

# **Kinder Care After School Care Kidz Club**

Karen and Gary Simkin Family Child Development Centre

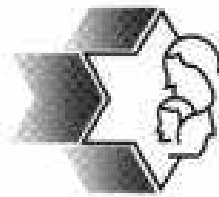


**Kinder Care (Kindergarten)  
After School Care (gr 1-3)  
Kidz Club (gr 4-7)**

## **PARENT HANDBOOK**



GREATER  
VANCOUVER



Dear Families:

We would like to extend a warm welcome to all.

Kinder Care/After School Care/Kidz Club is a bridge between school and home. We strive to provide an environment rich in materials, choices, time, space and guidance; one that is geared towards meeting the individual needs of children as they grow and develop during their formative years. One of our goals is to offer each child a balance between nurturing, knowledge, accelerated language, negotiating skills, socialization skills and self-discipline.

Recently there has been a focus on the introduction of early academics to prepare children for adulthood. However, research has overwhelmingly shown that what children really need is the opportunity to play. Play is essential if children are going to develop self-confidence and creativity, the ability to think 'outside the box' and solve problems as they grow in our ever-changing world. It is through play that children learn. It is their work. Children learn about themselves and their world as they play. Ultimately, they learn what acceptable behaviour is, how to articulate their needs and what the expectations are of the people they interact with.

The potential for creative, social and emotional growth during kinder care/after school care play is enormous. Children explore feelings, fears and emotions in dramatic play. They practice taking turns and gradually begin to recognize the value of cooperating with others as they communicate throughout the day. Respect, independence, empathy, and responsibility follow as they begin to develop friendships while they play. Self esteem is enhanced as they become proud of their connections to their peers and the community they have become associated with.

Our program offers continuous "learning through play opportunities" for physical and intellectual growth. Some examples are:

- children develop gross motor skills on the playground and in the gym
- eye-hand coordination is developed by using a paintbrush, pens, pencils, and charcoal on paper
- vocabulary increases as children converse during involvement in imaginative and dramatic play or hear adults in dialogue

The list of acquired skills is endless.

The teachers carefully plan and prepare each day in order to maximize the learning potential for children. All activities presented promote perceptual and conceptual development, which is a key to later academic success. Activities are age appropriate and developed with success in mind, to promote self confidence and achievement. We look forward to an exciting year with you and your child/ren.

*Your children are not your children  
They are the sons & daughters of Life's longing for itself  
You may give them your love, but not your thoughts  
For they have their own thoughts  
You may house their bodies, but not their souls  
For their souls dwell in the house of tomorrow  
Which you cannot visit, not even in your dreams  
You may strive to be like them  
But seek not to make them like you.*

*Kahlil Gibran*

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Vancouver, BC V5Z 2N7  
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Karen & Gary Simkin Family Child Development Centre  
Kinder Care/After School Care/Kidz Club  
Phone #: 604-257-5111 ext. 331 or 246  
**Direct Line for messages: 604-638-7284**  
Emergency Cell #'s: 604-657-3067 or 604-760-5155  
KC/ASC Email: [kc\\_asc@jccgv.bc.ca](mailto:kc_asc@jccgv.bc.ca)

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**This handbook is designed to familiarize you with the routines and policies in our programs. While some sections of this handbook are specific to different programs, we feel it is important for you to read through the entire handbook in order for you to understand how the different parts of our program operate in conjunction with each other.**

### **Shabbat and the Jewish Holiday Celebrations**

Jewish Holidays in the KC/ASC/Kidz Club program are celebrated through songs, stories, dance, drama, traditions, food and discussion throughout the year. We hope these short descriptions familiarize you a little with the holidays we program for during our school year. More detailed information will be provided.

We gear our explanations, programming and discussions with the children in an age appropriate way --- with the intent of creating a true appreciation and joy for all children, staff and families who participate.



