ALL ABOUT YOUR CHILD



Child's Full Name	Nickname
I have brother(s) and sister(s). The	heir names and ages are
Has your child been in daycare before? Yes	No
If yes, name of provider or center	
Provider/Center address/Phone Number	
Dates care was provided, from	to
Reason care was terminated	
Eating Habits:	
Does your child have a special diet?	Are there any foods that should not be served to your child?
If yes, please list the food and the reason	
Your child's favorite foods	
Least favorite	
Does your child eat independently? Yes	
For infants, what brand of formula do you use?	
Does your child require: bottle sippy cup	high chair booster seat
Sleeping Habits:	
Does your child have a regular bedtime schedul	le? Yes No
What time does your child usually wake up in t	he morning?
What time does your child usually go to bed at	night?

Does your child take naps? If yes, how long does your child usually nap?					
Does your child have any problems getting to sleep or staying asleep? If yes, explain					
Health Concerns:					
Does your child have any known health concerns? Yes No					
If yes, please describe					
Does your child take any medications on a regular basis? Yes No If yes, list the medication(s), dosage, and how often taken					
Are there any hearing or vision problems? If yes, please describe					
Does your child have any known allergies? Yes No If yes, please list the allergy and how it is dealt with					
List any communicable diseases your child has had					
Does your child suffer from any of the following on a <i>regular</i> basis (check all that apply)? Nosebleeds Headaches Sore throats Stomachaches Runny nose					
Seasonal allergies Other					
Behavior:					
How do you "reward" or "discipline" your child?					
Anything else about your child you feel I should know?					



State of Florida Department of Children and Families

CHILD CARE APPLICATION FOR ENROLLMENT

Student Information:	Date of Birth	:	Sex	: Da	ate of Enrolln	nent:
Full Name:						
Last Child's Physical Address		First	Mid	ldle		kname
Primary Hours of Care:	From		To			
Days of the Week in Car	re: M T	W	Th F	Sa	Su	
Meals Typically Served \	While in Care:	Br AM	l Snack L	.unch	PM Snack	Sup Eve Snack
Family Information:	Child	Lives With	n:			
Mother's Name:			Father's	s Name:		
Address:			Address	s:		
Home Phone:			Home F	Phone: _		
Employer:			Employ	er:		
Address:			Address	s:		
Work Phone:	/Cell:		Work P	hone:	/	Cell:
Custody: Mother	Fathe	r	_ Both		C	Other
Medical Information: I hereby grant permissio obtain emergency medic Doctor:	cal care if warra	nted.				I personnel to Phone:
Doctor:						Phone:
Dentist:						Phone:
Hospital Preference:					·	
Please list allergies, spe					of concern:	
Contacts: Child will be released on following people will also of illness, accident or emreached:	be contacted a nergency, if for	and are au	thorized to r on, the cust	emove t odial pai	he child from	the facility in case guardian cannot be
Name	Address			Nork#		Home#
Name	Address			Nork#		Home#
Name	Address		1	Nork#		Home#
Name	Address		1	Nork#		Home#

Helpful Information About Child:	
 Section 65C-22.006(2), F.A.C., requires a current phy immunization record (Form 680 or 681) within 30 days 	
 Section 402.3125(5), F.S., requires that parents received Brochure, "Know Your Child Care Facility" (CF/PI 175) 	
Section 65C-20.11(2)(c)(1), F.A.C., requires that pare home brochure, "Selecting A Family Day Care Home	
 Section 65C-22.006(3)(c)2., F.A.C., requires that pare practices used by the child care facility, or 	ents are notified in writing of the disciplinary
Section 65C-20.010(6)(c), F.A.C., requires that a writt discipline policy be available for review by the parent(
Your signature below indicates that you have received the this enrollment form is complete and accurate.	e above items and that the information on
Signature of Parent/Guardian	Date

Florida Department of Health Child Care Food Program

Child Participation Form

Name of Child	l:	Name of Facility:				
Dear Parent: Please fill out the following information so that your child may participate in the Child Care Food Program, which reimburses child care providers for serving nutritious, well-balanced meals to children in child care.						
☐ Check here and sign/date below if your child does not receive meals while in care If child care hours are the same every day, please complete this chart.						
Day	Normal Hours in Care	Meals Normally Received While in Care				
Mon – Fri	a.m. a.m. p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
		OR				
If child care	hours are <u>not</u> the same e	very day, please complete this chart.				
Monday	a.m. a.m. p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
Tuesday	a.m. a.m. p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
Wednesday	a.m. a.m. p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
Thursday	a.m. a.m p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
Friday	a.m. a.m. p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
Saturday	a.m. a.m. p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
Sunday	a.m. a.m. p.m. to p.m.	Breakfast ☐ AM Snack ☐ Lunch ☐ PM Snack ☐ Supper ☐ Eve Snack ☐				
☐ Check here	e and sign/date below if you	ur child has no regularly scheduled hours of care				
Signature of Pa	arent/Guardian:	Date:				
Printed Name: Phone Number:						

