



Addendum to Bright Horizons Family Solutions Family Guide

Welcome to Turner Second Generation (TSG), a Turner Broadcasting System, Inc. owned child development center. The Center is managed by Bright Horizons Family Solutions, a recognized leader of employer-sponsored child care, and is accredited by the National Association for the Education of Young Children (NAEYC). The Addendum to the Bright Horizons Family Solutions Family Guide is intended to familiarize you with Turner Second Generation's policies regarding parent involvement, admission, operations, fees and programs. Please take the time to read this handbook and ask the Center Director with questions.

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I. Enrollment & Wait-List

The Center provides child care and development activities for children ages six weeks through five years. Children between the ages of five (attending kindergarten) and nine years are eligible for the spring and summer school age camp program, holiday care and backup care, if the Center has capacity.

Priority of Enrollment

Only benefits-eligible employees are eligible to enroll children in TSG on a full-time basis. The priority of enrollment for Turner Second Generation (TSG) is as follows:

- 1st Priority: Employees with children already enrolled in the Center.
- 2nd Priority: A new family according to placement on the wait-list.
- 3rd Priority: Employees who wish to enroll grandchildren.

Employees using TSG on a full time basis (30-50 hours per week) will have priority over part-time users (15-29 hours per week). Part-time care is available if space allows and if the Center can match children's schedules to allow for care on a full-time equivalent.

Pre-Enrollment Registration

Employees must complete and submit the pre-enrollment application to TSG along with a non-refundable \$30 fee to be placed on the wait-list. All applications are put in the order in which they are received to determine enrollment status. When space is available in the center, we will enroll children off the waiting list on a first-come, first-serve basis.

Wait-List

TSG has consistently operated at full capacity with a lengthy wait-list. The waiting list is maintained by the date of the application. When space becomes available in the Center, the first family on the wait-list will be notified. (Note: if there is a sibling wait-list, the families on the sibling wait-list will be notified first before any new families on the wait-list are contacted). The family will have 48 hours to accept enrollment and pay the registration fee. Parents will have two weeks to transition their child into the center and make tuition payments. Should the space not be accepted, then the employee's name will be moved to the bottom of the list and the next family on the list will be notified. If the employee's name reaches the top again and they choose not to take the space, then their name will be taken off the list. If there should be an instance when a child cannot attend the center at time of notification due to reasons out of the family's control (i.e., adoption procedures, premature birth, etc.), the family will be moved to number two on the list. When this occurs, the family will be offered a slot as soon as one becomes available. Otherwise, the family will be moved to the bottom of the waiting list.

Sibling Waiting List

Siblings of children currently enrolled in the center have 1st priority of classroom spaces. If the family is on a leave of absence at the time of notification, the family will have the option of holding the space by making weekly tuition payments. If the family decides not to take the space, the family will hold their position on the list and the center will move to the next family.

Enrollment

Prior to your child's first day at the Center, you will be required to complete a series of registration forms and provide medical records. Once an employee has received a space in TSG, a non-refundable registration fee of \$40 and one month's tuition will be required at the time of enrollment.

II. Hours of Operation & Holidays

The Center is open Monday through Friday from 6:30 am to 7:30 pm.

Extended care may be available until 11:30 p.m. on an emergency basis with prior notification.

Holidays

TSG observes the same holiday calendar as Turner Broadcasting; however, holiday care may be arranged by appointment for parents who are assigned to work the holiday(s). TSG administration will send a holiday care notice to employees with sign-up information at least two weeks before the holiday. Employees must arrange holiday care by one (1) week before the holiday. TSG will evaluate the need to remain open based on attendance needed for working parents and will notify parents the next business day from the registration deadline date. TSG reserves the right to request documentation proving the employee is working these days. The Center will be open on these holidays if at least 5-10 children, including children ages 6 – 9 years, are signed up as needing care 1 week before the holiday.

The following days are Company-paid holidays for eligible employees:

- New Year's Day
- Martin Luther King, Jr. Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Eve (half day)
- Christmas Day

*Additional company-paid holidays may be extended throughout the year and TSG will also observe these additional company holidays.