## CHALLAH RECIPE

### STEP 1:

$\frac{1}{2}$  cup of warm water

$1\frac{1}{2}$  tsp yeast

1 tsp sugar

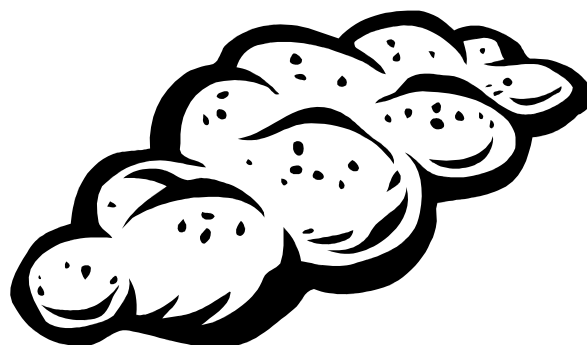
\*Allow to sit for 10 minutes

### STEP 2:

7 cups of flour

2 - 3 tsp salt

\* Make a well in the middle



### STEP 3:

In well add:

4 eggs

$\frac{1}{2}$  cup sugar

$\frac{1}{2}$  cup oil

### STEP 4:

To yeast mixture add  $1-\frac{1}{2}$  cup warm water, then pour into well.

### STEP 5:

Mix all ingredients together. If too wet, add flour. Knead and oil lightly put in pot covered, to let rise for 1 hour.

### STEP 6:

Knead 2 times and braid. Coat with egg and sesame seeds, bake at 350 degrees F for 35 to 40 minutes, or until brown.



## **ROSH HASHANAH**

begins a 10-day period of repentance and prayer, which ends on Yom Kippur. Rosh Hashanah marks the anniversary of the birthday of the world.

## **YOM KIPPUR**

is the holiest day in the Jewish calendar ending 10 days of repentance. It is spent in prayer, meditation and fasting in order to start the New Year with a clear conscience. Yom Kippur is the day people are judged for their actions during the past year.

## **SUKKOT**

is a harvest festival. Sukkahs are set up in the fields to recall the temporary field dwellings which Hebrew farmers traditionally used during harvest time, and the huts that the Jews lived during their journey through the desert from Egypt. Sukkot is observed for 8 days.

## **SHEMINI ATZERET**

is celebrated on the 8<sup>th</sup> day of Sukkot. Prayers are said for rain and good crops in Israel for the coming year.

## **SIMCHAT TORAH**

follows Shemini Atzeret, and is a day to rejoice with the Torah. Marching with all the torahs in a Synagogue is one of the ways to celebrate this holiday.

## **CHANUKAH**

is the 8-day period which celebrates the Jews' victory over the Syrians in 165 BCE and regaining political and religious freedom. Chanukah is also called the "Festival of Lights" because at the rededication of the Temple in Jerusalem, the sacred lamp burned for 8 days on 1 day's supply of oil.

## **TU B'SHVAT**

is a celebration of the trees that bear fruit that sustain all life. This is also a holiday when we become more cognizant of the importance of trees. We plant trees here in B.C. and in Israel. Tu B'Shvat reminds us of the necessity of planting trees for food. We have a mini-Seder with "food tasting" of various traditional fruits.

## **PURIM**

is the holiday, which celebrates the rescue of the Jews in ancient Persia from a plot to destroy them. The King 's advisor, Haman, cast 'lots' and chose this day for carrying out his plans. Esther, the Jewish Queen, discovered the plot and persuaded her husband to spare the Jews. The Scroll of Esther is read in Synagogue, while children twirl "graggers" (noise makers) to drown out Haman's name. Gifts and food are distributed to the less fortunate. Yummy 3-cornered hamantaschen are eaten.

## **PASSOVER**

commemorates the Exodus of the Jews from Egypt and the beginning of Jewish independence. The name refers to God's "passing over" the homes of the Jews when he sent plagues to Egypt, to convince the Egyptian Pharaoh to let them go. A "Seder", a meal served in a special order, is prepared. At the Seder, the story of the Exodus is read from a book called the Haggadah, and special Passover prayers are said.

## **LAG B'OMER**

is a holiday of indiscriminate religious borrowing from every conceivable source and is celebrated in many ways. A popular and adventurous celebration is the lighting of the bonfires, lasting all night – where people gather, study and sing together, honouring Shimon bar Yochai, the author of the Kabbalistic Zohar (Bible).

## **SHAVUOT**

marks the end of the early grain harvest, which began at Passover. It may be observed for 1 or 2 days. It also commemorates Moses receiving the Torah (written Law) with its Ten Commandments from G-D on Mount Sinai. One of the traditions during this holiday is to eat dairy.

**\*\*\* The following non-religious holidays are also celebrated:**

Chinese New Year  
Israel Independence Day – Yom Ha'atzmaut  
Yom Ha'Shoah  
Mother's Day  
Father's Day  
Canada Day  
BC Day

## **Security**

To ensure the safety of all children in our programs, the Karen & Gary Simkin Family Child Development Centre is a secured area. All entrances/exits are monitored. **All Kinder Care families** will be required to obtain Security Passes from the Reception Desk to facilitate access to our programs.