Revised 6/2019 I-108-02



Discipline Policy

I view discipline as a teaching/learning process of positive reinforcement techniques which leads children toward more responsibility for themselves as they develop independence and more mature behavior. A safe and suitable environment, interesting, and challenging activities, established routines for transitions, clearly defined rules and a sensitive and well-trained provider promote a consistent atmosphere for children's acceptable behavior. A child requiring correction will be approached, lovingly but firmly, and redirected to other activities which promote a positive and acceptable behavior pattern.

Problems other than routine occurrences are discussed between the parents and provider. If it seems appropriate to inform parents about severe behavior problems, a conference is scheduled. Again, the focus is positive whereby parents and staff seek cooperative and effective solutions.

I will enforce the following disciplinary action:

- 1. Redirection of behavior
- 2. Time-out (1 min per child's age)
- 3. Parental notification
- 4. Parental Conferences
- 5. I reserve the right to dismissal child if their behavior poses a threat to the safety and well-being of themselves or any children in care.

I do not support any type of physical force or abusive language in disciplining children. Discipline will never be associated with food, rest, or toileting.

I am committed to the goal of each child benefitting from my wholesome, professional approach to discipline which promotes self-control.

Parent/Guardian Signature:_	
Date:	
Center Copy	Parent/Guardian Copy

EMERGENCY/HEALTH INFORMATION

Child's Full Name:	
	Age:
Home Phone:	
Mother:	·
Work phone:	Cell phone:
	Cell phone:
Emergency Contacts: Name a	
Child's Doctor:	
Address:	
Phone:	
Are immunizations up to date?	Yes No
Child's Dentist:	
Address:	
Phone:	
List any special problems: (ex has had, etc.)	x. Surgeries, allergies, and communicable diseases child
	—————————————————————————————————————
Parent Signature	Date
Parent Signature	Date



Expulsion Policy

IMMEDIATE CAUSES FOR EXPULSION:

- This child is at risk of causing serious injury to other children or himself/herself.
- Any threats, physical or intimidating actions towards staff members.
- Parent exhibits verbal abuse to staff in front of enrolled children.

PARENTAL ACTIONS FOR CHILD'S EXPULSION:

- Failure to pay/habitual lateness of payments.
- Failure to complete required forms including the child's immunization records.
- Habitual tardiness when dropping off/picking up your child.
- Any form of abuse to staff (verbal, physical, etc).

CHILD'S ACTIONS FOR EXPULSION:

- Failure for a child to adjust after a reasonable amount of time.
- Uncontrollable tantrums/ angry outbursts.
- Ongoing verbal or physical abuse towards staff or other children.
- Excessive biting.

SCHEDULE OF EXPULSION:

If after the remedial actions above have not worked the child's parent/guardian will be advised verbally and in writing about the child's or parent's behavior warranting an expulsion. An expulsion action is meant to be a period so that the parent/guardian may work on the child's behavior or come to an agreement with the center. The parent/guardian will be informed about the expected behavioral changes required in order for the child or parent to return to the center. There will be given a specific expulsion date that allows the parent's sufficient time to seek alternative child care (approximately one to two week's notice depending on the risk to



other children's welfare or safety). Failure of the child/parent to satisfy the terms of the plan may result in permanent expulsion from the center.

CLASSROOM DISCIPLINE:

Occasionally, when necessary, we use a procedure called "time out." It gives children time to think about their actions before returning to a group activity. It is a positive form of discipline that teaches appropriate behavior while allowing a child to make the decision to improve his or her behavior. "Time Out" periods may last no more than one minute for each year of your child's age.

Learning self-control is a normal part of growing up. Our policy is to never embarrass or ridicule child when he or she misbehaves. Corporal or physical punishment is never allowed at Natalia Rice Academy. Instead, we use positive strategies that strengthen the self-esteem of children.

Parent Signature:	Date:
Director Signature:	Date:

During the 2009 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes provide parents with information detailing the causes, symptoms, and transmission of the influenza virus (the flu) every year during August and September.

