



Community Coordinated Care for
Children, Inc. 4C



**4C Head Start
Family
Handbook
2015-2016**



*Together we can make a difference in the lives of
our Head Start/Early Head Start children.*

Community Coordinated Care for Children (4C), Inc



Head Start & Early Head Start Locations

A Gateway Rising (EHS)
3323 Westland Drive
Orlando, FL 32818
407-293-9259

Altamonte (HS)
525 Pineview Street
Altamonte Spring, FL 32701
407-746-2971

Baker (HS)
3500 Baker Drive
Kissimmee, FL 32741
407-242-6180

BETA (EHS)
4680 Lake Underhill Road
Orlando, FL 32807
407-277-1942

Erika Montoya Family Child
Care (EHS)
962 Gascony Court
Kissimmee, FL 34759
407-847-2776

Fifth Avenue (HS/EHS)
419 S. Park Ave.
Sanford, FL 32771
407-732-6473

Lawton (HS)
188 S Lake Jessup Avenue
Oviedo, FL 32765
407-366-4650

Light Years Ahead (HS/EHS)
398 Douglas Avenue
Altamonte Spring, FL 32714
407-862-4737

Little Angels Family Child Care
(EHS)
1609 Eola Court
Kissimmee, FL 34741
407-870-1569

Marina Cross Family Child
Care (EHS)
1250 Alapaha Lane
Orlando, FL 32828
407-380-0945

Midway (HS)
2255 Rightway St.
Sanford, FL 32771

Naomi Helligar (EHS)
2661 North Smith St.
Kissimmee, FL 34744
407-847-0843

North Street (HS)
900 North Street
Longwood, FL 32750
407-260-0656

Orlando Day Nursery (EHS)
626 Lake Dot Circle
Orlando, FL 21801
407-422-5291

Palm Plaza (HS/EHS)
2232 E Irlo Bronson Mem Hwy
Kissimmee, FL 34744
321-219-6201

Pine Crest (HS)
405 West 27th Street
Sanford, FL 32773
407-328-7281

Pine Hills Preschool (EHS)
627 N. Pine Hills Road
Orlando, FL 32805
407-295-4180

Rio Grande (EHS)
1264 South Rio Grande Ave
Orlando FL 32805
407-377-0846



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Education



Education is a Two Way Street

Our part...

The goal of 4C Head Start is to provide an environment filled with people, opportunities, and experiences that stimulate each child's curiosity and learning.

We know that children learn best through meaningful interactions with people and objects, and it is primarily through play that they will achieve the key goals of our early childhood curriculum.

While we recognize that as each child grows and develops at different rates, their individual goals will focus on the following:

- ◆ Develop a positive self-esteem and feeling of confidence.
- ◆ Expand language and communication skills.
- ◆ Strengthen physical skills using large and small muscles.
- ◆ Gain experience with basic pre-reading, science and math concepts.
- ◆ Learn to work and plan independently.
- ◆ Be curious - to wonder and ask questions.
- ◆ Trust others and learn to work and share with them. Acquire self-control through use of problem-solving skills and words to generate cooperation.
- ◆ Expand understanding of the world through, interaction with the community, and parents volunteering in the classroom.
- ◆ Understand, celebrate and respect diversity in others through a variety of hands-on-experiences.
- ◆ Learn and practice healthy, safe and nutritious habits.

Your part...

- ◆ Please bring your child to class on time.
- ◆ Children need to be well rested; 10-12 hours of sleep is recommended for children going to preschool.
- ◆ Feed your child nutritious meals. They help children to be healthy and at their best. Wholesome, nutritious foods are important.
- ◆ Please dress your child for the weather (no open toes, clogs or sling back shoes, please).
- ◆ Create opportunities for learning at home. Remember that every situation presents an opportunity for you to teach your child at home.
- ◆ Be an active participant in developing goals for your child's education.

A Picture Is Worth...

(Source: The Mailbox 1999-2000, pg.26)

To help better understand your child, take some time to create a photo album (can be bought or home-made) of activities your child is involved in. Over a period of time, take pictures of your child doing a variety of activities. Such as: playing at the park, eating dinner, family/school functions, etc. Arrange the photos with your child in the album with brief explanations. Read and update monthly. Pictures really are worth a thousand words.



Health



4C Head Start knows how important it is for children to be healthy. Being healthy enable children to reach their potential. A child who is not feeling well is not able to learn.

