



Location:

123 Great Valley Parkway
Malvern, PA 19355

Phone: 610-640-1202

Website: www.brandywinechildrenshouse.com

Facebook: www.facebook.com/BCHMalvern

Email:

Jill Humenick (*Co-Owner & Director of Education*)
bch123@brandywinechildrenshouse.com

Shannon Merkel (*Co-Owner & Director of Operations*)
shannon@brandywinechildrenshouse.com

Welcome to Brandywine Children's House!

A Learning Adventure that Lasts a Lifetime

Brandywine Children's House is a licensed, privately owned preschool conveniently located in the Great Valley Corporate Center. Since 1991, we have been dedicated to providing a safe, nurturing, and enriching environment for children from eight weeks through five years of age. Through experienced teachers, thoughtful educational practices, and a deep understanding of child development, we help lay the foundation for a lifetime of learning and success.

At Brandywine Children's House, we believe one of the greatest gifts we can give children is the ability to learn how to learn. By the end of their journey at Brandywine Children's House, they will have developed a genuine joy for learning that will stay with them for years to come and extend far beyond the classroom.

We are a school for *beginning*.

We strive to preserve, encourage, and nurture the innate intellectual curiosity found within every child during their early years.

We are a school for *growing*.

We take pride in helping children develop their individual abilities and talents, pursue their interests, and gain an appreciation for the richness and diversity of the world around them.

We are a school for *becoming*.

We are committed to helping children blossom into confident, creative, independent, and unique individuals who are prepared to make meaningful contributions to their communities.

Finally, we are a school for *tomorrow*.

When children leave our care, they are well prepared for the next step in their educational journey. Through years of love, laughter, learning, and discovery, they develop the skills, confidence, and adaptability needed to thrive in any learning environment they encounter in the future.

We look forward to getting to know your family as your child begins a meaningful learning journey—one filled with discovery, growth, friendship, and memories that will last for years to come.

A Message from the Owners

Dear Families,

Welcome to Brandywine Children's House! We are Jill and Shannon—longtime educators and directors who have proudly been part of the Brandywine Children's House community since 2004 and 2013, respectively. In the spring of 2026, we were thrilled to take on a new role as owners and officially purchase Brandywine Children's House from its founders. Our school is a place built on meaningful relationships, connection, laughter, and heart, and we are dedicated to maintaining that spirit while thoughtfully growing and evolving for years to come.

As hands-on owners and educators, we will be here each day to welcome your children, support their development, and build strong, open partnerships with your family. We believe that when families and teachers work together, children thrive and amazing things happen.

Jill graduated from Bloomsburg University with a degree in early childhood education and holds Montessori certification from the North American Montessori Center. Shannon graduated from Immaculata University with degrees in early childhood education and special education and holds a Pennsylvania early childhood director credential.

In addition to our educational backgrounds, our decades of combined experience—much of it spent teaching right here at BCH—have given us invaluable insight into what makes a school truly exceptional. This school has been our home: a place where we have had the privilege of guiding, supporting, and learning alongside countless children and families. Our years in the classroom have shaped not only our teaching philosophies but also our vision for a nurturing, family-centered preschool experience where every child feels valued, supported, and inspired to grow.

Our mission is to continue the BCH tradition of providing a safe, engaging, and joyful environment where children can grow socially, emotionally, and academically—all while being celebrated for exactly who they are. We know how important the early years are, and we are committed to honoring this special time with care, intention, and a whole lot of heart.

We would love the opportunity to connect with you, answer your questions, and share what makes Brandywine Children's House such a special place. Whether you are just beginning your preschool journey or searching for the right fit for your child, we look forward to partnering with you and learning more about your family.

Warmly,



Jill Humenick & Shannon Merkel
Owners & Directors
Brandywine Children's House

Statement of Policy

Our Approach: At Brandywine Children's House, we embrace a variety of educational approaches to support the diverse needs of young learners. While we incorporate Montessori-inspired ideals such as independence, hands-on learning, self-direction, and respect for each child's individual development, our program also draws from a broad range of early childhood best practices. This balanced approach helps children build confidence, develop a lifelong love of learning, and reach their fullest potential.

Admission: Brandywine Children's House welcomes any child without regard to race, color, religious creed, disability, ancestry, gender, identity, national origin, or limited English proficiency. Parents must be willing and able to follow school policies and provide a continuity of experience for their child.

BCH includes an internationally diverse population of children, parents, and teachers. If you require interpretive assistance, please let us know. If your primary language is not on our list, we will endeavor to find an appropriate interpreter.

Parents who are interested in pursuing enrollment are asked to visit www.brandywinechildrenshouse.com to view our tour dates. Tours are offered twice a month for prospective families to visit the school, meet the teachers, and explore all that the facility has to offer. Interested families can book a tour on our website under the "Tours & Admissions" tab.

After touring, the next step in the enrollment process is the submission of an application form along with the \$75 application fee. The application is sent to all prospective families following their tour. Once the application is received and a child is accepted to BCH, parents will be asked to review the following portions of the enrollment package, sign and date all necessary pages, and submit all paperwork. This is sent electronically via Playground, our program's management software. The enrollment package consists of the following:

- Enrollment Acceptance Agent
- Emergency Contact Information
- Emergency Authorizations for Medical Care & First Aid
- Photo Permissions & General Permissions
- Disclosures & Acknowledgement of Policies
- Child Health Appraisal (due within a month of enrollment)

Arrival and Dismissal: Brandywine Children's House opens at 7:30 A.M. and closes at 6:00 P.M., Monday through Friday. Arrival time is any time between 7:30 and 9:30. If special circumstances arise (doctor appointment, dentist, etc), please let us know that your child will be coming late to school. If you arrive late to drop off your child, you may have to call the school at 610-640-1202 so that a staff member can let him or her in the front door. After 9:30, our teachers and directors are busy in the classrooms working with the children, so we ask that you make every effort to arrive to school during this designated

drop off time. In addition, late arrivals miss out on critical learning and play activities such as circletime, projects, lessons, and general socialization. Our “school day” ends at 3:00.

