

PURPOSE

The Climbing Tree is a non-profit ministry of Christ Church United Methodist. Its purpose is to reflect the highest values and the best of care while providing quality education for young children. Everyday classroom experiences will be interpreted in ways consistent with a Christian atmosphere. Children of all faiths are welcome.

LICENSING STANDARDS

The Climbing Tree meets or exceeds all standards set by the Texas Department of Protective and Regulatory Services and is fully licensed as required by state regulations. A copy of the Minimum Standards for Child Care is available in any of our rooms and in our office. Additionally, the most recent Licensing inspection report is posted at our front desk. To contact our local licensing office, please call 936-525-2187 or visit 2017 N. Frazier Ste. C1, Conroe, Texas 77301. To report suspected child abuse, please dial 1-800-252-5400. Information is also available at the Protective and Regulatory Website www.tdprs.state.tx.us.com

ADMINISTRATIVE STAFF

Robin Tracey –Director
Karen Richardson – Business Administrator
Patti Behrens-Administrative Assistant

The Climbing Tree Office Hours

Climbing Tree - 6:30 a.m. – 6:30 p.m. M-F, January - December
Administrative Hours 8:00-5:00 Monday - Friday

(936)273-2230

www.theclimbingtree.com

Table of Contents

Goals.....	Pg 3
Philosophy.....	Pg 4
Programs.....	Pg 5
Admission.....	Pg 5
Fees.....	Pg 6
Health and Safety.....	Pg 7
Discipline Policy.....	Pg 10
Special Events.....	Pg 10
Parent Work Service Hours.....	Pg 12
What to Bring Each Day.....	Pg 13
What Not to Bring Each Day.....	Pg 13
Arrival and Departure.....	Pg 14
School Communication.....	Pg 15
Transition Policy.....	Pg 16

(1)

GOALS

Our goals for each child that attends The Climbing Tree:

Spiritual

- To develop a knowledge of God's Creation
- To learn about God Himself
- To begin to understand how God loves us

Social-Emotional

- To develop a positive attitude toward learning
- To experience a sense of self-esteem
- To exhibit a positive attitude toward life
- To demonstrate cooperative, pro-social behavior
- To develop a sense of autonomy
- To acquire self-help skills

Physical

- To enhance gross motor skills (large muscles)
- To enhance and refine fine motor skills (wrist and hand muscles)
- To aid in development of eye-hand coordination
- To use all senses in learning

Cognitive

- To acquire learning and problem-solving skills
- To expand logical thinking skills
- To acquire concepts and information leading to a fuller understanding of the immediate world
- To expand creative and imaginative abilities through make-believe play, art and music
- To expand verbal communication skills
- To develop beginning reading and writing skills in a "print-rich" environment
- To acquire math and science skills through exploration of concrete and natural materials

(2)
PHILOSOPHY

Understanding How Preschoolers Learn

Children develop and acquire skills through a predictable sequence of stages. At The Climbing Tree, we provide a learning environment that allows a child to build upon existing skills. Children process new information by interacting with concrete materials and experiencing the environment through their senses.

Curiosity is an important method of learning for a preschooler. Children can learn best when they are given the opportunity to ask questions and find different solutions to a problem.

Repetition and Imitation are necessary for learning to occur. As a preschooler repeats actions, songs, words, and routines, he/she increases skills and understanding. He/she observes and imitates others who model attitudes and actions.

At The Climbing Tree, we want to provide an atmosphere where a child feels loved and accepted for who he is- a special person created by God. Parents and teachers working together can support each other in providing positive learning experiences for our children. When this is accomplished, we both can look forward to the promise of Proverbs 22:6 (NIV), "train up a child in the way he should go, and when he is old he will not turn from it." Children experience God's love and a sense of self-worth through love and acceptance.

Special Needs

The Climbing Tree recognizes each child as a unique and special person with the potential to grow and learn. Our developmentally appropriate environment is designed to provide learning opportunities for a wide spectrum of abilities. Depending on facilities and resources, we make every effort to accommodate special needs.

(3)
PROGRAMS

Infants/Toddlers/Twos

Very young children are important to The Climbing Tree and our program is designed to meet their needs. Loving, experienced, care giving in a safe, stimulating environment is supplemented with a curriculum geared for early learning. Curriculum emphasizes gross motor and fine motor development, as well as cognitive, language and social skills.

