

little ones center

Parent Handbook

Revised June 2024

1806 Merritt Drive • Greensboro, NC 27407

(336) 604-8065

littleonescenter.com

Welcome to Little Ones Center

Little Ones Center's desire is to provide faith-based child care to families in our community. Little Ones Center is committed to creating a safe, warm, and loving environment for children where they can learn and grow physically, spiritually, intellectually, and socially at their own pace. We are committed to supporting families by maintaining open communication and encouraging parental involvement in our programming and care activities.

Please read this handbook carefully and ask the Director or a staff member if you have any questions.

Our goal is to...

- 1) Serve the families in our community
- 2) Provide a safe and kind environment
- 3) Provide a place for children to learn about Jesus and His love for them
- 4) Provide engaging experiences for children through work and play

Jesus said, "Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these"

Matthew 19:14

Christian Philosophy of Education

At Little Ones Center, when it comes to the education of your child, teaching children about the love of Jesus Christ is our very first priority. This philosophy is woven throughout our lesson plans, in our discipline policies, and in the way we help foster relationships. Our desire is to provide biblically-based, developmentally appropriate experiences to allow each child to progress at his or her own pace.

Activities will be adapted for each class and each individual child as is necessary, so that each child can experience success.

Classroom Information

Bluebird & Kangaroo Room: Nursery (Zero to One)

Child must be 6 weeks old (from due date for preemies) before the start date.

Ratio: 1 teacher per 4 children

Maximum group size: 8

Penguin Room: Younger Toddlers (One yr old)

Move up on the condition that the child is walking by the start of the next semester.

Ratio: 1 teacher per 5 children

Maximum group size: 10

Giraffe Room: Toddlers (2 yrs old)

Move up on the condition that the child is 2 by the start of the next semester.

Ratio: 1 teacher per 7 children

Maximum group size: 14

Elephant Room: Older Toddler (2.5-3.5 yrs old)*

Move up on the condition that the child is between the ages of 2.5-3.5 years and either in the process of potty training or is ready to begin potty training.

*This is a transitional room depending on birthday and potty training status.

Ratio: 1 teacher per 8 children

Maximum group size: 14

Deer Room: Preschool (3-4 yrs old)

Move up on the condition that the child is 3 by the start of the next semester and fully potty trained.

Ratio: 1 teacher per 9 children

Maximum group size: 9

Fox Room: Pre-K (4-5 yrs old)

Move up on the condition that the child turns 4 by August 31st.

Ratio: 1 teacher per 12 children

Maximum group size: 12

Clubhouse (Summer months ONLY):
Elementary (5 & older)

Currently Enrolled in Kindergarten-Fifth Grade. -
By aug. 31st of previous school year.

Ratio: 1 teachers per 15 children

Maximum group size: 15

Hours of Operation

Operating hours are Monday through Friday from 9:00 am-1:00 pm year-round. Transfer of the responsibility of your child may not occur before these start times. Please have your child here no later than 9:30am. If your child will be arriving later, please inform your child's teacher via Family.

9:00am-1:00pm.....Monday-Friday

Closing Dates

Little Ones Center observes the holidays and closings listed below.

- New Year's Eve and New Year's Day
- Martin Luther King Jr. Day
- Good Friday & Easter Monday
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Thanksgiving (TH & F)
- Christmas Eve & Christmas Day
- The week following Christmas before New Years
- Any teacher work days

If any other closures are expected, a notice will go out to parents at least 1 week in advance.

Enrollment Requirements

All families wishing to enroll at Little Ones Center must complete and submit the following documents prior to the child's start date:

- Child Application for Enrollment. (website)
- \$75 non-refundable registration fee, \$25 for registration fee for siblings,

must be paid BEFORE the start date. (Family app)

- Receipt and Acknowledgement of Parent Handbook. (Given at tour)
- Authorization for Pick-up. (Family app)
- Allergy Form (Family app)
- Copy of Immunization Records or signed exception.
- Photo Release Permission (Family app)
- Waiver of Liability (Given at tour)
- If applicable, any custody agreement/protective order granted by the courts or arranged by the parents. (send to Director)

Parents/guardians are encouraged to schedule a tour at Little Ones Center before their child is enrolled. This will give the parents and child(ren) an opportunity to meet the teachers and see our facility before the first day of attendance.

