



CHILD CARE APPLICATION FOR ENROLLMENT

Student Information:

Date of Birth: _____ Sex: _____ Date of Enrollment: _____

Full Name: _____
Last First Middle Nickname

Child's Physical Address: _____

Primary Hours of Care: From: _____ To: _____

Days of the Week in Care: M T W Th F Sa Su

Family Information:

Child's Lives With: _____

Mother's Name: _____ Father's Name: _____

Address: _____ Address: _____

Home Phone: _____ Home Phone: _____

Employer: _____ Employer: _____

Address: _____ Address: _____

Work Phone: _____ Cell: _____ Work Phone: _____ Cell: _____

Custody: Mother Father Both Other (specify): _____

Medical Information: I hereby grant permission for the staff of this facility to contact the following medical personnel to obtain emergency medical care if warranted.

Doctor: _____ Address: _____

Phone Number: _____

Doctor: _____ Address: _____

Phone Number: _____

Dentist: _____ Address: _____

Phone Number: _____

Hospital Preference: _____

Please list allergies, special medical or dietary needs, or other areas of concern:



Emergency Care Plan Instructions (if applicable):

Emergency Contacts: Child will be released only to the custodial parent or legal guardian and the persons listed below. The following people will also be contacted and are authorized to remove the child from the facility in case of illness, accident or emergency, if for some reason, the custodial parent or legal guardian cannot be reached:

Name	Address	Work Phone	Home Phone

Helpful Information About Child:

- Sections 7.1 and 7.2 of the Child Care Facility Handbook require a current physical examination (Form 3040) and immunization record (Form 680 or 681) within 30 days of enrollment.
- Section 7.3 of the Child Care Facility Handbook requires that parents receive a copy of the Child Care Facility Brochure entitled "Know Your Child Care Facility" (CF/PI 175-24) [also available on-line at <https://eds.myflfamilies.com/DCFFFormsInternet/Search/OpenDCFFForm.aspx?FormId=860>], or
- Section 8.3 of the Family Day Care Home/ Large Family Child Care Home Handbook requires that parent(s) receive a copy of the family day care home brochure entitled "Selecting A Family Day Care Home Provider" (CF/PI 175-28) [also available on-line at <https://eds.myflfamilies.com/DCFFFormsInternet/Search/OpenDCFFForm.aspx?FormId=841>].
- Section 2.8 of the Child Care Facility Handbook requires that parents are notified in writing of the disciplinary and expulsion policies used by the child care facility, or
- Section 2.3 of the Family Day Care Home/ Large Family Child Care Home Handbook requires that parents are notified in writing of the disciplinary and expulsion policies used by the family day care provider.

Your signature below indicates that you have received the above items and that the information on this enrollment form is complete and accurate. I hereby grant permission for the staff of this facility to have access to my child's records.

Signature of Parent/Guardian

Date



SWIM Central Water Safety Education Questionnaire

Parents: *Do you know that drowning is the leading cause of death among children?
Complete this form to receive information to protect your child from drowning.*

Child's Name: _____ **Date of Birth:** _____

Parent Name: _____ **Parent Signature** _____ **Date** _____

Email (optional) _____

Information is for the use of the Broward County Swim Central program only.

1. How would you rate your own swimming ability?
 - Unable to swim
 - Can swim a little, but NOT comfortable in deep water
 - Able to swim for an extended period of time in deep water

2. Has your child ever received formal swimming lessons?
 - Yes
 - No, check all the reasons below that apply:
 - Do not know how to find information about swim lessons
 - Transportation problems
 - Swim lessons are not important
 - Lessons are too expensive
 - Schedule of lessons not convenient
 - Equipment such as swim suit, towel, goggles too expensive

3. Do you or a family member know how to perform CPR with rescue breaths?
 - Yes
 - No

4. Has your child's doctor talked to you about drowning prevention and water safety?
 - Yes
 - No

5. Would you redeem a \$40 coupon to apply to the cost of swim lessons for your child?
 - Yes, visit <http://www.watersmartbroward.org/swim-instruction/> for details.
 - No

FOR OFFICE USE ONLY:

Broward Ordinance 2004, Section 7-8 requires parents to complete SWIM Central questionnaire and for **Child Care Facilities** to mail or fax a copy to SWIM Central. Also required is a copy of this form to be placed each child's file to be monitored by the staff of the local licensing agency.

Facility Name: _____ **Facility License #:** _____

Documentation of the original form via fax or mail is required, indicate below:

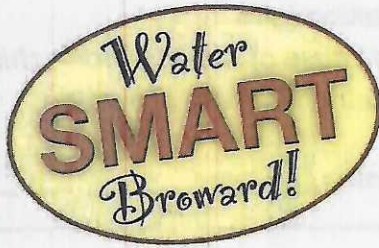
Date form faxed: _____ **or, date mailed:** _____

Fax: 954.357.8077
SWIM Central
3700 NW 11th Place
Lauderhill, FL 33311

Form and educational handout for parent distribution can be downloaded:

<http://www.watersmartbroward.org/resources/brochures-handouts/>

Drowning is the #1 Cause of Death Among Children Ages 1 to 4



Facts You Need to Know About Drowning

- The main cause of drowning can be directly traced to an action or inaction by a parent or adult. Good people can make small mistakes that have tragic consequences.
- Most parents of a drowning victim say, "I can't believe this happened to my child." They never realized how quickly a drowning incident could become their reality.
- Most children pulled from the water during a drowning incident are wearing regular clothes - not a swim suit.

Simple Steps Save Lives

Supervision

- Supervising your children means eyes on them, and giving your full attention.
- Do not rely on responsible behavior from an older child or other adults.

Extra Layers of Protection *if Supervision Fails*

- Install door alarms to alert the household should a child possibly leave the home unsupervised.
- Use an "isolation" fence to separate pool area from the house and rest of the backyard.
- Use self-closing gates that self-latch.
- Clear the area around the fence for objects children could use to climb over.
- Learn to swim: parents and child.

Be Aware of All Water Hazards

- These include bathtubs, garden ponds, swimming pools, buckets/containers of water, canals, lakes, and beaches.

Know How to Respond to an Emergency

- Learn CPR.
- Remove the child from the water immediately.
- Call 9-1-1, begin CPR.

Talk to Your Child

- "Don't go near a pool or other water without an adult."
- "If you see someone in trouble in the water, don't jump in to help! Run, get an adult."
- "If you fall into a pool, turn in the water, find the wall, and climb out or yell for help." Practice this technique in the pool.

Take Action Now and Think, "I know this could happen to my child, and I will do whatever it takes to prevent it."

- Enroll your child (and yourself) in swim lessons.
- Learn CPR with rescue breaths.

To learn about available coupons for swim lessons, location of swim classes and CPR training, visit: <http://www.watersmartbroward.org/>



Board of County Commissioners, Broward County, Florida
HUMAN SERVICES DEPARTMENT
Community Partnerships Division
Child Care Licensing and Enforcement Section

AUTHORIZATION FOR EMERGENCY TREATMENT

Today's Date: _____

To Whom It May Concern:

I hereby give my consent to _____
Name of Hospital
to administer necessary treatment to my child, _____
Name of Child
in the event of an emergency at which time I cannot be reached. I give consent to transport by
ambulance if situation warrants it.

Name of Physician: _____ Phone: _____

Allergies of Child: _____

Date of Last DPT or Tetanus: _____

Insurance Company Covering Child: _____

Policy Number: _____ Expiration Date: _____

Signature of Parent or Legal Guardian Date

Sworn to and subscribed before me this _____ day of _____, 20____,

by _____
Name of Person Acknowledged

My Commission Expires:

Signature of Notary Public, State of Florida

Print or Type Name of Notary as Commissioned

- Personally Known
 - Produced Identification
- Type: _____
#: _____

SCHOOL POLICIES AND PROCEDURES:

Academic Policies:

- **Progress Reports:** Evaluations will inform parents of the student's academic and social progress on a quarterly basis. These are to be signed by the parent and returned to the classroom teacher on the following Monday.
- Report cards will be issued on a nine-week basis.
- **Parent-teacher conferences** will be scheduled on an appointment basis. If you would like to schedule a conference, please make your request via the [contact page](#).
- **Grade scale:**

A	90-100	Excellent Achievement
B	80-89	Above Average Achievement
C	70-79	Average Achievement
D	60-69	Below Average Achievement
F	Below 60	Failing
E	Excellent	
S	Satisfactory	
- **Homework:** To be assigned on a weekly basis, students should have a set time and place to complete it. All students are required to have an agenda where their assignments can be recorded. Checking your child's agenda and homework will reinforce good study habits, and we ask that you sign the agenda nightly.
- **Make-up Work:** It is the responsibility of the parent and student to request work missed due to an absence. All tests, projects, and work assigned must be made up. Parents may pick up assignments, but please call ahead so your teacher will have time to gather the work. All work given to students going on vacation is due the day of their return to school.
- **National achievement tests** will be given to each kindergarten and elementary school student in the spring of each school year. Scores will be shared with parents at the end of the year.
- **Workbooks:** All text- and workbooks purchased by the school will be the property of the school and merely loaned to the student while pursuing the courses of study. A parent, guardian or other persons having charge of the student will be held liable for any loss, destruction, unnecessary damage or failure to return such books when directed and will be required to pay for such. Homework work books are to be purchased by parents or guardians.

