The University Children’s Learning Center
The Learning Center is a Secure Building

- We are a secured building. If you get there and this door is locked, you need to call us and we will let you in.
We are also a Secure Program

- We are a secured program (within a secured building). When you get to this door, ring the door bell - even if it is nap time!!!
The Mission of UCLC

- To provide quality educational childcare in keeping with the best practices in the field of Early Childhood Development; to provide interactive, experiential learning opportunities for UND’s students; to provide a research site that will increase national knowledge about families and young children; to contribute to a vibrant campus climate by supporting cultural diversity, by offering a summer program that brings school-age children to the UND campus, and by supporting the recruitment and retention of faculty, students, and international scholars.
Philosophy of
The University Children’s Learning Center

- Provide quality childcare in an educational environment
- Provide early childhood student teachers (and UND students from other disciplines) with an environment in which they can acquire learning experiences in Early Childhood Education
How Do We Teach?

We believe that children learn through play. This child has built a line of blocks and a block tower on it. As he does this he is learning about cause and effect, balance, one-to-one correspondence, and is also building his self-esteem.

Notice the car. He is going to knock the tower down.
How Does UCLC Teach Young Children?

- Activity Plans (lesson plans) are written using a method called Emergent Curriculum.
- The curriculum is “emerging” with activities developed based on individual or group interests that teachers observe while young children are playing. The plans are very purposefully planned based on what teachers see and hear the children doing in the classroom.
- The environment is also purposefully prepared and organized based on close observation of children’s interests and the teacher’s professional knowledge of Early Childhood Education.
- Activity Plans are posted in each classroom.
## Typical Daily Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00</td>
<td>Arrival and Center Time</td>
</tr>
<tr>
<td>8:30</td>
<td>Breakfast, Circle Time</td>
</tr>
<tr>
<td>9:30</td>
<td>Family Time</td>
</tr>
<tr>
<td>10:15</td>
<td>Outdoor Play</td>
</tr>
<tr>
<td>11:00</td>
<td>Lunch</td>
</tr>
<tr>
<td>11:30</td>
<td>Quiet Moments</td>
</tr>
<tr>
<td>12:00</td>
<td>Rest Time or Nap Time</td>
</tr>
<tr>
<td>1:00</td>
<td>Center Time</td>
</tr>
<tr>
<td>3:00</td>
<td>Snack, Circle Time</td>
</tr>
<tr>
<td>3:30</td>
<td>Family Time</td>
</tr>
<tr>
<td>4:00</td>
<td>Outdoor Play</td>
</tr>
<tr>
<td>5:00</td>
<td>Center Time/Departure</td>
</tr>
<tr>
<td>5:30</td>
<td>Center Closes</td>
</tr>
</tbody>
</table>

The schedule does vary in each classroom based on the needs of the children and the individual projects that are occurring.
Diversity at UCC

The University Children’s Learning Center values and respects diversity. The Learning Center makes a point to incorporate diversity by having educational toys, games, dress-up items, markers, crayons, and books that reflect a variety of cultural and ethnic groups and individuals with special needs.
What about Holidays and Birthdays?

- We do not celebrate holidays. Why? We would have to celebrate holidays from the culture of every child represented in the classroom. And we do not have the knowledge or expertise to accomplish that. Parents are the child’s expert when it comes to individual holiday’s customs and beliefs.

- Individual birthdays are acknowledged. However, in lieu of food being brought into the Learning Center families are encouraged to bring stickers, paint, bubbles, etc.
Basic Rules for the UCLC Classroom

- Respect other people; hurting others physically or emotionally is never allowed.
- Care for the classroom materials, equipment, building, and playground.
- All adults are responsible for the safety of all children.
  - If a child wanders out of a classroom, please help them return.
- Teachers are responsible for guidance of young children’s behaviors.
  - If children are exhibiting behaviors that you believe are inappropriate, let a teacher know and then how they handle the situation.
Meet the UCLC Teachers...

- UCLC employs highly qualified teachers
- All have a 4 year degree in ECE or a related field or have a minor in ECE with many years of experience.
- UCLC employs students to assist in the classroom and kitchen (check the UND Career Services page).
Color Families...

- The Yellow Family has 17-20 children ages 3 to 5 years with 2 teachers.

