

PUBLIC DISCLOSURE STATEMENT

In compliance with the Code of Virginia, Section 22.1-289.031, this Center is religiously exempt from licensure and is classified as a “religiously exempt child day center.”

DESCRIPTION OF FACILITIES

The Center is located at 13750 Marys Way Woodbridge, Va 22191.

The size of the building is 40,863 sq ft

Seven classrooms are used for the Center is 6 classrooms (101, 2, 4, 5, 6, 7, 8) and the gym/auditorium. All rooms used are also used by St. Thomas Aquinas Regional School for regular school day classes and meet health and safety requirements. The program also uses the enclosed playground with 2 climbing structures located next to the school building across from the Chapel and the asphalt driveway directly in front of the building with gates that can be closed off to create a safe play area, Play equipment consist(s) various balls, jump ropes, hula hoops, sports goals, indoor toys such as doll houses, toy cars, board games, card games, arts and craft supplies.

ENROLLMENT/CAPACITY-The maximum number of children that the Center will enroll is 149. The maximum number of children to be in care at any one time (as dictated by the local building inspector) is 149.

FOOD SERVICE: The Center intends to provide food service. The description of the service consist(s) of the following after school snack -individual /pre-packaged items. The kitchen facilities are/are not available for use by the Center.

HEALTH REQUIREMENTS FOR STAFF-Staff employed at the Center MUST be certified by a practicing physician to be free from any disability which would prevent them from caring for children. Documentation is on file at the Center.

PUBLIC LIABILITY INSURANCE- The extended day program is covered by public liability insurance through the Diocese of Arlington and the Catholic Mutual Relief Society of America, in the event that someone brings suit for personal or bodily harm suffered during the operation of the Center as a result of negligence.

QUALIFICATIONS OF PERSONNEL

Pre-K Teacher

- Degree in Elementary Education or Early Childhood Development
- Teacher certification or Early Childhood Certification
- Catechist certification
- Must successfully clear all required background check items.
- Must display Christian based values as they apply to interaction with children and parents.
- Staff shall be certified annually by a practicing physician or nurse practitioner to be free from any disability which would prevent them from caring for children.

Extended Day Lead Staff and Pre-K Instructional Assistant

- Minimum 17 yrs. old.
- Previous childcare, education (not exclusive to academic) or supervision experience.
- Must successfully clear all required background check items.

- Must display Christian based values as they apply to interaction with children and parents.
- Staff shall be certified annually by a practicing physician or nurse practitioner to be free from any disability which would prevent them from caring for children.

Lead staff are the primary supervisor in a room where they also have a support staff member on duty or in a room where they are the only supervisor. In the case where 2 lead staff members are in a supervisory role they will coordinate responsibilities and will not over ride or contradict their co lead staff member.

Support Staff

- Minimum 16 yrs. old
- Must successfully clear all required background check items.
- Must display Christian based values as they apply to interaction with children and parents.
- Staff shall be certified annually by a practicing physician or nurse practitioner to be free from any disability which would prevent them from caring for children.

Support staff will assist the lead staff member in the supervision and guidance of the students in their assigned room or on the playground. Support staff may be asked to provide individual supervision (escort students to restrooms etc.)

All staff will be trained in the supervision of the students in their care in order to insure that the students are safe and accounted for; this includes taking role, tracking students' locations, hand washing procedures...These duties may also include study hall supervisor, playground supervision and safety, emergency procedure supervision, guidance and instruction. All staff present will assist with cleaning and closing of rooms/playground after use. A minimum of 1 staff member will be on duty who has First Aid/CPR and AED training