



We are pleased to welcome you and your child to an exciting and rewarding year at preschool.

Green Apple is committed to providing a happy and healthy environment for the growth and enjoyment of your child.

Welcome to the Green Apple family of childcare



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HISTORY

In 1998, after graduating from Douglas college with diploma's in Early Childhood Education, Jeanette and Chantelle Henderson opened Red Apple Preschool in Coquitlam. In 2006, the community and their families were in need of a daycare so the girls opened Green Apple Daycare and closed the preschool. It was a big success so in 2008, Green Apple Daycare expanded to another location in Port Moody. In 2012 another need in the community was met when Green Apple opened an After School Program. To this day Green Apple continues to be flexible and serve the communities needs. September 2017 will see the preschool reopened to help out those parents who only need 4 hours of childcare.

PHILOSOPHY

Welcome to Green Apple Daycare. We understand the importance of shaping your child's young life. We have carefully chosen our ECE certified staff to provide a loving, caring home like setting. We realize that every child learns in their own unique way and we're here to help provide the children with the building blocks that will mold their future.

We have created a well rounded program of learning and playing. We hope to build a strong foundation in all areas of development for his/her most important years. We focus on these important skills.

LANGUAGE Learning to communicate.

SOCIAL Sharing, taking turns, solving problems, working and playing in groups and on their own.

PHYSICAL Practicing the use of gross and fine motor skills.

EMOTIONAL Expressing their feelings, giving and receiving empathy, gaining positive self-esteem.

COGNITIVE incorporated preschool program consisting of an exciting year of weekly themes such as the four seasons, our 5 senses, letter and number recognition, dinosaurs and farm animals.

Our doors are always open for your viewing or participation. Our teachers are here to make you feel comfortable and to answer any questions you may have at any time. Our goal is to keep things simple and intimate and to provide your child with good role models and a positive influence. We're here to earn trust and love and to form a bond with your growing child.



PRESCHOOL

Green Apple Preschool is a 10 month program running from September to June. We follow the same vacation as SD43. A schedule of closures will be posted each September. Green Apple Preschool is licensed with the Ministry of Health and under the Community Care Facility Licensing Act. Green Apple Preschool staff are licensed Early Childhood Educators. All staff have undergone routine criminal record checks and hold a valid First Aid Certificate.

PROGRAM

Our program is designed to meet the many needs of your child. Circle time gives your child the opportunity to think and grow intellectually with weekly themes, songs, stories and interactive learning activities. We offer music and movement classes, we experiment with science, create with arts and crafts using a wide range of materials. We foster your child's physical development by providing outdoor play in which the children are able to run, jump, climb, balance. We encourage fine motor development using peg boards, puzzles, threading, pasting, painting, drawing and many other activities that encourage hand/eye coordination. Our program will help your child learn and grow at his/her own speed. They will also create new friendships, share in the joy of discovering, and learn to take pride in their accomplishments. We are certain your experience with Green Apple preschool will be a fulfilling and happy one.

WHAT YOU'LL FIND AT GREEN APPLE PRESCHOOL

- > Active and enjoyable program to get ready for Kindergarten
- > Caring and enthusiastic teachers
- > Clean, fresh, spacious facility with big windows and a lot of light
- > Science area to experiment
- > "Learning to grow " outdoor vegetable and flower garden.
- > Age appropriate activities, love of music/movement, dancing/scarves, monthly themes, seasonal fieldtrips
- > Large room for dramatic play and housekeeping
- > Large room for building blocks, cars, trains, lego, rescue heroes, & much much more ...
- > A quiet reading room with a lot of books, finger puppet show creation
- > Water/sand tables, playdough table for sensory experience
- > Art area with easels, cutting, pasting, drawing, tracing and practice for pre writing skills
- > Puzzles, educational games, table top activities, matching games
- > Large outdoor fenced playground in a natural setting with trees and shade.
- > We have a nice balance between structure and free play, everything in life needs BALANCE children thrive in this kind of learning environment
- > We also have an open door policy to answer any questions or concerns you may have.



AGES / HOURS / FEES

AGES: 30 months to 5 years of age. After 5 years of age (not yet enrolled in Kindergarten)

CLASSES WILL BE FOUR HOURS: 9:30am to 1:30pm.