Pick up time is any time between 3:00 and 6:00. If your child is enrolled as a 3:00 pick up, you must pick your child up by 3:00. If your child is enrolled as a 6:00 pick up, you may pick your child up anytime between 3:00 and 6:00. A \$50 late fee will be charged for every 30-minute period that you are late. “Late” is defined as 3:01 or later for a child enrolled as a 3:00 pick up, and 6:01 or later for a child enrolled as a 6:00 pick up.

Parents are required to identify two other individuals that are authorized to pick up their child in the event of an emergency. *Under no circumstances will a child be released to an unauthorized individual.* In the event that someone other than an authorized individual must pick up your child, you can make this arrangement by informing the school via phone call, email, or in person at drop off time. A special release code is included on the enrollment record for this purpose. This release code is selected by you and should be something only you know. Anyone picking up your child must also present a valid ID (driver’s license or state issued photo ID) upon arrival.

Parking Lot Etiquette: The speed limit in our parking area is 5 miles per hour. Please be aware of your surroundings while driving, parking, and backing out of parking spots. Arrival and dismissal time can be very busy and there may be multiple families and small children in the parking lot. Please also be aware that there are other businesses in our circle and drive carefully, as pedestrians are often in the lots as well at peak pick up and drop off times. We thank you for helping to keep all of our children safe.

Attendance: Regular attendance is very important to the social, emotional, physical, and educational progress of each and every child. Children thrive with consistency and a predictable schedule. Parents are encouraged to have children attend school whenever possible. Parents are responsible for notifying the school of a child’s absence. We care about your child and we worry when we don’t see them on a regular scheduled day. In the event of an absence, parents can mark their children as absent via the Playground app, call the school at 610-640-1202, or email Ms. Jill or Ms. Shannon.

Holidays and Closures: BCH will be closed for most major holidays. In addition, BCH will be closed for approximately one week for holiday break between Christmas and New Year’s. A current calendar is sent home upon enrollment and prior to the beginning of each school year. In addition, children bring home a monthly calendar that can also be found on our school’s website, Facebook page, and Playground feed. This calendar designates themes, days off, and other important things to be aware of. Monthly newsletters are also sent home at the beginning of each month, also listing important dates and announcements.

Additionally, we designate 2 days each year (1 in the autumn, 1 in the spring) for staff professional development and training. This allows us to complete trainings required by the state including CPR/first aid, fire safety, and professional development. There is no school for students on these 2 inservice days.

Celebrations: BCH hosts three annual luncheons with our families. The first is our Halloween celebration. Families are invited to come to school and take their children to cars decorated by the teachers to trunk-or-treat. The second is our winter concert. Families are invited to watch the children sing holiday songs. The last is our spring art festival. Families are invited to attend a concert and art show to wrap up our school year. On these days, parents must be at BCH to be with their children by 12:00 and BCH will close at 1:00, following the celebrations. BCH also hosts special events for Mother's Day and Father's Day. These events take place at 3:00 on the Friday before each of those holidays. It is not required that parents attend the Mother's Day and Father's Day festivities, but the children really enjoy celebrating with their parents at these events. More information regarding all of our events is provided leading up to the dates.

Tuition and Fees: Tuition is paid on a monthly basis and is due on the 1st of each month. There is a grace period for payments up until the 3rd of each month. A late charge of \$50 will become effective after the 3rd of each month. A non-refundable \$75 registration fee is paid with each child's application, as well as during the annual re-registration period each spring to hold a child's spot for the following school year.

Tuition is paid using our secure online payment portal on Playground via ACH or credit card. Please note that there is a \$1 ACH fee per transaction. Credit card fees are a bit higher, so we recommend setting up your account for ACH payments. You are also able to set your account up for Autopay, if desired.

Invoices are sent out electronically via Playground on the 20th of each month for the upcoming month. Families can download their payment statements and view receipts via the Playground app.

Fees and/or policies may be revised upon written notification to the parents. Fee increases are typically implemented annually to cover the cost of increasing operating expenses. *Please note: these fee increases do not affect existing enrollments.* Once a child is enrolled, they will follow the fee schedule for each classroom as described on their tuition paperwork for the duration of their enrollment and their payment will not increase. Re-registration is sent out annually to determine each family's plan for the child(ren) for the summer and following school year.

During the school year (September-May), you must pay tuition each month in order for BCH to continue to reserve your child's spot—despite any absences, vacations, or long-term trips. If you choose not to pay to reserve your child's spot during the school year, you will have to re-register your child if you wish to return. Please note that they may be placed on a wait list if another child has already filled their spot. During the summer months (June, July, and August) you are welcome to take any or all months off without having to pay tuition to hold your child's placement.

Parental Participation: Parents are encouraged to participate in classroom activities and schoolwide events. Families are always invited to help plan and prepare special events

and celebrations. If you have a unique hobby, talent, or cultural expertise in any area that would be fun to share with the children, please let us know and we will discuss the idea.

