

Florida Department of Health
Child Care Food Program

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

Meals Typically Served While in Care: Br AM Snack Lunch PM Snack Supper Eve Snack

Family Information:

Parent 1 Name: _____ Parent 2 Name: _____

Address: _____ Address: _____

Home Phone: _____ Home Phone: _____

Employer: _____ Employer: _____

Address: _____ Address: _____

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

Child Lives With: Parent 1 _____ Parent 2 _____ Both Parents _____ Other _____

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: _____

Doctor: _____ Address: _____ Phone: _____

Dentist: _____ Address: _____ Phone: _____

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# Home#

Name Address Work# Home#

Name Address Work# Home#

Name Address Work# Home#

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, "Know Your Child Care Facility" (CF/PI 175-24), **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, "Selecting A Family Day Care Home Provider" (CF/PI 175-28).
- 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.

1st year:

Signature of Parent/Guardian

Date

Subsequent years:

Signature of Parent/Guardian

Updated Date

Signature of Parent/Guardian

Updated Date

Signature of Parent/Guardian

Updated Date

Signature of Parent/Guardian

Updated Date

**LITTLE FEET ACADEMY OF JACKSONVILLE LLC
AGREEMENT FORM**

I ask that you sign a formal agreement giving LITTLE FEET ACADEMY OF JACKSONVILLE LLC permission to care for your child during the hours that you specify. The agreement also indicates your willingness to abide by the policies set forth in this handbook.

Provider/Parent Copy

I have read and understand all papers given to me by my provider, and I agree to fulfill my responsibility as stated in those papers. When my child is ill, I understand and agree that he/she cannot be accepted into care. I understand the provider's policies pertaining to the admission, care, and discharge of children. I agree to talk to my provider regularly about my child and work with my provider as a partner in the care of my child so that my child experiences consistency. I agree to work as a team with my family childcare provider and respect each party's child-rearing values.

Parent/Guardian must give a two-week notice prior to disenrollment for care. Termination of childcare services will require written notice. Payment in full for the final two weeks will be legally binding if payment is not paid.

This agreement also indicates you have received a copy of the "Little Feet Academy" Parent Agreement. It is your responsibility to take the time to read it thoroughly.

Parent/Guardian Signature _____
Care Giver Signature _____
Date _____

LITTLE FEET ACADEMY OF JACKSONVILLE LLC CHILD INTRODUCTION FORM

Please check the ones that apply to your child. This simple introduction will help me know your child better. Thanks for sharing your knowledge of your child with me.

√	Is your child...	√	Does your child...
	Shy?		Suck his/her thumb?
	Overactive?		Use a special language?
	Toilet trained?		Have a certain fear? (If you check this box, please communicate directly with me about these fears.)
	Used to a daily nap? (# of times per day and length of nap)		Bite his/her fingernails?
	Subject to temper tantrums?		Play well with other children.
	Used to a certain <ul style="list-style-type: none"> • Bed time _____? • Rising time _____? 		Have siblings? How many _____? Name _____ Age _____ _____ _____

What other information should I know/be aware of to care for your child as an individual?

Events in your home atmosphere often influence your child's attitude. I am better able to help your child when you inform me of situations and/or events that might influence his/her overall attitude such as:

- Divorce.
- Separation from a relative or friend.
- Death of a relative or friend.

Knowing about these transitional times allows me to give special attention, understanding, and care. The information you give me will remain confidential. Has anything happened recently in your child's life that might have an effect on her/him?

Signature of parent or guardian _____

Date _____

**LITTLE FEET ACADEMY OF JACKSONVILLE LLC
AUTHORIZATION FOR MEDICAL TREATMENT**

LITTLE FEET ACADEMY OF JACKSONVILLS LLC has my permission to obtain emergency medical treatment for my child (including the administration of anesthesia if a physician advises surgery) when I cannot be reached or if a delay in reaching my child would be dangerous for him/her.

My insurance provider is _____

Numbers or information pertaining to coverage are _____

Preferred hospital/treatment center _____

I understand that I assume all financial responsibility for any treatment or injuries sustained by my child while he/she is in child care.

Parent/Guardian Signature

Date

**LITTLE FEET ACADEMY OF JACKSONVILLE LLC
EMERGENCY CONTACTS AND
PERMISSION TO DROP OFF AND PICK UP**

Name _____

Address _____

Relationship _____

Home Phone _____ Work Phone _____

Name _____

Address _____

Relationship _____

Home Phone _____ Work Phone _____

Name _____

Address _____

Relationship _____

Home Phone _____ Work Phone _____

Name _____

Address _____

Relationship _____

Home Phone _____ Work Phone _____

LITTLE FEET ACADEMY OF JACKSONVILLE LLC
FEES FOR SERVICES

Fee Structure

Class of Care	Weekly	Before/After School	PT – Per Day
2&3 Years	\$165		\$30
4&5 Years	\$165		\$30
School Ager	\$150	\$100	\$30

- Your weekly fee entitles you to five days of care per week for your child. Fees cover all basic supplies and food.
- Any childcare services more than 4 hours will be considered full-time.
- Please be mindful of your drop-off and pickup times. This will allow all shifts to be in compliant with teacher-to-child ratio according to DCF rules and regulations.