(Green Apple Preschool is closed on weekends and all statutory holidays)

Note that Green Apple Preschool is not available during public school (SD43) closures Summer break, Spring Break , Christmas Break and district pro d days.

FEES

FULL TIME:

5 DAYS PER WEEK > \$500.00 per month

- We try to be flexible with your schedule so please feel free to inquire if these specific days don't work for you.

PART TIME:

3 DAYS PER WEEK > \$365.00 per month
Monday, Wed, Fri

2 DAYS PER WEEK > \$265.00 per month
Tuesday, Thursday

Fees are payable in ten post-dated cheques, each to be dated the first of each month. You may also pay by email. Please send to jeanettemilan@hotmail.com

Fees are based over a 10month period so no refunds are given for holidays and no extra charges are added when extra long months occur.

A 60 day notice is required for withdrawal from Green Apple Preschool. For this reason an advance payment of half a month is requested and will be deducted from the last month your child attends preschool.

There is a one time registration fee of \$45 due with your application at the time of enrollment.

PRESCHOOL DAILY SCHEDULE



9:30

Circle Time (arrival/greeting, weather, calendar, theme-based related songs, stories, learning activities, abc's, 123's letter/number recognition, felt board stories, gross motor interactive learning activities/games and much more ...

10:10

Free Play — Arts and Crafts. Theme based and set up daily by the teachers.

11:10

Clean-up / wash hands

11:20

Lunch time — This is an important social time for the children to learn their self help skills like getting lunch, putting garbage away, and putting things back into their cubbies.

11:50-12:50

Outdoor time — Activities such as running, jumping, balancing, games, sand, bubbles, dancing, slides, parachute play, mud pies, castles, bean bag throw, and learning in our Green Apple Preschool Garden.

1:00-1:30

Circle Time/ Musical Instrument and Music and Movement / Fun with Science Experiments/ Special Activities

This schedule is our basic daily routine, however it can be varied according to the desires and needs of the children. Many fun activities and projects will be added but this gives families a basic idea of what to expect. Please feel free to inquire at any time. Monthly newsletters will be handed out to explain activities we have planned.



ACTIVITIES

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ART

Green Apple Preschool LOVES to create ART! Occasionally your child's art work will remain at the preschool for display board purposes for a short time (1-2 weeks) if this a problem please let the teachers know and we will be happy to send your child's home.

NATURE WALKS

Nature walks will also be part of our regular walking field trips. Observing the changes in the environment and collecting samples to bring back to our science table for examining with magnifying glasses and open discussion will encourage the children to be aware of taking care of Nature and our Environment. Children learn from hands on.

FIELDTRIPS

Occasionally the children will be going on fieldtrips to visit area of interest in the community. Some possibilities are the library , firehall, dentist, grocery store etc. You will be notified in advance and will be required to sign a parent permission form in order to have your child take part. Parents are encouraged and are welcome to join.

PARTIES AND CELEBRATIONS

Everyone enjoys parties! Throughout the year, on special holidays (Halloween, Valentines Day etc..) we will be celebrating with a class room party. Details will be posted on the "Parent Board" 2 weeks prior . If any religions don't allow for this please speak with a staff and we will be happy to find an alternative for your child, thank you .

BIRTHDAYS

Please feel free to bring treats for the class on your child's birthday. Please arrange with staff prior so we can make the necessary arrangements

SHOW AND TELL

Show and Tell is an exciting part of the preschool year. The children enjoy bringing memorabilia from home to show and tell their classmates. This activity encourages self -esteem and confidence. Even a quick walk around is important, with lots of claps and encouragement from their friends.



FOR PARENTS

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PARENT BOARD

Please check the Parent Board for information concerning monthly themes, community events, health information etc... Feel free to use the board to share news. A Preschool monthly newsletter will be email to all families and we will print and post a hard copy each month.

MEALS

Green Apple Preschool encourages everyone to eat healthy. Please provide a healthy lunch for your child and refrain from sending any chocolate or candy. Water is provided daily for the children so juice boxes and other drinks are not necessary.