**For your child/ren's safety, do not allow anyone into the ECE Department with you. They must have their own Security Pass.**

\*JCC Members: Security Passes are included with your membership.

\*Non-Members: Families will need to purchase their Security Passes from the Reception Desk.

## **Parking**

'Designated Colour' Parking passes are available at the Membership Desk. These passes are to be used in the Pick-up/Drop-off Parking Area only. Please adhere to the TIME LIMIT posted. Tickets will be issued for late stays and/or vehicles without the 'designated colour' pass. Parking Passes for longer stays can also be purchased at the Membership Desk for Non-Members.

## **Emergencies**

We may need to evacuate the building in the unlikely event of a fire, gas leak or electrical power failure. It will be necessary for us to rehearse these procedures with the children periodically to help ensure their calm and safety. We do this in our rooms and in conjunction with the JCC fire drills.

If an emergency occurs and we have to evacuate, we will locate at the east end of the JCC parking lot. We will remain there until further direction from the JCCGV Assistant Executive Director.

## **Open Door Policy**

Please feel free to drop by the room at anytime. A phone call is not required. Your child will be delighted by your visit and will take pride in the opportunity to show you around. If we are involved in a **Group Circle Time** on your arrival, please wait outside the room until it is over, as concentration is broken when adults walk in at this time.

**\*PLEASE TURN OFF CELL PHONES WHEN YOU ARE IN THE CLASSROOM\***

Please Note: Parents are reminded that what they see and hear in the classroom is **CONFIDENTIAL** and only to be discussed with teachers.

## **OUR PHILOSOPHY**

Discipline provides the learning process by which children develop socially acceptable and appropriate behaviour. Discipline involves the continuous process of guiding behaviour. Developing critical thinking and negotiation skills are modelled and encouraged. Self-discipline, a strong sense of integrity and self help skills are highly valued goals.

We utilize a variety of approaches and options in guiding and caring for your child. These include:

- Acknowledging children's feelings, thoughts, ideas and requests.
- Establishing clear, consistent and reasonable limits in a positive manner.

- Involving children in problem solving and critical thinking processes.
- Letting children experience logical consequences in a safe and supportive way.
- Giving choices when appropriate.
- Modeling listening skills.
- Giving children full attention during conversations.
- Being respectful and culturally sensitive **consistently**, to ensure a child's integrity and self esteem remains intact.

### Staff

All staff of Club J (Kinder Care/After School Care/Kidz Club) is carefully selected for their attitudes and abilities in relation to their work in the child care field. References from previous employers are checked. All staff members have current first aid training and have completed a Criminal Records Search. All staff have a minimum of 20 hours training in child development, guidance, health and safety. JCC Club J supports all staff members to pursue ongoing professional development opportunities. JCCGV is a member of the School Age Child Care Association of BC.

### Movies

We will occasionally show "G" (General) rated movies as part of our program. Notices will be posted prior to showing of any "PG" rated movies.

### Toys

We ask that children do not bring toys from home. We will occasionally schedule "free play" days where children may be allowed to bring particular items. Unfortunately, we cannot be responsible for items brought from home.

### Clothing

It is important for children to have comfortable clothes that can be **worn without worry** of soiling or staining. Some materials used at the centre inevitably find themselves on children's clothes, **and stain**. Accidents do happen.

It is policy that children wear **closed-toe/heel shoes** at KC/ASC/Kidz Club. NO SANDALS of any kind. Children should wear socks & shoes EVERYDAY.

**\*PLEASE LABEL EVERYTHING\***

## **POLICIES AND PROCEDURES**

### **A. FOOD**

**Kosher Food:** The Early Childhood Education Department serves food that is labelled kosher. Any pre-packaged food brought into the ECE Department and served in the program (i.e. birthday cake) must have a kosher symbol on the container. There is information online regarding kosher symbols and products.

**\*Please note that the ECE Department's kitchens and rooms are not regulated by a Rabbi.**

**Special Diets:** If your child requires a special diet (i.e. strictly kosher food, gluten-free, dairy-free, etc.), please provide these foods in individual portions in a labeled container. When an activity, such as baking, takes place, we will let you know ahead of time.

