

FAMILY REGISTRATION FORM

First United Methodist Preschool
3300 N. Atlantic Avenue
Cocoa Beach, FL
(321) 784-8881
fumccbchildcare@cfl.rr.com

Parent/Guardian Information 2019/2020 Registration Date: _____

Child Information

Child First Name: _____ M.I. _____ Last Name: _____

Name child prefers to be called: _____

Child's Address: _____

Gender: Male Female **Date of Birth:** _____

List any existing medical conditions, medication and/or special attention your child may require?

Allergies: _____

Pediatrician's Name: _____ Phone: () _____

Address: _____

Father/Guardian First Name: _____ M.I. _____ Last Name: _____

Address: _____

Occupation: _____ Home Phone: () _____

Employed By: _____ Office Phone: () _____

Work Address: _____ Work Hours: _____ Cell Phone: () _____

Custodial Parent (If married, mark both parents) _____

Email: _____

Marital Status: Married Single Divorced Separated Widowed Other _____

Mother/Guardian First Name: _____ M.I. _____ Last Name: _____

Address: _____

Occupation: _____ Home Phone: () _____

Employed By: _____ Office Phone: () _____

Work Address: _____ Work Hours: _____ Cell Phone: () _____

Custodial Parent (If married, mark both parents) _____

Email: _____

Marital Status: Married Single Divorced Separated Widowed Other _____

FAMILY REGISTRATION FORM

Emergency Contacts & Authorized Pickup Persons:

1st Contact/Pick Up Name: _____ Phone: _____

Relationship to the Child: _____

Able to pick up all children in the family

Not able to pick up the following children: _____

2nd Contact/Pick Up Name: _____ Phone: _____

Relationship to the Child: _____

Able to pick up all children in the family

Not able to pick up the following children: _____

3rd Contact/Pick Up Name: _____ Phone: _____

Relationship to the Child: _____

Able to pick up all children in the family

Not able to pick up the following children: _____

4th Contact/Pick Up Name: _____ Phone: _____

Relationship to the Child: _____

Able to pick up all children in the family

Not able to pick up the following children: _____

Tuition / Payment Information:

Current Tuition Amount: _____ Weekly Bi-Weekly Monthly Other _____

Please outline below whom is responsible for payment of tuition and fees. Please fill out if parents are divorced and split tuition payment or if tuition payment is the responsibility of an adult other than the parents listed above.

Additional Comments & Information:

Is there is any other information that that would be helpful to our management and teaching staff?

Every family is required to volunteer five hours per academic school year. Volunteers must be 18 years old or older.

Signature:

Parent's Signature: _____ Date: _____

Thank You!

First United Methodist Preschool
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Cocoa Beach, FL
321-784-8881

The following acknowledgements are required to be maintained on file by our school office for each enrolled child.

Know Your Child Care Facility brochure

Florida Statute, Section 402.3125.(5) requires that parents/guardians must receive a copy of the child care facility brochure *KNOW YOUR CHILD CARE FACILITY*. The parent's or legal guardian's signature verifies receipt of this brochure. Please complete the following:

I, _____ have received a copy of the child
(parent/legal guardian name – please print)
care center brochure, *KNOW YOUR CHILD CARE FACILITY*.

Signature of Parent/Legal Guardian

Date

Name of Child

Disciplinary Practices

Florida Statute, Section 402.305 (12) requires that parents/ guardians are notified in writing of the disciplinary practices used by this child care facility. The parent's or guardian's signature verifies that they have been notified in writing and approve of the disciplinary practices used by this child care facility. Please complete the following:

I, _____ have received the disciplinary
(parent/guardian name- please print)
practices used by this child care facility in writing.

Signature of Parent/Guardian

Date

Name of Child



Learn Play Grow Pray

First United Methodist Preschool

Photography Consent Form

First United Methodist Preschool sometimes takes photographs or videos during our day to day activities or special events. These images may appear on bulletin boards, in newsletters, in video presentations, or on our website or the school or class Facebook page. The Facebook page is a closed group page administered by the Director. You must ask permission to join the group. These images may also be used in local media or for promotional purposes.

Photography of children enrolled at First United Methodist Preschool and the use of those images require parental permission. If you prefer that your child not be photographed or the images of your child not be used for the said purposes; please indicate your choice below. It is our policy to not photograph or use images of children for which we do not have parental permission.

We will NOT include names, personal information, email addresses, or telephone numbers of any child or adult in an image.

Please answer the following questions about the use of photographs of your child. Circle YES or NO for each question. **Please complete one consent form for each enrolled child.**

YES/NO May we photograph your child during day to day activities and special events?

YES/NO May images of your child be used in class projects or on bulletin boards?