4C Head Start requires each child to:

- ◆ Complete medical and dental examinations and receive follow-up treatment as needed.
- ◆ Maintain current immunizations (required prior to the child's entry into the classroom).

The 4C Head Start Staff will work with parents to obtain appointments, transportation and medical coverage. Our goal is to provide every child with a "medical home" that will allow access to medical services after the child leaves our program. Parents are involved in their child's health by preparing their children for screenings and exams, giving authorization for their child to receive health services, scheduling and accompanying their children to appointments, and by participating in parent trainings. Healthy habits are established in the classroom with daily tooth brushing and an emphasis on hand washing and education on health and nutrition.

Health Services include:

- Wellness, safety, and nutrition education for families and children
- Vision and Hearing screenings
- Dental referrals
- Assistance in locating a medical home for Well Child medical check-ups and immunizations
- All medications must be in prescribed box with a prescription label on it, in order to be administered to children.

Stay Healthy and Wash Your Hands

Happy birthday to you
Your hands are a zoo
If you hum this while you wash them
They'll be cleaner times two



The CDC says that **keeping your hands clean** is one of the most effective things you can do to prevent the spread of diseases like the H1N1 flu

Yale EMERGENCY MANAGEMENT
<http://www.yale.edu/secretary/emergency/index.html>



Mental Health and Disabilities

Mental Health - 4C Head Start provides mental health services and referrals for Head Start children and families, whenever necessary. A consultant is available to help teachers and parents encourage behaviors, which move children in the direction of cooperation, making friends, making appropriate choices, and coping with life's challenges.

Our consultant periodically visits and observes the classroom to work with the staff, families, and children. If it seems that your child could benefit from individual attention, your signed permission will be requested before any additional services are offered.



DISABILITIES

4C Head Start believes early intervention makes it possible for children with special needs to be identified and their individual educational needs met.

Each child is screened in the areas of speech and language, vision and hearing skills, motor skills, cognitive, social and emotional development. Parents are notified if further evaluation is needed in any of these areas and are involved in ways to help their children achieve their specific goals. 4C Head Start works together with the Seminole County Public Schools Pre-K Disabilities Program and the Osceola Public Schools PEEP Program to serve eligible children with special needs.

If your child is eligible for special services, you will participate in developing an Individualized Education Program (IFSP or IEP) that will ensure your child's individual needs will be addressed and integrated into classroom activities.

Parents of children with disabilities are assisted in transitioning their child into public school.

SELF-ESTEEM

Children use different types of information to form their self image. Through their relationships with other people, particularly parents, they make judgments regarding their own importance. Children misinterpret a reaction or assign it more importance than is justified. For example: if a child is often called trouble maker, then he/she may see that as their self image.

Suggestions:

- ☺ Encourage the child to make choices, express themselves and practice independence.
- ☺ Spend more time praising good behavior and less time punishing bad behavior.
- ☺ Provide a positive environment allowing the child to express their feelings.
- ☺ Don't embarrass or correct the child in front of others.
- ☺ Set aside time each day to talk and play with your children.
- ☺ Show your child that you accept them for who they are by providing warmth and physical signs of your love.



Nutrition

4C Early Head Start knows how important it is for children to eat healthy.

Research shows *children who have healthy bodies have healthy minds.*

Nutrition Services include:

- ⇒ Healthy meals and snacks provided each class day
- ⇒ Breastfeeding is encouraged and will be accommodated
In EHS
- ⇒ Formulas, baby foods, and supplies for bottle feeding are provided
- ⇒ Monitoring of children's height and weight
- ⇒ Referrals to the WIC program for children who qualify
- ⇒ Nutritional counseling and consultations
- ⇒ Children, teaching team, volunteers and other visitors will eat together family style and share the same menu
- ⇒ If your child has a food allergy or is on a special diet prescribed **you must bring in a written note from your doctor describing the restriction**
- ⇒ Food will not be used as punishment or reward
- ⇒ **At no time can food be brought to the classroom by parents, volunteers or staff**



⇒ **No food provided by the program may leave the classroom**



Family Services

4C Head Start is committed to supporting your family. We will help you identify your goals and support you in reaching them by using your family strengths. This will reinforce the gains made by your child at 4C Head Start. 4C Head Start Family Advocates are available to help with information and resources. We want to support your own personal growth and independence. Services include:

Home visits by the Family Advocate.