Threes/Fours/Fives

Preschool age children will enjoy a balanced day filled with age-appropriate learning activities in our stimulating classrooms. A busy morning of learning centers, small group and large group opportunities, including hands-on art, science, reading and math will be followed by lunch and rest. Those in afternoon care will enjoy a second visit to the playground and extended learning.

(4)
ADMISSION

Age

Children must be at least 6 weeks old to enter The Climbing Tree program. The Climbing Tree does not discriminate against race, religion, gender or ethnicity for enrollment in our program.

Registration

Pre-registration for The Climbing Tree takes place year round for current openings.

Waiting List

A waiting list will be maintained for those interested in enrollment when space becomes available. A tour of the school and a meeting with the Director is required before your child's name will be listed on our enrollment sheet.

School Records

Prior to a child starting enrollment at The Climbing Tree, appropriate records must be on file under the direction of the Texas Protective and Regulatory Services which oversees Child Care Licensing. These forms must be completed and updated on schedule to maintain an active enrollment status. The administration reserves the right to disenroll children who do not have current records on file and whose parents are unresponsive to requests to update their child's records. School records will not be released to public schools until all account balances due are cleared. As a precaution to TCT and our amazing staff, we reserve the right to follow up with your prior center/school.

Registration Form: Please inform us of telephone number, address changes or new work numbers.

Emergency Form and Emergency Card: Please list the persons authorized to pick up your child. Please inform us of telephone number, address changes or new work numbers.

(4)
ADMISSION (continued)

Medical Release and Immunization Form: The medical report must be completed by the child's physician and parent and returned to the school **PRIOR TO THE START OF ENROLLMENT**. This record is required to be updated annually. All immunizations must be current and signed by your doctor. Please provide updated copies of your child's immunizations as your child receives well-child checkups. Children four years of age or older must have vision and hearing screening results on file annually.

Confidential Information Sheet: The "Introduce Us to Your Child" form is for confidential use of the teachers working with your child. It helps us to understand your child and we appreciate the time you spend on it.

(5)
FEES

Registration: A non-refundable registration fee is required at the time your child is enrolled to secure a space in The Climbing Tree.

Tuition: Payments are due the **first of each month**. Because we are a not for profit organization and we operate on fixed expenses, credits are not given for a child's absence. This includes childhood illness, family vacations and holidays.

Supply Fee: Annual supply fees are due at the time of registration or when the school ages classes up in July of each year. The supply fee is prorated for families enrolling at various times of the year. Supply fees are applicable for all ages and are non-refundable.

Rates: The Climbing Tree is a non-profit program. Fees are set to reflect the high quality of early childhood education provided. As in any other school, expenses are constant, which prevents credit or discounts for absence due to illness, inclement weather or regularly scheduled holidays. The Climbing Tree offers a discount to families that have 3 full-time students enrolled. Please contact the director for specific information. The Climbing Tree is able to accept NCI funding for a limited number of families that qualify. Please contact The WorkSource for specific information.

Payment: Please make checks payable to The Climbing Tree. Payment by check is preferred. Receipts are available upon request. Checks may be mailed to The Climbing Tree, 6363 Research Forest Drive, The Woodlands, Texas 77381, or left in the tuition payment drop box at the front desk. Payment may also be made by cash. If paying by cash, please leave the cash payment with the Administrative Personnel to receive a receipt for your cash payment. To keep costs low, the Climbing Tree does not accept credit card payments for tuition payments.

(5)
FEES (continued)

Penalties: Any bill outstanding after the 5th of each month will be assessed a **\$20.00** late fee. Balances remaining unpaid past the 10th will be assessed an additional \$5.00 for each day the payment is not received. Payments not received by the 15th will result in temporary interruption in care until the account is brought current. Returned checks will incur a **\$40.00 fee**. If you require different financial arrangements, please contact the Director and she will try to accommodate your needs.

Withdrawal: Withdrawal is defined as permanent removal from The Climbing Tree. We require written notice 30 days prior to withdrawal or to change an enrollment status (i.e. full time to part time or vice versa). If a family withdraws with less than 30 days notice, tuition for the following month will still be charged. The Climbing Tree will make every effort to fill the child's spot, and if successful, that month's tuition will be refunded on a prorated basis.