ARRIVING AND LEAVING PRESCHOOL

Children should arrive no earlier than 5 minutes before class time. This is to allow the teachers time to prepare for the classroom for daily activities. The child should be brought directly to the classroom and MUST be signed in. He/she should be picked up at the classroom and MUST be signed out. If there is anyone other than yourself picking up your child, please advise us so that we are able to identify the person you have authorized, whether it be a relative or neighbor. This is an extremely important policy at Green Apple.

CLOTHING

Please dress your child in comfortable play clothes. It is important that he/she feels free to engage in messy activities without being concerned about his/her clothing. We will be outdoors daily in all weather conditions so please dress your child accordingly. We also require "Muddy Buddies" and boots to be left at the preschool in your child's cubby. The bag MUST have your child's name on it.

TOILET TRAINED

Children enrolled at Green Apple Preschool should be toilet trained. The use of pull-ups will be accepted, if your child is on his/her way to toilet training.

DISCIPLINE & GUIDANCE

Green Apple Preschool staff believe discipline should be done in a positive and respectful manner. Acceptable behaviour is encouraged by giving positive verbal rewards. This reinforces a child's good feelings about his/her behaviour and serves as excellent role modeling. Asking a child to stop and think about his/her unpleasant behaviour enables that child to work at self control. We will foster their language and help give them the tools to deal with any situation they may encounter. Again everything is done in a positive way.

Our preschool policy helps children to use their words to talk out the problem or to use re-direction to diffuse a conflict situation. We encourage children to speak about their feelings and to work with each other to help each other feel good.

Problem solving is accomplished quietly and in a respectful manner. As teachers, we will model respect this behaviour.

Under NO circumstances will corporal punishment be used. No child will be subjected to ridicule, sarcasm, labelling or demoralizing.

Creating a harmonious environment where the children are socializing in a positive and exciting

FOR PARENTS



manner, leaves less room for conflicts and disagreements. This our Job

HEALTH

A record of your child's immunization, allergies and special medical problems is kept at the preschool along with the doctor and persons to contact in case of emergency.

In the event of illness, we ask that your child not be sent to preschool. Please do not send your child if any of the following are present

fever, diarrhea, vomiting, cough, severe runny nose, eye discharge, skin infection, communicable illness (chicken pox etc.), head lice

NOTE:

The preschool should be immediately notified of any contagious illness so that preventative measures may be taken for the rest of the children.

" We look forward to playing a small part in your child's life and Thank you for choosing Green Apple Preschool "



POLICIES

- Illness / Sick
- Medications
- Discipline and Guidance
- Child Abuse Reporting
- Pets / Smoking
- Releasing a Child from Care
- Custody Arrangements
- Health and Safety Plan
- Emergency Procedures
- Fire Drills

ILLNESS / SICK

Green Apple Daycare is under strict guidelines with regards to disease control. There may be times when we are forced to either send an ill child home, or not to accept an ill child into care. Parents should have a plan for alternate care. If a child becomes ill while at daycare, we will do everything possible to comfort the child until the parent(s)/guardian or emergency contact person has been notified and has arrived to pick up the child. The child will be isolated from the other children.

Parent(s)/guardian will be notified and required to remove the child immediately if any of the following symptoms appear/occur:

- Fever of 101° F (38.5°C)
- Persistent diarrhea
- Severe coughing
- Difficult or rapid breathing
- Conjunctivitis
- Vomiting
- Yellowish colour or tint to the eyes or skin (jaundice)
- Difficulty in swallowing
- Any complaints of unexplained or undiagnosed pain
- Headache
- Pink Eye
- Abdominal cramps
- Known or suspected communicable disease.
- Green or coloured discharge from nose.
- When on antibiotics for an infection, the child is not permitted to return to daycare until the child has been on the medication for minimum 24 hours and has no other symptoms.

Parent(s)/guardian will be notified of contagious diseases affecting the children at the daycare. A child with a communicable disease will NOT be re-admitted into care until the period of contamination is passed or until the child is fully recovered from his or her illness. Parent(s)/guardian are required to inform the daycare within 24 hours, a diagnosis of a contagious/communicable disease in their home.

