

# Crow Creek School Daycare

## CHILD CARE APPLICATION FOR ENROLLMENT

Student Information:

Date of enrollment \_\_\_\_\_

Date of birth \_\_\_\_\_

Full name \_\_\_\_\_ M or F

Primary hours of care: From \_\_\_\_\_ to \_\_\_\_\_

Days of week in care: M T W TH F

\*\*\*\*\*

Family Information:

Child lives with: \_\_\_\_\_

Mother \_\_\_\_\_ Father \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Work area \_\_\_\_\_

Work number \_\_\_\_\_

Custody: mom \_\_\_\_\_ dad \_\_\_\_\_ Both \_\_\_\_\_ other \_\_\_\_\_

\*\*\*\*\*

Medical:

Doctor \_\_\_\_\_ Number \_\_\_\_\_

Allergies: \_\_\_\_\_

Medical concerns: \_\_\_\_\_

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Contacts/pickup: Your child will released ONLY to the custodial parent or legal guardian and the persons listed below. The people listed below can be contacted in any case the custodial parent/legal guardian can't be reached.

Name \_\_\_\_\_ Number \_\_\_\_\_

Name \_\_\_\_\_ Number \_\_\_\_\_

Name \_\_\_\_\_ Number \_\_\_\_\_

APPLICATION CONTINUED

Childs Health Record: up to date? Yes \_\_\_\_\_ No \_\_\_\_\_

Please attach a copy of updated immunizations. \_\_\_\_\_

Any behavior issues we need to be aware of? \_\_\_\_\_

Is your child potty trained? Yes \_\_\_\_\_ No \_\_\_\_\_

Does your child have any security items? Blanket etc.

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Does your child have siblings?

Name \_\_\_\_\_ age \_\_\_\_\_ gender \_\_\_\_\_

Name \_\_\_\_\_ age \_\_\_\_\_ gender \_\_\_\_\_

Name \_\_\_\_\_ age \_\_\_\_\_ gender \_\_\_\_\_  
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If you have an infant/child in diapers or bottle fed you must supply the diapers, wipes, bottles and milk/formula. We will let you know when the supply is running low.

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Our daycare hours are 7:30am-4:30pm Monday through Friday

We follow the school late start, early dismissal, holidays and days off.

Hourly fee is: \$ 3.90 ~~TBD~~

Late fee is \$1/ per minute late and/or \$1/per minute early.

Payment will be automatically deducted from your school paycheck.

Child Care Handbook/expectations were received, read and signed?

Yes \_\_\_\_\_ No \_\_\_\_\_

Any other concern: \_\_\_\_\_

## Lil' Chieftain Daycare Policies

~Please fill out and return the Lil' Chieftain Daycare application along with a copy of the child's immunizations. These items will be kept private and used for the daycare staff only.

~Lil' Chieftain Daycare operating hours are; Monday - Friday 7:30am - 4:15pm

Early drop off or late pick up will result in a \$1.00/per minute charge. Lil' Chieftain Daycare follows the CCTS calendar, also the early outs and late start's. We will be at the daycare  $\frac{1}{2}$  hr before and  $\frac{1}{2}$  hour after a late start and early out.

~Lil' Chieftain Daycare hourly rates are; \$3.90 per child (all ages.) Hours will be documented by the daycare staff and they are available for you to look at or verify. Hours will be turned into Carla Bloomenrader, CCTS finance. Hours will be automatically deducted from payroll (every 2 weeks.)

~Parent/guardians will provide the child's diapers and formula. Staff will let you know when the supply is low. Whole milk, juice, snacks and food will be provided. Let staff know of food sensitivities so that we may be cautious of it. We will provide breakfast, morning snack, lunch and afternoon snack.

~Your child may bring a security item such as a sippie cup, blanket or pacifier.

~Let staff know of special behaviors so that we may work with you and the child. If "poor" behavior is observed staff will document and visit with you about it. If the behavior is deemed "unhealthy or dangerous" a plan will be made and if it continues your child may be dismissed from Lil' Chieftain Daycare from further services. Mild behavior will be dealt with a "verbal" explanation to the child then if it continues a time-out may be used (1 minute per year in age.)

~Accidents/boo-boo's will be documented and the staff will let the parents/guardians know.

~Please keep your child home if they are sick with anything contagious within 24hrs. This may be a temperature, diarrhea etc. If you are unsure please contact your doctor or IHS. If the child has been on an antibiotic for 24 hrs and no longer shows signs of sickness they may return to daycare. Please let the staff know if a medicine needs to be given.

~Please contact Lynn if your child will not be attending daycare or are running late. This will help us plan our day and meals, and it is appreciated.

Thank you so much for trusting us with your child! We will do our best to keep a clean, safe, fun and educational environment.

Lil' Chieftain Director: Lynn Peterson                      contact: 605-730-0855

Assistant: Juanita Yazzie    contact: 605-730-0101

Parent/Guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_