Additional Fees: Nominal fees may be assessed to cover special programs. Room moms may ask for additional party fees. It is the discretion of the head room mom to collect per holiday party for the entire year.

(6)
HEALTH AND SAFETY

Illness:

Children who do not feel well may not be sent to school. Children with fever, diarrhea, vomiting or other symptoms of contagion will not be admitted. Fever (99.6 or higher taken under the arm) must be *absent for 24 hours* following an illness before a child may be exposed to others. If a child becomes ill during the day, a parent (or other authorized adult) will be called to pick up the child **immediately**. For this reason it is imperative that emergency numbers are current and up to date. Please see our Good Health Policy for detailed explanations of illnesses and exclusions from care.

Medications:

Due to the length of time the children are in our care, medication may be administered providing the process for recordkeeping is followed. Medications will be stored in a locked cabinet in the front office. All medications must be labeled with child's first and last name. Written parental permission with dosage instructions must be on file for any over-the-counter medications or prescription medications. All medications must be in the original container, labeled with child's name, labeled with date, and include instructions to administer. Additionally, parents must complete and sign a form located on the Parent News Board authorizing medication distribution and listing the reasons for the medicine and a defined end date to give. Medications may not be administered or stored after the expiration date. Any medication in pill form must be counted and count verified by parent when brought to school and when picked up. Medications may not be shared among siblings.

(6)
HEALTH AND SAFETY (continued)

Allergies:

Please notify us in writing if your child has a specific allergy. Food allergies must be listed on the medical release form signed by your pediatrician. Parents are responsible for providing a nutritional food substitute in the event of a food allergy.

Authorization to Pick Up a Child:

Written authorization is required to release a child to someone other than the parent. Please provide a written statement if you wish to add to or delete from your pick-up list. Any person other than a parent picking up a child must provide photo identification.

Medical and Emergency Procedures:

A current medical record form signed by a physician must be on file for each child. A signed emergency form must also be on file, in case your child should need emergency medical attention. This form should list any medications your child takes routinely, any allergies and health insurance information. The medical form must be renewed prior to the expiration date of last medical exam to continue care and immunization records must be updated immediately following each well child exam. The medical form expires one year from the date of last exam listed on your form by your pediatrician.

In the event of a medical emergency, 911 will be contacted as well as the parent. If the parent is unable to arrive while emergency professionals are here, the director will transport with your child to the medical facility and be in contact with the parents via cell phone until the parents can arrive at the medical facility. Every effort will be made to contact parents in the event of an emergency.

Speech, Language, Vision and Hearing Screening: All children enrolled in a four year old or five year old class at The Climbing Tree are required to be screened for speech, language, vision and hearing. This policy is based on the Texas Special Senses and Communication Disorders Act (1983) and a decision of the Child Development Council. Screenings should be set up with your pediatrician or local school district.

Incident Report Form:

Minor accidents sometimes occur. Parents will be notified of minor scrapes, bumps and bites on an incident form which will be sent home with your child.

Toilet Training:

The goal of The Climbing Tree is to meet the needs of each child. Teachers will work with each child on an individual basis to assist efforts at home toward toileting success. It is imperative that both the child's parents and teacher feel that the child is ready to begin toilet training.

Tuberculosis:

The local health department does not require children in our care to have tuberculosis testing.

(6)
HEALTH AND SAFETY (continued)

Inclement Weather:

The Climbing Tree will be closed if the Conroe Independent School District closes school due to weather. Parents will be contacted immediately if an unsafe condition arises when children are at school. Inclement weather days will not be made up. Communication to parents is made through email distribution, notes home (if time permits), updates on our school voicemail (936-273-2230), the school website or personal calls home.

Clothing:

Dress your child in clothing that is durable and comfortable. Your child will be active in school and will have opportunities to participate in messy activities such as those with paint, glue, and markers. The Climbing Tree will not be responsible for damage done to clothing during school activities. Weather permitting, children will have outdoor play and should dress accordingly. Mark any removable clothing with your child's first and last name. **For safety reasons, no flip flops, cowboy boots or dangling jewelry are allowed. Children are encouraged to wear closed-toe shoes. Sandals must have back straps.** It is recommended that a change of clothes, marked with your child's first and last name, be available if needed for your child.

Food:

Good nutrition is important to our school's program. Meals and snacks will be wholesome and the children will participate in some food preparation experiences. The Climbing Tree will serve one mid-morning snack, lunch and an afternoon snack. Allergies should be clearly explained on your child's medical form.