Green Apple Daycare is required to report any communicable diseases to the Health Unit. >>>



MEDICATIONS:

When medication, either prescription or over the counter is to be given to your child while in care at daycare, the parent/guardian **MUST** fill out, sign, and date a **MEDICATION PERMISSION FORM**. These are to be filled out for each and every medication. Medication must be in the original container and have an original label. If any reaction occurs, the medication will be stopped immediately and the parent/guardian will be notified.

* This medication will be kept in a locked location

DISCIPLINE AND GUIDANCE:

We believe discipline should be done in a positive and respectful manner. Giving positive verbal rewards encourages acceptable behaviour. This reinforces a child's good feelings about his/her behaviour and serves as excellent role modeling. Asking a child to stop and think about his/her unpleasant behaviour enables that child to work at self control.

Our daycare policy helps children to use their words to talk out problems or to use re-direction to diffuse a conflict situation. We encourage children to speak about their feelings and to work with each other to help each other feel good.

Problem solving is accomplished quietly and in a respectful manner. As caregivers, we will model respect and problem solving to the children.

Under **NO** circumstances will corporal punishment be used. **NO** child will be subject to ridicule, sarcasm, labeling or demoralizing.

Time away is given after appropriate warnings have failed; the child is then put on a chair for 1 to 4 minutes for inappropriate behaviour. The next step is, the child is asked :

Why are you on a time away?
What do you need to do next time?

The child is then re-directed.

CHILD ABUSE REPORTING:

As a licensed daycare we are required to report suspected or disclosed abuse to the Ministry of Social Services.

All child care staff is legally bound to notify the proper authorities if they have any concerns regarding a child's well being.

Any educator who has reasonable grounds to suspect a child may be abused or neglected has a legal obligation to report the matter to the Superintendent of Family and Child Services or their delegate.

PETS:

No animals are allowed on the premises or in the daycare unless prearranged with staff.

SMOKING:

Due to health risks to children Green Apple Daycare has a **NO SMOKING** policy that is strictly enforced at the daycare. >>>



RELEASING A CHILD FROM CARE:

Unless instructed in writing to do otherwise, Green Apple Daycare will only release a child to the following person(s):

- the child's custodial parent/guardian
- the emergency contact person(s)
- designated person(s) on our child's enrollment/registration forms
- any other person(s) with whom the parent/guardian has given written authorization or permission over the telephone (with permission over the phone, Green Apple Group Daycare will ask the person(s) for picture I.D.)

Green Apple Daycare reserves the right to keep a child at the daycare if we are not completely certain about any person who has come to pick up the child. The parent(s)/guardian will be contacted immediately if this should happen.

If a child has not been picked up or the parent/guardian has not contacted anyone at the daycare after one hour of arranged pick up time and the above procedures have not resulted in finding an approved alternative or emergency contact, the staff person will call the Ministry of Social Services at 1.800.663.9122. *a note will be left on the door to explain where the child is*

STAFF PERSONS ARE NOT PERMITTED TO REMOVE A CHILD FROM THE CHILD CARE FACILITY OR TAKE A CHILD TO THEIR HOME.

CUSTODY ARRANGEMENTS:

If a family has specific custody agreements or court orders, a copy must be provided to our staff and will be kept in that child's file. If the parents or guardians live separately, staff accepts the information given by enrolling parent/guardian to be accurate. For without custody agreements or court orders on file, we cannot deny access to the non-enrolling parent or guardian. A copy of pick up and access schedules should be authorized and signed by both parents and kept in the child's file.

HEALTH AND SAFETY PLAN:

All staff is required to sign a Health and Safety Plan for both "Playground Use" and "Washroom Use." These plans are to ensure that staff will abide and uphold all safety measures to ensure the safety of the children during outside play, as well as during their trips to and from the Daycare's washrooms.

EMERGENCY PROCEDURES:

When children are in our care, their health and safety is our main focus. To promote health and safety, we ensure a clean, safe and well-maintained environment. All First Aid Kits, Emergency contact information, allergy and medical alerts are kept in the daycare, and taken with us on all field trips. Please keep us informed and updated of any and all changes in your information, including your current phone numbers. All our staff members are familiar with the Emergency Procedure Manual. Fire and earthquake drills will be scheduled and practiced on a regular basis. All drills are kept dated and posted in the daycare office.

