

PHILOSOPHY

We believe the early years are the most formative. For this reason, we have developed an environment where children can realize their fullest potential by providing them with the opportunity to explore, create, and discover.

Various learning stations such as music, science, library, housekeeping, dress-up, and art; to name a few; are set up to encourage "hands-on" experience in self-discovery, creative expression, problem solving, and independent thinking in all areas of development. We feel children gain a sense of security by following a consistent daily routine. Children are grouped and materials are provided according to the developmental level of each child. The daycare's curriculum is planned around the interests and needs of the children.

We believe each child is unique and for this reason, we strive to meet each child's needs on an individual basis. Teachers/caregivers act as facilitator by providing guidance, nurturing, caring, encouragement, and support to a child.

The word "discipline" often infers wrong-doing, punishment, and teacher control, all of which have no place in a preschool/daycare setting. The word "guidance" is a more positive alternative. Children are provided with help when they encounter trouble dealing with situations that arise out of their normal feelings and behavior. All feelings are acceptable, but not all methods of expressing feelings are acceptable. Children are treated with patience and are given encouragement as they learn to better understand their own lives. Each child is respected as an important and worthwhile individual.

WHAT WE OFFER

Open year round, Monday through Friday

Hours from 7:00 a.m. to 6:00 p.m.

Infant, Toddler, Preschool-age, School-Age care

Educational activities provided daily

State licensed

Qualified teacher/caregivers

**Breakfast (served till 8:30 A.M. only), lunch, and 2 snacks
provided (nutritious meals)**

Enclosed playground area

Summer camp

ATTENDANCE POLICIES

It is important that your child attend every day he/she is well. This gives him/her some form of routine to follow.

5 THINGS TO REMEMBER ABOUT ATTENDANCE

- Call when child is sick
- Enrollment – scheduled days
- Drop child off no later than 10:00 A.M. (unless excused)
- Pick up child by or before 6:00 P.M.
- Sign in daily (sign-up sheet)

A Call When Sick – If your child is ill and will not be attending the daycare on a day for which they are scheduled, please call, and let the staff know. The phone number of the daycare is listed on the front cover.

B Enrollment – Scheduled Days -

The Enrollment process at Just for Kids Daycare is a series of steps. Call or e-mail the facility and schedule a designated time and date to tour the facility with the Co-Director. This guided and informative tour will educate you on the guidelines and procedures Just for Kids Daycare follows. During the tour, you will receive the following forms: Emergency Contact Form, Fee Agreement Form, Child Care Confirmation Letter, a Child Health Report Form, , The Just for Kids Daycare Handbook, Rate Sheet, and the Immunization Letter. All forms will need to be filled out to the fullest and brought back. A **non-refundable**, \$40.00 Registration Fee per family will need to be paid in check, cash, or money order and brought in with the above paperwork. After the forms are filled out properly and returned to the Co-Director, schedule an enrollment date with the Co-Director.

Once your paperwork has been submitted there is a 5 day waiting period before your child's first date of enrollment at Just for Kids daycare.

When you enroll your child, a Fee Agreement is signed by the director and yourself. At that time, you are to designate the number of days per week your child will attend Just For Kids Daycare, Inc. If you are a part-time person, you must specify the designated days they will attend. You must lock in on the days your child will be enrolled at JFKD. If they will be 3- or 4- days per week, you must specify the particular days to be held for your child each week. Additional days may be added at \$55.00 per occurrence, with the director's prior approval. You can NOT switch one day for another. [If you are under contract for 3 days (M-W-Th) and one week you need Friday instead of Thursday, you will be charged your weekly rate plus \$55.00 for the additional day]. NO SWITCHING OF DAYS IS PERMITTED!!

THERE WILL BE NO EXCEPTIONS!!!!