Illness: Please see our attached sick policy for an in-depth description of when to keep your child home in the event of illness. Please be sure to contact the school as soon as possible if your child contracts any communicable diseases or illnesses so that we can send out notices of possible exposure. When we send out illness notifications, we respect privacy and do not share the child's name.

Please note that it's typical for children to get sick more often during their first year in preschool or daycare. Their immune systems are still developing, and being around other children means they're exposed to new germs—which actually helps build long-term immunity. According to the American Academy of Pediatrics, children in group care may have more colds, stomach bugs, or other mild illnesses early on, but they often get sick less frequently by the time they reach elementary school. Frequent illness during this stage isn't a sign of poor hygiene or inadequate care—it's a normal and expected part of growing up in a shared environment.

Each classroom has cleaning and sanitizing procedures throughout the day for toys, materials, tables, and high-touch surfaces. A cleaning company comes in each night to clean all of the bathrooms, common areas, take the trash out, vacuum, and mop. In addition, we do a monthly deep clean of each classroom.

Health Records: To comply with state requirements, all health records and enrollment forms must be completed and current in order for your child to attend school. Your first health appraisal form will be due within 30 days of your child's start date. We will provide you with the health form upon enrollment. Some pediatricians have the required form on file and will send it directly to your child's patient portal, if requested, as well. Many pediatricians will complete the form without an appointment as long as your child is up to date on their well visits.

We will need updated forms completed every 6 months for children under the age of 2 and every year for children 2 years old and up. We will send home reminders for updated forms at least one month in advance so that there is ample time to get in touch with your child's pediatrician. We encourage you to request the form at each well visit so you always have a current one ready when needed. You are welcome to submit new health forms at any time, even before they are due. Please note that immunization records alone do not meet the state's requirements. The "Child Health Report," signed and dated by your child's doctor, must accompany vaccination records.

Medication: With written permission from parents *and* a note from your child's doctor, medication can be administered at school. *We cannot give medication without a note from your child's doctor under any circumstances.* The note from the doctor must describe dosage and timing of the medication. All medication must be clearly labeled and in its original

container with your child's name. You will be asked to fill out a medication log and consent form for our records, as well.

Allergies & Asthma: Please let us know if your child has any allergies or has asthma. If your child requires an EpiPen or inhaler, please make sure that you send one to school. All EpiPens and inhalers must have an allergy or asthma "action plan" and note from the doctor to accompany them as well. If there are other medications listed in the action plan (Benadryl, Zyrtec, etc.) we must have those medications sent in with the proper dosing syringe or cup, as well.

Medial Emergencies: In the event of a medical emergency, parents will be contacted immediately and informed of the situation and asked for instructions. If contact cannot be made, children will be transported to the closest hospital (Paoli) and the instructions and recommendations of the attending physician will be followed. In the event that a child must be transported to a medical facility, a member of the staff will accompany the child and remain with the child until one or both parents arrive at the hospital.

Non-Emergency Incidents: In the event of a minor injury or incident at school that does not require professional medical attention, appropriate care will be provided by the supervising staff. All staff members are pediatric first aid certified. An incident report will be completed and sent home with the child or children involved to notify the parents of the incident. For example, if a child scrapes their knee while playing on the playground, a teacher will administer basic first aid—such as cleaning and bandaging the wound—and complete an incident report. Two copies of the report will be sent home: one for the parent or guardian to keep, and one to be signed and returned for the child's file.

If there is any uncertainty about the severity of an injury, or if a child displays unusual behavior following an incident, a staff member will contact the parent or guardian to discuss the situation. For instance, if a child falls and complains of ongoing pain in an arm or leg, we will notify the parents promptly for possible further evaluation.

Emergency Procedures: BCH reviews and updates an emergency plan that documents the procedures taken in the event of any type of emergency situation at least annually, if not more often. This plan can be reviewed at the request of parents at BCH, due to the sensitive information included. BCH conducts an annual emergency drill as well as monthly fire drills. All teachers are trained and familiar with the emergency plan and their roles in the event of an emergency. In the event of an emergency, parents will be contacted with further instructions via Playground, phone, and email.

Potty Training: At BCH, we understand that potty training is a big milestone. Our approach is supportive, consistent, and collaborative. We're here to work with you as your child learns this important new skill. Once your child is showing readiness and some success at home, we're happy to support and reinforce those routines here at school. During this time, please send your child to school in clothes that are easy to manage (no overalls or tricky buttons) and be sure to pack plenty of extra underwear, pants/shorts,

socks, and a spare pair of shoes. We also recommend shoes like Crocs for potty trainings—that way if accidents happen, we can wash the shoes and continue with the day. Accidents are normal and expected. We handle accidents with kindness, and patience. We will keep you informed of your child's progress and communicate any patterns or concerns that we notice. We welcome updates from home so we can keep things as consistent as possible. Our goal is to create an encouraging environment where children feel safe and successful!

Lunch: BCH does not provide lunch. Parents must pack a lunch for their child each day, with the exception of pizza party celebrations. Refrigerators are in each classroom for lunches to be kept in. Microwaves are only used in the infant and toddler classrooms (Giraffe Room, Bear Room, and Wolf Room). If your child is in a classroom without a microwave, you may send your child's lunch in a thermos to keep it warm if needed. No glass containers are permitted in any classroom. All lunches must be packed in a soft-sided lunch bag (separate from their backpack) labeled with your child's name on it. Any utensils needed and two napkins should be packed as well. Please make sure your child's lunch foods are in appropriate size pieces and ready to eat. Additionally, make sure all containers, cups, and utensils in the lunch bag are labeled with your child's name.

