

2019 ACKNOWLEDGEMENT OF HANDBOOK

Child's First/Middle/Last Name: _____ Child's DOB: _____

Section 1—Enrollment

This section includes information on tuition rates and expectations, contracted schedules, termination of care, and the annual supply fee. I acknowledge that I have read this section.

Section 2—Attendance and Closings

This section includes information on our hours of operation, arrival and departure expectations, checking your child in and out daily, authorized pick-up procedures, late pick-up fees, child absences, program closings and holidays, and weather emergencies. I acknowledge that I have read this section.

Section 3—Framework and Program

This section includes information on meals, our allergy policy, hygiene and toileting policies, the approach and curriculum, special celebrations, rest period, our animals, and daily framework (schedule.) I acknowledge that I have read this section.

Section 4—Health, Behavior, and Safety

This section includes information on illness policies, medication administration, injury reporting and care, health emergencies, discipline policy, biting policy, transportation of children, abuse and neglect reporting, facility security, and our drug and alcohol policy. I acknowledge that I have read this section.

Section 5—Supplies and Belongings

This section includes information on family provided supplies, child dress code, child belongings, and treatment of property. I acknowledge that I have read this section.

Section 6—Infants

This section includes information on infant feeding and sleeping, breastfeeding inclusion, diapering policies, and our safe sleep policy. I acknowledge that I have read this section.

Section 7—Important Information and Communication

This section includes information on confidentiality, non-discrimination, special rights inclusion, communication between families and teachers/directors, the hiring of teachers, non-fraternization, open-door policy, and social media.

PARENT/GUARDIAN #1 SIGNATURE: _____ DATE: _____

PARENT/GUARDIAN #2 SIGNATURE: _____ DATE: _____