C ***Drop off** – It is important that you drop off your child NO LATER THAN 10:00 A.M. During the hours of 10:00 a.m. and 2:15 p.m. each day – there are scheduled activities which may be interrupted if you arrive during these hours. Just for Kids Daycare policy during drop-off and pick-up, a JFKD staff person will be designated “Door Person.” “JFKD Door Person” is specifically in charge of, answering the door, temping the child(ren), directing the child(ren) into their designated room, and signing the child(ren) in their specific room. JFKD Door persons’ duties are between the hours of 7:00 A.M. and 10:00A.M. after these hours the door person is then assigned to a specific room and accounted for in staff: child ratios. Therefore, Pick-up and Drop-off times are EXTREMELY important for staffing and ratio reasons. Please do NOT make a habit of being late during these times. (*See last page of JFKD Handbook for further drop off details)

To be certain your child(ren) is offered breakfast, arrival time to JFKD must be before 8:20 A.M. Breakfast is served between 8:00 and 8:30 A.M.

NOTE: make it a habit to check your child’s pockets, hands, etc for small objects that could possibly pose a choking threat. Items to check for: coins, earrings, small toys, etc.

D ***Pick up** – It is very important that the child be picked up by 6:00 p.m. We now have a ZERO tolerance for arriving late to pick up your child(ren). You get 1 WARNING. After the warning, the next time you arrive after 6:00P.M. your child(ren) will be expelled from Just for Kids Daycare. Failure to arrive by 6:00 p.m. will result in a fee of \$5.00 per MINUTE late. (i.e., \$25.00 for 5 minutes late; \$50.00 for 10 minutes late, \$75.00 for 15 minutes late; etc.). Please note, the late fee is not there as a safety net or cushion to continue to be late. This is where your families Emergency Contacts should come in to play, if you are running behind schedule. Please note, the late fee is there to implement the importance of being on time to pick-up your child and our closing hours. We CAN NOT stress this enough at JFKD! We really appreciate your cooperation in this matter! (*See last page of JFKD Handbook for further pick up details)

E **Daily Sign In** -- When dropping off your child, ring the buzzer and a JFKD staff member will take your child’s temperature with an infrared thermometer. As long as your child(ren)’s temperature is NOT 100.4 or above your child will be directed to their designated room. A JFKD staff member will sign your name, your child’s first name, and the time of arrival on the “Sign-in/Sign-out” sheet provided.

-When picking up your child, ring the buzzer and a JFKD staff member will bring your child(ren) to the front door. The JFKD staff member will sign out the time of departure, and initial it. This will ensure that everyone who arrived has been picked up.

-Once the child is signed in for the day, JFKD, Inc. and its Staff assume the responsibility for your child. And once you arrive to pick up your child, you are assuming the responsibility for your child. PLEASE COOPERATE WITH US TO ENSURE THAT THE SAFETY OF YOUR CHILD IS THE BEST IT CAN BE.

If your child is ill and will be absent, parents are to notify the daycare by 8:00 a.m.! If your child comes to the daycare ill, we will not be permitted to admit him/her. If your child becomes ill while at the daycare, you or another designated person will be required to come for him/her within the hour.

EXAMPLE: Should your child have 2 episodes of throwing up, or 2 occurrences of diarrhea, he/she will be sent home.

EXAMPLE: If your child has a fever of at least 100.4° F (not related to teething), he/she will be sent home.

EXAMPLE: If any combination of 2 of the above occurs, he/she will be sent home.

If you are contacted because any of the above has occurred, you are required to have the child picked up as quickly as possible. Not only is your child's health and comfort our concern, but the health and welfare of the other children and staff members is to be considered as well. WE FEEL THAT ONCE YOU ARE CONTACTED ABOUT YOUR CHILD'S CONDITION, YOU MUST HAVE SOMEONE HERE TO PICK UP YOUR CHILD WITHIN ONE HOUR!

If your child has a fever of 100.4, has an infection (eye/skin), has thrown up and/or has had diarrhea, they are not permitted to attend the daycare for a period of 24 hours from the time of the last episode. This will keep down germs and minimize the risk to the staff and children at the daycare. Your cooperation in this matter is greatly appreciated.