**The Karen and Gary Simkin Family Child Development Centre is a  
"NUT FREE ZONE."**

**Please keep all nuts, nut products and foods containing any nuts out of the ECE Department.**

### **Food Guidelines for Club J**

Food is a very important part of your child's day. Staff will try to ensure that each child receives sufficient nutritious food every day. The Karen & Gary Simkin Family Child Development Centre has a "no-push" philosophy and we carry this idea to the snack and lunch table. Staff will not force a child to eat, but will provide encouragement and sufficient time. Staff will allow the child to make a choice of what to eat first.

As the mandate of the Jewish Community Centre of Greater Vancouver to be respectful of families 'keeping kosher', JCCGV Preschools, Daycares, and Out of School Care programs have a "meat-free", "shellfish/scavenger fish-free" Food Policy. Please ensure that your child's lunches/snacks **do not include** these products.

A list of food guidelines will be given to you to clarify what will be considered '**acceptable foods**' to be put in your child's lunch & snack. Please be aware that 'unacceptable foods' will be sent home with a note explaining why. We will discuss with children, about the value of eating nutritional food and we enlist you to be aware and do likewise.

We will endeavour to be **nutrition-oriented** and have a **nut & sugar free** (except on special occasions) program and we appreciate your commitment to this.

### **Lunch**

Families are asked to provide a nutritious lunch. Small portions of a few food items are recommended as it allows for choice. A nutritious lunch may include a sandwich, yogurt, biscuits, a vegetable and a fruit. Please be aware that lunches that need heating may be brought to Kinder Care as we have a microwave. Also, remember to label your child's name on lunch bags and containers.

### **Snack**

The KC/ASC/Kidz Club program will provide a nutritional snack in the afternoon. Children have access to their lunch bags throughout the day and have the opportunity to snack whenever they are hungry.

## **B. HEALTH**

### **When A Child Is Too Ill To Attend:**

Children in childcare programs are grouped together at the ages when they are most susceptible to infections. To determine what is a significant illness in a child is difficult for both parents and staff. There are three important issues in determining when a child is too ill to attend a childcare program.

1. The protection of other children from communicable diseases.
2. The comfort and safety of the child who is ill.
3. The capacity of the staff to look after an ill child.

### **With these issues in mind the following guidelines are given:**

1. Any child too ill to participate in normal activities of the program should stay at home. A doctor's note may be required (at the discretion of the staff) to return to the program.
2. Children with upper respiratory infection and **no fever** need not be excluded for the protection of other children. Respiratory viruses are so common that it does not make sense to single out for exclusion those who exhibit minimal symptoms.
3. Children on antibiotics for at least 24 hours, who are otherwise well and have been fever-free for 24 hrs, need not be excluded.\* Children with suspected or known measles, mumps, rubella or chickenpox should be excluded until non-infectious. Children with generalized rash and fever are suspect of having measles and should stay at home.

4. In addition to the illnesses mentioned above, there may be other less common communicable diseases, which would necessitate exclusion for a period of time. In the case of diagnosed communicable diseases, the childcare centre will advise the Public Health Nurse at the local health unit.\*
5. Children with a chronic symptom such as persistent cough or persistent fever warrant medical evaluation. Once appropriate medical evaluation is obtained, they need not be excluded from the childcare program unless they fall under terms 1, 4, and 5, above.\*
6. Whenever a child attending a childcare program develops new symptoms of illness (whether mentioned above or not) or has worsening symptoms, the parent will be notified to take the child home.\*
7. Children with gastro-intestinal problems (i.e. vomiting, diarrhoea) must stay at home \*for 24 hours after the incidents have stopped to prevent spreading of germs to other children.
8. Children with fever (over 38° Celsius) should be excluded until fever subsides on its own (without medication). Children should not be brought to the program even after Tylenol (or other over the counter medication) has been taken to decrease temperature.

**Children should be “fever free” for 24hrs without medication  
before returning to the center.**

If your child becomes ill at the Centre, we will call you and keep him/her comfortable until you arrive. If you receive a call to pick up your child/ren, it is imperative to call the Staff immediately to make pick-up arrangements. Make sure that the information you provide is up to date so that we can contact you quickly in case of an emergency.

No medication will be administered **unless ordered by a physician**. You will need to sign a consent form before we can accept the responsibility of administering medicine of any kind. Please ask staff for a “Permission to Administer Medication” form. All medications must be in their original containers clearly outlining dosage information. All medications will be kept in a secure location.

We are prepared and equipped to administer first aid when necessary.