**spaces will not be held by verbal contract; registration fee must be paid in order for a spot to be held for your child. Spots are first come, first serve. If there is no space available when you wish to enroll your child, your contact information will be gathered and you will be put on a waiting list.*

Notice of Non-Immunized Children

State exemptions of immunizations exist for both pre-existing medical conditions and based upon religious exceptions. Parents of Little Ones Center are hereby notified that some students in attendance may not be immunized in whole or part.

Withdrawal of Services Policy

Enrollment may be terminated at any time and for any reason by either the parents or the Director with a minimum **two-week** written notice. The Center reserves the right to terminate enrollment immediately if necessary. **Tuition is expected to be paid in full whether or not the child attends during that last two-week period**, and regardless of which party initiates the termination. Any fees not paid on time with regards to termination of child care services will also be subject to daily late fees, until full payment is received. Any balances that are overdue will be charged using the credit card on file.

Tuition and Fees

All registration fees are non-refundable and will occur annually. This charge contributes directly to purchasing cleaning and classroom supplies for children's activities year-round.

Registration
Fee.....\$75 (one-time)

Re-enrollment
Fee.....\$25 (yearly)

TUITION RATES:

At the time of enrollment, Parents/Guardians must select which days of the week (if not all) that they would like their child(ren) to attend. If for any reason, you'd like to change the days of attendance, a request must be made at least 2 weeks in advance. These requests will be approved based on classroom availability. If a 2 week notice is not given, additional fees could occur.

Required minimum attendance of 2 days per week.

2 Half-Days/Week:

	Classroom Bi-Weekly Rate
Nursery (Under 1 year old)\$84 / week
Toddlers (1-3 years old)\$80 / week
Preschool (3-5 years old)\$76 / week
Elementary (K-5th grade)\$68 / week

3 Half-Days/Week:

	Classroom Bi-Weekly Rate
Nursery (Under 1 year old)\$126 / week
Toddlers (1-3 years old)\$120 / week
Preschool (3-5 years old)\$114 / week
Elementary (K-5th grade)\$102 / week

4 Half-Days/Week:

	Classroom Bi-Weekly Rate
Nursery (Under 1 year old)	\$160 / week
Toddlers (1-3 years old)	\$152 / week
Preschool (3-5 years old)	\$144 / week
Elementary (K-5th grade)	\$136 / week

5 Half-Days/Week:

	Classroom Weekly Rate
Nursery (Under 1 year old)	\$200 / week
Toddlers (1-3 years old)	\$190 / week
Preschool (3-5 years old)	\$180 / week
Elementary (K-5th grade)	\$160 / week

**Tuition is based on classroom placement. The tuition rate may change only when the child graduates into the next classroom. Tuition rates are evaluated annually by the Board of Directors of Little Ones Center, and may be subject to change at the beginning of a new semester.*

Payment Procedures

Our billing schedule is bi-weekly (billing for 2 weeks of care at a time), all invoices are posted the Wednesday of the week prior to care and payments are due on the following Monday. We accept payment through our Family app only via debit/credit card or ACH transfer. Payments are considered late after Monday and payments are subject to a \$10 per week late fee after 7 days of nonpayment. If payments are more than 2 weeks late, all services will be suspended until fees are paid in full. After services are suspended, if an account remains unpaid longer than 30 days past due, the student will be officially disenrolled from Little Ones Center; thus being subject to all re-enrollment procedures and fees. The student's space will not be held and will be made available to the next person on the waiting list.

There are no refunds for holidays, center closures, absences, illnesses, or personal days.

Sibling Discounts

Little Ones Center offers a sibling discount of 10% off of the tuition of the oldest child enrolled if all siblings are enrolled 5 days a week.

Late Pick-Up Policy

A late charge of \$1.00 per minute, per child, will be added to your account if your child is picked up after 1:05 pm. This fee may be waived in the event of an emergency. In such an instance, the waiver will be reviewed by our Board of Directors. The late pick-up fee is determined by the time you check out your child on the iPad. Repeated tardiness may result in disenrollment.