- Help in identifying concerns, needs and goals your family or child may have.
- Encouragement and support for your own efforts to obtain the quality services you deserve.
- Development of goals and strategies that you identify as areas for personal growth.
- 4C Head Start sponsored classes and informative workshops.
- Support for child development and discipline issues
- Literacy funds for GED, ESL (English as a Second Language), computer classes and others.

Together we build strong communities and families!



Social Services

Health Units - Osceola County Department Of Public Health Supplemental food program for children (WIC); childhood immunizations; call Mon-Fri 8am-5pm for information. Kissimmee Clinic ...343-2000 St. Cloud Clinic...892-2973

Health Units- Seminole County Department of Public Health Supplemental food program for children (WIC); childhood immunizations and other programs; call Mon-Fri 8am-5pm for more information.

Sanford Clinic ...665-3000 Central Florida Health Clinic... 322-8645 Oviedo Clinic...977-6079 Tues. 9am-11am only; limited services.

Adult Literacy League...422-1540 Literacy instruction (one on one tutoring); Family Literacy Services also;

Mon-Thu 8:30am-4:30pm, Fri 8:30-3pm.

FLORIDA Jobs and Benefits Center...228-1500 Employment testing, educational guidance, unemployment compensation program; WAGES program information, Offices open: Mon-Fri 8am-5pm

Orange County Main Office...897-2880 South Semoran Branch (until 4:45pm)...445-5305

Osceola County Kissimmee...846-5477 Seminole County Casselberry Branch ...531-1234

HOUSING ASSISTANCE Center for Affordable Housing...323-3268 House rehabilitation, home buyers purchase program; Seminole County only; Mon- Fri 9am-5pm.

Council on Aging, Inc....846-8532 Home repair assistance; must be 60+; Osceola County only; call Mon-Fri 9am-5pm for more information.

Health Units - Osceola County Department of Public Health Family planning, childhood immunizations, pregnancy outreach program, prescription medication assistance; call Mon-Fri 8am-5pm for more information.

Kissimmee Clinic ...343-2000 St. Cloud Clinic...892-2973

Health Units - Seminole County Department of Public Health Family planning, childhood immunizations, pregnancy outreach program, prescription medication assistance and other programs, call Mon-Fri 8am-5pm for more information

Sanford Clinic ...655-3000 Casselberry Clinic ...331-4020

LYNX...841-2279 A+ Lynx423-8747 Disabled transportation, up to a 14 day advance notice Mon-Sun 5am-1:00am; call for details. Mass Transit Services (Bus system) Fees: \$1.00 one way, \$.10 transfer; \$.25 seniors

Osceola County...348-7518 Seminole County...628-2897

RENTAL ASSISTANCE Osceola Community Action Program... 846-8734

Rent assistance program; Osceola County only; call Mon-Fri 8am-5pm for information and appointment.

Seminole County Community Assistance...665-3270 Rent assistance; must meet income eligibility; Mon-Thu 8:30am-11:00am & 1pm-3:30pm, Friday for Emergency Services





4C HEAD START MAKES A DIFFERENCE

How Does 4C Head Start Make a Difference?

4C Head Start helps to prepare children for success in school and in life. Children receive a positive introduction to education, learn to play with other children, eat a variety of nutritious foods and practice healthy habits.

4C Head Start builds confidence in children and their parents. Parents become involved in their children's education, discover their own strengths, and continue to develop to their fullest potential.

4C Head Start Classrooms in Orange, Seminole and Osceola Counties

4C Head Start believes parents are the primary educators of their children. As part of its primary goal to develop confident and capable children, parents and staff create individual education goals for each child to ensure his/her success in our program.

Our classrooms reflect the rich cultures of the families we serve and introduce children to the world around them through active hands-on experiences.

PARENT INVOLVEMENT

Parent involvement is an integral part of a successful program for you and your child. Research suggests that children do better in school when their parents are involved.

Did you know that you are automatically a member of the Parent Committee?

PARENT COMMITTEE MEETINGS

Parent Committee meetings are organized and run by parents, they are held on a regular basis, usually at sites. Parent Committee helps parents collaborate with each other, test ideas and participate in leadership and decision making experiences. The Parent Committee is a great way to plan, coordinate and organize program activities for parents (with assistance from staff) and to advise staff in the development and implementation of local program policies activities and services. Policy Council Representatives are elected in the Parent Committee meetings. The Parent Committee meetings are the vehicle of communication from Policy Council to parents.

