Early Learning Services Department

PARENT ADMISSION AGREEMENT

Child's Name	DOB	Classroom	Date

Head Start and State Preschool Programs offer preschool education for eligible families with children zero to five years old. We provide quality services to foster each child's social, emotional, educational, and physical development conducive to school readiness.

As a parent/guardian in the program, I will

- Bring my child to school according to the dates on the program calendar.
- Call the teacher, within one hour (1 hour) from the scheduled start time, if my child is absent for any reason.
- Drop off and pick up my child according to the program/contract hours.
- Upon arrival, wait until staff does a health check before leaving the center.
- Participate in home visits (not applicable for Part-Day, State Preschool) and parent conferences during the school year.
- Meet with program staff whenever there are concerns about health, behavior, or family issues which affect my child's progress.
- Have my child receive a <u>physical exam</u> prior to or within <u>30</u> days of enrollment and a <u>dental exam</u> prior to or within <u>90</u> days of enrollment according to California Department of Social Services, Community Care Licensing requirements.
- Follow the "No Outside Food/Peanut/Nut Policy"
- Participate in local parent committee meetings and other parent education activities.
- Update my child's emergency cards as needed

As a parent/guardian in the program, I do give authorization for my child to participate in the following (circle one)

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•	ASQ-3 Developmental and ASQ-SE Social Emotional screenings; observations/assessments		
	from school district specialist and other personnel based on ASQ results	Yes	No
•	Tooth brushing activity using fluoridated tooth paste		
•	Receive emergency <u>medical</u> / <u>dental</u> care as needed	Yes	No
•	Allow Early Learning staff to accompany my child in emergency transportation -ambulance only-		
	for health and safety reasons if allowed by emergency medical technicians	Yes	No
•	Have my child photographed in the classroom in any activity by program staff, SCCOE,		
	the media, or approved group. I retain no rights to the photo/video	Yes	No
•	Allow communication via Robocall or text messaging (text message fees may apply from your service provider)	Yes	No

As a parent/guardian in the program, I understand that

- I must comply with all program requirements
- I have the right to visit my child's classroom at any time
- I am encouraged to volunteer in the classroom. If I plan to volunteer on a regular basis, I will adhere to the volunteer requirements.
- Early Learning Services follows all release of information procedural safeguards outlined in the provisions of Federal and State Administrative Codes.
- All family information is kept confidential unless a written consent authorizes release of such information.
- To protect the confidentiality of children in the program, I will not post any photos/videos of the children on any social media such as Facebook, Twitter, Instagram, etc.
- Program staff is required to report all cases of suspected child abuse/neglect to law enforcement or the central reporting unit. I understand that I may not use physical or verbal abuse on my own child or any other children.
- My child will only be released to those listed on the emergency card, at least 18 years of age, with valid photo identification.
- If anyone comes to pick up my child and appears to be under the influence of drugs or alcohol, program staff is required to call the police immediately.
- California Department of Social Services, Community Care Licensing has the right to inspect child care centers, interview staff and children in private and without prior consent, and review, inspect, audit, and copy center files.

A child's participation in the program may be jeopardized if

- Regular daily attendance does not meet program requirements.
- Threats of any kind are made by the child's parent or guardian against program staff.
- The child is a safety hazard to himself, other children, or staff, and when all program modifications, behavior intervention plans, and every attempt to work with the child has not improved the child's behavior.

I have received a copy of this Agreement, SCCOE Volunteer Requirements, Parent Handbook, and Parent Orientation Licensing Packet, which includes the following

- * Emergency Evacuation Plan * Notification of Parents' Rights * Personal Rights for Children * Under the Influence
- * Caregiver Background Check Process * Child Abuse, Neglect Reporting Procedure * Child Sexual Abuse Information

White - Parent/Guardian

Yellow - Child's Binder