Snacks: BCH provides morning and afternoon snack. Our snack options include goldfish, animal crackers, graham crackers, pretzels, and more. If you prefer to send snack from home, please be sure to label the snacks with your child's name and "AM" or "PM" for which snack time you would like your child to have them.

Birthdays: Children are invited to celebrate their birthdays at school, if desired. Options for birthday celebrations include pizza parties and/or special dessert treats. If you would like to have a pizza party for your child, please choose a date and let your child's teacher know so they can plan accordingly. Your child's teacher will also let you know how many pizzas to order for the class that can be delivered to BCH at lunch time on the chosen date. Most families order from Malvern Pizza. Your child's teacher will send home a note or a message on Playground for the class the day before the pizza party to let the other families know that they will not have to pack lunch. Please also send plates for the pizza to school that day or request that the pizza place brings them with the pizza delivery. You may also send a dessert item if desired such as cupcakes, cookies, muffins, brownies, popsicles, or other child-friendly treats.

Naps: Mats are provided for children that nap. Parents must bring a crib size sheet and a blanket for naptime each Monday. Sheets and blankets will be used for the week and sent home on Friday to be washed. Please make sure to label your child's sheet and blanket.

Personal Belongings: Children should wear comfortable clothing, appropriate for both indoor and outdoor activities. In the interest of safety, sandals and other open-toe shoes may not be worn to school. Children must keep a weather appropriate complete change of clothing (shirts, pants, underwear, socks, shoes) in their cubbies for spills, accidents, and other occurrences.

If your child is not yet potty trained, you are responsible for providing diapers/pull-ups and wipes, creams, etc. A complete list of items needed for each classroom will be provided upon enrollment and a new list will be sent home with each class transition as your child moves up. Please make sure to label all items that are sent to school to avoid confusion.

We encourage children to keep their toys and valuable possessions safely at home to avoid mix-ups and lost items. The exception to this is for weekly show and tell in the pre-primary classrooms as noted on the classroom calendars.

Communication and Social Media: We utilize the Playground app for sharing announcements, reminders, photos, billing, and more. You will receive information about this during your enrollment. Infant and toddler classrooms receive daily communication via Playground with information about their feeding, napping, and diapering each day. Pre-primary classrooms do not receive as much detail (toileting, length of naps, etc.), but will receive photos, general posts, and announcements.

Each child also has a “Home & School Folder” that is kept in the child’s backpack. This is where any important papers and projects will be sent home. It also contains copies of your child’s classroom information, schedule, year-long calendar, and teacher information fastened inside. Please be sure to check your child’s folder each night and return it back to their backpack for the following day.

If you have any questions for your child’s teacher, you may send a message to your child’s classroom via Playground, write a note to put in your child’s Home & School communication folder, call, or send an email. If you need to contact school via email or have general questions or things to share, you may direct a message to BCH via Playground or email shannon@brandywinechildrenshouse.com (Ms. Shannon) or bch123@brandywinechildrenshouse.com (Ms. Jill).

We also have a website (brandywinechildrenshouse.com) and a Facebook page set up for our center (facebook.com/BCHMalvern). You are invited to follow our pages for updates, reminders, information, and photos of events and school activities.

Conferences and Child Service Reports: If you would like to discuss your child’s development, strengths, needs, or address any concerns, you may schedule a conference with your child’s teacher at any time. Please send a note to your child’s teacher, call the school, or email Ms. Jill or Ms. Shannon in order to schedule a conference with your child’s teacher. Each teacher completes child service report that details each child’s development biannually, as well. Two copies of this report will be sent home, one to sign and return to school and one to keep at home.

School Materials: All materials needed for your child to participate in school activities are provided by the center. We provide Montessori materials, basic supplies including (but not limited to) construction paper, copy paper, writing paper, crayons, pencils, markers, scissors, glue, curriculum supplies, books, and more.

Formula, lunches, cups, utensils, extra clothes, diapers, diaper cream, wipes, sunscreen, etc. are not provided by the center. A list of items your will need to send to school with your child for each classroom will be provided upon enrollment.

At home, you may discover tiny cubes, puzzle pieces, beads, or other school materials in your child's pockets. Please simply return these items to school if found.

Closures for Inclement Weather: The decision to close or delay school due to snow, ice, wind, emergencies, or other inclement weather will be made by 6:30 A.M. A "delayed opening" means that school will open at 10:00 A.M.

In the event of inclement weather, you can find updates regarding our status by:

- Checking your email
- Checking our Facebook page at www.facebook.com/BCHMalvern
- Checking NBC (Channel 10) at www.nbc10.com (You can also enter your cell phone number to receive notifications)
- Checking your Playground App feed
- Checking our website at www.brandywinechildrenshouse.com

In the event that there is an emergency once our day has already started, we will contact all parents and guardians with specifics as soon as possible by phone and by email, as well as post updates on our Facebook page, website, and Playground.

Outdoor Play: We value outside play as an essential part of each child's daily routine. Fresh air, physical activity, and time in nature support healthy development throughout the entire year. Research and early childhood best practices show that fresh air, active movement, and time in nature support children's physical, social, emotional, and cognitive development.

Outside play also supports children's health. Engaging in active movement outdoors strengthens large muscles, improves balance and coordination, and provides healthy exercise that children cannot always get indoors. Fresh air helps reduce the spread of illnesses, as viruses spread more easily in enclosed indoor spaces. Time outdoors can also boost children's mood and reduce stress. We spend time outside at least twice per day, weather permitting. Please see below for winter/summer guidelines for outdoor play.