General Information:

- Operating hours are from 7:00 am - 6:00 pm. Our schedule can vary, but will generally be as follows:

7:00 am - 7:45 am - Receiving and Breakfast (Before care)
7:45 am - 7:50 am - Clean Up & Handwashing
7:50 am - 8:15 am - Circle Time
8:15 am - 11:15 am - Lessons
11:15 am - 11:30 am - Clean Up & Handwashing
11:30 am - 12:00 pm - Lunch
12:00 pm - Handwashing & Dismissal for Half Day Students
12:00 pm - 12:45 pm - Handwashing & Playtime/Dramatic Play
12:45 pm - 1:00 pm - Clean Up & Handwashing
1:00 pm - 2:00 pm - Science/Nature Walk/Science Experiments
2:00 pm - 3:00 pm - Social Studies/Social Studies Projects
3:00 pm - 3:45 pm - Physical Education
3:45 pm - 4:00 pm - Handwashing & Snack
4:00 pm - Handwashing & Dismissal
4:30 pm - 5:00 pm - Story Time Activity (Aftercare)
5:00 pm - 5:40 pm - Indoor Educational Activities (Aftercare)
5:45 pm - 6:00 pm - Clean Up, Handwashing and Dismissal (Aftercare)

- **Please keep in mind that after care for public school students are from 2-6 pm M-F**

- For safety's sake, we ask that you exercise extreme **caution** and **patience** when dropping off and picking up students. Please remember **EVERYONE MUST** follow the CDC Guidelines (facial covering and social distance). So please let's be cordial and sympathetic to one another. Do not leave unattended purses, wallets, or phones in your car while coming into the school. Always turn off your engine and lock your car, even if you are only going to be inside for a second. **Cellular phones are not to be used during drop-offs and pick-ups.**
- **Tardy pick-ups (after 6:00 pm) will incur a fee of \$25 per 10 minutes.**
- **Tardy Arrivals:** We ask that students be dropped off no later than 7:45 am. Class begins promptly at 8 am, so it is important that each child be present and ready to learn.
- **Absences:** If your child will be absent, please notify the school before 8 a.m. Florida law requires us to enforce regular school attendance. Unexcused absences are defined as not having acceptable documentation for the absences. More than 5 days of unexcused absences will be addressed with the parent.
- **Tuition fees are charged regardless of the student's attendance. There are no deductions in tuition because of missed days, personal vacation, closed holidays, or emergency closing-weather conditions. Each student is permitted one week of personal vacation per year.**
- **Early Release:** Dental and medical appointments should, if at all possible, be scheduled at the end of the school day or during vacation periods. If the need arises for appointments during school hours, please inform the school by phone, note, or email as to the pickup time. Excessive early release is not acceptable. It is important that students are to be in attendance in all of their classes.
- **Attire:** Students should be dressed comfortably and appropriately for school. Closed-toe shoes are to be worn at all times (Crocs, sneakers, etc.). Boots and open-toe shoes are not permitted. Removable articles of clothing (coats, sweaters, hats, etc.) must be plainly marked with your child's name. We also request that all students bring a complete change of clothing in a clear plastic zip-loc bag labeled with their name, in case of an accident.
- **Food and Allergens:** We love our students and their safety; health and wellbeing is our utmost priority. **We are a PEANUT FREE, DAIRY FREE and SESAME FREE environment.** We will not allow any of these products in our facility. Failure to cooperate will lead to expulsion. No candy, gum or chocolate are permitted. Thank you in advance for your cooperation and understanding.

- **Scheduled Visits:** Safety and education are of utmost importance, and as such, visitors and guests **must** receive approval prior to a visit. A request must be made in writing at least two weeks in advance. Please note that this does not constitute an approval.
- **Supplies:** A [list of supplies](#) will be issued at the beginning of the school year to each student. Please check with your child frequently to ensure that he or she has an adequate supply of school materials. For safety reasons, the use of wheeled backpacks is not permitted.
- **Field Trips:** Foundation Montessori considers field trips to be part of the educational experience and a way to enhance the curriculum. To participate, students must have turned in their signed permission form and fee prior to the date of the field trip.

Student Conduct

- Students are expected to be courteous and orderly at all times while on campus or on a school sponsored field trip.
- At Foundation Montessori, the most important expectation for student behavior is that of Respect:
 1. Respect for the environment.
 2. Respect for authority.
 3. Respect for one's peers.
 4. Respect for one's work.
- Unacceptable behavior consists of:
 1. The use of conduct which is disruptive to learning, teaching or the effective functioning of the school.
 2. The use of disrespectful language or behavior.
 3. The exhibition of limited self-control, which could possibly lead to self-injury or the injury of others.
- **Fighting:** Any student involved in fighting is subject to suspension, probation, or dismissal from school. Any physical attacks may result in contacting the Broward County Police Department.
- **Harassment and bullying (including cyber-bullying)** will not be tolerated. Any inappropriate verbal or written conduct, or gesture directed at another student or teacher is prohibited. Any student found to have violated this policy, is subject to appropriate disciplinary action. The action will be unique to the individual incident and will vary in method depending on the nature of the incident.
- **Personal Items:** Students are not allowed to bring toys or electronics of any kind (including, but not limited to: cellphones, tablets, or MP3 players). The school will not be held responsible for the loss or damage of any of the above items. If a student does bring any of the above items, they will be confiscated and returned to the parent at pick-up.
- **Prohibited Materials:** Students and parents must be aware that, in addition to personal items, certain materials are not to be brought to school or on a school sponsored field trip.

These materials include:

 1. Any illegal drugs, substances, or alcoholic beverages.
 2. Any dangerous items that could threaten the safety of oneself or another.
 3. Any sexually inappropriate materials.

- Disciplinary Procedures:

1. Teacher conferences with the student.
2. Notification to parents.
3. Parent-teacher conference.
4. Suspension.
5. Expulsion.

If a student is involved in repeated offenses, we maintain the right to remove him or her from the school.

Emergency and Health Contingency Procedures

- In case of emergency, Foundation Montessori will follow Broward County School District procedures.
- Emergency Pick-Up: Students will only be released to a person listed on their emergency contact card or whose name is given to the school by phone or in writing. Identification will be required.
- If a storm warning or watch is announced in the middle of a school day, please come for your child as soon as possible.
- HRS 680 Immunization forms must be on file prior to admission and kept up to date at all time- **NO EXCEPTIONS**.
- Emergency contact cards must be filed and kept current at all times.
- **An ill child must be picked up immediately.**
- Fever of 101 degrees or greater: child should be kept at home for 24 hours after fever breaks (without the assistance of medication).
- Diarrhea: child should be kept home for 24 hours after the diarrhea is gone or after the first normal bowel movement.
- Vomiting: child must be picked up immediately and kept at home for 24 hours after symptoms have cleared.
- Active Cold/Cough: if a child is visibly experiencing a runny nose, sore throat, or uncontrollable cough, he or she must be picked up immediately and a doctor's "non-contagious" note must accompany them upon return to school.
- Pink Eye: child should be picked up immediately and kept at home for 24 hours after the first application of medicine and a doctor's note stating what medication was prescribed and when it was first applied.
- Rash: A doctor's note will be needed to verify the rash is not contagious.
- Lice: Parents are asked to make periodic checks of their children's heads. Students who are sent home due to head lice and/or nits may return to school only after their hair has been treated and all nits have been removed.
- Only emergency, life-saving medical measures can be administered at school.
- COVID-19 Symptoms: If a child is displaying COVID-19 symptoms such as fever, vomiting, headache, diarrhea, rash, itchy eyes, unexplained tiredness, continual coughing, and/or continual sneezing, the child **MUST** be tested and **ONLY** if the test is negative can we allow the child back in school. If the child tests positive, the child **MUST** be retested approximately twenty days later, to ensure he or she is no longer ill. Please remember the child **MUST** have a negative result to return to school.

Extracurricular Activities

- Foundation Montessori offers a Music program that helps infants, toddlers, and children develop a deep love of music and the individual ability to express it.
- Melodic and rhythmic patterns provide exercise for the brain and help develop memory.
- Studies have shown that music awakens and stimulates neural pathways in the brain that are associated with higher forms of intelligence, such as abstract thinking, empathy, mathematics, and science.
- **COMING SOON:** Water Safety and private/small group classed will be taught by a licensed American Red Cross Life Guard.

Parent Signature:

Date:

Child Care Facility
Authorization For Prescription and Non-Prescription Medication
SAMPLE

No medication shall be given by child care personnel without the signed permission of the parent or legal guardian. All medication must be in the original container with the child's name, name of the physician, medication name, and medication directions written on the label.

Non prescription medication brought in by the parent or legal guardian can only be dispensed if there is written authorization from the parent or legal guardian to do so.

Medication which has expired or is no longer being administered shall be returned to the parent or legal guardian.

Child's Name: _____ Age: _____

1. Medication Name: _____
 Amount to be Given: _____
 Time to be Given: _____

2. Medication Name: _____
 Amount to be Given: _____
 Time to be Given: _____

Record of Medications Given:

1. Medication Name: _____

Date & Time	Amount	Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. Medication Name: _____

Date & Time	Amount	Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

This authorization form must be maintained and is only valid for the duration of prescription.

I hereby give permission to dispense the medication(s) listed above in accordance with the written directions on the prescription label or printed manufacturer's label.

 Parent/Guardian Signature _____
 Date

(Retain in child's file for a minimum of four months)



Human Services Department
COMMUNITY PARTNERSHIPS DIVISION / CHILD CARE LICENSING & ENFORCEMENT SECTION
115 S Andrews Avenue, Room 119 • Fort Lauderdale, Florida 33301 • 954-537-2800 • FAX 954-537-2922

Today's Date: _____

Dear Parent or Legal Guardian:

Please read the following information, then print and sign your name below.