**\*Reference**

Trump C.E., Kasrasic R: Management of Communicable Disease in Daycare Centers. Pediatric Annals 12:3, Pages 219-229

**VANCOUVER/RICHMOND HEALTH BOARD  
COMMUNITY CARE FACILITIES LICENSING  
Tel. No. 604-736-2866**

### **C. LATE PICK-UP**

Please pick up your child before we close at 6:00pm. Staff are scheduled to work until 6:00pm sharp and it is against licensing regulations to leave a child unattended. If you are not on time, late charges will be applied.

If possible, please phone and advise us if you are running late so we can reassure your child that you are on your way. 604-257-5111 ext. 246 or 604-638-7284.

**Late fees:** \$10 for the first 15 minutes and \$1 for every minute thereafter.

In the event that a child is not picked up by closing time, the following procedures will take place:

1. Staff will attempt to phone the parents
2. If the parent cannot be reached, staff will attempt to contact other persons named on the registration card
3. If no one has been contacted and the child has not been picked up by 6:30pm. Staff will contact Emergency Services of the Ministry of Children and Family Development. A note will be left on the door explaining the whereabouts of the child

### **D. SAFE PICK-UP**

Please inform staff if you have made arrangements for someone else to pick-up your child, even if that person is named on the registration card.

If the person picking up is not listed on the registration card and not known to staff, we require personal information and a physical description. The person will be required to provide photo identification.

### **E. CUSTODY ARRANGEMENTS**

If a family has a custody agreement or court order, a copy must be kept in the child's file. If parents/guardians live separately, JCCGV expects that the information given by the enrolling parent/guardian is accurate. Without a custody agreement or court order on file, staff cannot deny access to the non-enrolling parent/guardian.

A copy of pick-up and access schedules should be authorized and signed by the custodial parent and kept in the child's file.

### **F. SUSPECTED CHILD ABUSE**

In compliance with The Child, Family and Community Services Act, all staff are legally bound to report suspected child abuse and neglect to the Ministry of Children and Family Development.

## **G. POLICY FOR PROCEDURAL FAIRNESS**

The purpose of this policy is to ensure that families are aware of their options should differences arise concerning a JCC Preschool/Daycare/Out of School Care program.

Early childhood education strives to give children the tools to resolve their problems peacefully. However, at times they need guidance. Adults are no different! Sometimes, we also need assistance to resolve differences in a fair and objective manner. The Karen & Gary Simkin Family Early Childhood Development Centre at the JCCGV strives to resolve differences of opinion in an open, honest way, striving to serve the best interests of families and children, while supporting our professional staff. These guidelines are to inform families of the proper procedure should differences arise concerning a preschool, daycare, or Out of School Care program.

### **1. Teachers First:**

Families should discuss the problem with their classroom teacher(s). Honest discussion to identify the problem and to seek resolution is encouraged.

### **2. Director of Early Childhood Education Department:**

If a satisfactory resolution is not possible between the family and teacher(s), either party may involve the Director. Any serious concerns should be brought to the Director's attention in writing. The Director will review the relevant information and meet with all parties to clarify the issues of disagreement.

### **3. Assistant Executive Director of the JCCGV:**

If the problem is not resolved satisfactorily, the Assistant Executive Director of the JCCGV will be invited to take part in the process. The Assistant Executive Director, in conjunction with the Early Childhood Education Department Director will make a decision on the dispute and will provide a written response to all parties concerned.

### **4. Executive Director of the JCCGV:**

An appeal of the decision of the Early Childhood Department Director and Assistant Executive Director may be made in writing to the Executive Director of the JCCGV.

*Please note that the JCCGV guarantees that there will be no negative consequences for families or children who seek to resolve their differences through this process.*

*Any family may choose to contact the Director of the Early Childhood Education Department about any concerns regarding the health, safety & security of the children, the environment and/or any of our policies.*

## **Kinder Care/After School Care/Kidz Club Schedule**

We begin the year with a Parent Orientation meeting in the last week of August before KC/ASC programs begin in September. We observe Jewish holidays, all statutory holidays and Boxing Day. We are closed for 1 JCCGV Professional Development Day during the year. For these and other important dates, please refer to your KC/ASC Calendar.

**Kinder Care: 11:30am– 6:00pm**  
**After School Care/Kidz Club: 3:00pm - 6:00pm**  
**Monday, Tuesday, Wednesday, Thursday, Friday**  
**Pro-D Days & Non-School Days: 8:30am – 6:00pm**

The program runs for 10 months and fees do not include School Professional Days, School closures due to Winter breaks, Spring Break, or Passover Breaks. Please refer to the JCC brochure for additional care – Pro-D Days and Camps. We are also closed for all statutory holidays and all Jewish High holidays.

