Daycare policies

Effective Date:

Owner/provider Name: Roseline Nehlar

Location: 4501 13th Street South Moorhead, MN 56560

Contact Information: {347-552-6207} [{mooreroseline11@yahoo.com](mailto:%7bmooreroseline11@yahoo.com)

**Overview**

Welcome to {“Child of Destiny” Daycare}! Our goal is to provide a safe, nurturing, and educational environment for children. This policy outlines our practices, expectations, and guidelines for parents and caregivers.

**Admission Policy**

1. Eligibility: We accept children 6 month to 10 years old
2. Enrollment: To enroll a child, parents must complete an application form and provide all necessary documentation (e.g., birth certificate, immunization records).
3. Trial Period: A two-weeks trial period maybe established to ensure compatibility.

**Hours of Operation**

* Days: Monday to Friday
* Hours: 6am to 6pm

**Fees and Payments**

1. Tuition: N/A
2. Payment Method: Payments can be made via [ Cash, Check, online payment, etc.]
3. Late Payments: A late fee of {amount}will be applied if payment is not received by the due date.

**Attendance Policy**

* Parents must notify the daycare by {time} if their child will be absent.
* A minimum of {X} days’ notice is required for vacations or withdrawals.

**Health and Safety**

1. Immunizations: All children must be up to date on vaccinations. Parents must provide documentation.
2. Illness: Children showing signs of illness (fever, rash, vomiting, etc.) must stay home. A doctor’s note may be required for return.
3. Emergency Procedures: In case of an emergency, parents will be notified immediately. A first aid kit and emergency contacts are maintained onsite.

**Nutrition and Meals**

* Meals and snacks will be provided. Parents should inform of any allergies or dietary restrictions.
* Parents may also bring meals for their children if desired.

**Discipline Policy**

* We practice positive discipline measures focusing on teaching appropriate behaviors.
* Time-Outs will be used as a last resort for behavioral issues and only for appropriate short durations.

**Communication**

* Daily reports will be provided regarding meals, naps, and activities.
* Monthly meetings or updates via email will keep parents informed about upcoming events.

**Termination of Care**

* Either party (parent or provider) may terminate enrollment with a [X]- day notice.
* Immediate termination may occur for repeated violations of policies.

**Parent/Caregiver Involvement**

* Parents are encouraged to participate in daycare activities and meetings.
* Feedback is welcome and appreciated to help improve our daycare experience.

**Change to Policy**

* Policies may be updated as necessary. Parents will be notified in writing of any significant changes.

Signature: -----------------------------------------------------

Date: --------------------------------------

I, the undersigned, acknowledge that I have received and read the home daycare policy of “ Child of Destiny” daycare.

Parents: ----------------------------------------------------

Child’s name: --------------------------------------------------

Signature: -------------------------------------------------------

Date: -------------------------------------------