DISCIPLINE POLICY AND HOURS OF OPERATION

- Child(ren) shall not be subjected to discipline which is severe, humiliating, or frightening.
- Discipline shall not be associated with food, rest, or toileting.
- Spanking or any other form of physical punishment is prohibited.

Additional information:

I, _____, have also read Foundation Montessori's policies and procedures on the school's website (www.foundationmontessori.net).

HOURS OF OPERATION

7:00 _____ a.m./p.m. to 6:00 _____ a.m./p.m.

Printed name of Parent or Legal Guardian

Signature of Parent or Legal Guardian

_____ Date

Parent's Role

A parent's role in quality child care is vital:

- Inquire about the qualifications and experience of child care staff, as well as staff turnover.
- Know the facility's policies and procedures.
- Communicate directly with caregivers.
- Visit and observe the facility.
- Participate in special activities, meetings, and conferences.
- Talk to your child about their daily experiences in child care.
- Arrange alternate care for their child when they are sick.
- Familiarize yourself with the child care standards used to license the child care facility.



More information and free resources:

MyFLFamilies.com/ChildCare



This child care facility is licensed according to the minimum licensure standards included in section 402.305, Florida Statutes (F.S.), and Chapter 65C-22, Florida Administrative Code (F.A.C.).
License Number: F 5019
License Issued on 1/1
License Expires on 1/1
For more information regarding the compliance history of this child care provider, please visit:
MyFLFamilies.com/childcare



OFFICE OF CHILD CARE REGULATORY AND BACKGROUND SCREENING
MYFLFAMILIES.COM

To report suspected or actual cases of child abuse or neglect, please call the Florida Abuse Hotline at 1-800-962-2873.

CF/PI 175-24, 03/2014
This brochure was created by the Florida Department of Children and Families, Office of Child Care Regulation and Background Screening pursuant to s. 402.3125(5), F.S.,



Know Your Child Care Facility

MyFLFamilies.com/ChildCare

General Requirements

Every licensed child care facility must meet the minimum state child care licensing standards pursuant to s. 402.305, F.S., and ch. 65C-22, F.A.C., which include, but are not limited to, the following:

- Valid license posted for parents to see.
- All staff appropriately screened.
- Maintain appropriate transportation vehicles (if transportation is provided).
- Provide parents with written disciplinary practices used by the facility.
- Provide access to the facility during normal hours of operation.
- Maintain minimum staff-to-child ratios:

Age of Child	Child:Teacher Ratio
Infant	4:1
1 year old	6:1
2 year old	11:1
3 year old	15:1
4 year old	20:1
5 year old and up	25:1

Health Related Requirements

- Emergency procedures that include:
 - Posting Florida Abuse Hotline number along with other emergency numbers.
 - Staff trained in first aid and Infant/Child CPR on the premises at all times.
 - Fully stocked first aid kit.
 - A working fire extinguisher and documented monthly fire drills with children and staff.
- Medication and hazardous materials are inaccessible and out of children's reach.

Training Requirements

- 40-hour introductory child care training.
- 10-hour in-service training annually.
- 0.5 continuing education unit of approved training or 5 clock hours of training in early literacy and language development.
- Director Credential for all facility directors.

Food and Nutrition

- Post a meal and snack menu that provides daily nutritional needs of the children (if meals are provided).

Record Keeping

- Maintain accurate records that include:
 - Children's health exam/immunization record.
 - Medication records.
 - Enrollment information.
 - Personnel records.
 - Daily attendance.
 - Accidents and incidents.
 - Parental permission for field trips and administration of medications.

Physical Environment

- Maintain sufficient usable indoor floor space for playing, working, and napping.
- Provide space that is clean and free of litter and other hazards.
- Maintain sufficient lighting and inside temperatures.
- Equip with age and developmentally appropriate toys.
- Provide appropriate bathroom facilities and other furnishings.
- Provide isolation area for children who become ill.
- Practice proper hand washing, toileting, and diapering activities.

Quality Child Care

Quality child care offers healthy, social, and educational experiences under qualified supervision in a safe, nurturing, and stimulating environment. Children in these settings participate in daily, age-appropriate activities that help develop essential skills, build independence and instill self-respect. When evaluating the quality of a child care setting, the following indicators should be considered:

Quality Activities

- Are children initiated and teacher facilitated.
- Include social interchanges with all children.
- Are expressive including play, painting, drawing, story telling, music, dancing, and other varied activities.
- Include exercise and coordination development.
- Include free play and organized activities.
- Include opportunities for all children to read, be creative, explore, and problem-solve.

Quality Caregivers

- Are friendly and eager to care for children.
- Accept family cultural and ethnic differences.
- Are warm, understanding, encouraging, and responsive to each child's individual needs.
- Use a pleasant tone of voice and frequently hold, cuddle, and talk to the children.
- Help children manage their behavior in a positive, constructive, and non-threatening manner.
- Allow children to play alone or in small groups.
- Are attentive to and interact with the children.
- Provide stimulating, interesting, and educational activities.
- Demonstrate knowledge of social and emotional needs and developmental tasks for all children.
- Communicate with parents.

Quality Environments

- Are clean, safe, inviting, comfortable, child-friendly.
- Provide easy access to age-appropriate toys.
- Display children's activities and creations.
- Provide a safe and secure environment that fosters the growing independence of all children.



Cuidado Infantil de Calidad

El cuidado infantil de calidad brinda experiencias saludables, sociales y educacionales bajo supervisión calificada en un ambiente seguro, cariñoso y estimulante. Los niños que se encuentran en estos ambientes participan en actividades diarias apropiadas para sus edades que los ayudan a desarrollar habilidades especiales, aprender a ser más independientes e inculcarles el autorespeto.

Al evaluar la calidad de un entorno donde se proporciona cuidado infantil, los siguientes indicadores deben ser tomados en consideración:

Proveedores de Cuidado de Calidad

- ✓ Son amistosos y deseosos de cuidar a los niños.
- ✓ Aceptan las diferencias culturales y étnicas de las familias.
- ✓ Son cálidos, comprensivos, alentadores y responden a las necesidades individuales de cada niño.
- ✓ Usan un tono agradable de voz y con frecuencia sostienen a los niños en los brazos y les hablan.
- ✓ Ayudan a los niños a manejar su comportamiento de una manera positiva, constructiva y no amenazadora.
- ✓ Les permiten a los niños jugar solos o en grupos pequeños.
- ✓ Son atentos con los niños e interaccionan con ellos.
- ✓ Proporcionan actividades estimulantes, interesantes y educacionales.
- ✓ Demuestran conocimiento de las necesidades sociales y emocionales y las tareas de desarrollo para todos los niños.
- ✓ Se comunican con los padres.

Ambientes de Calidad

- ✓ Son limpios, seguros, atractivos, cómodos y amistosos para con los niños.
- ✓ Proporcionan acceso fácil a los juguetes apropiados para las edades de los niños.
- ✓ Exhiben las actividades y creaciones de los niños.
- ✓ Proporcionan un ambiente seguro y que fomenta la independencia de crecimiento de los niños.

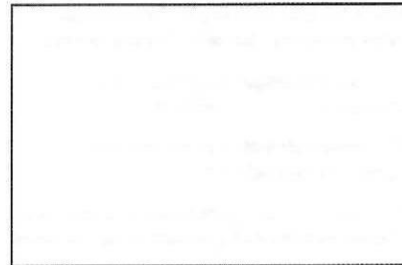
Actividades de Calidad

- ✓ Son iniciadas por los niños y facilitadas por las maestras.
- ✓ Incluyen intercambios sociales con todos los niños.
- ✓ Son expresivas, incluyendo el juego, la pintura y otras actividades variadas.
- ✓ Incluyen el ejercicio y el desarrollo de la coordinación.
- ✓ Incluyen el juego libre y las actividades organizadas.
- ✓ Incluyen oportunidades para todos los niños para que puedan leer, ser creativos, explorar y resolver problemas.



Para denunciar casos sospechosos o reales de abuso o abandono infantil, por favor llame a la Línea de la Florida contra el Abuso, al 1-800-962-2873.

Para información adicional, por favor visite www.myflorida.com/childcare o póngase en contacto con su oficina local de otorgamiento de licencias, a continuación:



Conozca Su Instalación De Cuidado Infantil

CF/PI 175-25, 10/2007

Este folleto fue creado por el Department of Children and Families, Oficina del Programa de Cuidado Infantil, conforme a s. 402.3125(5), F.S.,



Estándares para la Obtención de Licencias

Esta instalación de cuidado infantil se encuentra licenciada conforme a los estándares mínimos para el otorgamiento de licencias incluidos en la sección 402.305, Estatutos de la Florida (F.S.), y el Capítulo 65C-22, Código Administrativo de la Florida (F.A.C.),

Número de Licencia: _____

Licencia Emitida el __/__/__

La Licencia Vence el __/__/__

Para más información en lo concerniente al historial de cumplimiento de este proveedor de cuidado infantil, por favor visite: www.myflorida.com/childcare.