YES/NO May images of your child be used on the school Facebook or classroom Facebook page?

YES/NO May images of your child be used in video presentations that are NOT for promotional or advertisement purposes?

YES/NO May images of your child be used on our website, in local media publications, or in other promotional materials?

Please initial to indicate that you have read and understand the statements below:

_____ I understand that it is my responsibility to revise this form in the event that I no longer wish to authorize one or more of the above uses.

_____ I understand that this consent form is valid for five years from the date of signing. The consent will automatically expire after this time. We will not use any images of the named child after that date.

Child's Name: _____ **Parent Name:** _____
(please print) (please print)

Parent Signature: _____ **Date:** _____

First United Methodist Preschool

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Cocoa Beach, FL 32931
321-784-8881

Fun Times Food Policy

Here at First United Methodist Preschool we celebrate birthdays and holidays in the classrooms. For these events, our staff and/or parents will often provide store bought items for each child in the class. If this is something you are not comfortable with, please indicate your preference on the authorization form below and return it to the preschool office. We will keep it on file and inform the teachers of your child's food status. Thank you!

***Homemade items are not allowed by state law**

Child's name _____

_____ I **DO** give FUMC Preschool permission to give my child food other than what I have provided.

_____ I **DO NOT** give FUMC Preschool permission to give my child food other than what I have provided.

Parent/Guardian Name: _____

Signature: _____

Date: _____

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.

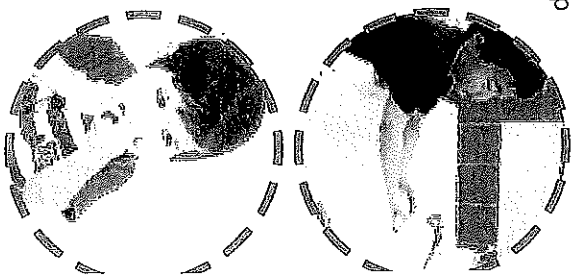
CALL OR TAKE YOUR CHILD TO A DOCTOR RIGHT AWAY IF YOUR CHILD:

- 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

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.



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.

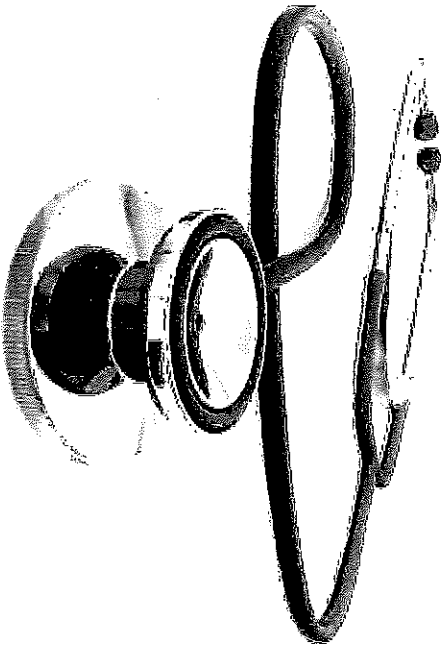
When should my child stay home from child care?

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/>

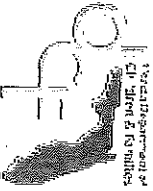
What is the influenza (flu) virus?

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



Learn Play Grow Pray

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Discipline Statement

We follow a policy of positive explanation, redirection, and behavior guidance. If inappropriate behavior of a disruptive nature continues, a child will be placed in a quiet area of the classroom for 1 to 3 minutes (depending on the child's age) to think about his or her actions. Before returning to play the child will be given a positive reinforcement for correct behavior and redirected to a quiet activity.

Sick Policy

Your child will not be allowed to attend, and you *MUST* pick them up if they show any of the following symptoms or any other signs or symptoms of illness. If your child was sent home sick, they will not be able to return to school the next day. They must also be symptom free for 24 hours before they will be allowed to return to school.

- ❖ Fever of 101 degrees or higher
- ❖ Vomiting
- ❖ Diarrhea (more than one abnormally loose stool in a 24-hour period)
- ❖ Pink eye
- ❖ Severe coughing/whooping sound
- ❖ Difficult or rapid breathing
- ❖ Stiff neck
- ❖ Exposed, open skin lesions and/or rash
- ❖ Unusually dark urine and /or gray or white stool
- ❖ Yellowish skin or eyes
- ❖ Any other unusual sign or symptom of illness

Parents' 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: **618860110**
License Issued on **10/23/10**
License Expires on **10/23/15**
For more information regarding the compliance history of this child care provider, please visit:
MyFLFamilies.com/childcare



OFFICE OF CHILD CARE REGULATION
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.

CFR/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.
- Equipped 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.