If your child is SUSPECTED of having any of the conditions as described above upon arrival, he/she will not be permitted to stay at the daycare. If it is noticed after they are dropped off, a parent will be called to have their child picked up IMMEDIATELY!!

If your child has contacted a communicable disease, i.e. impetigo, pink eye, worms, lice, etc. parents are REQUIRED to notify the daycare immediately! A written physician's permission must be supplied before your child can be readmitted.

PARTIAL CREDIT

The Director must be notified if: a) your child is sick and will not be attending the daycare on his/her scheduled day(s), or b) your child will be absent from the daycare for an extended period of time. Partial credit will be given for days missed ONLY WHEN a physician's excuse (which must be kept on file) is provided. Partial credit means that \$10/day absent will be credited to your account. If no physician's excuse is provided, the full contracted fee will be charged for days missed.

ADMINISTERING MEDICINE

BOTH a parent and physician's WRITTEN PERMISSION are required before the staff members of JFKD, Inc. will administer prescription medicine. "Over-the-Counter" medicine will be administered only when a parent's written permission has been supplied.

PARENTS MUST SIGN the appropriate sheet giving the staff permission to administer prescription and non-prescription medicine to their child.

TUITION

While we are flexible with our attendance schedule, payment is due prior to attendance. Payment may be made either at the beginning of the month to cover the entire month (See Discounted Rates below), your payments may be made each Friday to cover the following week your child will be in attendance. As long as we receive the payment prior to the service, there will be no late fee added to your bill.

A fee of \$5.00 per each day the payment is late will be added to your bill if you fail to pay prior to your child's care.

No refund or credits can be made for days absent (see HEALTH POLICIES).

LATE FEES

The "late fees" addressed here concern "late payments." You may pay as late as Wednesday at 6:00 p.m. The lockbox is emptied on Thursday, if your payment for the current week is not there, a \$5.00 fee for each day late will be charged.

If you fail to pay the tuition for the days your child has been enrolled at JFKD, Inc., and a lawsuit is brought against you, you will be required to pay any and all court costs and legal fees. Signing the Confirmation Letter/Contract" at the back of this Handbook makes this a valid contract between yourself and Just For Kids Daycare, Inc.

CHECKS

Checks are an acceptable form of payment. Make checks payable to one of the following: Just For Kids Daycare, Inc.; Just For Kids; or JFKD. There will be a fee for checks returned from the bank for "insufficient funds." The fee for the first and second returned check will be \$30.00. If you have had two (2) checks returned because of "insufficient funds", only cash payments will be accepted for payment for your child's tuition.

DISCOUNTED RATES

There are 2 ways to receive the discounts offered:

Full-time families (attendance is 5 days/week throughout the year) are given 7 "Personal days" per fiscal year. (A fiscal year begins May 1st and ends April 30th). Personal days, by definition, are days on which your child will not be in attendance at JFKD, Inc. AND you will not be charged. A maximum of 2 days may be used per month. JFKD, Inc. has a "no-carry-over" policy regarding personal days – in other words "use it or lose it." *Be sure to request the personal days for the month by using the "Request Forms" provided near the lockbox. They must be signed and dated. The requests must be in the lockbox by the 22nd of the previous month.*

(**Those that are eligible must use "P"ersonal day(s) to avoid paying for the holiday in any given month.**

When deducting for the "P"ersonal Day that you wish to take, use the amount designated under the "Monthly Rate" on the Rate Schedule provided. **[For example: if your child is a Toddler, the amount to deduct is \$38 dollars; if your child is a Preschooler, the amount to deduct is \$35]**

FULL-TIME ENROLLMENT

Full-time families also have the opportunity to pay a "monthly rate" which has been discounted. A discount is given for those families who pay for the entire month by the first working

day of each month.