POLICY COUNCIL

What is it?

Policy Council is the parents' way to be involved in the shared governance of the program. This means that the parents/guardians have a voice in major program decisions including such things as recruitment and selection process, personnel policies, budgets, and funding proposals.

Who Can Come to the Meeting?

Policy Council meetings are open to anyone who would like to come. However, only one elected Policy Council member from each site may vote.

What Are the Responsibilities of a Policy Council Member?

- To be informed and keep parents informed about issues facing the Policy Council.
- To attend meetings regularly and notify staff in advance if you are unable to come.
- To advocate for the best interests of all 4C Head Start families.
- To attend Parent Committee Meetings and represent parent concerns to the Policy Council.



- To attend trainings and share the information with other parents
- Plan, coordinate, and organize agency-wide activities for parents/guardians with the assistance of staff.
- Be on working committees that help the 4C Head Start Program.

What support will be offered?

- Training is offered for all elected members
- Child care is offered to members attending Policy Council meetings
- Mileage reimbursement and travel expenses are paid for those traveling to and from meetings.

PARENT TRAINING AND EDUCATION

Limited funds are available for parent continuing education such as GED, ESOL, computer, and other classes. Parents must contact their Family Advocate and express their desire for furthering their education.

Parent training/workshops are offered throughout the year directly through Head Start or through partnerships with area agencies. Some parent trainings are conducted during the Parent Committee meetings. Trainings and workshops are offered based on interests expressed.

In addition, parents are strongly encouraged to attend the trainings offered to all staff.

VOLUNTEERING

Ways You Can Help at 4C Head Start

Help in Adult Activities

- Attend Parent Committee meetings
- Help plan and facilitate Parent Committee meetings
- Be a member of the Policy Council

- Help in the office
- **Self-Assessment**
 - ☺ Be a member of the Health Services Advisory Committee (HSAC)

Help Kids in the Classroom.

- ⇒ Read or tell a story
- ⇒ Get materials ready to use or take a project home
- ⇒ Serve food and help clean up after eating.

What's in it for you?

- * Learn new skills
- * Make new friends, have some fun
- * Gain confidence
- * Become aware of community resources and build your support system
- * Learn job/employment skill
- * Help your community be a better place to live

While all 4C Head Start models share the same philosophies of parent involvement and curriculum, the Center-Based Model has the following unique characteristics:

- ⇒ Two teachers for each classroom
- ⇒ Two Teacher home visits
- ⇒ Two Parent-Teacher conferences
- ⇒ The daily routine of each classroom includes meals, small group time, large group time, story time, music time, and outdoor time.



Home Visits are an important part of our program. We ask that you participate in home visits with teachers and your Family Advocate. Home visits are conducted at a time that is convenient for you and we ask that you call in advance if you need to cancel and reschedule.



Cell Phones....

4C Head Start/Early Head Start prohibits the use of cell phones in the classroom (this includes on the playground).

Please silence your phone while volunteering or at meetings/activities

This includes text messaging

Dress Code....

Please dress appropriately when volunteering in the classroom and/or attending Head Start and activities. All volunteers must wear closed toe shoes.

No short-shorts, low-cut tops, inappropriate sayings on t-shirts, etc.

Wear clothing that allows you to play with the children on the floor if necessary

Basically clean clothes, well groomed.

Never Leave Children Unattended!

In the car

At Head Start Activities

In a store

On a playground

ANYWHERE

Respect....

We ask that you please teach and model to your child to respect our building, its furnishings, and the materials we provide use while your child is enrolled in our program.

Before you volunteer in the classroom....

We make every effort to insure your child is safe while in our care. One way we do this is to require that every person who volunteers in the classroom must complete a level II background screening. If you are unable to successfully complete a background screening, other opportunities will be made available to you.

Please contact your Site Supervisor or Family Advocate if you are interested in volunteering with our program.

How do I document my volunteer time?