Winter Outdoor Play: *Caring for Our Children* guidelines, a national set of standards for early childhood, encourage that children play outdoors in cold weather with proper clothing, even down to temperatures of -15°F. While we do not go outside when temperatures are that low, please see below for the general guidelines we follow in the winter at BCH.

Temperature Guidelines for Outside Play in Winter:

- Under 15°F (including wind chill): *No outdoor play.*
- 15-19°F (including wind chill): *Up to 15 minutes outside.*

- 20-29°F (including wind chill): *Up to 20 minutes outside.*
- 30°F or above: *30 minutes or more outside, as tolerated.*

We will not go outside if it is actively precipitating or if there are large puddles, snow, or ice covering the playground.

Winter Gear:

Please assume that we will be outside, within the above guidelines, and send gear accordingly. To keep your child warm and ready for outside play, please send the following:

- Winter coat
- Hat
- Mittens (*Mittens are strongly encouraged over gloves* because they keep little hands warmer and are much easier for children to put on independently. Gloves are acceptable to send only if your child can put them on without help.)
- A neck warmer or gaiter (*No scarves for safety reasons* as they can get caught on or tangled up in play equipment)

Summer Outdoor Play: We plan to go outside at least twice per day, weather permitting. Please see below for the general guidelines we follow in the summer at BCH.

Temperature Guidelines for Outside Play in Summer:

- Above 90°F (including heat index): *No outdoor play.*
- Heat advisory in effect: *No outdoor play.*
- Air quality alert in effect: *No outdoor play.*
- 90°F or below: *30 minutes or more outside, as tolerated, with frequent water and shade/cooling breaks*

We will not go outside if it is actively precipitating or if there are large puddles.

Summer Gear:

Please assume that we will be outside, within the above guidelines, and dress your child appropriately. Below are some suggestions:

- Light-colored, breathable fabrics
- Sunhat or baseball hat
- Sunscreen (Please apply to your child in the morning before dropping them off at school. Please send sunscreen—a stick or spray pump; no aerosol—labeled with your child's name to keep at school and we will reapply sunscreen before going outside in the afternoon.)
- Sneakers or other closed toe shoes—sandals are a hazard for children playing outside.
- We do not allow sunglasses to be worn at school. A hat is a great alternative!

Statement of Disciplinary Practice

Our discipline policy promotes the following ideals and we constantly and consistently:

- Communicate with children on their level in a calm manner
- Give attention to children for positive behavior, with praise and encouragement
- Set limits for the children from the start and apply such rules consistently
- Strive to model appropriate behavior
- Provide alternatives and redirect children to acceptable activity when necessary
- Give children opportunities to make choices and solve problems
- Help children talk out problems and think of solutions
- Listen to children and respect the children's needs, desires, and feelings

If a child acts inappropriately, we first discuss the inappropriate behavior with him/her, explaining why the action was wrong and what is expected. The consequences of continued misbehavior are always explained in terms that the child can understand. If a child continues the inappropriate behavior, the child is given a time out in a quiet area, while still always under the constant supervision of a teacher.

We do not, under any circumstances, practice the following:

- Inflict corporal punishment in any manner—defined as any use of physical force including, but not limited to spanking, hitting, shaking, biting, pinching, pushing, pulling, or slapping
- Partake in any actions that threaten, intimidate, or force a child
- Criticize, make fun of, or belittle a child's parents, families, ethnic groups, traditions, or beliefs
- Leave any child alone or unattended without supervision
- Threaten children with food or withholding of food

Conferences will be scheduled with parents or guardians if particular disciplinary problems occur. If a child's behavior consistently endangers the safety of the children around him/her, then the directors have the right, after meeting with the parents and documenting behavior problems and interventions, to terminate services for that particular child.

Brandywine Children's House Sick Policy

The purpose of this policy is to provide guidelines regarding general illnesses and school attendance. To help promote the health of our students and staff and limit the spread of illnesses throughout the school, we ask you to keep your child home if any of the following illnesses occur:

Fever: If your child has a temperature of 100.4° or greater, keep your child at home. Your child must be fever free for 24 hours, *without* the aid of fever-reducing medications such as acetaminophen or ibuprofen, in order to return to school.

Diarrhea and Vomiting: If your child has thrown up once or more, or has two or more incidences of diarrhea, keep your child at home. Your child may return to school once 24 hours have passed since the last incidence of vomiting or diarrhea.

Pink Eye: If your child is showing signs of pink eye (conjunctivitis) and has red, watery eyes with discharge, keep your child at home. Your child may return to school 24 hours after visiting a doctor and beginning treatment.

Other Incidences: If we notice that your child is behaving abnormally or exhibiting physical discomfort or distress that is out of character, we will use discretion in calling to inform you of the situation and have your child picked up. Examples of these incidences may include, but are not limited to: unexplained rashes or blistering, abnormal sluggishness or severe fatigue, persistent cough with labored or rapid breathing. In some incidences we may ask that you have a note from a doctor upon return.

If your child becomes sick at school, you will be called to pick your child up. Please note that *sick children must be picked up within 30 minutes of a phone call from school*. We know that it can be difficult to leave work and rearrange schedules, so please make sure that you have a plan for these incidences and have a current emergency contact that can assist with pick up in the event that you cannot make it in time. If we have not heard back from either parent within 15 minutes of an initial phone call or voicemail, we will proceed to call the emergency contacts designated on your child's Emergency Contact Form. We thank you for understanding and helping us make sure that we all stay strong and healthy at BCH!