III. Teacher / Child Ratios

TSG is committed to providing quality care by providing low teacher to child ratios, which meets and exceeds state requirements and NAEYC standards.

| | | |
|------------------------|-----------------------|------|
| <u>Infant A&B:</u> | 6 weeks – 12 months | 3:1 |
| <u>Toddler A:</u> | 12 months – 18 months | 4:1 |
| <u>Toddler B:</u> | 18 months – 24 months | 4:1 |
| <u>Preschool I:</u> | 2 years – 3 years | 7:1 |
| <u>Preschool II:</u> | 3 years – 4 years | 10:1 |
| <u>Georgia Pre-K:</u> | 4 years by 9/1 | 10:1 |

Turner Second Generation has one classroom that is funded by the Georgia State Lottery for Pre-K at no cost to you. The program operates from 8:00am – 3:00pm. Children must be four years old on or before September 1 to enroll in the program. Before and after-care and lunch are available for Pre-K for a weekly fee.

IV. Tuition & Fees

Tuition

Bright Horizons Family Solutions, in conjunction with Turner Broadcasting, establish annual tuition rates. Tuition fees are charged weekly and will only be facilitated through bi-weekly payroll deduction. An authorization for payroll deduction form will be provided to you by the center to sign. Approval from the Turner Employee Benefits Department is required for payroll deductions to be waived. All parent fees for backup care, where applicable, are due from the parents the day care is provided. Tuition rates are reviewed annually and are adjusted each August to cover increases in the cost of operations. Parents will receive at least 30 days notice of tuition adjustments. For tuition rates, please see the tuition rate sheet.

Families with more than one child enrolled in the center will receive a 10% discount off of the oldest child's tuition. Parents with children enrolled in the Georgia Pre-K Program will not be charged tuition during the school year; however, they will be responsible for the before & after-care and meal fee listed on the tuition rate sheet. The 10% discount will be applied to the before & after-care fee for Pre-K siblings. With exception of the Pre-K Program, lunch and snack fees are incorporated into weekly tuition fees. All parent fees for backup care, where applicable, are due from the parents the day care is provided.

Tuition Assistance

Turner sponsors a Tuition Assistance Program for TSG families to offer support for employees whose combined family income is less than \$49,500 per year, or who are experiencing short-term financial hardship. For application information, visit the Benefits web site via MyHR. Applications should be submitted to the Turner Management Liaison.

Annual Re-Registration Fee

An annual non-refundable enrollment fee of \$40.00 is due upon enrollment and is due each June as long as the child is enrolled in the center.

Late Pick-Up Fees

Parents are encouraged to pick-up children at or before the Center's scheduled close time which will allow consistent scheduling of faculty. During those times when late pick up service is warranted, the fee is \$1.00 per minute after the center's closing time. Parents are responsible for late fee payment at the time of pick-up. Exceptions may occur in limited circumstances such as the unique nature of Turner Broadcasting's business operations. Should late pick up be directly related to breaking news or such events, an employee's manager can provide notice in writing for late fees to be waived. The center should be notified at least 15 minutes in advance of the closing time. Excessive unexcused tardiness will result in substantial late fees and/or loss of enrollment privileges.

Late Arrival/No Show

Please give the center a courtesy call if your child is going to be absent or arrive after 10:00 a.m. This gives the center the opportunity to prepare for the number of children, staffing and also for the number of meals prepared. To minimize classroom disruption, all children should be at TSG before noon daily unless there is an appointment for the day.

Enrichment Programs

Turner Second Generation offers an array of enrichment programs that promote and nurture the whole child. Turner offers the following programs to our young learners from ages 18 months to 4 years old. Enrichment activities range from tumbling, to dance, Playball (gross motor program), Spanish, music and karate. Please visit the enrichment

center located in the center's front lobby for brochures and registration forms. Enrichment programs are not in conjunction with weekly tuition. All payments must be made to the enrichment program.

V. Classroom Transitions

As stated in the Bright Horizons Family Guide, classroom transitions are based on chronological age, developmental readiness and space availability. At TSG, the order of transition is done first for enrolled children who are age-eligible, the sibling waiting list, and then the non-sibling waiting list. The main transition time at TSG typically occurs annually in May and/or August; however, individual transitions may happen throughout the year.

Parents will be given two weeks notice when it has been determined that their child is ready to begin the transition process. A written confirmation of this transition as well as a description highlighting the process will be given to parents. The current teacher, new teacher, parent and director (assistant director or lead teacher) will all sign a document acknowledging their understanding of the process. The start date and end date of the transition should be noted on the document and copies given to all parties involved.

In most cases, the current teacher will take the transitioning children to the new room and assist with the transition to ensure the children are getting acclimated. The exception to this will be if there is an unforeseen challenge or teacher absence in the classroom which prevents the teacher from assisting. If this occurs, parents will be notified.