Late Fees

All fees and charges are done in increments instead of late fees. After your allotted time of services your fees goes to an extra \$25 per child

Fees Due Date

Weekly fees are due by the close of business on Monday with a grace period of Tuesday end of business. Late fees will apply after this time has passed.

Delinquent Policy

After a delinquent notice is given, you will not be able to return for service until payment is paid in full.

Discounts

A weekly discount is given for additional children from the same household. It will be a flat fee of \$20 per week for each additional child.

Rate Change Evaluation

Rate changes are evaluated each August for the regular school year, with six weeks' notice before a fee change is made.

No Cash Transactions on the Premises

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 Centers 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.



THE FLU

A Guide for Parents

Print Parent's Name: _____

Parent Signature: _____

Child's Name: _____

Date: _____



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

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



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 settings until his or her temperature has been normal and has been sign and symptom free for a period of 24 hours.



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.

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

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...

Print Parent's Name: _____

Parent Signature: _____

Child's Name: _____

Date: _____



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consultation with the Department of Health.

WHEN LIFE HAPPENS... DON'T BE A DISTRACTED ADULT





Distraction 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.



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.



Today at least 4 million households have children living in them who are being exposed to lead. Approximately, half a million U.S. children ages 1-5 have blood lead levels above 5 micrograms per deciliter ($\mu\text{g}/\text{dL}$), the reference level at which the Centers for Disease Control and Prevention (CDC) recommends public health actions be initiated. Lead exposure can affect nearly every system in the body. Because lead exposure often occurs with no obvious symptoms, it frequently goes unrecognized.

What is LEAD?

- ⇒ Lead (Pb) is a heavy, toxic, poisonous chemical element.
- ⇒ Lead is commonly found in older houses, soil especially near roadways, old orchards, mining areas, industrial sites, near power plants, incinerators, landfills, and hazardous waste sites. People living near these hazardous sites may be exposed to lead and chemicals. Exposure to lead can happen from breathing workplace air or dust, eating contaminated foods, or drinking contaminated water. Children can be exposed from eating lead-based paint chips or playing in contaminated soil.
- ⇒ Lead is also found in some herbal remedies, cosmetics, jewelry, toys, water, lead glazed pottery and occupation/hobbies.



What is LEAD POISONING?

- ⇒ Lead poisoning is a serious but preventable public health problem that can result in long-lasting neurological damage to young children whose growing bodies are highly susceptible.
- ⇒ When too much lead ($\geq 5 \mu\text{g}/\text{dL}$) gets into your body, it is called lead poisoning. Children are at greater risk than adults.
- ⇒ Lead is also brought into the environment through human activities.
- ⇒ Lead circulates in the bloodstream; it is then reabsorbed in the kidneys and the brain.
- ⇒ Lead poisoning can cause reduction in IQ, attention span and reading; increase in learning disabilities, hyperactivity and behavioral problems; impair growth, visual, motor function and hearing.

Why is Soil a Problem?

- ⇒ Contamination of soil has been linked to incinerators, hazardous waste sites, weathering of exterior leaded paint, fall-out from past use of leaded gasoline, and lead smelters.
- ⇒ There is a greater chance of contact with lead in the soil if there is not a good stand of grass or other ground cover.
- ⇒ Any time soil is bare and exposed there is a chance that lead dust can be generated.

Who is at Risk?

- ⇒ All children under the age of 6 years old are at risk because they are growing so rapidly and because they tend to put their hands or other objects, which may be contaminated with lead dust, into their mouths.
- ⇒ Children living at or below poverty level who live in older housing are at greatest risk . Additionally, children of some racial and ethnic groups are disproportionately affected by lead.

How Can I know if My Child Has Lead Poisoning?

- ⇒ Children with lead poisoning do not look sick.
- ⇒ Children who look and act healthy may have high lead levels.
- ⇒ The only way to know if your child has lead poisoning is to have them tested.

What Does the Lead Test Consist of?

- ⇒ A health care worker will take only a small amount of your child's blood.
- ⇒ The test takes only a few minutes.
- ⇒ Children who are 1 to 6 years old are at a higher risk for lead poisoning should get tested.

What Can I Do to Prevent My Child From Getting Lead Poisoning?

- ⇒ Keep the area where your child plays clean and dust free.
- ⇒ Make sure your child does not chew on anything covered with paint.
- ⇒ Wash your child's hands often, especially before meals.
- ⇒ Give your child a healthy diet that includes foods with iron, calcium and vitamin C. A healthy diet can protect children from lead poisoning.



Any questions, contact:
Florida Department of Health in Miami-Dade County
Childhood Lead Poisoning Prevention Program at
(305) 470-6877