emphasizes good hygiene, frequent handwashing, and proper cleaning procedures to minimize the spread of illness while maintaining a healthy environment.

Child Abuse Policy

At Little People Development Center (LPDC), the safety and well-being of every child is our highest priority. We have a zero-tolerance policy for any form of sexual, physical, or emotional abuse. This always applies, including when the child is in their own home. While we respect family privacy, we are legally and ethically obligated to report any suspected abuse or neglect to the appropriate authorities. Staff are trained to recognize and respond appropriately to signs of abuse, in accordance with Maryland state regulations.

Administration of Medication

LPDC will administer prescription medication only. Over-the-counter medications will not be administered unless prescribed by a physician.

All medication must meet the following requirements:

- Provided in the original, child-proof container
- Clearly labeled with the child's name, medication name, purpose, dosage, frequency, and storage instructions
- Accompanied by written authorization from the parent or guardian

Medication administration follows strict guidelines to ensure safety and accuracy.

Holidays, Vacation, and Sick Days

- LPDC will be closed on all state-recognized holidays.
- The provider will take two weeks of paid vacation annually. Families will receive a written notice at least two weeks in advance of vacation dates.
- Sick days for children should be reported promptly, and children exhibiting contagious illnesses must follow the Health Policy before returning to care.

Meals and Snacks

LPDC provides nutritious meals and snacks in accordance with healthy eating standards. Families are welcome to provide favorite healthy foods for their child, ensuring enough for sharing with other children.

Continental Breakfast (for arrivals before 8:00 a.m.):

- Milk or 100% juice
- Whole-grain cereal, toast, or muffins
- Highly sweetened foods and beverages (e.g., Kool-Aid, soft drinks, candy, or cake) are not served

Lunch (11:30 a.m. – 12:00 p.m.):

- Balanced meals including all major food groups
- No nuts of any kind will be served to protect children with allergies

These practices support healthy nutrition, food safety, and allergy prevention.

Contract Agreement & Termination

Child's Name: _____

Provider: _____

Agreed Rate and Payment: _____

This contract may be terminated by either party at any time with two weeks' written notice. If a parent chooses to terminate care without providing the two-week notice, two weeks' tuition will be due in full.

LPDC reserves the right to terminate care immediately under extreme circumstances, such as safety concerns, repeated policy violations, or non-payment of tuition, while always striving to communicate and collaborate with families first.