If a child does well with the transition and does not appear to need the full two weeks, the center will accommodate the child and move him/her into the new room. If a child appears to need more than the planned two weeks, and the space is available, the center will make every effort to meet the child's needs and extend the transition process. The old and new tuitions will be noted on the transition paperwork and will not be changed if the transition is shortened or extended. At any time, even if a child is doing well, we may need to be flexible with the transition schedule due to teacher absence or a center challenge. Once the child becomes permanent in a room, the tuition officially changes.

VI. Parent Involvement

Parents as Partners

Parent involvement is an important aspect of the successful program development at TSG. When parents are involved in the Center, the continuity between a child's experiences at home and at the Center is strengthened. There are a variety of ways you can become involved in the center. There is an open door policy to visit the center at any time. We encourage all parents to visit the center.

Parent Involvement Committee

The Center has a Parent Involvement Committee (PIC) that consists of a group of volunteer parents to help support the center and its families. They act in a volunteer capacity and their primary purpose is to encourage parent involvement in center activities and support center improvement initiatives. The PIC volunteers provide constructive feedback and ideas to TSG to improve parent involvement and center operations. It is not the responsibility of the PIC to facilitate any individual concerns and issues between parents and center faculty or management. Any and all grievances should be addressed directly with TSG management. Please see section VII Communications for the protocols on how to resolve individual concerns.

Parent Representatives

The Center has two parent representatives for each classroom. Parent representatives support the dissemination of information to the parents within the child's classroom. They also assist with the classroom activities and organizing events with the teachers as needed.

Parent-Teacher Conferences

There will be two parent-teacher conferences scheduled in October and May to allow families an opportunity to discuss their child's progress and goals with the classroom teachers. Conferences are generally held in the fall and the spring. Informal conferences may be scheduled at the teachers or parents request. A classroom transition meeting will take the place of one of the parent –teacher conferences unless an additional conference is requested.

Curriculum Events

Curriculum nights will take place twice a year. The Ready for School event is an opportunity for TSG to share new initiatives with parents and demonstrate the upcoming curriculum for the new school year. The Open House is an opportunity for parents to participate in fun classroom activities with their child, learn about what is happening in the current classroom and view their child's portfolios, art samples and other examples of classroom learning.

VIII. Communications

Bright Horizons believe it is our responsibility to communicate with you regarding your child's experiences at the Center. Our teachers are interested in working with you in meeting your child's individual needs. There are a variety of ways that the Center will communicate with you, including daily communications, parent meetings, flyers and monthly newsletters. If there are any updates that require your immediate attention, an e-mail will be sent to families.

Classroom Communications

The following classroom communication will keep you updated with your child's learning and development experience at the Center.

- 1) A curriculum plan posted on a weekly basis make parents aware of activities in the room each week.
- 2) On a daily basis, a document titled 'What in the World Happened Today' will be posted to show parents what happened in the classroom and provide talking points for conversations at home.
- 3) Teachers complete and provide daily sheets for each child in the infant-toddler programs, documenting naps, mealtimes, diapering, potty times and other important occurrences throughout the day.
- 4) The Window on the World forms posted in classrooms will be changed monthly and highlights additions or deletions in the environment that helps to support a particular theme or project.
- 5) All children have an online classroom portfolio updated monthly, containing four to six entries related to their competency areas. For example, for infants and young toddlers, entries may be related to basic self help skills, body awareness, social interactions and early development. For older toddlers, twos and preschoolers, parents should expect to see physical, social, emotional and cognitive development documented. In addition, there should be documentation of math, language, science, art, writing and world awareness.

Communication Protocols

We believe at TSG that communication is the key to our parent partnership. In order to grow and succeed, we will make every effort to be responsive to the needs of our families in a timely and efficient manner. TSG sends out a "Monday Memo" that lists the staffing schedules and any upcoming events and updates. We also send out a monthly newsletter with information from the administration team, home bases, and Bright Horizons.

