



Finding Me Now Childcare Center

Parent Responsibility Statement

I have investigated Finding Me Now and desire to enroll my child(ren). To make this a positive experience I recognize that I have the following responsibilities and as appropriate will notify others who deliver or pick-up my child(ren) of these responsibilities.

HEALTH & SAFETY

I will return the Child Care Center Health Record within **30 days** and as requested in the future should one be required for future health conditions.

I will not bring my child or will make immediate arrangements to pick him or her up if any of the following symptoms exist which may be from a communicable disease: temperature of 100 degrees or more, vomiting, diarrhea, rash, open sores or lice. Before returning my child(ren) to Finding Me Now, he or she will be symptom free for 24 hours.

I will not bring my child when he or she is excluded from public or private school for medical reasons.

I will sign the Medication Chart daily if I expect you to give medicine to my child. Medications printed at the bottom of the Medication Chart may be given. Otherwise, I must provide a written authorization from a physician.

I will sign the Outdoor Exclusion Form for every day that I want my child to stay inside. I recognize that fresh air and outside exercise are good for my child and will only use this exclusion for immediate health reasons.

I will or will have someone take my child to the appropriate classroom upon arrival and make certain a staff person in the room is aware that my child has arrived. Likewise, I will notify the classroom staff when departing.

I will not send food, drinks, baby bottles or toys with my child without prior approval. In compliance with State law any "treats" I provide will be purchased from a retail store rather than being homemade.

I will not, while in or near the building, smoke, use alcohol, use or possess illegal substances or firearms.

I will provide a copy for the center's records any court orders preventing an individual from having contact with my child(ren).

I understand that Finding Me Now is required to report and suspected child abuse or neglect to Child Protective Services.

COOPERATION

I understand that for this to be a positive experience for my child, the school's staff and I must work together.

I will support the centers use of a positive disciplinary actions as per the centers policies with child(ren).

I will reinforce the conduct rules that you have and instruct my child to respect the teacher's instructions.

I will quickly communicate any concerns that I might have so as to give you an opportunity to take prompt appropriate action.

I understand that order is important to my child. He or she will know when to expect me by the activity being conducted or the teachers and children present. Therefore, if my normal pick-up time will be delayed, I will contact the center so that my child can be told and thus alleviate some fears that may occur.

I understand the importance of the center knowing how to reach me and will notify you of any address, telephone or job changes.

I understand that ongoing communication between center and home is important. Effective day-to-day communications is valued. While formal conferences are not planned, I will be available for any required conferences and may request a conference at any time.

I will notify the center when my child will be arriving after 10am

I will notify the center when my child will be absent

I will keep a change of clothing for my child at the center.

I will provide bibs for my two year olds.

I will label all outer-wear.

I will provide a naptime blanket (small crib size only) for my preschoolers which I will launder weekly.

If my child is not toilet trained, I will provide disposable diapers that will be brought to the center in unopened packaging.

I will follow center procedures for checking my child(ren) in and out each day.

I will allow enough time in the morning so that my child's transition to the center will be peaceful and any important communications can be made.

I will pass on appropriate instructions to anyone picking up or delivering my children.

I understand that the hours of operation are 6:00 a.m. to 6:00 p.m. and will make every reasonable effort to have picked my child(ren) up before the closing time.

FINANCIAL

I will pay in advance for my child's care by Monday morning of each week.

If my child(ren) do not attend for a week or more I am responsible for half the tuition for each week to reserve my child(ren)'s spot

I understand that I have the option to choose which program (for example weekly or daily) my child will attend under. I do not have the option of changing this from week-to-week unless I pay a new registration fee each time I make a change.

I will pay \$2 for each 1 minute after your closing time should I be late.

I will pay \$25 for any personal check returned to you.

I am financially liable for damages to other children, Finding Me Now staff or property resulting from the willful destructive actions of my child(ren).

I understand that Finding Me Now will exercise all due care but is not responsible for my or my children's personal articles.

I am financially responsible for all medical expenses resulting from an accident, injury or illness which happens while my child is being cared for by Finding Me Now.

I am responsible for finding and paying for any alternate care on any days Finding Me Now is closed which includes the scheduled holidays of New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day.



**Acknowledgement of Finding Me Now's
Parent Responsibility Statement**

My signature below acknowledges that I have received and reviewed the Finding Me Now Parent Responsibility Statement and that I understand and accept the terms and conditions of the policy.

Parent Signature _____ Date _____