Lunches:

Lunch will be prepared by our nutrition coordinator for Climbing Tree children. Food to be eaten as "finger food" for toddlers must be pre-cut into bite size pieces. To reduce the danger of choking, TCT does not allow hot dogs, nuts, whole grapes, or peanut butter for children younger than three years of age. **If you choose to send lunch to school with your child please do not send any soft drinks, red or dark colored beverages, food that requires refrigeration or heating, hard candy, or convenience foods with hazardous packaging.**

Pets:

Although some classrooms have pets, other animals may be brought to school only when the visit has been prearranged and approved by the director. Parents will be notified in advance, leashes and cages will be required when appropriate. When approved animals are on the school premises, we must have documentation that the animals have been vaccinated according to state and local requirements.

(7)
DISCIPLINE POLICY

The purpose of all “discipline” at The Climbing Tree is to help children become increasingly self-managing and socially responsible. Teachers help children express their feelings, cooperate with other children, and negotiate conflicts. Only positive, non-punitive methods are used to achieve our goal. We recognize that young children have limited and highly variable abilities to manage their emotions and control their reactions. When a child needs restrictions, they will be clearly defined and consistently maintained. At no time will a child be physically punished, threatened, or intimidated. Techniques used are:

- 1) Diverting attention to a constructive pursuit
- 2) Compromising and negotiating differences
- 3) Encouraging children to seek alternatives within the boundaries of their individual capabilities

If a distressed child needs help to regain his self-control, he will be allowed a supervised private time, away from the situation, to quiet himself before a reassuring adult seeks to help him re-enter his classroom activity. If disruptive behavior is consistent, parents will be contacted so that we can work together to find a solution.

Although every effort will be made to avoid termination, The Climbing Tree reserves the right to permanently dismiss any child who is frequently:

- 1) disruptive to the learning process
- 2) destructive
- 3) causing deliberate bodily injury
- 4) using abusive language
- 5) referred to the Director repeatedly without obvious positive results

(8)
SPECIAL EVENTS

Birthdays:

If your child wishes to share his/her birthday with classmates, please make arrangements with your classroom lead teacher ahead of time to send a special snack. Check with the teacher for the number of children and to coordinate the date. All snacks must be store bought. Please avoid chocolate, excessive sugar, and red dye. Do **not** send party invitations to school for delivery unless there are invitations for every child in the classroom. Alternate arrangements must be made for younger or older siblings as our classrooms are arranged with age-appropriateness and safety in mind.

(8)
SPECIAL EVENTS (continued)

Show & Tell:

Children age two and older enjoy the opportunity to bring something that relates to our curriculum and then discuss it. This fosters the connection between home and school, as well as language development and social skills. Parental guidance is needed in selecting a Show & Tell item. Toys are discouraged. An object from nature, photo of a new baby at home, or a “tale” to relate is always welcome.

Transportation / Field Trips:

The Climbing Tree does not participate in transporting children or off site field trips. Rather, we bring on site enrichment activities to the children on campus.

Holidays and Special Events:

Classroom parties will include Christmas, Valentine’s Day and Easter. (*Due to licensing regulations, we are not able to accommodate siblings for these events.*) Other special events may be added.

Holiday Closures:

The Climbing Tree will be closed to observe the following 2011-2012 holidays:

- July 4th – Independence Day
- September 5th – Labor Day
- November 23rd, 24th & 25th - Thanksgiving
- Dec 23rd & 26th – Christmas
- December 30th – New Year’s
- January 16th - Martin Luther King Day
- February 20th – Presidents’ Day
- April 6th – Good Friday
- May 28th – Memorial Day

Water Play / Splash Days

Summer months bring with them intense heat and humidity. To allow the children outdoor activity in a comfortable manner, Summer Splash Days are often organized. During this time, children are able to run through sprinklers, small wading pools, make mud pies and more to keep active and cool. Children should bring the following items for designated Splash Days:

- Bathing suit
- Swim Diapers (if necessary)
- Towel
- Water shoes with a non-slip bottom (cros are not ok)
- Sunscreen (checked in with teacher and labeled first and last name)

(9)

PARENT WORK SERVICE HOURS

The constituency of The Climbing Tree is encouraged to assist in the goal of excellence in all aspects of the school through the donation of time, energy and skills. These are valuable resources used to accomplish the tasks before us, build a unified community, and engage in Christian fellowship as we educate our children.