Sick Policy

For the benefit of other children enrolled, please keep your child at home if he or she appears ill before arrival. Your child should be able to participate normally in all daily activities (including outdoor play) in order to attend. You should arrange for backup care when your child is sick, and unfortunately, **there are no reimbursements for days that your child does not attend due to illness.** Please let the center know as soon as possible if your child is sick or will not be attending for any reason. This will prevent activities from being delayed.

A child who displays one or more of the following symptoms is not healthy enough to participate in our program.

- Fever of 100.6° Fahrenheit or higher. (May return 24 hours after being fever-free **without medications.**)
- Excessive discolored drainage from the eyes, ears, or nose (greenish colored snot)
- Red discoloration to the whites of the eye(s).
- Skin rashes that have not been cleared by a physician.
- Severe abdominal pain; vomiting or diarrhea (may return after 24 hours of last episode)
- Excessive or deep, hacking cough
- Difficulty breathing or untreated wheezing
- An unusual yellow coloring of the skin or eyes
- Cuts or openings on the skin that are pus-filled or oozing

Please inform staff of any serious illness or contagious disease. Children may return to care when they are free of symptoms, 24 hours after treatment begins (including antibiotics) or a note from the child's pediatrician is provided to clear the child

before readmittance after contagious illnesses.

Developing Illnesses

In the event a child becomes ill during the course of the day, the parents/guardians will be contacted immediately and be required to come to pick the child up. If the parents/guardians can't be reached, the alternate emergency contact person will be called to come to pick up the child. If pick-up is required due to illness, the child may return after 24 hours symptom-free without medication.

Please do not medicate your child prior to drop-off if they have had symptoms listed in the sick policy. You will be asked to pick up your child if symptoms become present.

COVID-19 Policy

If anyone in a child's family or household has tested positive for Covid-19, is experiencing symptoms or the child has been otherwise exposed to someone with Covid-19 and/or is experiencing any symptoms, they will need to remain home until the parent/other has tested negative or completed the quarantine period, whichever comes first.

Minor Accidents:

If a child gets a scrape, scratch, bite that does not break the skin, bruise, bloody nose, or bump on the head, it will be considered a minor accident. An accident report will be sent to the parents via Family.

Major Accidents:

If a child has an accident that requires medical attention, the teacher or administration will notify the parents and either the parent will take the child to the

doctor or EMS will be called and the designated administrator will accompany the child to the nearest hospital. Little One's Center will assume no financial responsibility for the child's treatment in the event the child must be transported to the hospital. In an emergency situation, 911 will be called first, then the parent.

Medications

With any prescription antibiotics, children may not return to care until they've had a full 24 hours of dosage, where they are no longer contagious and ready to participate in the full day to ensure they are well on the road to recovery.

With the exception of asthma maintenance/prevention medications, sunscreen, diaper cream, and emergency medications, Little Ones Center does not administer medications to children. No medications may be brought into the center without the proper authorization. Please inform the Director if there are specific medical circumstances in which medication is necessary during the four-hour daycare program period.

Allergies

Children with allergies or other special medical needs must have an action plan signed by a physician. This plan includes all actions needed for any given medical situation to properly care for the child.

All allergies (and dietary concerns) will be clearly posted on each Child's Profile in Family. Please note that we are a peanut free facility. If you send any food with your child, or donate any food to any functions held at the Center please ensure that these foods are **PEANUT FREE**. You are

welcome to pack alternative nut butters such as almond or sunbutter.

Inclement Weather

Should it become necessary to alter our regular school schedule due to inclement weather or for other reasons, Little Ones Center will make every attempt to notify parents as soon as possible by means of announcements through our website, our app announcement page, email and text.

We will take into account the Guilford County Public School System's announced schedule changes, but we will not necessarily follow their plan. Additionally, we ask that you pick up your child as quickly as possible in such situations, so our staff has the opportunity to get home safely.

Emergencies

- Fire: Little Ones conforms to all fire regulations as designated by the State Fire Marshal. Fire drills are held quarterly. The fire alarm system, sprinklers, emergency power pack lights, and fire extinguishers are checked yearly for proper function. In the event of a fire, the building will be evacuated immediately. The staff member in charge will phone the fire department. Class staff members will remain with the children and see them safely to the designated emergency area until the situation is under control or children are picked up.
- Tornado: Tornado drills are held twice a year from April through September. In the event of a tornado warning, the children will be evacuated to a designated area and remain there until the warning is

lifted or children are picked up.