PART-TIME ENROLLMENT

Those who do not enroll their child full time (5 days/week) must lock in on either the 3- or 4-day program. It is mandatory that the same days be chosen each week. If a holiday falls on one of your regularly scheduled days, you will have the opportunity to choose an alternate day by using the “Request Forms” and placing them in the lockbox.

*SWITCHING OF DAYS IS NOT PERMITTED; HOWEVER,
ADDING A DAY IS PERMITTED!!*

There will be a \$55.00 fee for any additional days your child will need. If you have signed up for a 3-day/week contract, and you need a fourth day, you will be assessed a \$55.00 fee no matter what the age of the child. If you have signed up for a 4-day/week contract, and need a fifth day, you will be assessed a \$55.00 fee for that additional day.

[You must call the director to get permission to add a day to your schedule].

If you wish to change the number of days your child(ren) will attend JFKD, Inc. you must pay a re-enrollment fee. This withdraws your child from the original commitment. Then you must re-enroll them into the appropriate enrollment program.

HOLIDAYS

When the daycare is closed on a holiday, all parents will be required to pay their regular weekly or monthly rate. ***Those that are eligible must use a “P”ersonal day(s) to avoid paying for the holiday. Use the Request Forms to request “P”ersonal day(s).*** When filling out the Request Forms provide your child(ren)'s name, the correct *date* being used for the "P"ersonal day, parent/guardian's signature, and the date the form was filled out. Turn in the Request Forms to Britani or Joni. The part-time parents are required to choose their “lock-in” number of days within that week and pay their regular weekly rate.

VACATION DAYS

Each family will be permitted 2 weeks of vacation – May 1 through April 30 being the calendar year. All parents may exercise this option. Vacation time must be taken in one of two ways: one 2-week vacation or two 1-week vacations. Vacation cannot be taken 1, 2, 3, ... days at a time. Should you choose to take more than 2 weeks of vacation per year, you will be billed your regular weekly rate for each additional week your child is absent – this will hold your child's space.

Be sure to request the vacation days for the month by using the "Request Forms" provided near the "Lock-box". They must be signed and dated. The requests must be in the lockbox by the 22nd of the previous month.

Vacation privileges are earned only after a client has been with JFKD for 6 months. Upon the completion of your sixth month, you will be allowed 2 weeks of vacation. JFKD has a "no carryover" policy regarding vacation – in other words "use it or lose it" inside our fiscal year as stated above.

WITHDRAWING FROM THE DAYCARE and RE-ENROLLMENT

You may choose to withdraw your child at any time. You are required, in writing, to give the director a two week notice when you plan to withdraw your child. If the two weeks is not possible, you will be responsible for the tuition for two weeks from the date the director is notified. However, should you decide to re-enroll him/her, there is a RE-ENROLLMENT fee (same as the yearly enrollment fee). If you wish to withdraw your child, please think carefully; your child's position could be filled immediately or the number of staff available could change.

PARENT CONFERENCES

It is our desire to cultivate a close working relationship with parents of the children through newsletters, notes, daily reminders, and verbal interaction. We choose to talk daily with each parent. If you feel that a conference is needed with your child's teacher or with the Director, please do not hesitate to make an appointment. Phone calls are encouraged to discuss happenings at the daycare, as well. Any conference concerning the child should be done in private, never in the child's presence. Please keep that in mind when planning such a meeting. If the director feels the need to have a private meeting with the parent/guardian, the director will reach out to schedule a time and date for this conference.

EMERGENCY CLOSING INFORMATION

In the event of an emergency situation, such as severe weather conditions, state of emergency, lockdowns, evacuations, or power outage, parents should listen to one of the following radio stations: **WTAE** or **KDKA**. For television viewers, the channels to watch are **CHANNEL 2** or **CHANNEL 4**. You may also go on-line to the **KDKA or WTAE website** and click on the ***school closing*** link for information on our closing the facility. ***If the daycare is closed for an emergency, you will be reimbursed or credited for this.*** You could also log into our website, just4kidsdaycare.com, and follow the links to the “school closings or delays.