A Glimpse into Our Classrooms

In the following pages, you will find general information about each of our seven classrooms at BCH and a schedule for each class.

Once enrolled, families receive additional information including a list of items to bring to school, information about the teachers in the classroom, and more.

Before a child moves up to a new classroom, we will send home a notice about the change along with the information packet for the new classroom.

Please also note that the age ranges of our younger classrooms can be fluid and can vary depending on ages and birthdates of our currently enrolled children, the age demographics of interested families on our wait list, and specific needs.



Giraffe Room (~8 weeks to 12 months old)

A cozy beginning for our youngest explorers

The Giraffe Room is thoughtfully designed to be a warm, nurturing, and loving environment where our youngest children can begin to discover the world around them. Here, your child will be surrounded by soft colors, gentle textures, and a peaceful atmosphere that fosters comfort, curiosity, and connection.

In this space, we embrace each moment of discovery. Through stories, songs, movement, and laughter, your child will experience daily interactions that build trust and joy. Our caring educators are deeply attuned to each infant's unique needs and rhythms, ensuring that every child feels secure and each family feels supported.

The Giraffe Room is equipped with a variety of age-appropriate learning materials that encourage exploration and support the development of essential skills. From balls and blocks to musical instruments, sensory bottles, shape sorters, and board books, each item is carefully chosen to inspire curiosity and promote hands-on learning. Every day is filled with opportunities to grow.

In the Giraffe Room, we focus on nurturing:

Cognitive Development

Encouraging early brain growth through sensory play, exploration, and simple cause-and-effect activities.

Social & Emotional Growth

Building strong, trusting relationships through responsive care, consistent routines, and nurturing interactions.

Creative Expression

Introducing colors, textures, sounds, and movement to stimulate curiosity and early creativity.

Fine & Gross Motor Skills

Supporting development through tummy time, reaching, grasping, rolling, and early mobility experiences.

Early Problem-Solving Abilities

Nurturing emerging thinking skills with age-appropriate toys, exploration, and opportunities for discovery.

A Safe & Loving Environment

Providing a calm, engaging space where infants feel secure, supported, and free to grow at their own pace.

Parents must provide a schedule for their child's day when they are in the Giraffe Room. A sample daily schedule is below:

Baby's Name Schedule
Birthday: 1/23/45

7:30-9:00 Welcome & Play

9:00 Diaper

9:00 Bottle & Breakfast

9:30 Nap

11:00 Diaper

11:05 Circle time & Activities (tummy time, sensory exploration, crafts etc.)

11:30 Lunch

12:00 Bottle

12:15 Learning & Play (tummy time, sensory exploration, etc.)

1:00 Diapers

1:30 Nap

2:45 Learning & Play Activities

3:00 Diapers

3:15 Bottles & Snack

3:30-6:00 Activity & Exploration Time

We will base your child's day on the schedule that you provide. We understand that there are always those "off" days where the routine may be slightly different, as well. Please remember to update your child's schedule as often as it changes.

You will receive daily updates that denote your child's feeding times, nap times, and diapers for the day via Playground.

Bear Room (~12-20 months old)

A space for curiosity, independence, and joyful discovery

The Bear Room is designed to nurture toddlers' natural desire to explore, move, and make sense of the world around them. Thoughtfully arranged with developmentally appropriate toys and learning materials, this classroom invites hands-on discovery, creativity, and early problem-solving.

In the Bear Room, you'll find an engaging variety of materials such as building blocks, puzzles, sensory bins, age-appropriate books, and many arts and crafts projects—all carefully chosen to support your child's growth across multiple areas of development.

Children in the Bear Room are ready for this next stage of independence. To join this classroom, toddlers should: drink from a sippy cup, feed themselves finger foods, and nap once per day. In the Bear Room, our teachers act as gentle guides, supporting each child's learning through interactive play, exploration, and individualized attention. Our goal is to help every toddler build new skills, embrace new experiences, and feel confident in their abilities.

In the Bear Room, we focus on nurturing:

Growing Independence

Encouraging self-help skills like feeding, simple choices, and trying things on their own.

Language Development

Building vocabulary through songs, stories, and meaningful interactions.

Creative Expression

Introducing colors, textures, sounds, and movement to stimulate curiosity and early creativity.

Social Interaction

Promoting sharing, parallel play, and early friendships in a nurturing environment.

Curiosity & Exploration

Supporting discovery through safe exploration and hands-on learning activities.

Motor Skill Advancement

Strengthening coordination through climbing, stacking, grasping, and more active play.

Creative Discovery

Exploring art, music, and sensory materials to express thoughts and feelings.

Bear Room Schedule

A typical day in the Bear Room is as follows:

7:30-9:00 Welcome & Free Play

9:00 Snack

9:15 Free Play

9:30 Circletime

10:00 Diapers & Wash Hands

10:15 Activity Time

10:30 Free Play/Outside

11:00 Wash Hands

11:15 Lunch

12:00 Diapers

12:30 Nap

2:45 Diapers & Wash Hands (or as they wake from nap)

3:00 Afternoon Snack

3:15 Free Play/Outside

4:30 Diapers

4:15-6:00 Free Play/Outside

Wolf Room (~20–30 months old)

Supporting curiosity, confidence, and growing independence

The Wolf Room is thoughtfully designed to support the incredible growth and rapid development that takes place during this exciting stage of toddlerhood. Our environment is rich with opportunities for hands-on learning, purposeful play, and meaningful social interaction.