Toda instalación de cuidado infantil con licencia debe cumplir con los estándares mínimos estatales para la obtención de licencias de cuidado infantil, conforme a s. 402.305, F.S., y ch. 65C-22, F.A.C., los cuales incluyen pero no están limitados a lo siguiente:

Requisitos Generales

- ✓ Licencia válida exhibida de manera que los padres la puedan ver.
- ✓ Todo el personal debe haber sido seleccionado apropiadamente.
- ✓ Mantener cocientes mínimos de personal-a- niños:

Por debajo de 1 año de edad	1:4
1 año de edad	1:6
2 años de edad	1:11
3 años de edad	1:15
4 años de edad	1:20
5 años de edad y mayores	1:25

- ✓ Mantener vehículos apropiados para el transporte (si se suministra servicio de transporte).
- ✓ Proporcionarles por escrito a los padres las prácticas disciplinarias utilizadas por la instalación.
- ✓ Proporcionar acceso a la instalación durante las horas normales de funcionamiento.

Ambiente Físico

- ✓ Mantener suficiente espacio interior utilizable para jugar, trabajar y dormir siestas.
- ✓ Proporcionar espacios limpios y libres de desperdicios y otros peligros.
- ✓ Mantener suficiente iluminación y control de temperatura adentro.
- ✓ Equipar las instalaciones con juguetes apropiados para la edad y desarrollo de los niños.
- ✓ Proporcionar suficientes baños y otros mobiliarios.
- ✓ Proporcionar área de aislamiento para los niños que se enfermen.
- ✓ Practicar el lavado apropiado de las manos, del uso del inodoro y de cambio de pañales.

Requisitos de Entrenamiento

- ✓ Cuarenta (40) horas de entrenamiento introductorio de cuidado infantil.
- ✓ Diez (10) horas anuales de entrenamiento mientras se están prestando los servicios.
- ✓ Unidad de educación continua de 0.5 horas de entrenamiento aprobado o 5 horas reloj de entrenamiento en alfabetización temprana y desarrollo del lenguaje.
- ✓ Credencial de Director para todos los directores de las instalaciones.

Requisitos Relacionados con la Salud

- ✓ Procedimientos de emergencia que incluyan:
 - Exhibir el número Telefónico contra el Abuso de Florida junto con otros números de emergencia.
 - Personal entrenado en primeros auxilios y en CPR [resucitación cardiopulmonar] de infantes/niños en las instalaciones en todo momento.
 - Botiquín de Primeros Auxilios completamente surtido.
 - Un extinguidor de incendios y simulacros mensuales de incendio documentados con los niños y el personal.
- ✓ Lugar de almacenamiento cerrado bajo llave para almacenar medicamentos y materiales peligrosos, fuera del alcance de los niños.

Alimentos y Nutrición

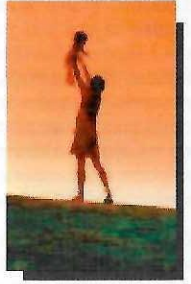
- ✓ Exhibir un menú de comidas y meriendas que proporcione las necesidades nutricionales diarias de los niños. (si se proporcionan comidas).

Llevar Registros

- ✓ Mantener registros exactos que incluyan:
 - El registro de los exámenes médicos/ vacunaciones de los niños.
 - Registro de medicamentos.
 - Información sobre inscripción.
 - Expedientes del Personal.
 - La asistencia diaria de los niños.
 - Accidentes e incidentes.
 - Permiso de los padres para excursiones y administración de medicamentos.

El Papel [Rol] de los Padres

El papel [rol] de los padres en el cuidado infantil de calidad es vital para su éxito. Al asociarse con el proveedor de cuidado para lograr esta meta, los padres deben:



- ✓ Familiarizarse con los estándares de cuidado infantil utilizados para otorgarle la licencia a la instalación de cuidado infantil.
- ✓ Averiguar acerca de los títulos y experiencia del personal de cuidado infantil y la longevidad de los miembros del personal en sus respectivos cargos.
- ✓ Conocer las políticas y procedimientos de la instalación.
- ✓ Comunicarse con el proveedor de cuidado.
- ✓ Visitar y observar la instalación.
- ✓ Participar en actividades especiales, reuniones y conferencias.
- ✓ Hablarles a sus niños acerca de sus experiencias diarias en el cuidado infantil.
- ✓ Hacer los arreglos para cuidado alterno cuando los niños están enfermos.

Para denunciar incumplimientos con los estándares estatales para la obtención de licencias, por favor comuníquese con su oficina local de otorgamiento de licencias.

Licensing Standards

Every licensed family day care home and large family child care home must maintain licensing standards that include, but are not limited to, the following:

General Requirements

- ✓ Meet screening and background checks.
- ✓ Supervise appropriately; watch and direct children's activities.

Staffing Requirements

- ✓ Must not be employed outside of home during hours of operation.
- ✓ Must provide a written plan to provide a substitute on a temporary or emergency basis.

Health Related Requirements

- ✓ Animals and pets must be immunized.
- ✓ Toxic and hazardous materials and potentially dangerous items must be inaccessible to children.
- ✓ Must meet swimming pool and fencing requirements.
- ✓ Must have operable smoke detector and fire extinguisher.
- ✓ Nutritional food, if food is offered.
- ✓ Individually labeled towels and wash cloths.
- ✓ Diaper changing area cleaned and sanitized.
- ✓ Fully stocked first aid kit.
- ✓ Emergency numbers readily available including the Florida Abuse Hotline.
- ✓ Conduct monthly fire drills with children and have natural disaster plan.

Health Records

- ✓ Maintain immunization, health records and children's health examinations.
- ✓ Maintain enrollment information and medical authorization.

Parent's Role

The parent's role in quality child care is vital to its success. When looking for an appropriate provider that meets both your needs and the needs of your child, the following quality indicators should be considered:

Quality Caregivers

- ✓ Greet the children when they arrive.
- ✓ Communicate with parents.
- ✓ Are warm, understanding, encouraging, and responsive to each child's individual needs.
- ✓ Use a pleasant tone of voice and frequently hold, cuddle, and talk to the children.
- ✓ Are attentive to and interact with the children.

Quality Environments

- ✓ Are clean, safe, and inviting.
- ✓ Provide an atmosphere that is bright and pleasant.
- ✓ Provide easy access to a variety of age-appropriate toys.

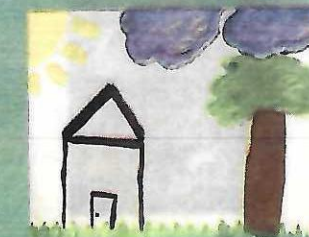
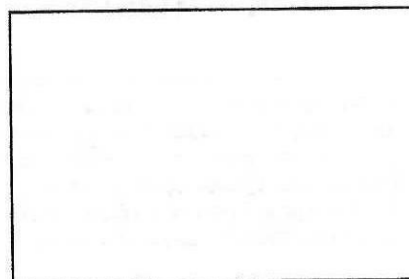
Quality Activities

- ✓ Include social interchanges with all children.
- ✓ Provide a daily balance of play time, story time, activity time, and quiet time.
- ✓ Are appropriate for each age group.

To report non-compliance with state licensing standards, please contact your local licensing office.

To report suspected or actual cases of child abuse or neglect, please call the Florida Abuse Hotline at 1-800-962-2873.

For additional information, please visit www.myflorida.com/childcare or contact your local licensing office below:



Selecting A Family Day Care Home Provider

CF/PI 175-28, 9/2007

This brochure was created by the Department of Children and Families, Child Care Program Office pursuant to s. 402.313(9), F.S.



FAMILY DAY CARE

What is Family Day Care?

Family day care is defined as child care for children in small group sizes from at least two unrelated families. Care is provided in the operator's home located in a residential neighborhood.

There are three types of family day care home arrangements that are authorized by the Florida Statutes (F.S.) and the Florida Administrative Code (F.A.C.). They are as follows:

- Registered Family Day Care Homes (s. 402.313, F.S.)
- Licensed Family Day Care Homes (s. 402.313, F.S. and 65C-20, F.A.C.)
- Licensed Large Family Day Care Homes (s. 402.3131, F.S. and 65C-20, F.A.C.)

Registered Family Day Care Home

Registered homes are not licensed or inspected by the Department of Children and Families, however, they are required to provide the following information to the department on an annual basis:

- ✓ Name and address of the home.
- ✓ Name of the operator.
- ✓ Number of children served.
- ✓ Proof of a written plan to provide at least one competent adult to be available to substitute for the operator in an emergency.
- ✓ Proof of screening and background checks.
- ✓ Proof of completion of 30-hour training requirement prior to caring for children.

- ✓ Proof of 10-hour in-service training.
- ✓ Proof of completion of the required continuing education units or clock hours.
- ✓ Proof of completion of Registered Family Child Care Home Self-Evaluation Check list.
- ✓ Proof that immunization records of children are kept current.
- ✓ Comply with statutory capacity (s. 402.302 (7), F.S.).

Licensed Family Day Care Home

Operator Requirements

- ✓ Good moral character based upon screening.
- ✓ Must be at least 18 years old.
- ✓ Must complete 30-hour family child care training (prior to caring for children).
- ✓ Must complete 10-hour annual in-service training.
- ✓ Must complete 0.5 continuing education unit or 5 clock hours of approved training in early literacy and language development birth to 5 years of age.
- ✓ Must be certified in first aid training and infant and child cardiopulmonary resuscitation.

Capacity Requirements/Ratios

- ✓ Licensed capacity includes one of the following groups, including those children under 13 years old related to the operator:
 - 4 children birth to 12 months; or
 - 3 children birth to 12 months and other children for a total maximum of 6 children; or
 - 6 preschool children if all are older than 12 months; or
 - 10 children if no more than 5 are pre-school age and, of those 5, no more than 2 are under 12 months.