DRESS CODE

Since many activities involve creative art projects and active play, children are encouraged to wear durable, comfortable clothes in which they feel free to play. In the case of “potty training,” we ask that parents dress their child in clothes that children can pull up and down independently. This encourages them to learn self-help skills, which they need to learn in order to advance to the other areas of the daycare. The practical footwear for all ages of children is tennis shoes and socks.

HOLIDAYS AND PARTIES

The daycare celebrates Halloween, Christmas, Valentine’s Day, St. Patrick’s Day, and Easter. We will keep you posted through *Parent Newsletters* as to the dates and specific arrangements for these events. Also, each child’s birthday is

celebrated. On these days, parents are welcome to send in treats to be served during snack time. The children prefer cookies/cookie cake, cupcakes, doughnuts, fruit, popcorn, or crackers.

DISMISSAL POLICIES

The center must have prior knowledge if your child is to be picked up from the Center by someone other than the usual pick-up person. If someone comes for your child, and we did not hear from you, we will not dismiss your child to that person until we are able to contact you. Even if the person is on the “Persons to Whom Child May Be Released” list, and we are not familiar with the person, we will refuse to dismiss your child to that person until we have contacted you. Keep the Emergency Contact list up to date. A photo driver’s license is required of the specified person before the child will be released from the Center. If a parent or pick up person is not familiar to the staff on duty, a photo driver’s license will be required for purposes of identification. This minor inconvenience is done to protect your child. The center’s rights over the child overrides any person who is authorized to pick up the child other than the parent. The parent’s rights override the center’s rights. (Ex. If a person who is authorized to pick up your child is intoxicated by our standards, we will not release your child to them. However, if a parent is intoxicated, we cannot stop them from taking their child but, we will call the other parent and notify the police.)

NOTIFICATIONS

ALWAYS notify the office if there is a change of address, employment, or telephone number. Parents and visitors are welcome at any time, but if you wish to discuss your child's progress, please see conferences.

ARRIVAL/DEPARTURE PROCEDURES

State Rules and Regulations mandate that a safe pick-up/drop-off policy must be enforced. We ask you, the parent of the child, to pull into the parking area with caution. A child can easily run into your path. When parking your vehicle please be sure you are not blocking the entrance of the parking lot. ***We do not advise leaving your car running while you are inside picking up your child – the car could shift out of gear and move while unattended. The State Rules and Regulations prohibit cars to remain running while unattended.*** Please help our facility to remain in compliance with this rule in particular. This is for the safety of all children and staff.

If your child is in the playground area when you arrive, he/she will not be permitted to leave this area until you have entered the playground area and accompany him/her out.

SMOKING POLICIES

Law to strictly enforce a nonsmoking environment mandates daycare facilities. This is something that must be upheld by everyone – staff, clients, contractors, etc. We do not permit smoking in or around the facility! If you have a cigarette, when you arrive, please be courteous, put the ashes and butt in the ashtray located in your vehicle. If for some reason this is not possible, please extinguish the cigarette and throw it in the dumpster or garbage can on the right side of the building. State regulations mandate that we keep our property free from cigarette butts.

WE DO OFFER PRESCHOOL & PRESCHOOL-K

Just For Kids Daycare, Inc. offers preschool with and without extended daycare. Every child, 3-, 4-, or 5- years of age, enrolled at Just For Kids Daycare, Inc., and potty-trained, will be offered the age-appropriate preschool curriculum. Those who are looking for preschool for their 3-, 4-, or 5-year-olds without the extended care will also be offered an age-appropriate curriculum between the hours of 9:00 and 11:15 a.m. All the children of these ages will be grouped together during the “preschool” hours. You can see the director in reference to the rates for this service. All fees are expected to be paid prior to service.