Fundraisers and special events are designed to be engaging to our community while helping to meet our fundraising goals. Successful fundraisers help to provide enrichment activities to the school and fund school improvements.

Each family is expected to donate a minimum of 12 hours of Work Service each school year (July1 – June 30) ~per family. This commitment is asked of each family as we work together to keep operating costs as low as possible. A record of hours worked is kept. It is the responsibility of each family to log hours worked onto the record sheets. If it is not possible for a family to complete the service hours, they are asked to donate \$12.50 per unworked service hour. The service hours not only help our school, but also provide the opportunity to get to know other families within our school. Single parent families donate 6 hours. These donations allow us to employ staff or contract resources to assist in carrying out our fundraisers and special events and ensure there are enough staffed resources to ensure the event success.

Various ways to receive Work Service Hours include:

Ongoing throughout the year:

- Room Parent (leadership during school fundraisers & organize class functions)
- Scholastic Book Order Coordinator
- Box Tops for Education Coordinator
- Teacher Appreciation Week Coordinator
- Miscellaneous Handy Man
- Spreading Mulch

(10)

WHAT TO BRING EACH DAY

Infants/Two's

The following items should be sent each day, in a **BAG, LABELED with the child's FIRST AND LAST NAME. Bins are provided for each child to store such items:**

- Extra change of clothing
- One package of disposable diapers, one container of wipes, diaper cream
- Comfort items (blanket, pacifiers) may be brought if needed
- Ready-to-feed bottles of formula or expressed breast milk for infants
- Baby food if your child is too young to eat the school lunch
- Sipping cup with a lid for toddlers
- Nap mat or sleeping bag- to be laundered at home each weekend (non-infant)
- Monthly updated and signed infant feeding schedule

Three's/Four's

- A book bag or backpack is essential in transporting important class work and messages home (do not leave medications or items labeled "keep out of reach of children" in backpacks. Please keep these items home or check in with our office).
- An extra change of clothing comes in handy
- Nap mat or sleeping bag- to be laundered at home each weekend (non-infant)

(11)

WHAT NOT TO BRING

These items should not be brought or sent to school in your child's backpack:

- Toys from home
- Medicine or money
- Party invitations (unless there is one for every child in the class)
- Commercial or promotional materials
- Presents or other "delivery" items
- Candy or chewing gum
- Expensive or sentimental jewelry
- Glass containers in lunches
- Perishable foods

(12)

ARRIVAL AND DEPARTURE

Children **MUST** be in the care of an adult at all times. Upon arrival, your child must be left with a staff member. At dismissal, a staff member must be made aware of your child's departure. It is the parent's responsibility to inform alternate caregivers such as babysitters or grandparents of these essential security procedures.

The Climbing Tree program begins at 6:30 a.m. Teachers cannot accept children before that time, as they are getting ready for the day. Please feel free to wait in the library of the school while the teachers prepare the rooms. To ensure your child is present for class activities, we ask you bring your child in no later than 10 minutes after class has begun (classes begin at 9 a.m.) **If you will be arriving later, please call our office before 9:00 a.m. to advise us.** We kindly request that you do not drop your child off during circle time. Please ask your child's lead teacher what time her class does circle time. If we do not hear from you by 9am your child will not have a lunch ordered. We send lunch count at 9 am. If this happens you are required to bring lunch for your child. Our center closes at 6:30 p.m. and children must be picked up promptly. Children that are not picked up by 6:15 will be in the library. Teachers will be rotating to get their rooms clean for the next day. Our building closes at 6:30. **After closing, children may be picked up in The Climbing Tree office. A late fee of \$10.00 for each ten minutes or portion thereof will be charged.** Chronic lateness may result in additional late charges and possible dismissal from school.

If you are unavoidably detained, please call the school (936-273-2230) so we can assure your child of your arrival.

It is our policy that each child should be escorted to and from his/her classroom by an adult. Please instruct other children in your carpool or older brothers or sisters not to enter the room but to remain in the hallways. Persons picking up must be 18 years of age or older. This is a rule for the safety of the children as the classrooms are arranged for safety and age-appropriateness. If you have multiple little ones at TCT please have them hold your hand while they enter another class to pick up a sibling. They should not be running around the classroom.