We require that all volunteer time be documented. This allows us to count your time toward our in-kind match

We collect this information by:

- * The use of Daily Sign-in Sheets in the classrooms
- * The use of Sign-in-sheets for Parent Committee Meetings
- * The use of sign-in-sheets for Field Trips
- * The use of sign-in-sheets for other committee meetings
- * The use of Donated Goods and Services In-kind Form
- * The use of the Weekly Home Connection Forms



Any child with the following symptoms may not return to school without medical authorization or until the signs and symptoms of the disease are no longer present:



- ⇒ Severe coughing, causing a child to become red or blue in the face or to make a whooping sound
- ⇒ Difficult or rapid breathing
- ⇒ Stiff neck
- ⇒ Diarrhea (more than one abnormally loose stool within a 24 hour period)
- ⇒ Temperature of 101 degrees Fahrenheit or higher in conjunction with any other signs of illness
- ⇒ Pink eye
- ⇒ Exposed, open skin lesions
- ⇒ Unusually dark urine and/or gray or white stool
- ⇒ Yellowish skin or eyes
- ⇒ Any other unusual sign or symptom of illness
- ⇒ Lice – Your child can return to school after treatment with an anti-lice shampoo.
- ⇒ Rash, hives, any unusual marks on child's skin

**Please keep your children home if they are not feeling well.
Children must be symptom free for 24 hours before they
return to the center.**



WEATHER

4C Head Start/Early Head Start classes will close any time the county school district makes the decision to close public schools, due to inclement weather conditions. If your local school district cancels school, your 4C Head Start/Early Head Start class will also be canceled.

IMPORTANT EMERGENCY PHONE NUMBERS

Fire-Police Emergency.....	911
Florida Abuse Hotline.....	1- 800-96ABUSE
Orange County Public Schools.....	407-317-3200
Osceola County Public Schools.....	407-870-4600
Seminole County Public Schools.....	407-320-0416
Orange County Health Department.....	407-836-3600
Osceola County Health Department.....	407-343-2000
Seminole County Health Department.....	407-665-3400





4C Head Start/Early Head Start Positive Guidance Plan



Praise and positive reinforcement are effective methods of discipline and positive guidance of children. When young children receive positive, nonviolent, and understanding interactions from adults and others, they develop good self concepts, problem solving abilities, and self-discipline. Based on this belief of how children learn and develop values, Early Head Start will practice the following positive guidance plan / discipline policy.

We will:

- Praise and encourage children.
- Set reasonable limits for children.
- Model appropriate behavior for children
- Modify the classroom to attempt to prevent problems before they occur.
- Provide alternatives for inappropriate behavior to children.
- Provide children with simple rules and clear directions for following them.
- Treat children as people and respect their needs, desires, and feelings.
- Ignore minor misbehaviors.
- Explain things to children on their level.
- Provide consistency in our positive guidance plan.



We will not:

- Use any type of physical, threatening, or otherwise abusive behaviors to punish children.
- Shame or punish children when bathroom accidents occur.
- Relate discipline to eating, resting, or sleeping.
- Leave the children alone, unattended or without supervision.
- Inappropriately discipline children.

I understand that I will be contacted immediately if my child's behavior consistently endangers his/her own safety or the safety of others.

I understand that Early Head Start staff will do their best to work with my child and my family to make my child's experience a happy one.

I have read and understand this positive guidance plan.

Parent/Guardian Signature: _____ Date: _____



TRANSITION SERVICES FOR EARLY HEAD AND HEAD START

Parents of children transitioning into Head Start from Early Head Start will receive a packet of information that will assist them in preparing for the next placement and answer questions concerning that placement. At 30 months, the transition options are reviewed with the parents. At 33 months all health, nutrition and mental health concerns are addressed. At 36 months discussion of Specialist Team Review, Authorization for Release of Information, and parent child visitation schedule is created.

DIAPERS FOR EARLY HEAD START AND HEAD START

Early Head Start classrooms will provide diapers, pull-ups, and wipes for your child.

CLASSROOM RULES - PRE-SCHOOL AND EARLY HEAD START

4C Head Start/Early Head Start has developed a universally accepted set of rules for acceptable behavior in classroom settings. The Teacher has some flexibility in the interpretation of these rules but they are generally the same in every classroom. In order to implement these rules for young children that are age appropriate, these rules are role modeled by the teachers.

The program rules are:

- ☺ We take care of our room and materials.
- ☺ We keep our hands and feet to ourselves.

☺ We are nice to everyone.

☺ We keep each other safe and healthy.