Note: Twelve counties currently have ordinances requiring the licensing of all family day care homes. These counties are Alachua, Broward, Clay, Dade, Duval, Hillsborough, Nassau, Palm Beach, Pinellas, Polk, Sarasota, and St. John's. In the absence of an ordinance, licensure is voluntary.

Licensed Large Family Child Care Home

Operator Requirements

- ✓ Good moral character based upon screening.
- ✓ Must be at least 21 years old.
- ✓ Must complete 10-hours of Part II Child Care training within 6 months of licensure.
- ✓ Must complete 10-hour annual in-service training.

- ✓ Must complete 0.5 continuing education unit or 5 clock hours of approved training in early literacy and language development birth to 5 years of age.
- ✓ Must have a Child Development Associate Credential (CDA) or equivalent for one year prior to licensure as a large family child care home.
- ✓ Must be licensed as a family day care home for 2 consecutive years in Florida prior to licensure as a large family child care home.
- ✓ At least one person must be on the premises during the hours of operation that is certified in first aid training and infant and child cardiopulmonary resuscitation.

Capacity Requirements/Ratios

- ✓ Licensed capacity includes those children under 13 years old related to the operator and is as follows:
 - 8 children birth to 12 months; or
 - 12 children if not more than 4 children are under 24 months.



Estándares para la Obtención de Licencia

Cada casa de familia de cuidado infantil diurno con licencia y casa grande de familia para cuidado infantil debe mantener estándares de licenciatura que incluyen, pero no están limitados a, los siguientes:

Requisitos Generales

- ✓ Cumplir con las averiguaciones de antecedentes y procesos de selección.
- ✓ Supervisar de manera apropiada; observar y dirigir las actividades de los niños.

Requisitos de Personal

- ✓ Deben no estar empleados fuera del hogar durante las horas de funcionamiento.
- ✓ Deben proporcionar un plan por escrito para proveer un sustituto en bases temporarias o en casos de emergencia.

Requisitos Relacionados con la Salud

- ✓ Animales y mascotas deben estar vacunados.
- ✓ Materiales tóxicos y peligrosos y materiales potencialmente dañinos deben guardarse fuera del acceso de los niños.
- ✓ Deben cumplirse los requisitos para hogares con piscinas y cercas.
- ✓ Deben tener detectores de incendios y un extinguidor de incendios que funcione.
- ✓ Comida nutritiva, si se ofrece comida.
- ✓ Toallas y toallines individualmente etiquetados.
- ✓ Área de cambiar pañales limpia e higiénica.
- ✓ Botiquín de primeros auxilios totalmente equipado.
- ✓ Números de emergencia a disposición inmediata, incluyendo el número de la Línea de Abuso de la Florida.
- ✓ Conducir simulacros de incendios mensualmente con los niños y constar con un plan de acción en casos de desastres naturales.

Registros de Salud

- ✓ Mantener registros de vacunas, de salud y de los exámenes de salud de los niños.
- ✓ Mantener información de inscripción y autorizaciones médicas.

Papel de los Padres

El papel de los padres en cuidado de infantil de calidad es vital para su éxito. Cuando busque un proveedor de cuidado que se adhiera a sus necesidades y las de su niño, deben considerarse los siguientes indicadores de calidad:

Proveedores de Cuidado de Calidad

- ✓ Saludan a los niños cuando llegan.
- ✓ Se comunican con los padres.
- ✓ Son cálidos, comprensivos, alentadores, y atentos a las necesidades individuales del niño.
- ✓ Utilizan un tono de voz placentero y frecuentemente abrazan, acurrucan y hablan con los niños.
- ✓ Son atentos y tienen interacción con los niños.

Ambientes de Calidad

- ✓ Son limpios, seguros y placenteros.
- ✓ Proveen una atmósfera iluminada y placentera.
- ✓ Proveen fácil acceso a una variedad de juguetes apropiados para las edades de los niños.

Actividades de Calidad

- ✓ Incluyen intercambios sociales con todos los niños.
- ✓ Proveen un balance diario de tiempo para jugar, leer historias, tiempo para actividades y de descanso.
- ✓ Son apropiadas para cada grupo de edades.

Para reportar incumplimientos con los estándares de licencia del estado, por favor comuníquese con su oficina local de licencias.

Para reportar sospechas o casos reales de abuso o descuido infantil, por favor llame a la Línea de Abuso de la Florida al 1-800-962-2873.

Para información adicional, por favor visite www.myflorida.com/childcare o comuníquese con su oficina local de licencias listada abajo.



Seleccionando
un Proveedor
de Cuidado
Infantil Diurno
en
Casa de
Familia

CF/PI 175-29, 9/2007

Este folleto fue creado por el Department of Children and Families, Child Care Program Office conforme a s. 402.313(9), F.S.



CUIDADO DIURNO EN CASAS DE FAMILIA

Definición de Cuidado Diurno en Casas de Familia?

Cuidado diurno en casas de familia se define como cuidado infantil para niños en grupos pequeños de por lo menos dos familias no relacionadas. El cuidado se suministra en la casa del operador ubicada en un vecindario residencial.

Hay tres tipos de situaciones en que se suministra cuidado diurno en casas de familia que son autorizadas por los Estatutos de la Florida (F.S.) y el Código Administrativo de la Florida (F.A.C.). Son los siguientes:

- Casas de Familia Registradas para Cuidado (s. 402.313, F.S.)
- Casas de Familia con Licencia de Cuidado (s. 402.313, F.S. and 65C-20, F.A.C.)
- Casas Grandes de Familia con Licencia de Cuidado (s. 402.3131, F.S. and 65C-20, F.A.C.)

Casas de Familia Registradas para Cuidado Diurno

Las casas registradas no constan con licencia ni son inspeccionadas por el Department of Children and Families, no obstante, están requeridas a proveerle anualmente la siguiente información al departamento:

- ✓ Nombre y dirección de la casa.
- ✓ Nombre del operador.
- ✓ Número de niños a los que se les presta servicio
- ✓ Prueba de un plan por escrito para proveer por lo menos un adulto competente disponible para substituir al operador en una emergencia.
- ✓ Prueba de averiguación de antecedentes criminales.

- ✓ Prueba de haber completado el requisito de las 30 horas de entrenamiento antes de cuidar niños.
- ✓ Prueba de entrenamiento de 10-horas mientras se están prestando los servicios.
- ✓ Prueba de haber completado el requisito de unidades u horas de educación continua.
- ✓ Prueba de haber completado la lista de Auto-Evaluación para Casas de Familia registradas para cuidado.
- ✓ Prueba de que los registros de vacunaciones se mantienen al día.
- ✓ Cumplir con los límites de capacidad estatutarios (s. 402.302 (7), F.S).

Casas de Familia con Licencia de Cuidado Diurno

Requisitos para Operadores

- ✓ Buen carácter moral basado en revisión de datos personales.
- ✓ Debe tener por lo menos 18 años de edad.
- ✓ Debe completar el entrenamiento de 30-horas de cuidado en casas de familia (antes de comenzar a cuidar niños).
- ✓ Debe completar el entrenamiento de 10-horas anuales mientras está prestando los servicios.
- ✓ Debe completar 0.5 unidades de educación continua o 5 horas reloj de entrenamiento aprobado desde el nacimiento hasta los 5 años de edad.
- ✓ Debe estar certificado en entrenamiento de primeros auxilios y resucitación cardiopulmonar de infantes.

Requisitos/Tasas de Capacidad

- ✓ Capacidad licenciada incluye uno de los siguientes grupos, incluyendo a los niños menores de 13 años relacionados al operador:
 - 4 niños desde el nacimiento hasta los 12 meses; o
 - 3 niños desde el nacimiento hasta los 12 meses y otros niños para un total máximo de 6 niños; o
 - 6 niños en edad preescolar, si todos son mayores de 12; o
 - 10 niños si no más que cinco son de edad preescolar y, de esos 5, no más que 2 son menores de 12 meses.

Nota: Doce condados actualmente tienen ordenanzas que requieren que todas las casas de familia de cuidado tengan una licencia. Estos condados son Alachua, Broward, Clay, Dade, Duval, Hillsborough, Nassau, Palm Beach, Pinellas, Polk, Sarasota, and St. John's. En ausencia de una ordenanza, la licenciatura es voluntaria.

Casas Grandes de Familia con Licencia de Cuidado

Requisitos para Operadores

- ✓ Buen carácter moral basado en revisión de datos personales.
- ✓ Debe tener por lo menos 21 años de edad.
- ✓ Debe completar el entrenamiento de 10-horas de la Parte II dentro de los primeros 6 meses de haber obtenido su licencia.
- ✓ Debe completar entrenamiento de 10-horas anuales mientras está prestando los servicios.

- ✓ Debe completar 0.5 unidades de educación continua o 5 horas reloj de entrenamiento aprobado desde el nacimiento hasta los 5 años de edad.
- ✓ Debe tener un título de Associate en Desarrollo Infantil, la Credencial (CDA) o su equivalente por un año antes de obtener la licencia de casa grande de familia con licencia de cuidado.
- ✓ Debe tener la licencia de casa de familia con licencia de cuidado por 2 años consecutivos en la Florida antes de obtener la licencia de casa grande de familia con licencia de cuidado.
- ✓ Por lo menos una persona debe estar en el predio durante las horas de operación, quien tenga la certificación de entrenamiento en primeros auxilios y resucitación cardiopulmonar de infantes y niños.