Children are not permitted to leave the building without the supervision of a parent. Our parking lot is busy and children dashing out can present both a hazard to the children and to drivers.

Car Safety

Your child's safety is our first concern. Please **drive slowly** and carefully in our busy parking lot. Hold your child's hand when crossing through the driveway or parking areas.

SCHOOL COMMUNICATION

Parent to Teacher

Your relationship with your child's teacher is very important. The teacher wants to communicate with you. A note or a quick word about any changes at home (new baby, parents away, illness, death of a pet, etc.) will allow the teacher to help your child deal with feelings. Conferences with your child's teacher will be scheduled throughout the year. We are happy to schedule specific conferences with the teacher and/or director upon request.

Teacher to Parent

Teachers will send home a Daily Report to provide you with additional insight into your child's school day. Please understand that daily notes will not be lengthy as your child's teacher needs to be focusing on her class. If you require more information we will gladly schedule a conference. **Please check your child's classroom folder daily.** Additionally, teachers may contact parents via phone or email so please ensure we have updated contact information on record for your family.

Office Staff and Parents

The Climbing Tree Office Staff is here to assist you and your children. We welcome your phone calls and written messages. Phone calls will not be transferred to the classroom unless it's an emergency. Your child needs their teacher's attention on them. You can leave a message with the office staff and we will ensure that your child's teacher returns your call at a time that she is able to leave her class. The key to the success of our program is the open communication between parents and staff. An annual survey also provides an opportunity for parental input. Our office staff sends out many communications via email. Please ensure we have current contact information for your family in order to receive our school news.

Open Door Policy

The Climbing Tree has an open door policy for all parents. Parents are welcome to visit the center at any time during our standard hours of operation to observe your child, our operation and program activities. No prior approval is necessary. Please be respectful of napping and quiet times if dropping off or picking up your child. However, due to licensing regulations, we are unable to accommodate younger and older siblings in classrooms at any time. Please make alternate arrangements for siblings prior to visiting your child's classroom.

Newsletter & Calendar

Monthly school newsletters will be published on our website and posted in our entry to provide parents with additional information on activities at the school. A calendar of school events is also included on our website. www.theclimbingtree.com

Policy Changes

Any policy changes will be communicated to parents through written notification with a signature card attached for your acknowledgement to be kept in your child's records.

(13)

SCHOOL COMMUNICATION (continued)

Orientation

A parent/ child orientation (open house) will be held each fall. The purpose is to answer any questions that the parents might have about the school and classroom policies, curriculum plans, and schedules. It will provide you an opportunity to meet with the teachers and become acquainted with the parents of your child's school friends. Please provide your child's teacher with a poster or photos of family we can proudly display in the room for your child to share with his/her friends.

(14)

TRANSITION POLICY

The Climbing Tree will transition children from infants-2 years of age approximately every 6 months as needed and as space is available. Children ages 2, 3, & 4 will move up to a new class 1 time per year.

Dogwood-6 weeks until your child is sitting up, crawling, pulling up and we have space available in the Oaks classroom.

Oaks-approximately 7 months-until your child is walking steadily, using a Sippy cup and we have space available in the Palms classroom.

Palms-approximately 12-18 months-until your child is independently eating, saying several words and we have space available in the Bonsai classroom.

Bonsai-approximately 18 months-until your child is 2 years old, follows 2 simple directions, is using at least 50 words and we have space available in the Crepe Myrtles.

Crepe Myrtle, Bob's Room, Majestic Firs and Sequoias all move up annually at the end of August.

Each child is an individual so there may be times that this may have to be changed.

Process for Transition

- Parents are given notice of move up
- The notice is signed and returned
- Child is given 2 weeks if needed to transition. His/Her spot will be held in the old classroom for 2 weeks. If the child's parent feels they are ready after day 1 then they will go straight to their new room and the child's spot will be removed from the old roster to the new classroom roster.

(14)
TRANSITION POLICY (continued)

Parents should communicate with their child's new teacher. Speak to them daily to see how they are doing. If your child is feeling good about their new class and they are not showing any signs of stress it is better for the child not to go back and forth.

Camera Access-Parents will not have access to the camera in the room their child is transitioning to until the child is permanently off the roster in the old room and on the roster in the new room.