Checking In and Out Policy

Children are to be checked in and out by parents upon their arrival and departure using the Check-In/Out iPad. All individuals dropping off or picking up are expected to use this method in order to properly “check-in/check-out” for the day. When dropping off or picking up your child, please be sure to make contact with one of the teachers, acknowledging transfer of responsibility for the child. Please share any necessary information with your child’s teacher at drop-off, and be available at pick-up for your child’s teacher to share with you about your child’s day.

Upon Arrival

We encourage you to have your child in class before the classroom’s scheduled group time begins. Please have your child dropped off by 9:30 am for our morning program and 2:30 pm for our afternoon program. If your child will not be there for the day or will be arriving after drop-off times please let the center know by this drop-off time by marking absent on the child’s Family profile. If a child arrives after the drop-off time or does not show up without letting the center know, they will be marked as tardy. Multiple tardies may be terms for disenrollment.

Upon Pick Up

If someone else will be picking up your child, please inform the Director prior. They must be listed on the child’s authorized pick-up list and a Photo ID will be required to ensure the safety of all children being released. Please let any individuals who

may pick up the children know that they will be asked for a Photo ID. Children will not be released to unauthorized individuals. For families under the direction of a court-appointed custody situation or other such legal proceedings, we will strictly adhere to the findings of the court with regard to who is allowed to pick up a child.

No child will be released to anyone who appears to be under the influence of alcohol or other drugs. No one under the age of 18 years will be allowed to pick up a child; this includes siblings, relatives, and babysitters.

Items Needed from Home

Child-Specific Supplies: Parents are required to supply those items which are necessary for the proper care of their child. These may include the following:

- Spare Clothing: including underwear and socks, change of clothes
- Sunscreen/SunBlock (if needed in summer months)
- Weather appropriate clothing: jacket/splash/snow pants/hats/mitts, boots etc. (a lack of weather-appropriate clothing will prevent your child from enjoying our outdoor play time)
- Diapers, wipes and Diapers/Rash Ointment (as needed)
- Water Cup or Bottle Labeled with Child’s first and last name
- Snack and Lunch for the day

Infant and Crawler room only

- Prepared formula, breast milk, or other milk: labeled with child’s first and last name on the bottle or bag with the date
- Prepared baby food
- Pacifier (if applicable)
- Sleep suit

We do not allow children under the age of 1 to sleep with a blanket, lovey, or any other loose comfort item.

We do not allow children to bring any toys from home. Please be aware that if a toy is brought from home is it not the center's responsibility if that item becomes misplaced or broken. We do not allow play guns or any form of "violent" toys at Little Ones Center. In a similar spirit, we respectfully ask that no costumes/clothing such as witches, ghosts, or other potentially frightening characters be brought into the classroom, even on Halloween.

Dress Code

In order for your child to enjoy his/her time at the children's center, we advise you to dress your children in play clothes suitable for the weather and normal daily activities. Although we are careful while doing art and playing outside, there are instances where clothes can become dirty and stained. We appreciate your understanding. A spare change of clothes is required for all children in case of soiling of clothes. For footwear, socks and shoes with non-slip soles are suggested. Shoes with velcro work best, any shoes with laces are a tripping hazard to consider. We strongly encourage children to wear shoes with a back to secure the child's heel.

Please also remember whenever weather permits the children are taken outside for a minimum of 30 mins per day. Please ensure that you have proper outerwear provided for your child, so that they are comfortable and don't miss out on outdoor play. If a child does not have proper outdoor apparel, they will have to remain indoors with another teacher/classrooms. Please be aware if your child comes to school wearing inappropriate clothing, you will be asked to change your child's clothes.

Potty Training Policy

Here at the center, we strive to support your efforts of potty training throughout the day. The key signs of readiness for potty training include:

- The child is able to pull up/down their own pants and underwear with little or no assistance.
- The child is able to communicate with you when they need to go to the bathroom.
- The child is able to hold their bowels and bladder until they get to the potty once they realize that they need to go.