Resolving Concerns

Just as teachers are encouraged to discuss concerns with parents, parents are encouraged to ask their child's teacher any questions they may have about their child's care at the Center. It is important for parents to address questions or misunderstandings quickly. If a specific classroom concern arises, you should first discuss the issue with the appropriate teacher. If parents and teachers are not able to reach a mutually satisfactory resolution, parents should discuss their concerns with the Lead Teacher. If you feel that your problem is not yet resolved, please speak with the Center Director. If there are general concerns with the Center management, you should contact the Bright Horizons

Regional Manager. The Regional Manager's role is to provide strategic leadership for his/her centers in the areas of parent and client satisfaction, quality programming and financial success. The Regional Manager ensures that their centers exceed state and local licensing, health and safety standards and the NAEYC criteria while incorporating Bright Horizons' mission culture, values, policies and practices. If concerns are not satisfactorily resolved within Bright Horizons, Turner's HR Liaisons are available to pursue the matter further.

VIII Security

Turner security is on-site 24-hours a day to protect and serve TSG children and faculty. It is required for all parents to have a Turner ID badge access in order to enter the center. All parents must use their Turner ID badges to enter the center doors. If you need ID Badge access, please contact a member of the TSG administrative team.

All parents are required to clock-in and clock-out their children as well as escort them to and from their classrooms. If someone other than a parent is to pickup the child, the Center requires written authorization from the parent and identification of the person picking up the child. Children will not be released to an adult suspected of being under the influence of any controlled substance.

To further protect the safety of TSG staff and children, security cameras are placed throughout the building.

IX. Termination of Care

Parents intending to voluntarily withdraw their children from the Center must provide a minimum of two weeks written notice. You are responsible for paying tuition during the notice period, regardless of your child's attendance. If proper notice is not given, families are required to pay any fees or tuition for two weeks after such notice.

Turner employees whose employment terminates for any reason will be able to continue to have his/her child at the Center for up to two weeks to help you find alternate care arrangements. An employee, who is terminated from the company but enters into a severance period, will be allowed a four week transition period from the severance notification date. The Center reserves the right to shorten or lengthen this period of time if deemed appropriate based on the circumstances.

X. Holiday and Birthday Celebrations

Holiday Celebration Policy: The Center views holidays as special times to celebrate and as an opportunity to teach the children about different traditions and cultures. Although the center does not offer specific religious instruction, the Center staff will acknowledge different holidays to help the children understand and gain an appreciation of diverse traditions and cultures.

The Center invites each family to share their unique traditions and holidays to ensure the center represents all families. If a family does not celebrate holidays, the parents should discuss their wishes with the child's teacher in order to honor the request in an appropriate way for your child and his/her group.

Birthday Celebration Policy: Birthdays are special days for children and should be celebrated in a fun and developmentally appropriate manner depending on the age of the child. Families should always notify teachers one week in advance if they plan to hold a birthday celebration in the classroom. The parents and the teacher together should schedule a time of the day that would be most conducive for the group. Celebrations should be simple and similar for all children.

Parents are welcome to bring nutritious birthday treats in their original containers. Please, do not bring in home baked goods for a child's consumption. This is required to ensure food has been prepared in a certified kitchen. We

recommend avoiding sugary items. Please discuss with your classroom teacher any food allergies, etc. of children in the group. Also discuss with the teacher the specifics of special activities or entertainers you may want to provide at the party. Clowns, cartoon characters, etc., are appropriate for in-home birthday parties, but are not appropriate for the classroom environment. Always keep in mind that simple activities are best for young children. Mylar balloons are the only type of balloons allowed at the Center due to the risk of strangulation.

If you are planning to invite children to attend an at-home party, and you wish to use the center for invitation delivery, all children in the classroom need to be invited. If you wish to invite a select few, please mail the invitations from home. If a family does not celebrate birthdays, the child's teacher should be informed so that the Center can honor such a preference in an appropriate way for the child and his/her group.

XI. Nutritious Meals & Snacks

The Center will serve a light breakfast, two snacks and lunch each day. Menus are distributed via monthly email and will be posted in parent information areas. Meal and snack menus adhere to the minimum daily requirement standards and are planned in consideration of the accreditation standards and dietary guidelines. If your child has dietary restrictions or allergies, we must have written notification from a physician or registered dietician in your child's file. Allergy information will be posted in the classrooms. Individual families must provide food for children with special dietary needs (medical, religious or cultural.)

XII. Medication Disbursement

TSG will administer prescribed medication to children that comes in its original container. It must contain your child's name, dosage, current date, times to be administered and the name and number of the physician. Over-the-counter medication will not be administered unless it is prescribed and documentation is signed by the child's physician.

Bright Horizons Medication Policy

Prescription Medications: must have a current pharmacist's label that includes the child's full name, dosage, current date, times to be administered, and the name and telephone number of the physician.

