



Deer Lake Child Care

**2020/21 Deer Lake Childcare Full Day Parent Agreement for:**

Child's Name: \_\_\_\_\_

Child's Birth date: \_\_\_\_\_

I agree to keep the teachers/ manager informed of events, or changes in my child's life, which might affect my child's in their ability to have success in the Child Care Program. It is my responsibility to keep all information, on the Intake Form, current throughout the school year.

If I have concerns about the program or my child's development I will contact either the Team Lead, Elizabeth or the Manager Samantha to make an appointment to discuss my concerns. [Deerlakepreschool@yahoo.ca](mailto:Deerlakepreschool@yahoo.ca)

*To ensure that the program functions smoothly, the following established policies and procedures are agreed to, by the parents / guardians, at the time of the child's enrollment:*

**Arrival / Departure / Absence:**

I recognize the importance of my child participating in the whole child Care program and will be prompt in bringing, and picking-up, my child. I, or a responsible adult will accompany my child to and from the center. I, or a responsible adult will accompany my child to and from the classroom of the center, and will sign my child in and out each day. **(During this time of pandemic , a health form must be filled out each day. We ask that only one adult brings a child to the program and that both child and adult wash their hands upon arrival. Parents are asked to bid their children farewell at the gate. )** I will notify the center, in advance, if someone other than those named on the registration form, will be dropping off and/or picking-up my child. I will inform the centre of my child's absence, by telephone 604 294 4988 or by email: [deerlakepreschool@yahoo.ca](mailto:deerlakepreschool@yahoo.ca)

Please note that the centre will be responsible for my child when signed in to the program. To avoid confusion, please leave the play area with your child once they are signed out. **(During this time of pandemic all pick up will be done outside and we ask that one adult and no siblings pick up children. All of children's supplies will be brought outside with them and if something is forgotten an educator will be happy to run in and get it.)**

**Late Pickup:**

I understand that 'Late Fees' will be charged for late pick up when pick up is over 5 minutes late. While we understand that life is busy and sometimes circumstances get in the way we ask that you make every possible effort to pick up on time. The first five minutes is considered a grace period. After that time we will charge \$1 per minute. This will go to pay for the teachers who will need to remain late for your child.

**Fees:**

Fees are due on the 1<sup>st</sup> of every month in advance of the month of care. There is a half of the monthly fees deposit for daycare which is deducted from your first month's fees. We ask that you supply the child care center with 6 months of post-dated cheques for two time periods: September to February and March to August. A reminder of the next pay period will be sent in the previous month.

**A late fee of \$25 will be charged for fees not received on the 1<sup>st</sup> unless there has been a previous arrangement made.**

\*Deer Lake Child Care will no longer accept etransfer as a method for paying fees.

\*\*Please note that there are no refunds for illness or vacations.

**Withdrawal:**

If it become necessary to withdraw your child from our child care centre for any reason, one month written notice is required to be given on the first day of the previous month or before. Any remaining un-cashed cheques will be returned to you upon receipt of one month notice, and after the current months cheque has cleared the bank.

**Health:**

My child will not come to school when ill, and I will notify the staff, by telephone, of his/her absence, as well as the nature of the illness. I realize that my child cannot return to school until at least 24 hours after the illness subsides, and the child is well again. The illness cannot be controlled by medication, for example if a child has a fever and is given Tylenol to bring down the fever the child must not return to child care until the fever no longer requires medication. I understand that the staff has the right to exclude my child from the center, for the well being of him/her, or others. I hereby authorize the staff to send my child home, accompanied by a responsible adult, if ill; and in the case of an emergency, to call an ambulance and/or my doctor, when I cannot be reached. I will outfit my child in appropriate clothing so that he/she may take full advantage of all, indoor and outdoor, messy play. I realize that smoking is not permitted inside or on the property of the child care building, or during center outings, when in the company of any children.

**Please note that we have additional health policies in place for this time of pandemic. This policy is attached and requires an additional signature.**

**Allergies:**

I understand that it is my responsibility to inform the staff of any allergy that my child has and/or develops, at my time, during the school year. If my child has a life-threatening allergy, I understand it is my responsibility to work with the child care center staff team to create an Emergency Care Plan, and to teach the staff at Deer Lake Preschool, how to manage this allergy. The Emergency Care Plan, and all related forms/equipment, must be received at the center, before the child can attend. Deer Lake Child Care is a nut aware program. Please do not send any forms of nuts to our centre.