Each day, children engage in a variety of activities tailored to their individual needs, strengths, and interests. These include puzzles, fine motor tasks, coloring, arts and crafts, sensory exploration, and more. Our teachers observe and guide each child, creating experiences that foster both independence and connection.

Through play-based learning and intentional guidance, the Wolf Room helps toddlers build confidence, curiosity, and a love for learning that will carry them forward.

In the Wolf Room, we focus on nurturing:

Early Learning Foundations

Introducing simple concepts like colors, shapes, and counting through playful activities.

Language Explosion

Supporting toddlers as they begin combining words and expressing more complex ideas.

Emotional Awareness

Helping children recognize emotions and practice empathy with guided support.

Problem-Solving & Independence

Encouraging toddlers to try new tasks, make choices, and develop persistence.

Movement & Coordination

Enhancing balance and coordination through climbing, jumping, dancing, and active play.

Creative Expression

Fostering imagination through art, pretend play, music, and sensory exploration.

Wolf Room Schedule

A typical day in the Wolf Room is as follows:

7:30-9:00 Welcome & Free Play

9:00 Snack

9:15 Free Play

9:30 Circle time

9:45 Diapers & Wash Hands

10:00 Free Play/Outside

10:30 Activity Time

11:00 Wash Hands

11:15 Lunch

11:45 Diapers

12:30 Nap

2:45 Diapers & Wash Hands (or as they wake from nap)

3:00 Afternoon Snack

3:15 Free Play/Outside

4:30 Diapers

4:15-6:00 Free Play/Outside

Sandpiper Room (~30-36 months old)

Encouraging independence, confidence, and readiness for next steps

The Sandpiper Room provides a warm, carefully curated environment where children are encouraged to develop independence and essential early skills. Each day is thoughtfully structured to offer meaningful learning experiences tailored to the unique needs, strengths, and interests of every child. Our rich, hands-on curriculum promotes exploration, discovery, and guided learning, supporting growth across all areas of development.

The Sandpiper Room typically also marks the beginning of potty-training support, in partnership with families, when children show signs of readiness. Our teachers work closely with parents to maintain consistency and encourage success in this important milestone.

In the Sandpiper Room, we focus on nurturing:

Emerging Critical Thinking

Supporting curiosity with activities that encourage asking questions and exploring “how” and “why.”

Expanding Communication

Building expressive language skills through conversation, storytelling, and group play.

Social Skills & Cooperation

Guiding children through sharing, taking turns, and working together in small group settings.

Self-Help & Independence

Encouraging dressing, cleaning up, and potty learning with gentle guidance and routine.

Advanced Motor Development

Challenging gross and fine motor skills through obstacle courses, puzzles, and creative tasks.

Imaginative Play & Creativity

Nurturing creativity with dramatic play, open-ended art, and music-making.

Sandpiper Room Schedule

A typical day in the Sandpiper Room is as follows:

7:30-9:30 Welcome & Free Play

9:30 Morning Snack

9:45 Bathroom/Pull-Ups

10:00 Circletime

10:15 Activity Time

10:45 Bathroom/Pull-Ups

11:00 Free Play/Outside

11:30 Bathroom/Pull-Ups & Wash Hands

11:40 Lunch

12:30 Bathroom/Pull-Ups

12:45 Nap

2:45 Bathroom/Pull-Ups

3:00 Afternoon Snack

3:30 Free Play/Outside

4:15 Bathroom/Pull-Ups

4:15-6:00 Free Play/Outside

Lion Room (~2.5–3.5 years old)

Building a strong foundation for lifelong learning

The Lion Room offers children a solid foundation as they prepare to transition into our Montessori classrooms. Mornings in this space are guided by Montessori principles, fostering a rich environment where children are encouraged to develop self-motivation, independence, and a love for learning across all areas of growth.

Our goal is to nurture each child's natural curiosity, desire for knowledge, and respect for themselves and others.

Through intentional teaching and responsive care, the Lion Room helps young learners build confidence, independence, and a love of learning—setting the stage for a smooth and successful transition into our Montessori classrooms.

In the Lion Room, we focus on nurturing:

Early School Readiness

Introducing foundational skills like counting, letter recognition, and following multi-step directions through play-based learning.

Confident Communication

Encouraging children to express thoughts, ask questions, and engage in meaningful conversations with peers and teachers.

Building Friendships & Teamwork

Supporting positive social interactions, empathy, and cooperation through group activities and role-playing.

Growing Independence

Promoting self-care, problem-solving, and responsibility with age-appropriate routines and choices.

Refining Motor Skills

Enhancing coordination, balance, and dexterity through creative movement, writing tools, and sensory exploration.

Expanding Creativity & Imagination

Fostering self-expression through dramatic play, storytelling, open-ended art, and music.

Lion Room Schedule

A typical day in the Lion Room is as follows:

7:30-9:30 Welcome & Free Play

9:30 Morning Snack

9:45 Bathrooms/Pull-Ups

9:40 Circletime (Calendar, Music, Lessons)

10:15 Activity Time

10:45 Bathrooms/Pull-Ups

11:00 Free Play/Outside

11:30 Wash Hands & Lunch

12:15 Bathrooms/Pull-Ups

12:45 Clean Up & Nap

2:30 Wake Up, Bathroom/Pull-Ups

3:00 Afternoon Snack

3:30 Free Play/Outside

4:00 Bathroom/Pull-Ups

4:15-6:00 Free Play/Outside

Elephant Room & Fox Room (Montessori, ~3.5–6 years old)

Fostering self-motivated growth and lifelong learning

Our preschool Montessori-based classrooms welcome children aged 3 to 5 years in mixed-age groups, creating a dynamic and collaborative learning environment.

