

BANANAS' Publication List

BANANAS is a free, nonprofit child care resource, referral and support service for parents and child care providers in Northern Alameda County. In addition to our telephone and in-person services, we provide information through our website and our many publications, handouts and videos.

Our handouts are chosen in response to your requests and concerns. Each is designed to be both practical and realistic. We offer suggestions to help people decide what is best for their family and how to approach problems creatively. We welcome your comments and suggestions for new handouts and newsletter articles.

All handouts are free and many are available in several languages. Get copies at our office, by mail, or from our website, www.bananasinc.org. We also offer several publications for purchase. If ordering by mail, use the forms in this brochure. Feel free to make copies of this list for distribution. Handouts are listed below by category.

Choosing Child Care

- **Choosing a Child Care Center:** Some considerations when visiting and selecting center-based care.
- **Choosing a Preschool Setting:** Discussion of the variety of options available for preschool-age children.
- **Choosing Child Care for a Child with Special Needs:** Information for parents searching for care.
- **Choosing Family Child Care:** Considerations for parents when visiting a family child care setting.
- **A Closer Look at Large Family Child Care Homes:** Information on providers licensed for 12 or 14 children.
- **How Many Children Can Be Cared for in Licensed Family Child Care Homes?:** Clearly explains complex licensing regulations (circle English or Chinese).
- **Choosing Infant/Toddler Child Care:** Child care information especially for parents of little ones.
- **Choosing Schoolage Child Care:** A look at options for schoolage care and suggestions for latchkey kids.
- **What Children Need in Child Care:** Four handouts for parents and caregivers on what kind of care best meets the developmental needs of babies, toddlers, preschoolers and school-aged children.

- **What is Parent-Created Child Care?:** An overview of playgroups, exchanges, co-ops and shared caregiver arrangements.

In-Home Child Care (for Parents)

- **Employing Limited-English Speaking Caregivers:** Ideas to help parents hire and retain caregivers; plus communication tips.
- **Financial Facts About Caregivers Who Work in Your Home:** Parental reporting responsibilities as required by state and federal governments.
- **Where and How to Look for a Caregiver to Work in Your Own Home:** Suggests where to advertise and how to interview; includes a Sample Agreement for parents and in-home caregivers. (Sample Agreement is available in English and Spanish.)
- **Your Rights and Responsibilities as an Employer of an In-Home Caregiver:** Gives an overview of considerations for hiring and employing an in-home caregiver, including tips on interviews, reference checks, communication, child rearing issues and health and safety concerns.

- **Daily Report Train:** A whimsical visual aid to help limited-English-speaking providers communicate about the child's day in care. (Circle Spanish, Chinese or Vietnamese.)

Other Child Care Issues

- **Changes, Changes, and New Beginnings:** Preparing children for changing child care situations.
- **Child Care Issues for Expectant & New Parents:** Discusses child care options and child care myths.
- **Child Care Options:** The American child care scene written for Spanish, Chinese, Laotian or Vietnamese-speaking families (circle Chinese, Spanish or Vietnamese).
- **Employer-Supported Child Care:** A general overview for employers.
- **How to Talk to Your Employer About Employer-Supported Child Care:** Suggestions for broaching this topic with your company or boss.
- **Separating From Infants & Toddlers:** Suggests how to plan for leaving your young child in child care (circle Chinese, English, Spanish or Vietnamese).

BANANAS' Video Resource List

An annotated listing of videos available to loan to child care programs, providers, instructors and parents in Northern Alameda County. Great resources for staff in-services. (Sorry, no loans outside of this area.)



Especially For Child Care Providers:

Getting Going – Licensing

- **How to Get a Child Care Center License:** Guide for starting a center-based program.
- **How to Get Licensed to do Family Child Care:** Answers the most common questions about how to get a license (circle Chinese, English, Spanish or Vietnamese).
- **How to Write a Disaster Plan for Family Child Care:** Guide for writing a plan as required by licensing (circle English, Spanish or Vietnamese).
- **Family Child Care Policies and Contracts:** Discusses the contents, purposes and requirements of contracts. Includes sample contract.
- **Safety Factors to Check for in a Family Child Care Home:** A checklist to make your home safe for children (circle English, Spanish or Vietnamese).

Running a Child Care Program

- **Can I Care for a Schoolage Child?:** An overview of schoolage children and their particular needs.
- **Child Care Complaints:** How to avoid complaints and what to do about the ones that cannot be avoided (circle Chinese, English or Vietnamese).
- **Effective Communication for Child Care Providers:** Suggestions on how to develop good relations with parents (circle Spanish, Chinese or Vietnamese).
- **Inclusion – Caring for a Child With Special Needs:** How to include children with disabilities in your child care program (circle English, Spanish or Chinese).
- **A Packet for New Spanish-Speaking Family Child Care Providers:** Two handouts en español on business practices and communication.
- **Parent and Child Together in Family Child Care – Will it Work for Me?:** Former family child care provider Kay Martin examines the pros and cons.

