

## **LICENSING AND SITE INFORMATION**

### **Licensing**

All of The Children's Center sites are licensed by the Minnesota Department of Human Services, 651/296-3971. We serve families without regard to race, color, national origin, disability, religion, sex or source of assistance.

The Children's Center is mandated to follow the procedures outlined in the Minnesota Department of Human Services Division of Licensing DHS Rule 3 (Child Care Centers), parts 9503.0005 to 9503.0170. A copy is on file in each classroom.

### ***Department of Human Services, Division of Licensing***

1-651-296-3971

State of Minnesota, DHS

Human Services Building

444 Lafayette Road

St. Paul, MN 55155-3842

### **Ratios**

Our teacher to child ratios are equal to or better than the state requirements listed below:

Infants	1:4
Toddlers	1:7
Preschool	1:10
School Age	1:15

### **Days of Operation**

The Children's Center operates Monday through Friday year round.

The Children's Center will be closed to observe the 6 major holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day. We will also be closed the day after Thanksgiving and will have 1 Floating Holiday that will be determined in January of that year. When the holiday falls on a weekend, The Children's Center will be closed to observe that holiday on either the preceding Friday or the following Monday. The Children's Center will also be closed one day each fall for a teacher prep day based on the Albert Lea School District 241 school schedule.

## **Licensed Locations and Capacity**

### **605 James Avenue Site**

- Telephone number is 507-373-7979
- Kindergarten and school age children are bused to and from the schools.
- School age care is provided before school, after school and non-school days, plus an enriched summer program.
- Licensed capacity: 157 – which includes infants, toddlers, preschoolers and school age (K-4<sup>th</sup> Grade)
- Hours: 5:30 a.m. – 6:00 p.m.

### **St. John's Site, 801 Luther Place**

- Located at St. John's Lutheran Community
- Telephone number is 507-473-1057
- Licensed capacity: 48 – which includes 8 infants, 16 toddlers, and 24 preschoolers
- Hours: 5:30 a.m. – 5:30 p.m.