Proper Sleeping Bags

Improper Sleeping Bags

Proper Shoe wear

Improper Shoe Wear

GROUPING OF CHILDREN

Children are grouped by age as well as capabilities. Just because your child has had another birthday does not mean he/she will be moved to a higher age group (see below).

INFANT ROOM QUALIFICATIONS – to be permitted in the Infant Room, the child must be between the ages of six weeks and eighteen months. The parent will provide all “baby-related “ items, i.e. diapers, wipes, ointments, formula, baby food, baby cereal, baby juice (if desired), and a change of clothes (which should remain at the daycare until they have been worn, no longer fit, or there is a change in season). Once the child is on table food, the daycare will provide breakfast, lunch, and snacks.

TODDLER –AREA QUALIFICATIONS -- the child must be between 18months and 36 months old; walking without assistance; drinking from a sippy cup independently. The parent will provide any “baby-related” items such as: diapers, wipes, ointment, and a change of clothes (which should remain at the daycare until they have been worn, no longer fit, or there is a change in season). A sleeping bag must be provided for your child’s use at naptime. The sleeping bag must go home every Friday, laundered, and returned on Monday. All items must be labeled with your child’s name.

THREE-FOUR-YEAR-OLD AREA (PRESCHOOL) – the child must be between 36 months and older; able to drink without a lid independently; able to use a fork and spoon independently; be potty-trained and capable of toileting himself/herself; able to pull pants up and down independently. The parent will provide a change of clothes, which should remain at the daycare until they have been worn, no longer fit, or there is a change in season. A sleeping bag must be provided for your child’s use at naptime. The sleeping bag must go home every Friday, laundered, and returned on Monday. All items must be labeled with your child’s name.

ADVANCEMENT – regularly scheduled times for advancement are September. However, should your child qualify for advancement outside of September, and there is room in the preferred area; the Director may choose to advance him/her at that time – You will be contacted for your input on this decision. However, because of the ever-increasing enrollment at JFKD, Inc., we the staff, reserve the right to advance a child to the next “area” at our discretion. Parents, please note that although your child may qualify, advancement is not always automatic due to a “full capacity” status in the preferred area. Once a slot does become available, your child will be advanced.

DAILY SCHEDULES FOR EACH AREA

INFANT ROOM – Because each child has his/her individual schedule, we ask that you provide pertinent information to steer us in the right direction. Hints as to what makes him/her happy, how to soothe, when and how much to eat, nap schedules, *anything that might make his/her day smoother* is welcome and encouraged. Know that all children spend time outdoors (weather permitting). Infants are scheduled to go outdoors between 9:00 a.m. and 10:45 a.m. and/or between 4:00 p.m. and 5:00 p.m.

TODDLER AREA

7:00-8:00	Arrival/TV time
8:00-8:30	Breakfast
8:30-8:40	Potty/Diapers
8:40-9:30	Free Play
9:30-10:00	Snack/Potty/Diapers
10:00 -10:45	Outdoor Play*
10:45 -11:30	Group Time
11:30 -11:50	Lunch
11:50 –12:00	Potty/Diapers
12:00 - 2:30	Nap
2:30 -3:00	Snack
3:00 -4:00	Organized Play
4:00 -5:00	Outdoor Play*
5:00 - 6:00	TV Time/Departure

3 / 4-YEAR-OLD AREA

7:00- 8:00	Arrival/TV time
8:00- 8:30	Breakfast
8:30 –9:30	Free Play
9:30 - 9:45	Snack/Bathroom
9:45-10:45	Group Time
10:45-11:30	Outdoor Play*
11:30-12:00	Lunch
12:00-12:30	Story Time
12:30- 2:30	Nap
2:30 - 3:00	Snack/Bathroom
3:00 – 4:00	Outdoor Play*
4:00 - 5:00	Organized Play
5:00 - 6:00	TV Time/Departure

*Weather permitting – During the summer months, if the weather is too humid or the sun too scorching, the children will be taken out for a 10-15 minute period. In the winter, if the temperature is 40 degrees or above, and it is not raining, the children will be taken outdoors. During the summer months, make sure your child has sunscreen. During the winter months, make sure appropriate clothing is worn on your child.