My signature below verifies receipt of the brochure on *Influenza Virus*, *The Flu*, *A Guide to Parents*:

Name:	
Child's Name:	
Date Received:	
Signature:	

Please complete and return this portion of the brochure to your child care provider, in order for them to maintain it in their records.



What should I do if my child gets sick?

Consult your doctor and make sure your child gets plenty of rest and drinks a lot of fluids. Never give aspirin or medicine that has aspirin in it to children or teenagers who may have the flu.

CALL OR TAKE YOUR CHILD TO A DOCTOR RIGHT AWAY IF YOUR CHILD:

- Has a high fever or fever that lasts a long time
- Has trouble breathing or breathes fast
- Has skin that looks blue
- Is not drinking enough
- Seems confused, will not wake up, does not want to be held, or has seizures (uncontrolled shaking)
- Gets better but then worse again
- Has other conditions (like heart or lung disease, diabetes) that get worse



How can I protect my child from the flu?

A flu vaccine is the best way to protect against the flu. Because the flu virus changes year to year, annual vaccination against the flu is recommended. The CDC recommends that all children from the ages of 6 months up to their 19th birthday receive a flu vaccine every fall or winter (children receiving a vaccine for the first time require two doses). You also can protect your child by receiving a flu vaccine yourself.

What can I do to prevent the spread of germs?

The main way that the flu spreads is in respiratory droplets from coughing and sneezing. This can happen when droplets from a cough or sneeze of an infected person are propelled through the air and infect someone nearby. Though much less frequent, the flu may also spread through indirect contact with contaminated hands and articles soiled with nose and throat secretions. To prevent the spread of germs:

- Wash hands often with soap and water.
- Cover mouth/nose during coughs and sneezes. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
- Limit contact with people who show signs of illness.
- Keep hands away from the face. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.



When should my child stay home from child care?

A person may be contagious and able to spread the virus from 1 day before showing symptoms to up to 5 days after getting sick. The time frame could be longer in children and in people who don't fight disease well (people with weakened immune systems). When sick, your child should stay at home to rest and to avoid giving the flu to other children and should not return to child care or other group setting until his or her temperature has been normal and has been sign and symptom free for a period of 24 hours.

For additional helpful information about the dangers of the flu and how to protect your child, visit: http://www.cdc.gov/flu/ or http://www.immunizeflorida.org/

What is the influenza (flu) virus?

Influenza ("the flu") is caused by a virus which infects the nose, throat, and lungs. According to the US Center for Disease Control and Prevention (CDC), the flu is more dangerous than the common cold for children. Unlike the common cold, the flu can cause severe illness and life threatening complications in many people. Children under 5 who have the flu commonly need medical care. Severe flu complications are most common in children younger than 2 years old. Flu season can begin as early as October and last as late as May.



How can I tell if my child has a cold, or the flu?

Most people with the flu feel tired and have fever, headache, dry cough, sore throat, runny or stuffy nose, and sore muscles. Some people, especially children, may also have stomach problems and diarrhea. Because the flu and colds have similar symptoms, it can be difficult to tell the difference between them based on symptoms alone. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.



For additional information, please visit <u>www.myflorida.com/childcare</u> or contact your local licensing office below:

Palm Beach County Health Department Childcare Licensing Office P.O. Box 29 800 Clematis St., 4th Floor West Palm Beach, FL 33402 (561) 837-5900 www.pbchd.com

CF/PI 175-70, June 2009

This brochure was created by the Department of Children and Families in consultation with the Department of Health.