### **Kinder Care Schedule (example)**

11:30 – 1:00	Arrival, lunch & free play
1:00 – 2:00	Outside/Gym play
2:00 – 3:00	Circle Time, Story & Art activity
3:00 – 3:30	Snack
3:30 – 4:00	Swimming (recreational)
4:00 – 6:00	Swimming lessons/ Specialty classes / Free play
6:00	KC/ASC/Kidz Club closes

From October to April (on Friday's) and at certain Jewish Holidays, the JCC closes at or before 6 pm. Pick up from the KC/ASC/Kidz Club program will be at regular times from the southeast doors of the JCC (If you are facing our usual entry doors, the southeast entrance is about forty feet to your left). These dates are listed in your KC/ASC/Kidz Club Calendar and reminders will be posted.

**Emergency Contact Card, Immunization Records, Photograph Permission form, Field Trip Consent form & Earthquake “Comfort Kit”( + \$10 fee) should be completed and brought to the Parent Orientation meeting or the first day of the program.**

## Departure

**We are a licensed facility. It is MANDATORY to 'SIGN OUT' daily, on the Sign Out Sheet when picking up each day for safety and licensing regulations.** Always let the teachers know when you have arrived and when you are leaving at the end of each day.

## Absences

If your child is going to be absent please call in the morning to let us know, by 9:30am. You may leave a message at 604-257-5111 ext. 246 or 604-638-7284.

**A "Communication" book will be at the door of the KC/ASC/Kidz Club room. Please let us know who will be picking up your child other than you (those persons may be asked to show the staff Picture ID) and/ or what programs your child will attend during the program (e.g. swimming, ballet etc.). We will not allow a child to leave the rooms with anyone other than those designated by your request.**

## Sharing Information

If any significant changes occur during the school year – i.e. new home, planned holidays, out-of-town visitors, and sickness in the family – please let the staff know. Often, this information aids us in assisting a child through what could be impacting him/her.

## Parent Involvement

We encourage you to share your occupation, cultural background, interesting experiences, musical talents, and skills in any area with the children as part of the program. This will enrich our program and the entire group will benefit from your contribution. Please arrange for a mutually convenient day to come in and share your knowledge.

## Allergies

It is important to inform staff of any food allergies and/or sensitivities your child may have. Other child/ren attending the program may have severe allergies. We may ask you not to bring a specific kind of food when necessary. Please read your emails, newsletters and flyers diligently in order to comply with restrictions that will be listed.

## Birthdays

Kinder Care/After School Care/Kidz Club celebrate each child's birthday with cupcakes at the end of the month. This is called a "Birthday Day" and is celebrated with all children having a birthday that month.

We request that families **refrain** from distributing birthday & party invitations through children's cubbies, adult mail pouches or any other way inside the ECE department. Please distribute all cards/invitations (i.e. birthday, St. Valentine's Day, Easter, etc.) directly to families' home addresses.

### **General Information**

Children have always been an integral part of the Jewish Community Centre's history. They continue to be involved in programming such as:

- B'Tzavta Community Shabbat Celebrations
- Annual Ellie Slavin Chanukah party
- Annual Purim Carnival

The children get much enjoyment in using the David Sears Family Gymnasium, visiting the Sydney and Gertrude Zack Gallery and story time in the Isaac Waldman Jewish Public Library. Our children's early childhood experiences are enhanced and enriched by their association with this vital community establishment.

**SNOWFALL:** In the case of heavy snowfall, listen to CBC AM 690 Radio or call the Reception Desk @ the JCCGV, to see if we are open.

### **Karen & Gary Simkin Family Child Development Centre**

JCCGV Phone#: 604-257-5111  
Kinder Care/After School Care/Kidz Club ext. 246 or 331  
Email: kc\_asc@jccgv.bc.ca

### **EMERGENCY CELL #'s: 604-760-5155 / 604-657-3067**



Nancy Miller, KC/ASC/Kidz Club Program Coordinator  
Phone #: 604-257-5111 ext. 331  
Email: nancy@jccgv.bc.ca  
Susan Hoppenfeld  
Director, Karen & Gary Simkin Family Child Development Centre  
Direct Line: 604-257-5162  
Email: shoppenfeld@jccgv.bc.ca