- **Non-prescription Children's Medication:** can be administered for up to **three consecutive days** according to the manufacturer's instructions with written authorization from the parent/guardian. Written authorization from the child's medical provider is required to continue use beyond the three consecutive days.
- **Non-prescription Topical Children's Ointments:** can be applied with authorization from the parent/guardian according to the manufacturer's instructions for a period not to exceed **one year**. This includes diaper cream, sunscreen and insect repellent and other non-medicated (free from antibiotic, antifungal or steroidal components) topical ointments designated for use for children.
- **Non-prescription Topical Children's Ointments:** can be applied to **open, oozing sores** for up to **three consecutive days** according to the manufacturer's instructions with written authorization from the parent/guardian. This includes diaper cream, sunscreen, insect repellent and other non-medicated (free from antibiotic, antifungal or steroidal components) topical ointments designated for use for children. Written authorization from the child's medical provider is required to continue use beyond the three consecutive days or if the condition worsens.

- **As Needed Children's Medications:** require written authorization from the child's medical provider for a period not to exceed **six months**. Authorization must list the reason, dosage, start date and end date.
- **Medications for Chronic Illnesses:** require a written order from the child's medical provider for a period not to exceed **one year**.
- **Homeopathic or Herbal Medications:** require written authorization signed by the parent/guardian and the child's medical provider including reason, dosage, times of administration and start date and end date,

Additionally, please note the following:

- The label will suffice as the medical provider's authorization; however, if the pharmacist's label **does not** provide all the necessary information to administer the medication to the child, a written order from the child's medical provider will be required before the medication can be administered.
- When a child is on a new medication, the first dose should be given to the child at home so the parents/guardians can check for any side effects from the medication.
- All once a day medications and vitamins should be administered at home.
- If while taking a medication, your child's dosage should change, a new Authorization for Administration of Medication form will be required. If this is a prescription medication, this will also require an updated prescription or note from your child's medical provider.
- Medication should not be provided in a child's bottle. If the child is not feeding well, he or she may not get all the medication necessary into his or her system. Further, bottle-feeding times may not correspond with the appropriate medication administration schedule.
- Fever reducing medications such as acetaminophen cannot be administered by staff or parents/guardians so that a child can remain at the Center. The Center can administer fever-reducing medicines, at the parent/guardian's request (if we have a note to administer fever-reducing medication on an as needed basis) to a child while he or she awaits the parent/guardian's arrival, if written authorization from the parent/guardian and/or medical provider has been provided. The child cannot be readmitted to the Center until he or she is fever free for at least 24 hours and has no other symptoms.
- Products containing Benzocaine, the main ingredient in over-the-counter (OTC) gels and liquids applied to the gums or mouth to reduce pain, may only be applied with authorization from the child's medical provider for a period not to exceed **seven consecutive days**.
- All medications must be provided in the original container, labeled with the child's full name and any medication spoon/device to administer the medication must be provided. Non-prescription medications must be designated for use for children.
- A prescribed medication or an Authorization for Administration of Medication written and signed by the parent/guardian or who is also a physician is **not** acceptable. All prescribed medications and written authorizations for both prescription and non-prescription medications must originate from the child's medical provider.

| Medication | Requirements |
|--|---|
| Prescribed Medication | <ul style="list-style-type: none"> - Authorization for Medication Administration form signed by physician. - Authorization for Medication Administration form signed by parent - Medication will not be added to a child's sippy cup or bottle. - Medication must have current pharmacist's label that includes your child's name, dosage, current times to be administered and the name and number of the physician. - All unused or expired medicine will be returned home either at the end date as indicated on Authorization of Medication form or expiration date. - Medications treating chronic illnesses such as diabetes or asthma require a care plan on file and parental instruction of equipment to Bright Horizons staff. |
| Non-Prescription Medication (e.g. Tylenol, Orajel) | <ul style="list-style-type: none"> - Requires an Authorization for Authorization for Medication Administration form signed by the parent/guardian. (Must not exceed 3 day period. - The day medication is to be administered indicate dose, time, and reason for administering. *must meet product guidelines. - If increased dosage or alternate use physician's note is required. <i>* The center will not administer acetaminophen or other fever reducing medicines so a child can remain at the center. Fever reducing medicines will be given by the parent/guardian with a signed note from the physician. The child must be fever free for 24 hours before returning to the center.</i> |
| Non-Prescription (exceeding three days) | <ul style="list-style-type: none"> - Complete an Authorization for Medication Administration form specifying the dosage and the time to be administered. - Non medications exceeding consecutive 3 day period will require a written order from the child's physician including the child's name, dosage, current date, times to be administered, symptoms to be given for, duration of administration and the name and number of the physician. - As needed medications must list the reason to give the medication and the dosage and be given according to the instruction on the label or physician in writing. *must have a start and end date not exceeding 90 days. - Must be in original container, child's name, clear manufacturer's label and a valid expiration date. - Must submit proper administering tools (spoons, cups and applicators) - As needed medications must list the reason to give the medication and the dosage and be given according to the instruction on the label or physician in writing. *must have a start and end date not exceeding 90 days. |