Requisitos/Tasas de Capacidad

- ✓ Capacidad licenciada incluye a los niños menores de 13 años relacionados con el operador y es como sigue:
 - 8 niños desde el nacimiento hasta los 12 meses; o
 - 12 niños si no más de 4 niños tienen menos de 24 meses de edad.





**State of Florida
Department of Children and Families**

**PARENT FAMILY DAY CARE HOME
BROCHURE STATEMENT**

I, _____
(Name of Parent or Legal Guardian)

Received a copy of "Selecting a Family Day Care Home"
brochure.

(Signature of Parent or Legal Guardian)

(Date)

Name of Child

BROWARD COUNTY – CIRCUIT 17
201 West Broward Boulevard, Fort Lauderdale, Florida 33301

Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and
Advance Personal and Family Recovery and Resiliency

What is the influenza (flu) virus?

Influenza ("the flu") is caused by a virus which infects the nose, throat, and lungs. According to the US Center for Disease Control and Prevention (CDC), the flu is more dangerous than the common cold for children. Unlike the common cold, the flu can cause severe illness and life threatening complications in many people. Children under 5 who have the flu commonly need medical care. Severe flu complications are most common in children younger than 2 years old. Flu season can begin as early as October and last as late as May.



How can I tell if my child has a cold, or the flu?

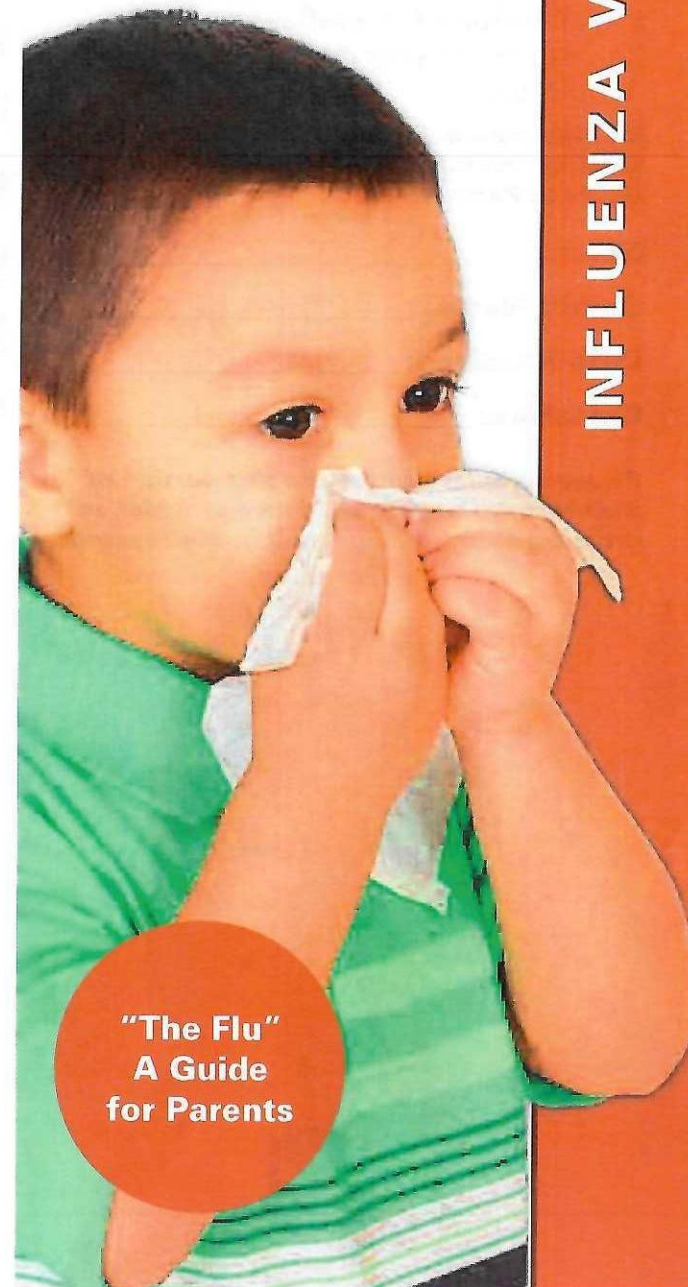
Most people with the flu feel tired and have fever, headache, dry cough, sore throat, runny or stuffy nose, and sore muscles. Some people, especially children, may also have stomach problems and diarrhea. Because the flu and colds have similar symptoms, it can be difficult to tell the difference between them based on symptoms alone. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.



For additional information, please visit www.myflorida.com/childcare or contact your local licensing office below:

CF/PI 175-70, June 2009

This brochure was created by the Department of Children and Families in consultation with the Department of Health.



INFLUENZA VIRUS

**"The Flu"
A Guide
for Parents**

During the 2009 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes provide parents with information detailing the causes, symptoms, and transmission of the influenza virus (the flu) every year during August and September.

My signature below verifies receipt of the brochure on *Influenza Virus, The Flu, A Guide to Parents*:

Name: _____

Child's Name: _____

Date Received: _____

Signature: _____

Please complete and return this portion of the brochure to your child care provider, in order for them to maintain it in their records.



What should I do if my child gets sick?

Consult your doctor and make sure your child gets plenty of rest and drinks a lot of fluids. Never give aspirin or medicine that has aspirin in it to children or teenagers who may have the flu.

CALL OR TAKE YOUR CHILD TO A DOCTOR RIGHT AWAY IF YOUR CHILD:

- Has a high fever or fever that lasts a long time
- Has trouble breathing or breathes fast
- Has skin that looks blue
- Is not drinking enough
- Seems confused, will not wake up, does not want to be held, or has seizures (uncontrolled shaking)
- Gets better but then worse again
- Has other conditions (like heart or lung disease, diabetes) that get worse



How can I protect my child from the flu?

A flu vaccine is the best way to protect against the flu. Because the flu virus changes year to year, annual vaccination against the flu is recommended. The CDC recommends that all children from the ages of 6 months up to their 19th birthday receive a flu vaccine every fall or winter (children receiving a vaccine for the first time require two doses). You also can protect your child by receiving a flu vaccine yourself.

What can I do to prevent the spread of germs?

The main way that the flu spreads is in respiratory droplets from coughing and sneezing. This can happen when droplets from a cough or sneeze of an infected person are propelled through the air and infect someone nearby. Though much less frequent, the flu may also spread through indirect contact with contaminated hands and articles soiled with nose and throat secretions. To prevent the spread of germs:

- Wash hands often with soap and water.
- Cover mouth/nose during coughs and sneezes. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
- Limit contact with people who show signs of illness.
- Keep hands away from the face. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.



When should my child stay home from child care?

A person may be contagious and able to spread the virus from 1 day before showing symptoms to up to 5 days after getting sick. The time frame could be longer in children and in people who don't fight disease well (people with weakened immune systems). When sick, your child should stay at home to rest and to avoid giving the flu to other children and should not return to child care or other group setting until his or her temperature has been normal and has been sign and symptom free for a period of 24 hours.

For additional helpful information about the dangers of the flu and how to protect your child, visit: <http://www.cdc.gov/flu/> or <http://www.immunizeflorida.org/>

¿Qué es el virus de la influenza (gripe)?

La influenza ("la gripe") es causada por un virus que infecta la nariz, la garganta, y los pulmones. De acuerdo al Centro de Control y Prevención de Enfermedades de los Estados Unidos (CDC), la gripe es más peligrosa para los niños que el resfrío común. Distinto al resfrío común, la gripe puede causar enfermedad severa y complicaciones que ponen en riesgo la vida a muchas personas. Los niños menores



de 5 años de edad que tienen la gripe suelen necesitar atenciones médicas. Las complicaciones severas de la gripe son más comunes en niños menores de 2 años de edad. La temporada de la gripe puede iniciar tan temprano como el mes de Octubre y durar hasta tan tarde como Mayo.

¿Cómo puedo saber si mi hijo tiene un resfrío, o si tiene la gripe?