FIRE AND EARTHQUAKE DRILLS:

Fire and earthquake drills will be scheduled and practiced on a monthly basis. All drills are kept dated and posted in the daycare office. We will be going outside, so all children must have slippers or inside shoes.



PARENT INVOLVEMENT

Parents or guardians are free to come by and observe or interact with their child at any time.

Newsletters are sent out monthly, or as necessary to keep you informed on our monthly themes, field trips, daycare changes, upcoming events, etc.

If your child cries when left at the daycare, please do not prolong good-byes. Feel free to call the daycare upon arriving at your destination to find out how your child is doing.

We encourage families to discuss any and all concerns they may have regarding any aspects of our program. It is important that we know all of our families' needs and requests. Your opinions and comments are valuable to our program. We are committed to reaching appropriate and amicable solutions in a timely manner. If you have any questions or concerns, please speak to the Staff Supervisor or email.

STAFF

Green Apple Daycare staff are licensed Early Childhood Educators. All staff have undergone criminal record checks and hold a valid First Aid Certificate.

Substitute Caregivers

To help staff through illness, holidays and training sessions, we may need to rely on substitute caregivers. These caregivers will have:

- Valid First Aid/CPR Certificate, approved by the Community Care Facility Licensing Branch
- Doctor's letter ensuring their suitability for providing care to children
- Criminal record check

FOR QUESTIONS OR MORE INFORMATION



1504 Spruce Ave
Coquitlam, BC
V3J 2P6
604.931.5595

Director
Jeanette - 604.218.3417

Web
greenappledaycare.ca

Email
jeanettemilan@hotmail.com



REGISTRATION

NAME OF CHILD		NAME CHILD RESPONDS TO	
MALE / FEMALE	BIRTH DATE	ENROLLMENT DATE	
ADDRESS			POSTAL CODE
MOTHER'S NAME		HOME #	CELL/WORK #
FATHER'S NAME		HOME #	CELL/WORK #
PERSON(S) WHOM THE CHILD LIVES WITH		HOME #	CELL/WORK #
LANGUAGES SPOKEN IN THE HOME			
DOCTOR'S NAME			PHONE #
CARE CARD NUMBER			
ALLERGIES/ REACTIONS/ TREATMENT			
ILLNESSES OR MEDICAL CONDITIONS/ SYMPTOMS/ TREATMENT			

EMERGENCY CONTACTS OTHER THAN PARENT/GUARDIAN:

NAME	RELATIONSHIP TO CHILD	HOME #	CELL / WORK #

PERSONS AUTHORIZED TO PICK UP CHILD FROM CARE FACILITY:

NAME	RELATIONSHIP TO CHILD	HOME #	CELL / WORK #

If there is a custody agreement, please give details. A copy of the custody order must be left with the facility manger.



PARENTAL AGREEMENT

Please read though and sign agreement. If you have any questions, feel free to discuss them with the staff.

REGISTRATION/FINANCIAL

(1) Green Apple Daycare requires half of one months fee as a deposit that will be deducted from the **last month's fee**. There is also a non-refundable \$45.00 registration fee to be paid upon registration. My child(ren)s child care fee shall be paid in post-dated cheques (6 months at a time) or by E-TRANSFER.

The monthly child care fee at the time of this enrollment is:

Days per week _____ Fee \$ _____ Deposit \$ _____

There will be a \$25.00 charge for any cheque returned by the bank. I understand that there will be fee changes from time to time. My child will not be considered registered at Green Apple Daycare unless cheques have been issued. In the case that post-dated cheques is are not feasible, I will contact the Daycare to confirm, in writing, alternate arrangements for the payment of the monthly fee.