- **BANANAS' Child Care Provider's Guide to Identifying and Caring for Children with Special Needs:** This publication discusses documenting concerns about children and communicating them to parents. Contains suggestions for including children with special needs in child care.
- **Family Child Care Providers as Employers:** This step-by-step guide helps family child care providers become successful employers. Includes sample employment contract (updated in 2008).

Recordkeeping, Rates & Taxes

- **Child Care Payment Statements:** To inform parents of how much they paid for care during the tax year.
- **Family Child Care Income Tax Recordkeeping:** Keeping track of your program's income and expenses (circle English or Chinese).
- **Family Child Care Income Taxes:** General information to help prepare tax forms. Updated yearly.
- **Raising Rates Without Raising Cain:** Deciding whether to raise your rates and how to inform parents.
- **Selling Your Family Child Care Program to Parents:** Ideas on making your child care program attractive to parents (circle English or Spanish).

Health Issues in Child Care

- **Exposure Notice:** A checklist to inform parents of exposure to contagious diseases (circle Amharic, Chinese, English, Spanish or Vietnamese).
- **Giving Medications in Child Care Programs:** How to properly administer medicine; includes a sample medication authorization form.
- **In Sickness and in Health:** Guidelines for child care programs to use in establishing illness policies (circle Chinese, English, Spanish or Vietnamese).
- **Promoting Health and Hygiene in a Child Care Setting:** How to minimize the spread of infection in child care (circle Chinese, English, Spanish or Vietnamese).

Information For In-Home Caregivers

- **Guide and Suggestions for In-Home Caregivers:** Helps non-English-speaking caregivers find and keep jobs (circle Chinese, Spanish, Vietnamese).
- **Guide for Teen Babysitters:** How to be a good babysitter; written for teenagers and other beginners.
- **How to Use 911:** Designed to assist limited-English-speaking caregivers. Includes an emergency telephone number sticker (circle Chinese, Spanish or Vietnamese).
- **Preparing for an Emergency – In-Home Caregivers:** Emergency information and card for limited-English speaking, in-home caregivers (circle Chinese, English, Spanish, or Vietnamese.).
- **Your Rights and Responsibilities as an In-Home Caregiver Employee:** Discusses in-home caregiving from the employee's perspective.
- **Child Development Permits:** Information on California emergency, regular or supervisory children's center permits. Updated as necessary.
- **Northern Alameda County Family Resource Guide:** Community organizations, government agencies and other resources for child care programs to share with families in need.
- **Resources, Resources, Resources:** A listing of local, state and national child care organizations, educational resources and sources for child care supplies and equipment.

Child Development

- **Baby Briefs:** Six handouts on typical child development during the first two years of life (circle Amharic, Chinese, English, Spanish or Vietnamese).
- **Exploring the Senses with Infants and Toddlers:** Six handouts on how to use the five senses (and that sixth one!) to play with little ones (circle Amharic, Chinese, English or Spanish).

- **Helping Children Respond to Disasters:** Written with both parents and providers in mind.
- **Living With Ones & Twos:** Explores the challenges that growing toddlers present to parents (circle English or Spanish).
- **No Bites!:** How to modify children's behavior to stop the biting (circle Amharic, English or Spanish).
- **Three Responses to Unacceptable Behavior:** Techniques for helping children control their behavior (circle Amharic, Chinese or Vietnamese).

Projects, Crafts & Activities

- **Baker's Dough Ornaments:** The recipe as well as hints for shaping, baking, finishing and storing (circle English or Spanish).
- **Cooking for Fun and Learning:** Recipes for cooking with children.
- **Ideas for Gross Motor Activities:** Former family child care provider Molly Sullivan shares her good ideas (circle English or Spanish).
- **Mini Art Guide:** Activities and recipes from well-known educator Gay Austin.
- **Simple Sun Experiments With Children:** Incorporating our sun into your activities (circle English or Spanish).
- **Why Fingerplays?:** Teaching finger games to children by Gay Austin.

Day-To-Day Family Issues

- **Bah, Humbug!:** Some lighthearted advice on how parents can celebrate and still enjoy the holidays.
- **BANANAS' Mini-Guide for New Parents:** Local resources, bibliography and general safety tips.
- **Birthday Handout:** Ideas for planning – and surviving! – a successful birthday party .