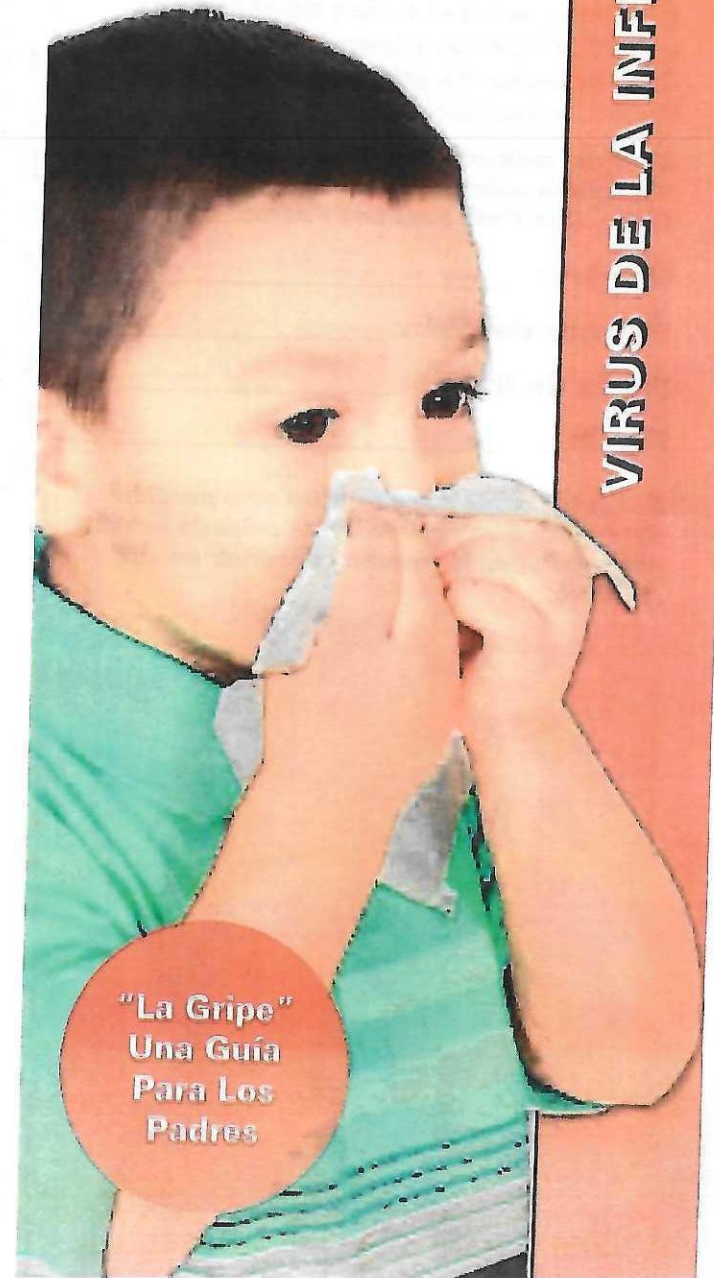
La mayoría de las personas con la gripe se sienten cansadas y tienen fiebre, dolor de cabeza, tos seca, dolor de garganta, nariz congestionada o nariz con secreciones, y músculos adoloridos. Algunas personas, en especial niños, pueden también tener problemas estomacales y diarrea. Como la gripe y el resfrío común tienen síntomas similares, puede ser difícil diferenciarlos en base a sólo los síntomas. En general, la gripe es peor que el resfriado común, y los síntomas tales como la fiebre, los dolores corporales, la fatiga extrema, y la tos seca son más comunes e intensos. Las personas con resfríos más comúnmente tienen secreciones nasales o congestión nasal. Los resfríos generalmente no resultan en problemas de salud serios, tales como neumonía, infecciones bacterianas, u hospitalizaciones.



Para información adicional, por favor visite www.myflorida.com/childcare www.myflorida.com/childcare o:

CF/PI 175-70, June 2009

Este folleto fue creado por el Departamento de Niños y Familias en consulta con el Departamento de Salud.



VIRUS DE LA INFLUENZA

"La Gripe"
Una Guía
Para Los
Padres

Durante la sesión legislativa del 2009, fue aprobada una nueva ley que requiere que los centros de cuidado infantil, hogares de familiares para el cuidado infantil diurno y hogares de familias grandes para el cuidado infantil les proporcionen a los padres la información detallando las causas, síntomas, y transmisión del virus de la influenza (la gripe) cada año durante Agosto y Septiembre.

MI firma más abajo verifica acuse de recibo del folleto sobre el Virus de la Influenza, La Gripe, Una Guía Para Los Padres:

Nombre: _____

Nombre del Niño: _____

Fecha de Recibo: _____

Firma: _____

Por favor complete y regrese esta porción del folleto a su proveedor de cuidado infantil, para que ellos lo puedan conservar en sus archivos.



¿Qué debo hacer si mi hijo se enferma?

Consulte con su médico y asegúrese de que su hijo obtenga suficiente descanso y que beba muchos líquidos. No le dé nunca aspirina, o medicinas que contengan aspirina, a niños o adolescentes que puedan tener la gripe.

LLAME O LLEVE A SU HIJO AL MÉDICO INMEDIATAMENTE SI SU HIJO:

- Tiene una fiebre alta o una fiebre que dure un largo tiempo
- Tiene problemas para respirar o respira rápido
- Tiene la piel que luce azul
- No está bebiendo lo suficiente
- Parece estar confundido, no se despierta, no quiere ser tenido en brazos, o tiene convulsiones (se sacude sin control)
- Se mejora, pero luego se pone peor otra vez
- Padece de otras condiciones (como enfermedades del corazón o de los pulmones, diabetes) que se ponen peor



¿Cómo puedo proteger a mi hijo de la gripe?

Una vacuna contra la gripe es la mejor manera de protegerlo contra la gripe. Como el virus de la gripe cambia año tras año, se recomienda la vacunación anual contra la gripe.

El CDC (Centros de Control y Prevención de Enfermedades) recomienda que todas los niños desde la edad de 6 meses hasta su 19no. cumpleaños reciban la vacuna de la gripe cada otoño o invierno (los niños que reciban la vacuna por primera vez requieren dos dosis). Usted también puede proteger a su niño recibiendo Usted mismo la vacuna de la gripe.

Para más información útil adicional acerca de los peligros de la gripe y de cómo proteger a su hijo, por favor visite: <http://www.cdc.gov/flu/> or <http://www.immunizeflorida.org/>

¿Qué puedo hacer para prevenir la transmisión de gérmenes?

La manera principal en que se propaga la gripe es en las gotitas respiratorias que se producen al toser o estornudar. Esto puede suceder cuando las gotitas de la tos o un estornudo de una persona infectada son propulsadas a través del aire e infectan a alguien cercano. Aunque es mucho menos frecuente, la gripe también se puede transmitir a través de contacto indirecto con manos contaminadas y artículos ensuciados por las secreciones de la garganta y nariz. Para prevenir la transmisión de gérmenes:

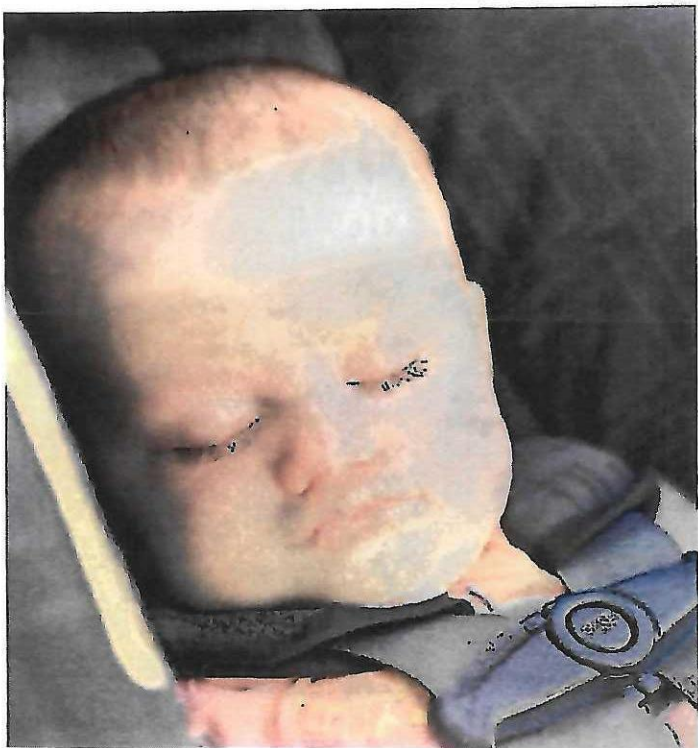
- Lávese las manos a menudo con agua y jabón.
- Cúbrase la boca /nariz mientras tose o estornuda. Si Usted no tiene un pañuelo desechable, tosa o estornude en la parte superior de la manga, no en sus manos.
- Limite el contacto con personas que muestren señales de enfermedad.
- Mantenga sus manos alejadas de su rostro. Los gérmenes a menudo se transmiten cuando una persona toca algo que está contaminado con gérmenes y luego se toca sus ojos, nariz, o boca.



¿Cuándo debe quedarse mi niño en casa de la guardería infantil?

Una persona puede ser contagiosa y capaz de transmitir el virus desde 1 día antes de mostrar síntomas hasta 5 días después de enfermarse. El período de tiempo puede ser mayor en niños o personas que no combaten bien las enfermedades (personas con sistemas inmunes débiles). Cuando esté enfermo, su hijo debe quedarse en casa para descansar y evitar transmitirle la gripe a otros niños y no debe regresar a la guardería infantil o a otro ambiente de grupo hasta que la temperatura de él o ella haya estado normal y haya estado libre de síntomas y signos por un período de 24 horas.

A change in daily routine, lack of sleep, stress, fatigue, cell phone use, and simple distractions are some things parents experience and can be contributing factors as to why children have been left unknowingly in vehicles...



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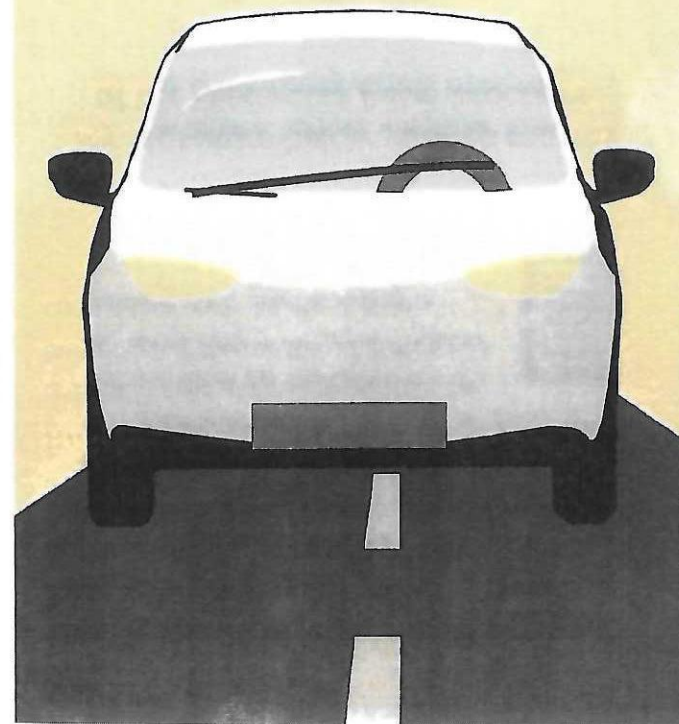
The Office of Child Care Regulation

www.myflfamilies.com/childcare

CF/PI 175-12, May 2019

When life happens... Don't be a

DISTRACTED ADULT





FACTS ABOUT HEATSTROKE:

It only takes a car **10 minutes to heat up 20** degrees and become deadly.