- (2) If fees have not been handed in by the 5th of the month (without contact of the Daycare as to why); we reserve the right to refuse service.
- (3) It is my responsibility to know when fees need to be paid, and subsidy forms renewed.
- (4) In order to reserve my child's child care space, the full fees must be paid for any period of time in which my child is away from the center, including vacation, sickness, statutory holidays or other absences.
- (5) If I am to decrease my child's attendance or withdraw from the Daycare for any reason, I must give **two month written notice** on or before the last calendar day of the month prior to my child(ren)s final month of enrollment. (I.e. if you would like to decrease or terminate child care hours effective May 1st, notice of this change or termination must be given to Daycare on or before March 31st) If the required notice is not given, then I will pay one month fee in lieu of notice.
- (6) At Green Apple Daycare, we are unable to give out refunds, this clause applies to: child's absence, any kind of school closures (I.e. weather (snow), power outages...). Our staffing and operational expenses are arranged on the basis of our enrollment levels and must be met on a continuing basis. To make sure that we can provide the best service, we are always prepared for each child each day, whether the child attends or not.
- (7) Green Apple Preschool is a 10 month program running from Sept - June. Preschool fees are averaged ovet the 10 month preschool year. No refunds or credits will be applied for preschool closures. Preschools follow the same vacation and Pro D Days as SD43, this will be posted on the parent board in September .
- (8) I agree to abide by the NO SMOKING restriction that is required by all person(s) to not smoke on, near and/or the Church, which includes the building itself and all surrounding property.
- (9) I agree to ONLY PARK in designated parent/guardian parking when dropping and picking up my child, and for any other reason I may need to park.
- (10) I agree to notify any person(s) that may be picking up my child on my behalf, and/or with me of the above TWO RESTRICTIONS, in which they also must abide by. >>>



CHILD'S FILE

- (1) I give consent to the collection, use and disclosure of personal information on a "need to know" basis for the sole purpose of the operation of Green Apple Daycare.
- (2) I have completed and will keep up to date on the following forms:
 - **Registration Form** • **Immunization Form**
- (3) I have listed all names of persons who are legally restricted in access/contact with my child due to a Court Order/Separation Agreement.

Name: _____ Age: _____ Relationship: _____

Name: _____ Age: _____ Relationship: _____

A copy of the most recent Court Order or Separation Agreement must be attached and any changes filed with Green Apple Daycare immediately.

HEALTH AND SAFETY

- (1) That to attend the Facility, my child must be well enough to participate in all aspects of the program including outdoor play.
- (2) That only medication, provided in its original package with full instructions and precautions, will be administered to my child by Green Apple Daycare. The facility Staff will only administer the medication once I have completed a "Permission to Administer Medication" form and have provided this form to the staff.
- (3) That I will sign my child in and out each day on the Sign In/Out sheet posted in the doorway.
- (4) That I will notify staff by phone or in writing if someone other than those persons authorized by me on the emergency consent card will be picking up my child.
- (5) That I will phone and notify staff when my child will be absent from the facility.
- (6) There will be an immediate dismissal if your child poses any health and safety issues in accordance with child care licencing, to his/her self, the staff or any other child at Preschool.
- (7) It is unacceptable behavior at Green Apple Preschool to yell at or degrade the staff for **any** reason. If any parent or family member of a child enrolled does this, it will result in immediate dismissal from Green Apple and there will be no refund given.

EXTRAS

- (1) That if after an hour from the Daycare's closing time, the staff has been unable to reach me or the designated emergency contacts; in accordance with licensing regulations, the Ministry of Children and Families will be notified. They will deal with the situation accordingly.
- (2) That photos and video recordings may be taken of my child as they take part in field trips and events at the Daycare throughout the year.
- (3) That I will abide by the Daycare's hours of operation and if I exceed the hours that the Daycare is open, I will pay and overtime fine of \$10.00 for the first 15 minutes and a \$1.00 for every minute following. This amount is due that night and payable to the staff person who is on duty.
- (4) Closed - We run off SD43 school schedule: New Years Day, Good Friday, Easter Monday, Victoria Day, Canada Day, BC Day, Labor Day, Thanksgiving Day, Remembrance Day, Christmas Day, Boxing Day, and the days between Christmas Eve and New Years Day.

SIGNATURE of Green Apple Daycare

SIGNATURE of Parent(s)/Guardian(s)

Date: _____

Date: _____

Child's Name: _____



IMMUNIZATION

The Child Care Licensing Regulations require that children's immunization records are maintained. Please ensure that children's immunizations are up-to-date and on record at the child care facility. By the start of kindergarten, children should have completed the following series of immunizations. Please write in the dates immunizations were given, or attach a photocopy of the immunization record.