- The Red Family has 10 children ages 18 months to 3 years old and 2 Teachers

- The Purple Family has 17-20 children ages 3 to 5 years with 2 teachers.

- The Blue Family has 17-20 children ages 3 to 5 years with 2 teachers.

- The Green Family has 17-20 children ages 3 to 5 years with 2 teachers.

- The number of children in the Preschool classrooms depends on the ages of the children enrolled.
Guidelines for Students

- **Attendance** - each student observing/doing field experience/volunteer is expected to be present each day for his/her agreed upon hours. If you are unable to attend you must notify the Center, at least two hours before your scheduled arrival.
- **Attitude** – you are expected to have and present a positive attitude.
- **Questions** – you are expected to ask questions
Guidelines for Students

- All students must present a UND issued ID when they arrive. UCLC will provide a photo ID holder for your use while at the Learning Center. This will let parents and other guests know that you are in the classroom for a specific purpose.

- Personal Appearance and Health-An appropriate personal appearance must be maintained. Personal grooming should reflect regular bathing, tooth brushing, hair and nail care, and clean clothing.
Guidelines for Students

- Only water (it may be a flavored water) in a clearly identifiable water bottle is allowed in the classroom.

- Gum, candy and other foods from outside the center are not allowed in the classrooms. There is a teacher’s break room where you may eat something if you need to.

- Smoking is prohibited in or near the building. Remember UND is a smoke free campus.
Guidelines for Students

- Common sense, good sound judgement and good taste should dictate your decision when it comes to personal attire. It is important to wear functional clothing because you will be sitting on low chairs or the floor. UCLC teachers and student employees do not wear jeans, except on official UND Denim days (in which we each donate $1 to charity on those specific days in exchange for wearing jeans) because we are professionals in the field of early childhood education and we represent ourselves as professionals. You are expected to wear clothes that are clean, free of holes, and appropriately cover your body. In other words, you may not wear tops that expose your mid-riff or are exceptionally low cut and your pants must fully cover your backside. You may not wear pajama pants, active wear/yoga pants or clothing that has images that portray slang or derogatory messages (i.e., images of weapons, skulls, references to alcohol or tobacco, etc.). Shorts and skirts must be fingertip length when the arms are extended downward at the side of your body. Hats may be worn outdoors for protection from heat and cold, if necessary. Leggings may be worn, only if your top is long enough to completely cover your backside when standing. You will be sent home if you are dressed inappropriately. Remember, you are entering a professional early childhood educational setting and we expect you to present yourself accordingly.
Guidelines for Students

- The children at the Learning Center go outdoors on a regular basis. The only exception is extreme weather conditions. Therefore, it is important that you dress accordingly for the weather. There is a strong possibility you will be going outdoors for some or all of your observation time.

- Cellular Phone Policy - Cellular phone use is prohibited in the classroom unless approved by the director. Without the director’s permission, all cellular phones must be turned off.

- It is strongly suggested that cellular phones be stored in a secure location. The University Children’s Learning Center will not be held liable for the loss, theft, or damage of personal cellular phones brought into the work place.
Guidelines for Students

Confidentiality:
Using the Department of Teaching And Learning Student Teaching Handbook as a guide, UCLC has adopted a confidentiality policy.

Confidentiality Expectations:

- Students are responsible for maintaining confidentiality regarding children, teachers and UCLC information/issues.
- Students will not disclose confidential information about individuals, in accordance to state and federal laws. The only exception is when a compelling professional purpose is served or required by law.
Coats and Backpacks

When you arrive at UCLC your backpack and coat may be placed in the multipurpose room on the coat rack located next to the pop machine. There is limited space in the classroom to accommodate any personal items.

Please leave all valuables at home or in the trunk of your vehicle.
Signing In

- As you enter UCLC, you will find a colorful rectangular rug featuring images of children from around the world. Located near the rug is a shelf with white binders. This is the sign-in shelf.

- Look for the binder with the title of your class. The first page of the binder should have a classroom schedule. The color of your name is the Color Area you go to (Red, Purple, Yellow, Blue, and Green Family).
Signing In

- After you have located your Color Area, turn the page and sign-in. It is important to print your name, time in and time out.
THANKS

- We look forward to you spending time in our classrooms and learning from our teachers. If you still have questions about UCLC please contact us at 701-777-3947 or uclc@und.edu

- Remember to complete the Verification Form when you are finished with the online orientation.