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| Non-Prescription topical ointment (e.g. diaper cream) | <ul style="list-style-type: none"> - Authorization for Medication Administration form completed and signed by the parent indicating topical ointment. Must indicate dosage (pea size, dime size quarter sized amount), time of administration (every change, every other diaper change, duration of application is not to exceed one week if a rash is present. If exceeding one week, seek the care of a physician. -If rash is present a completed Authorization for Medication Administration form is required with a physician's signature. - Ointment is to be labeled with child's name and must be in the original container, labeled with the child's name and clear manufacturer's label. Submit form and ointment to the front desk - Preventative application requires that an Authorization for Medication Administration form completed and signed by the parent indicating topical ointment. Must indicate dosage (pea size, dime size quarter sized amount), time of administration (every change, every other diaper change). |
| Sunscreen & Insect Repellent | <p>Sunscreen and insect repellent will be administered with a completed and signed permission form. Sunscreen and insect repellent must be provided in its original container and given directly to the child's teacher. Duration of administration for topical ointments is not to exceed 90 days.</p> |
| Homeopathic/Herbal Medications | <ul style="list-style-type: none"> - A completed Authorization for Administration of Medication form specifying the dosage, the time(s) the medication should be administered, start and end date, method and the physician's signature. |

XIII. Incident/Injury Reporting

Teachers for each age group are responsible for the well-being and safety of the children in their assigned area. Rooms and equipment are inspected daily. Faulty equipment or hazards are immediately repaired or removed from the environment. In the event of injury, parents will receive an Occurrence Report outlining the incident and course of action taken by the faculty member. If there is a need for medical attention, parents will be contacted immediately. In the event of serious injury, the child will be transported by ambulance, while center management or a faculty member contacts you or a designated contact. Additional medical expenses beyond the parents' insurance coverage may be picked up by Bright Horizons.

XIV. Turner Liaisons – Management Representatives

Turner has partnered with Bright Horizons to provide child care services for Turner Second Generation and to be the experts in early childhood education. Turner's HR Liaisons manage the relationship with Bright Horizons Family Solutions and monitors ongoing center operations. Our objective is to offer families a secure, loving and educational environment dedicated to the needs of Turner employees. The liaisons have a strong partnership with the TSG Director and Bright Horizons Regional Manager and regularly communicate to keep each other 'in the loop' on center updates and issues that impact center operations. If concerns are not satisfactorily resolved within Bright Horizons, Turner's HR Liaisons are available to pursue the matter further.

Amendment of Policies and Procedures

The rules and regulations contained herein are not inclusive. The programs, from time to time, may adopt and/or amend the established rules and regulations or policies not herein covered, and all enrolled participants will be obligated to observe these policies.

**Turner Second Generation
Contact Information & Additional Resources**

Bright Horizons Center Management

Kenya Gosha, Center Director

E: Kenya.Gosha@turner.com

P: 404-885-2006 or 404-885-0842

Ricci Lewis-Johnson, Assistant Director

E: ricci.lewis-johnson@turner.com

P: 404-885-2006 or 404-885-4443

Safa Sirajud-Deen, Educational Coordinator

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P: 404-885-2006 or 404-885-0177

Melony Gibson, Regional Manager

E: Melony.Gibson@brighthorizons.com

P: 678-489-3942

Turner Liaisons - Management Representatives

Alisha Penick, VP, Talent Rewards & Engagement

E: Alisha.Penick@turner.com

P: 404-878-1854

Ginna Collins, Work/Life Benefits Advisor

E: Ginna.Collins@turner.com

P: 404-827-4481

Additional Resources

- TSG web site: www.BrightHorizons.com/turner
- Visit www.BrightHorizons.com/growing to find parent resources and information, such as the e-family newsletter.
- Visit www.decal.state.ga.us/ for news and information about Georgia's Pre-K program.