	2 months	4 months OR 2 MONTHS AFTER DOSE #1	6 months OR 2 MONTHS AFTER DOSE #2	12 months	18 months OR 1 YEAR AFTER DOSE #3	4-6 years
PLEASE WRITE THE IMMUNIZATION DATE IN YEAR/MONTH/DAY FORMAT						
* DIPHTHERIA	1	2	3		4	5
* PERTUSSIS	1	2	3		4	5
* TETANUS	1	2	3		4	5
* POLIOMYELITIS	1	2	3		4	5
* HIB (MENINGITIS)	1	2	3		4	
MEASLES MUMPS OR MMR RUBELLA				1	2	

* At fifteen months of age and older, a single dose of any HIB product is all that is required. The vaccines may be given in various combinations

SPECIAL DIET (EXPLAIN)
SPECIAL INSTRUCTIONS FOR CAREGIVER

I authorize the staff at the child care centre to call a medical practitioner or ambulance in the case of accident or illness of my child, if the parent cannot immediately be reached.

SIGNATURE of Parent/Guardian _____ Date _____

SIGNATURE of Green Apple Daycare _____ Date _____



ILLNESS CONSENT



1790 IOCO Rd
Port Moody BC
V3H 3A6
604.461.5555

CONSENT FOR ILL CHILD TO BE TAKEN TO EMERGENCY WHEN PARENT CANNOT BE CONTACTED

Dear Parent,
It is our policy that we notify a parent when a child is ill or needs medical attention. If we cannot contact parents, and we need to get immediate help for the child, we will take the child to the nearest emergency service. Please sign the consent below so that we can take appropriate action on behalf of your child. We will take this consent with us to the emergency centre.

I Hereby give consent for my child _____ when ill, to be taken to the nearest emergency centre by the Green Apple Daycare staff when I cannot be contacted.

I consent to an ambulance being called to take the child, if necessary,

PRINT NAME Parent/ Guardian

SIGNATURE of Parent/ Guardian

Date

Date

Address

Home # Cell # Work #

Allergies

Care Card Number

Family Doctor Phone #

Which hospital does your doctor use ?



QUESTIONNAIRE

BEHAVIOUR

Has your child had any previous play group experience? YES / NO

If yes, how did he/she adapt? _____

How does your child behave towards other children (seeks out friends, feels shy)? _____

What is/are your child's favourite toys/activities? _____

How does your child react when left with unfamiliar people and/or in unfamiliar places?

Does your child have any particular fears? Please describe: _____

If your child is upset, what usually calms him/her down? _____

FAMILY AND GENERAL HOUSEHOLD INFORMATION

Other children living at home:

Name: _____ Relationship: _____ Birth date: _____

Name: _____ Relationship: _____ Birth date: _____

Other adults living at home:

Name: _____ Relationship: _____ Birth date: _____

Please describe guidance/discipline methods used at home: _____

Languages spoken at home: _____

Name and phone number of English-speaking person (if needed): _____

Are there any religious or ethnic observances in your family? _____





TOILET

Is your child toilet-trained? YES / NO / PARTIALLY

Does your child need reminders for the washroom? YES / NO

In the washroom, what does your child need help with? _____

WALKING TRIPS

At Green Apple Daycare, we sometimes go on walking trips to parks within the neighbourhood. I hereby give the staff of Green Apple Daycare permission to take my child on walking trips.

ABOUT YOUR CHILD

Has your child seen a doctor/therapist in regards to delayed developmental stage? Yes / NO

Is your child on a wait list to be seen in regards to developmental stage delay? Yes / NO

Does your child have a diagnosis of any sort? Yes / NO

If yes, what? _____

Has your child been asked to leave any other daycare or preschool program? Yes / NO

If yes, why? _____

PRINT NAME Parent/ Guardian

SIGNATURE Parent/ Guardian

Date

Date

As a fully licensed childcare facility, we are required to inform all families that our facility, being located within a Heritage building, was exempt from a third toilet usually required by childcare regulations. Green Apple Daycare is taking all steps to ensure we always have two fully function able washrooms and will make any arrangements under the rare or obsolete occasion a problem should arise.