JFKD CLOSING DATES FOR 2023-2024:

- 1. FRIDAY, APRIL 7, 2023- GOOD FRIDAY**
- 2. MONDAY, MAY 29, 2023 – MEMORIAL DAY**
- 3. TUESDAY, JULY 4, 2023 – INDEPENDENCE DAY**
- 4. MONDAY, SEPTEMBER 4, 2023 – LABOR DAY**
- 5. THURSDAY, NOVEMBER 23, 2023 – THANKSGIVING DAY**
- 6. FRIDAY, NOVEMBER 24, 2023 – BLACK FRIDAY**
- 7. MONDAY, DECEMBER 25, 2023 – CHRISTMAS DAY**
- 8. MONDAY JANUARY 1, 2023 – NEW YEAR’S DAY**

JFKD DROP OFF AND PICK UP PROCEDURES

DROP OFF Screening Procedures

- Staff & children before entering the center will be visibly screened, temperature will be taken with an infrared thermometer, and hand sanitizer will be given. Staff & children must then report to the closest sink, near front door, to wash hands for approximately 20 seconds with soap and water.
- After proper screening is done, by a JFKD Staff member, the child will be directed to the classroom.
- Currently, we are not permitting families or guardians to enter JFKD.

PICK UP Procedures

- Any individual dropping off or picking up will follow CDC guidelines and maintain social distancing recommendations while waiting for the child to be screened upon entering the center and for the child to be released to their parent/guardian at pick up. A designated JFKD Staff member will sign children in/out.
- During pick-up, the parent/guardian will ring the doorbell, a JFKD Staff member will ID the parent. A JFKD Staff member will release the proper child to the proper parent/guardian.
- Families are NOT to enter the building at any time, unless there is an emergency requiring the need to enter the center.
- Families are to enter the front door corridor during drop off and pick up times and wait patiently for a staff member to screen the child, after they ring the doorbell.

CONFIRMATION LETTER/CONTRACT

I, THE UNDERSIGNED, HAVE READ AND AGREE TO UPHOLD THE RULES AND REGULATIONS THAT HAVE BEEN EXPLAINED TO ME IN THE JUST FOR KIDS DAYCARE, INC. PARENT HANDBOOK; WHICH HAS BEEN PROVIDED BY THE DIRECTOR OF JUST FOR KIDS DAYCARE, INC. IF I HAD ANY QUESTIONS, CONCERNS, OR COMMENTS; I PRESENTED THEM TO THE DIRECTOR AND THEY WERE EXPLAINED TO MY SATISFACTION. I UNDERSTAND THAT THIS PROCEDURE IS DONE YEARLY IN ORDER TO KEEP MY CHILD ENROLLED AT THIS DAYCARE CENTER.

Once your paperwork has been submitted there is a 5- day waiting period before your child's first date of enrollment at Just for Kids Daycare.

PARENT'S/GUARDIAN'S SIGNATURE

DATE

ABOVE MUST BE READ, SIGNED, AND DATED AT THE TIME OF THE INITIAL REGISTRATION OR WHEN RE-REGISTERING AT JUST FOR KIDS DAYCARE, INC.

THANK YOU,

THE MANAGEMENT

PERMISSION TO PHOTOGRAPH

Throughout the year, the children in Just For Kids Daycare are involved in a variety of activities. We would like to be able to share your children's achievements and interests with you via our website. Please initial the appropriate space below to use/or not use your child's photo.

_____ I give permission for the staff and management of Just For Kids Daycare to use my child's photograph on their website.

_____ I DO NOT GIVE permission for the staff and management of Just For Kids Daycare to use my child's photograph on their website.
