

New Enrollment Orientation

___ Tour of the facility

___ Introduction of Teachers

___ Included in the Folder

- Classroom Packet which explains our curriculum and our program per age group
- Enrollment Forms
- List of what to bring
 - Bring a "CRIB" sheet for child's mat / favorite blanket in a reusable shopping bag
 - Taken home on Friday to wash and send back on Monday, unless soiled
 - Water bottles for older ones and sippy cups for younger ones
 - A couple changes of clothing in a ziplock bag
 - Include Undies and socks for older children
 - Wipes and diapers
 - Teachers will give you a reminder to bring more when you are low
 - Bug Spray and Sun Screen please
 - For older children, PLEASE bring your child with sunscreen and bug spray already applied in the summer time. We will re-apply after nap time.
 - If you have a specific brand you want your child to have, you must indicate it on the form located in their classroom. Otherwise, the teachers have a supply of child safe bug spray and sun screen that is brought by the parents for use until it is all gone. When we are low, we request parents to bring in another bottle.

___ Paperwork / Forms

- Anything that doesn't apply to you, put N/A
- Enrollment form signatures on both sides
- Health Statement from you doctor
- Infant Feeding Instructions (Licensing form) Monthly review/update and signature
- Illness policy
- Immunization record
- Food Program
 - Why we participate
 - Why it is important for you to fill this out for us
 - Infant form
 - Because we participate in the Food Program, we are required to offer:
 - Formula and baby food to infants up to 1 year. See the weekly schedule.
 - Milk for Lunch

___ Overview Parent Manual AND Health and Nutrition Manual

___ Medicine: We do administer medicine.

- You must sign the medication in on the medication form. Please indicate the last time the child received the medication.
- We require our teachers to call a member of management to verify the dosage and the time before giving it to your child.
- It must be in the original container with the child's name on it
- If the dosage for your child's age is not on the bottle or the box, we cannot give it to them without a DOCTORS NOTE indicating the child's name, and specific instructions. EX: You bring children's Tylenol instead of Infant Tylenol for your baby. OR You bring cold medicine that has instructions for 2 years and up and your child is only 1.