CHILD CARE FOOD PROGRAM FREE AND REDUCED-PRICE MEAL APPLICATION

Child's Name:	Center N	ame & Address:						
Please read the instructions and accompanying	Parent Letter before	completing this form. If y	ou need assi	istance completing this for	m, call: (_)		
STEP 1: Complete the following table for all	INFANTS and CHILI	DREN through age 18 tl	nat reside in	the household, even if n	ot related	I. (include d	child listed at top	of form)
Child's Name (Last Name, First Name) Date of Bir		, ,	Foster Child? (circle)		? (circle)		
		Yes N	0	Yes No	Yes		Yes	No
		Yes N	0	Yes No	Yes	No	Yes	No
		Yes N	0	Yes No	Yes	No	Yes	No
		Yes N		Yes No	Yes	No	Yes	No
STEP 2: Do any household members (children if NO, go to STEP 3. If YES, enter one of the following the state of the following the state of the state			ıram (FAP/Si	NAP) or Temporary Assi	stance fo	r Needy Fa	amilies (TANF) b	enefits?
FAP/SNAP Case Number:	reverse side for wh		Case Numbe		 # in STE	. P 2)		
Children's Income – sometimes children earn				· · · · · · · · · · · · · · · · · · ·		·	he income is rece	aived
Children's income – Total: \$STEP 4: Household income and adult house		•	<u> </u>	eekly Bi-Weekly Tr				•
		·	,					,
Adult Household Members and Income – list taxes & deductions) from each source in what does not receive income from any source, v	ole dollars only (no	cents) and how often i	is received	(i.e., weekly, bi-weekly, t	wice a m	onth, mon	thly, or annually). For an adult
Adult Household Member's Name (Last Name, First Name)		s from Work / How often?)		istance/Child Support/Al Amount / How often?)	imony		/Retirement/All (Amount / How o	
(\$	/ Weekly Biweekly Monthly Twice a Month Annually	\$	/ Weekly Biweekly Mont Twice a Month Annually		\$		Biweekly Monthly onth Annually
	\$	/ Weekly Biweekly Monthly Twice a Month Annually	\$	/ Weekly Biweekly Mont Twice a Month Annually		\$		Biweekly Monthly onth Annually
Total Household Members (Add STEP 1 & 4): Last four digits of Social Security Number (SSN) of adult household member: If no SSN, write "none."								
STEP 5: Contact information and adult signa			-11 :		:- : (diamin la la sina		
By signing below, I am certifying (promising) that a of federal funds and that institution officials may ve	ill information on this a erify (check) the inform	ipplication is true and that lation. I am aware that if I i	ali income is r ourposelv give	eported. I understand that tr false information. I mav be	nis informa prosecute	tion is being d under abb	g given in connecti blicable state and f	on with the receipt ederal laws.
Home address (if available):		·	1 73	·)	
Tionic address (ii available).		t Address, City, State, Zip C	ode	······································	baytiiic _f) Jilone #. (_	/	
Signature of adult household member:		F	rinted name	:			Date signed:	
OPTIONAL: Child's ethnic and racial identities We are required to ask for information about your child's ethnicity and race. This information is important and helps make sure that we are fully serving the community. Responding to this section is optional and does not affect your child's eligibility for free or reduced-price meals. Ethnicity (check one): Hispanic or Latino Not Hispanic or Latino								
Race (check one or more): American Indian or A	Alaskan Native	Asian Black or Africa	n American	Native Hawaiian or Other	Pacific Islar	nder	White	
FOR CONTRACTOR USE ONLY:								
Categorical Eligibility: \square FAP/SNAP or TANF House	ehold	Total Household S	ize:	Total Household Income:	\$			
Eligibility Determination: ☐ Free ☐ Reduced-Pri NOTE: If different income frequencies are	•			Frequency): \square Weekly \square me Conversion: Weekly x 5:				
Reason for Non-needy Status: \square Income too High	☐ Incomplete Applic	ation ☐ Other Reason: _						
Determining Official's Signature:		Date:	Second	d Party Check Signature:			D	ate:

Revised 6/2019 Page **1** of **2** I-009-13

INSTRUCTIONS for completing the Free and Reduced-Price Meal Application (use a pen and print all information other than signature)

IF ANY MEMBER OF YOUR HOUSEHOLD RECEIVES FOOD ASSISTANCE PROGRAM (FAP/SNAP) OR TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) BENEFITS, FOLLOW THESE INSTRUCTIONS: STEP 1: List all children age 18 and under that are supported with the household's income, even if they are not related to you. Be sure to include the child listed at the top of the form. If there is not enough space to list all children, use a second form and attach the forms together. List the date of birth of each child. In the next three columns, circle Yes or No to answer each question for each child listed. **STEP 2:** Enter either the FAP/SNAP or TANF case number in the designated space. The case number will be on your letter of eligibility; it is not the number on your EBT card. **STEP 3:** Skip this step. **STEP 4:** Skip this step. **STEP 5:** Enter your address and phone # (if available). An adult household member must sign the form. Print the name of the person who signed the form, then enter the date signed.

IF YOU ARE APPLYING FOR A FOSTER CHILD, FOLLOW THESE INSTRUCTIONS: With appropriate documentation, foster children are automatically eligible for free meals regardless of the income of the household where they reside. You have the option to provide the child care center with official documentation from the foster care agency or court that placed the child in the household, rather than completing this application. Should you choose to complete this application, and you are applying only for a foster child(ren), then only complete STEPS 1 and 5. If you are applying for foster and non-foster children, complete STEPS 1, 3, 4 and 5. If completing STEP 3, do not include payments to the household for the care of the foster child(ren). See the instructions listed below for the applicable steps.