Even with a **window cracked**, the temperature inside a vehicle can cause heatstroke.

The body temperature of a child increases **3 to 5 times faster** than an adult's body.



⚠️ PREVENTION TIPS:

- Never leave your child alone in a car and call 911 if you see any child locked in a car!
- Make a habit of checking the front and back seat of the car before you walk away.
- Be especially mindful during hectic or busy times, schedule or route changes, and periods of emotional stress or chaos.
- Create reminders by putting something in the back seat that you will need at work, school or home such as a briefcase, purse, cell phone or your left shoe.
- Keep a stuffed animal in the baby's car seat and place it on the front seat as a reminder when the baby is in the back seat.
- Set a calendar reminder on your electronic device to make sure you dropped your child off at child care.
- Make it a routine to always notify your child's child care provider in advance if your child is going to be late or absent; ask them to contact you if your child hasn't arrived as scheduled.

During the 2018 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes to provide parents, during the months of April and September each year, with information regarding the potential for distracted adults to fail to drop off a child at the facility/home and instead leave them in the adult's vehicle upon arrival at the adult's destination.



My signature below verifies receipt of the Distracted Adult brochure

Parent/Guardian:

Child's Name:

Date:

Please complete and return this portion of the brochure to your child care provider, to maintain the receipt in their records.

Un cambio en la rutina diaria, falta de sueño, estrés, fatiga, uso del teléfono celular, y simples distracciones son algunas cosas los padres experimentan y pueden ser factores contribuyentes de por qué los niños se han quedado sin saberlo en vehículos...



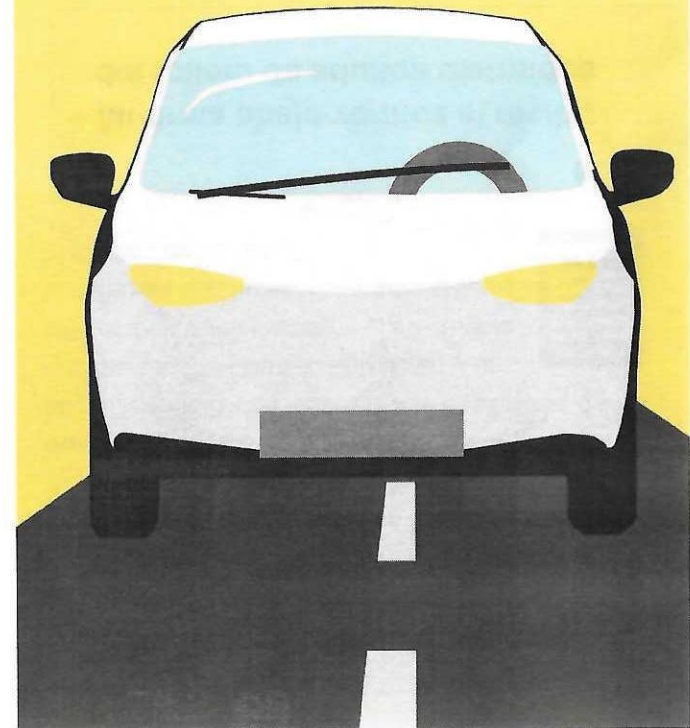
Desarrollado por:

La Oficina de Regulación de Cuidado de Niños

www.myflfamilies.com/childcare
CF/PI 175-12, May 2019

Cuando la vida pasa...No sea un

ADULTO DISTRAÍDO





DATOS SOBRE EL GOLPE DE CALOR:

Solo le toma a un automóvil **10 minutos calentar 20 grados más** y volverse mortal.

Incluso con una **ventana entreabierta**, la temperatura dentro de un vehículo puede causar un golpe de calor.

La temperatura corporal de un niño aumenta de **3 a 5 veces más rápido** que la del cuerpo de un adulto.



⚠ CONSEJOS DE PREVENCIÓN:

- ¡Nunca deje a su hijo solo en un automóvil y llame al 911 si ve a un niño encerrado en un automóvil!
- Acostúmbrese a revisar el asiento delantero y trasero del automóvil antes de alejarse.
- Tenga especial cuidado durante los momentos agitados u ocupados, los cambios de horario o ruta, y los períodos de estrés emocional o caos.
- Cree recordatorios colocando algo en el asiento trasero que necesitará en el trabajo, la escuela o el hogar, como un maletín, una cartera, un teléfono celular o su zapato izquierdo.
- Mantenga un animal de peluche en el asiento para el automóvil del bebé y colóquelo en el asiento delantero como recordatorio cuando el bebé esté en el asiento trasero.
- Establezca un recordatorio de calendario en su dispositivo electrónico para asegurarse de que dejó a su hijo en el centro de cuidado infantil.
- Haga que sea una rutina notificar siempre al proveedor de cuidado infantil de su hijo con anticipación si su hijo va a llegar tarde o ausentarse; pídeles que se comuniquen con usted si su hijo no ha llegado según lo programado.

Durante la sesión legislativa de 2018, se aprobó una nueva ley que requiere a las instalaciones de cuidado infantil, hogares familiares de cuidado de niños y hogares familiares grandes de cuidado de niños proporcionar a los padres, durante los meses de abril y septiembre de cada año, información con respecto a la posibilidad de que los adultos distraídos no dejen a un niño en la instalación/hogar y, en cambio, lo dejen en el vehículo del adulto al llegar al destino del adulto.



Mi firma abajo verifica el recibo del folleto de adultos distraídos

Padre/Guardián:

Nombre del niño:

Fecha:

Complete y devuelva esta parte de el folleto a su proveedor de cuidado infantil, para mantener el recibo en sus registros.



Parent/Student Agreement

We ask that you please review Foundation Montessori's school policies and procedures as listed at FoundationMontessori.net.

You are free to print a copy of the page and use it as a reference throughout the school year.

Be sure to read and discuss it with your child, and please sign and return this form to the school.

I, _____, hereby acknowledge that my child and I have read and discussed Foundation Montessori's school policies and procedures. We fully understand the statements and rules concerning Foundation Montessori, LLC.

I hereby warrant that I am the parent or guardian of:

Name of Student(s): _____

Parent/Guardian Name: _____

(Please print)

Signature of Parent/Guardian: _____

**State of Florida
Department of Children and Families**

FAMILY CHILD CARE HOME ANIMAL DISCLOSURE FORM

The Florida Administrative Code, Chapter 65C-20.010(1)(a), requires all family child care home operators to inform parents of all animals on the premises of the home.

Effective September 12, 2004:

- (a) Animals, pets or fowl must have current immunizations, if immunizations are available for the type of animal, pet or fowl, and be free of disease. Parents must be informed in writing of all animals on the premises of the home. Such information may be provided by way of a parent flier, a notification statement, or a statement included in the child's enrollment form.

- No animals are on the premises of the home.
- I have been informed of all animals on the premises of the home.

Child's Name

Name of Parent

Signature of Parent

Date

Foundation Montessori LLC

Name of Provider

Signature of Provider

Date



Children's Physical Activity Policy

Foundation Montessori LLC shall assure that each class or group of children must have a written and followed plan of schedule daily activities. The plan will be posted on the parent bulletin board, located in from of the entrance of the home on the wall. The plan will meet the needs of the children being served, and will include alternative activities in case of inclement weather, and include activities that:

- 1) The plan will meet the needs of the children being served, it will include alternative activities in case of inclement weather and include scheduled activities that promote emotional, social distance (when possible), intellectual and physical growth.
- 2) Planned activities for children 2 - 6 years of age which will include (40 minutes of) combined indoor and outdoor physical activities for every 3 & ½ hours of care, excluding quite or nap time.
- 3) Planned activities for school age children (kindergarten – 5th grade) shall include a minimum of 40 minutes of outdoor physical activity for every 3 hours in care.
- 4) These activities may include but not limited to playground, ball games, teacher lead small groups game, yoga, dance, dramatic play-dress up, bean bag games, follow me CD's, bear hunt, Duck Duck Goose, Musical Chairs, Freeze Dance, Limbo, obstacle course, tunnels, Letter Factory, Dominoes, Cards, Charades, chess, checkers and/or Karaoke.
- 5) The children's clothing and shoes must be appropriate for the activities scheduled, i.e. sneakers, or closed shoes, shorts, or Bermuda's, short sleeves shirt, etc.

I _____ have been given a copy of my child(ren)'s physical activities preformed at Foundation Montessori LLC on _____.



Photo Release Form

I, _____, hereby give Foundation Montessori and their representatives and assigns, the right and permission to publish, without charge, photographs taken during the school year. The photographs may be used in publications, including electronic publications, or in audio-visual presentations, promotional literature, advertising, yearbook, or in other, similar ways.

Yes _____

No _____

I hereby warrant that I am the parent or guardian of:

Name of Student: _____

Parent/Guardian Name: _____
(Please print)

Signature of Parent/Guardian: _____