- **Breastfeeding and Working:** Ideas and suggestions for establishing a schedule to combine nursing with working.
- **Bridging the Miles and the Years:** Ideas to help grandparents and grandchildren stay in touch.
- **De-Horrifying Halloween:** Especially good for first time "trick-or-treaters" and their parents.
- **Holiday Colors, Red and Green or Just Plain Blue:** A discussion of the holiday season, past and present.
- **Helping Your Child Enter Kindergarten:** Successfully launch your child's school career; with practical tips on how to prepare your child for the big change.
- **Parent-Teacher Conferences:** Discusses meetings from the point-of-view of both teachers and parents.
- **Planning for Summer or Holiday Custody:** Guide to help noncustodial parents plan for a child's visit.
- **Playing Doctor:** How to reassure children about visits to the doctor or clinic, includes games and role playing (circle English or Spanish).
- **Preparing Your Child for a Visit Away From Home:** Planning your child's visit to relatives or friends and preparing everyone for this event.
- **Setting Limits:** Tips on this taxing parental task (circle Chinese, English, Spanish or Vietnamese).
- **Some Thoughts on Toy Buying and Toy Safety:** Prepare yourself before shopping or buying.
- **The Up-Hill Struggle – Getting Children to Clean Up Their Rooms:** Helpful hints on this painful topic.

Health And Safety Issues

- **Buckle Up – Be Safe!:** Informs about weight limits and other rules of California's car seat law.

- **Common First Aid:** Instructions for basic emergencies (circle Amharic, Chinese, English, Spanish or Vietnamese).
- **Earthquake Safety Rules:** What to do before, during and after an earthquake (circle English or Spanish).
- **Head Lice:** How to get rid of these critters! (circle Chinese, English, Spanish or Vietnamese).
- **How to Talk to Your Child About Molestation:** A frank discussion of this sensitive subject, with an emphasis on prevention.
- **Red Light, Green Light:** Simple ideas for teaching traffic and bike safety to young children.
- **Safety Grids for Heaters:** Suggestions for building grids for floor, wall and freestanding heaters (circle Chinese, English or Spanish).
- **Snack Suggestions:** Ideas for healthy munchies that children will eat – hopefully! Includes easy recipes for cooking with kids.
- **Stop, Drop And Roll:** Family fire safety suggestions (circle Chinese, English, Spanish or Vietnamese).

BANANAS' Newsletter

Become a supporting member of BANANAS (\$5/yr) and receive our newsletter published five times a year. It contains valuable articles and information on child care and parenting issues, and includes a calendar of family activities.



Publications For Sale

We are happy to offer these publications for sale. All prices include postage and handling. Sorry, but we do not offer bulk rates on these items because most are being offered at or below cost. Please indicate the items you want to order and use the order form below.

Parent-Created Child Care – Playgroups:

How to find or create a playgroup. Looks at the issues that usually arise when planning and working with other families.

____ @ \$4.00 = ____

Parent-Created Child Care – Shares: The “ins and outs” of sharing a caregiver with other parents. Includes formulas for sharing the costs between families.

____ @ \$4.00 = ____

Parent-Created Child Care – Exchanges and Babysitting Co-ops: How babysitting co-ops and exchanges work and how to make your own “from scratch” if none exist in your area.

____ @ \$4.00 = ____

BANANAS’ Newsletter: Become a supporting member of BANANAS and receive our newsletter published five times a year. It contains valuable articles and information on child care and parenting issues, and includes a calendar of family activities. Please indicate if this is a new membership: ____ or a yearly renewal: ____.

____ @ \$5/year = ____

Setting Limits for School-Age Children (formerly known as discipline):

A 90-minute CD recorded by Sheri Glucoft Wong, LCSW. Sheri gives her insights and humor on a difficult parenting subject. Much is applicable to children of all ages.

____ @ \$10.00 = ____

Sibling Relations (not Rivalry): An informative and entertaining 90-minute CD on this challenging parenting issue by Sheri Glucoft Wong, LCSW.

____ @ \$10.00 = ____

Beyond Barriers: Building Inclusive Services Into Your Child Care Resource and Referral Organization:

A step-by-step manual which assists resource and referral agencies as they build services to families whose children have special needs. The focus is on enhancing and integrating services to these families into an agency’s ongoing services to all families.

____ @ \$13.00 = ____

David Lance Goines Poster: A classic poster designed in the inimitable Goines style to help BANANAS celebrate 20 years of serving families.

____ @ \$25.00 = ____

Ordering Instructions

BANANAS is a nonprofit organization and we gladly accept tax-deductible donations. For just \$5 a year you can be a contributing supporter of BANANAS and receive our bimonthly newsletter. Download handouts from the BANANAS website: www.bananasinc.org (click on “Resources”), or use this form to order copies by mail.

Send your request to: **BANANAS, 5232 Claremont Avenue, Oakland, CA 94618.** Include a check made payable to BANANAS, Inc.

Place a checkmark next to handouts you would like to receive. If you are purchasing publications, include a check payable to BANANAS, Inc..

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Total Enclosed For publications.....\$ _____

I have also enclosed a tax-deductible donation to BANANAS..... \$ _____

Total Enclosed.....\$ _____

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