ALL OTHER HOUSEHOLDS, FOLLOW THESE INSTRUCTIONS: STEP 1: List all children age 18 and under that are supported with the household's income, even if they are not related to you. Be sure to include the child listed at the top of the form. If there is not enough space to list all children, use a second form and attach the forms together. List the date of birth of each child. In the next three columns, circle Yes or No to answer each question for each child listed. STEP 2: Skip this step. STEP 3: Enter the total income received by all children listed in STEP 1, then check how often the income is received. STEP 4: List all adults age 19 and older that are supported with the household's income, even if they are not related to you and even if they receive no income. If there is not enough space to list all adults, use a second form and attach the forms together. For each adult, list the amount of income he/she regularly receives before taxes or anything else is taken out and circle how often the income is received (frequency) in the appropriate columns. If self-employed, list net income. See examples below for sources of income to report. For any adult with no income, write "none" or "0." Any income fields that are blank will also be counted as a zero (0). Enter the total number of household members (all children and adults), then list the last four digits of the social security number (SSN) of the adult completing/signing the application (or write NONE if he/she has no SSN). STEP 5: Enter your address and phone # (if available). An adult household member must sign the form. Print the name of the person who signed the form, then enter the date signed.

Sources of Income for Children		Sources of Income for Adults			
Earnings from work	A child has a regular full or part-time job where they earn a salary or wages	Earnings from Work	Public Assistance/ Alimony/Child Support	Pensions/Retirement/All Other Income	
Social Security Disability Payments Survivor's Benefits	A child is blind or disabled and receives Social Security benefits A parent is disabled, retired, or deceased, and their child receives Social Security benefits	Salary, wages, cash bonuses Net income from self-employment (farm or business)	Unemployment benefits Worker's compensation Supplemental Security Income (SSI)	Social Security (including railroad retirement and black lung benefits) Private pensions or disability benefits	
Income from person outside the household	A friend or extended family member regularly gives a child spending money	If you are in the U.S. Military: Basic pay and cash bonuses (do	Cash assistance from State or local government Alimony payments	Regular income from trusts or estates Annuities Investment income	
Income from any other source	A child receives regular income from a private pension fund, annuity, or trust	NOT include combat pay, FSSA or privatized housing allowances) Allowances for off-base housing, food and clothing	Child support payments Veteran's benefits Strike benefits	Earned interest Rental income Regular cash payments from outside household	

The Richard B. Russell National School Lunch Act requires that, unless you list a current Food Assistance Program (FAP/SNAP) or Temporary Assistance for Needy Families (TANF) case number or are applying for a foster child, you must include the last four digits of the Social Security Number (SSN) of the adult household member signing the application or indicate that the signer does not have a SSN. Providing the last four digits of a SSN is not mandatory, but if this information is not given or an indication is not made that the signer does not have a SSN, the application cannot be approved. The information provided on this form may be verified through program reviews, audits, and investigations and may include contacting employers to determine income, contacting a welfare office to verify receipt of FAP/SNAP or TANF benefits, contacting the state employment security office to determine the amount of benefits received, and checking any documentation produced by the household to prove the amount of income received. These verification efforts may result in a loss or reduction of benefits, administrative claims, or legal actions if incorrect information is reported. We may share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs; auditors for program reviews; and law enforcement officials to help them investigate violations of program rules.

This institution is an equal opportunity provider. Please refer to the accompanying Parent Letter to read the full Nondiscrimination Statement



I, give pe	ermission for	to
(Parent or Guardian name)	(Child Care Provider)	
photograph my child,	, for the following purposes:	
(Child's	name)	
Type of Use:	(Please Grant Permission	check one) Decline Permission
Still Photographs:	Grant i cimiosion	Decime remission
Display in my personal scrapbook		
Give photographs possibly containing your child to current clients		
Display in facility's scrapbook or bulletin		
boards, shown to current and prospective clients		
Display still photos on child care website*		
Post photos on child care's Facebook		
page		
Other:		
Videos:		
Give video to current parents		
YouTube™ promotional video		
Other:		
Other (please list):		
*Only first names and possibly last initials same first name) will be displayed on the		more children with the
I understand that it is my responsibility to wish to authorize one or more of the ab- effect during the term of my child's enrolln	ove uses. I agree that th	
Signed:		
(Parent or Guardian signature)		(Date)