**Snacks:**

I realize that it is my responsibility to send a chopped fruit or vegetable each day for snack time. This will be shared with the group and the centre will add a grain and a protein.

The centre will provide water for the children to have at this snack time and throughout the day. Please provide a water bottle each day. There is a scheduled snack time for the groups and an educator will be seated with each group of children while they are eating.

**During this time of pandemic we will have no shared snacks, meals or dishes. All foods and dishes must come from home.**

**Lunch:**

Lunches must be either a cold lunch or sent in a thermos as time does not allow for heating of 20 to 24 lunches. Deer Lake Child Care is a nut aware zone. No nuts or nut products may be brought to the centre. As water is available for the students, please do not send juice. There is a scheduled lunch time for the groups and an educator will be seated with each group of children while they are eating.

**Celebrations:**

We welcome all celebrations and encourage families to share their family celebrations with us at our centre. Please come and teach us about your culture and your family rituals.

**Birthday:**

We love to celebrate birthdays with our children. We prefer to have a special fruit snack to mark the occasion. If you want to send something special. Another option is to send you child with their favorite story from home

to share with the class. **During this time of pandemic please consider sending a child's favourite book to share and a picture that they might share with the group. We will not be sharing any foods.**

**Liability:**

I understand that Deer Lake Child Care is covered by a standard daycare liability insurance policy (Magenta Insurance), in the amount of \$5 million. In case of any injury to my child while in the care, custody, or control of Deer Lake Child Care, whether in the center, on an outing, or in the vehicle of a parent volunteer driver, I hereby waive all claims against the child care center, the staff or volunteer parent driver, above the said amount.

**Philosophy:**

At Deer Lake Child Care we aim to provide an environment that invites active engagement and exploration for all children. We believe that teachers must take into account each child's interests, needs and strengths in order to successfully co-construct (build together) curriculum.

We realize that each child is unique and will approach their learning in their own time and style. We strive to accommodate each type of learner through activities, equipment and the materials offered. The staff at Deer Lake Child Care recognize social and emotional development as key to every child's success. Through positive teaching of these important life skills we believe that children will be primed for pro-social behaviour.

We follow emergent curriculum, which means that we base our curriculum on the interests of the children in our group. We are an inclusive program which means that we welcome all families and adjust and modify our program to meet the needs of each individual child.

Our program is play based. We strongly recognize the importance of play in a child's development. While academic skills are included in our curriculum, they are always explored through play and adjusted to the individual skill level of each child.

**Immunizations:**

I understand that my child must have a copy of his or her immunizations received or a statement of your choice not to administer on file.

**Outings:**

I am aware that Deer Lake Child Care takes many walking adventures during the program. The educators and children will be in a ration of no more than 1 educator to 6 children while on these adventures. On occasion there may be additional fieldtrips and parents will be given a minimum of 2 weeks notice for these outings. Transportation for the outings will either be in your own family car or public transportation.

**Pictures:**

I give my permission for my child's pictures to be used: (please initial where you give permission)

In the classroom  For family emails

For the preschool website

For the preschool Facebook page

For student teacher projects

**Emergency Consent:**

It is our policy to notify a parent when a child is ill or needs medical attention. If we were not able to notify a parent and needed immediate attention we would call an ambulance. I consent to an ambulance being called to transport my child to the nearest hospital if necessary.

**Closure:**

I understand that if the centre is closed due to weather or natural disaster this will be posted on the centres facebook site and an email will be sent if possible. Generally, if the Burnaby Schools are closed our centres will also close.

I understand it is my responsibility to get to the centre as soon as safely possible for the safety of my child and the educators. If there are any safety concern regarding the building or natural disasters. I understand that the daycare may not open.

I understand that the center is closed on statutory holidays and on December 24.

**Policies:**

I am aware that it is my responsibility to review all of the policies and procedures which are available on our website at [Deerlakechild Care.com](http://Deerlakechild Care.com)

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

I HAVE READ, AND WILL ABIDE BY ALL THE DEER LAKE CHILD CARE POLICIES, INCLUDING THE DEER LAKE CHILD CARE PARENT / CHILD CARE AGREEMENT, IS LEGAL, AND BINDING; AND I HAVE, ALSO. SATED, AND GIVEN MY SIGNATURES, TO THAT EFFECT, ON MY CHILD'S REGISTRATION FORM.

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_