Our goal is to nurture each child's natural curiosity, love of learning, and respect for themselves and others.

In the Elephant & Fox Rooms, we focus on nurturing:



Kindergarten Readiness

Strengthening early literacy, numeracy, problem-solving, and classroom routines to build a strong foundation for school success.



Advanced Language & Communication

Encouraging rich conversations, storytelling, and vocabulary-building through interactive group time, books, and imaginative play.



Social-Emotional Growth

Fostering empathy, self-regulation, conflict resolution, and positive peer relationships in a supportive environment.



Independence & Responsibility

Empowering children to make choices, care for their environment, and take ownership of their learning and behavior.



Physical Development

Refining fine motor skills for writing and art, and strengthening gross motor coordination through games, movement, and outdoor play.



Creative Thinking & Expression

Nurturing imagination through dramatic play, music, open-ended art, STEM exploration, and inquiry-based projects.



Respect for the Whole Child

Following each child's developmental pace, providing a prepared environment that nurtures autonomy, confidence, and a love of learning.

Morning Activities

Mornings in the Elephant & Fox Rooms are guided by Montessori philosophies, designed to inspire rigorous, self-directed growth across all areas of development.

During this time, children participate in a blend of individual, small group, and whole group activities, using authentic Montessori materials tailored to their unique needs. Each activity is carefully designed to promote not only academic growth but also social, emotional, and physical development. These activities support learning in:

Practical Life Skills

Children learn how to take care of themselves and their surroundings. This includes activities like pouring, buttoning, sweeping, and preparing snacks. These tasks build independence, coordination, and focus.

Sensorial Development

Children explore the world using their senses—touch, sight, sound, taste, and smell. Activities help them sort, compare, and describe what they experience, building a strong foundation for thinking and learning.

Natural Science

Children discover the wonders of nature and the world around them. Through hands-on activities, they learn about plants, animals, seasons, weather, and how things grow and change.

Social Studies

Children learn about people, places, and cultures from around the world. They begin to understand where they live, how people live in other parts of the world, and important traditions and celebrations.

Language and Phonics

Children build a love for language through stories, songs, and conversations. They begin recognizing sounds, letters, and words, which sets the stage for reading and writing.

Math Concepts

Children explore numbers, shapes, patterns, and measurement. Using hands-on materials, they begin to understand math in a concrete and fun way.

Art and music

Children express themselves through drawing, painting, singing, and dancing. These creative experiences support emotional growth, fine motor skills, and appreciation for beauty and rhythm.

Afternoon Activities

In the afternoons, children transition into same-age groups tailored to their developmental stage.

3 to 3½-Year-Olds: Nap Time

Enjoy a restful nap to recharge for the rest of their day.

3½-Year-Olds: Enrichment Class

Participate in our Enrichment program, focusing on early academic skills that support a smooth transition to Pre-K. This includes letter and sound recognition, fine motor development, numbers and counting, and more. Children that turn 4 in October and November start out in the Enrichment Class in September. Children that turn 4 in December, January, February, or March join the Enrichment Class in January.

4-Year-Olds: Pre-K Class

Engage in a comprehensive curriculum emphasizing foundational academic skills such as counting, one-to-one correspondence, number writing to twenty, comparing quantities, addition, sight words, beginning print concepts, letter-sound correspondence, early writing skills, and beyond. Pre-K students must be 4 years old by September 15th to be in this class.

Elephant Room Schedule

7:30-9:30 Drop Off & Free Play (Playroom)

9:30 Bathrooms, Wash Hands & Snack

9:45 Circle Time (Attendance, Calendar & Weather)

9:50 Lesson

Monday: Letters

Tuesday: Colors/Shapes

Wednesday: Numbers

Thursday: Geography

Friday: Show and Tell

10:00 Work Time (Worksheets, Projects, Materials)

10:30 Montessori Lesson

Monday: Language

Tuesday: Math

Wednesday: Spatial Reasoning

Thursday: Geography

Friday: Science

10:45 Bathrooms & Wash Hands

11:00 Play Time (Playroom/Outside)

11:30 Clean Up & Story

11:45: Bathrooms & Wash Hands

12:00 Lunch

12:45 Clean Up & Bathrooms

1:00 Afternoon Classes (Nap, Enrichment, Pre-K & Kindergarten)

3:00 Bathrooms, Wash Hands & Snack

3:15-6:00 Play Time & Pick Up (Playroom/Outside)

Fox Room Schedule

7:30-9:30 Drop Off & Free Play (Playroom)

9:30 Bathrooms, Wash Hands & Snack

9:45 Circle Time (Attendance, Calendar & Weather) & Lesson

Monday: Letters

Tuesday: Colors/Shapes

Wednesday: Numbers

Thursday: Geography

Friday: Show and Tell

10:00 Work Time (Worksheets, Projects, Materials)

10:20 Bathrooms & Wash Hands

10:30 Play Time (Playroom/Outside)

11:00 Montessori Lesson

Monday: Language

Tuesday: Math

Wednesday: Spatial Reasoning

Thursday: Geography

Friday: Science

11:10 Work Time (Worksheets, Projects, Materials)

11:30 Clean Up & Story

11:45 Bathrooms & Wash Hands

12:00 Lunch

12:45 Clean Up & Bathrooms

1:00 Afternoon Classes (Nap, Enrichment, Pre-K & Kindergarten)

3:00 Bathrooms, Wash Hands & Snack

3:15-6:00 Play Time & Pick Up (Playroom/Outside)