EVENTS IN THE CHILD'S ENVIRONMENTS

If there is something unusual going on in your home, please take a minute to let us know (This could include illness or death in immediate family, separation, divorce or remarriage of a parent, being involved in an accident, or numerous other occurrences). Even though your child seems unaffected, it may show up in their behavior that they are affected. If we know and understand what the cause may be, we will be better prepared to help the child. Any and all information that you provide for this purpose remains confidential.

NAPPING

DCF requires that all children have quiet time/napping time daily. Quiet time for all children will be included in their daily routines including early dismissal days. Infants and toddlers will have a balance between active and quiet time. For preschool children it is not required that they sleep at this time, but it is necessary that they rest quietly in order not to disturb others who need to sleep.



NAPPING SUPPLIES

We supply your child his own cot/crib and you will supply a sheet for him to lie on. EHS classrooms will wash cot sheets once a week or when soiled. Head Start children's blankets and bedding supplies will be sent home weekly for parents to wash.



PROCEDURE FOR PERSONAL BELONGINGS

Your child will have a "cubby" in which to keep his/her belongings. This includes a shelf for child's work and a hook for your child's jacket/sweater. Please check your child's "cubby" each day for papers that are sent home.

Dress code for children

With the exception of bad weather days, the children will be going outside daily for short periods. Please send your child with appropriate clothing. All children must wear closed toe shoes. If your child needs to stay especially clean for a special event, please send extra clothes and the teacher will see that your child is ready when picked up. We do not want to restrict a child from activities because of cloth-

ing. Children are not allowed to have jewelry and hair beads.



CHANGE OF CLOTHES – HEAD START AND EARLY HEAD START

Please bring a change of clothes for your child for both summer and winter. For children who are not completely toilet trained, send two sets of complete changes of clothes. All clothing should be marked with the child's name. These clothes will be kept in your child's cubby.

Please make sure children are dressed appropriately to ensure safety and allow them to enjoy a fun filled day.



Together we can make a difference, regular attendance is important

All families are encouraged to maintain regular attendance in Head Start activities. Head Start staff will support families in identifying barriers to regular attendance and will initiate supports as appropriate. If families are not able or willing to participate, another child will be given the opportunity to attend the program.

Children are required to be in school 85% of the time. If your child needs to be out due to an emergency or illness, please contact a teacher or Family Advocate. If a child is out for 3 days and there is no contact, the child will be dropped (terminated).



Pick Up and Drop Off times are also important

All children need to arrive at a reasonable time in order to ensure that they can participate of the daily schedule without interruptions. Please make arrangements to drop off and pick up your child within 15 minutes of the scheduled start time

and end time of the program. Following a structured daily schedule will allow your child to transition with fewer difficulties.

Please remember that the person who drops off and picks up your child needs to have a valid ID, and needs to be listed in your child's records.

Your child's holistic development and your family's needs are a priority to our staff. Respect towards you and your family will always be a priority for our staff.

In return we expect that your behaviors, language, clothing and actions are appropriate while on Head Start premises. Please respect staff and model respect for your child.





4C Early Head Start Program Commitments for Parents

This *Program Commitment* summarizes parent responsibilities in the 4C Early Head Start Program. Please initial each statement after reading.

___ My child _____, will be attending _____, located at _____ with _____ and _____ as his/her teachers. The phone number to our facility is _____.

___ I understand that teachers will conduct **2 Home Visits** and **2 Conferences** to discuss my child's growth and development. I will allow my child's teacher to set these appointments with me at my convenience.

___ I understand the importance of my child attending Early Head Start on a daily basis unless he/she is sick or out of town. **I will contact the teacher EVERYDAY that my child is absent** at _____. I understand that I may choose to contact my Family Advocate _____ if there are problems needing assistance, preventing my child from attending class.

___ I understand : **If my child has frequent unexcused absences or a pattern of repeated absenteeism, his/her continued participation in the Program may be reconsidered.**

___ I agree to **volunteer** in the 4C Early Head Start Program to the greatest extent possible.

___ I understand that it is my responsibility to complete the **Home Connections** activities with my child(ren) each week and turn them into my child's teacher.

___ I understand that my child's teachers will make every effort to keep my child safe. I will assist in this effort by **NOT** allowing my child to bring in toys from home, outside food, money or wear jewelry that may come off and become a choking hazard.

___ I have received and read through the Parent Handbook. I understand that I need to refer to the Handbook as a guide throughout the program year.

Parent/Guardian Signature: _____ Date: _____

Relationship to the child: _____