If these signs are not present, your child is not ready to potty train at daycare, as we do not have the capacity. Children are not able to move up to the preschool age group until they are completely potty-trained (having no more than 2 accidents per week for at least a 2-3 week period), unless approved by the Director. We will always encourage children to use the potty regularly and we begin to introduce sitting on the potty as soon as the children move to the toddler rooms.

When your child does potty train, we ask that you provide extra clothing and remove soiled clothing daily. Please pack a minimum of 2 extra outfits.

Snack/ Meal Times

Throughout the day we encourage children to drink water. Please provide a sippy cup and/or a water bottle labeled with the child's first and last name. Little Ones Center does not provide meals, please pack at least one snack and/or lunch. During meal times, children are encouraged to remain seated and not engaged in any play activity. This is to ensure safety (to avoid choking) and to promote healthy eating/drinking habits.

Breastmilk

Breast milk may be given directly to teachers and they may place it in the respective refrigerator. Please label properly with the child's first and last name, along with the date and how many ounces of milk.

Parent Participation and Communication

We recognize the importance of the parent-teacher relationships and therefore encourage participation in the classroom and at special events. You are always welcome and encouraged to visit at any time. We ask that you report your presence to the Director before proceeding to your child's class. Our doors are open and we welcome any comments or suggestions from parents about programming or the care of their children. If you need to contact the center for any reason, please feel free to call (336) 604-8065 or send a message via Family's messaging feature. If you get our voicemail please do leave a message with your name and number. We check messages regularly and return phone calls as soon as we get the chance.

Other than phone calls, we provide multiple methods of communication. Families are encouraged to use each of these in interacting with the director, staff and teachers. Our communication methods are as follows:

- Informal Conversations and Notes: Each day, teachers may talk informally with you as you drop off or pick up your child. Please share any pertinent information about your child, such as a recent emotional upset or interrupted sleep pattern the previous night. Please be available and off of phones at pick

up in order to allow teachers to share information from the day.

- Conferences/Evaluations: We offer periodic assessments and parent/teacher conferences throughout the year as needed. The purpose of these conferences is for sharing information and ideas about your child's growth and development. Your child's teacher is also available to meet with you throughout the year upon request.
- Family Daily Reports: Activities, naps, meals, etc. are reported throughout the day in our Family app as often as teachers are able. Please download the app and become familiar with the functions. The app will be used for the following:
 - Direct Message Teachers and Director
 - Check-in and Check-out
 - View Child's Profile
 - Pay Tuition
 - Receive Announcements
 - Mark Absences

Celebrations

Teachers and Staff may choose to have celebrations from time to time for holidays such, Thanksgiving, Christmas, Valentine's Day, Easter, and Independence Day. Parents are welcomed and encouraged to join the celebrations. If you would like to bring a special snack for your child's birthday or special occasion, please make arrangements with your child's teacher prior to the chosen day and discuss any food allergies that may be present within the classroom. The refreshments may be shared with the class during snack time.

Photographs

Photographs of the children participating in our program may be taken from time to time. All such photography will be done under the supervision of teachers and staff. These photos may appear in Famly, on our website, social media, or used for other advertisement materials. Please feel free to save the pictures of your child from Famly, however, keep in mind if you do save pictures or wish to share them, please ensure there are no other children's faces appear in the pictures, or you have consent from that child's parents. Permission to use photos must be first granted by the child's parent via the Photo Release Form, which is under 'permissions' in Famly.

Cleaning Procedures

Little Ones uses "Force of Nature" disinfectant spray for all toys and surfaces. Below are our typical daily cleaning procedures.

- As children arrive, they are directed to wash their hands before beginning to play with toys, in order to prevent the spread of germs. They wash their hands throughout the day, before meal times, after coming in from the playground, as needed if they get dirty or suck their fingers.
- Any spills are wiped up immediately, surfaces wiped down and crumbs vacuumed as needed and at the end of each session.
- Toys are picked up throughout the day to avoid tripping hazards
- Bottles/cups are rinsed out after the child finishes drinking
- All toys, equipment, sinks, toilets etc. are disinfected at the end of each

session or if a toy has been in a child's mouth

- Trash is taken out each day
- Blankets, sheets, and dishes are washed at the end of the week

Infant/Toddler Safe Sleep Policy

Sudden Infant Death Syndrome (SIDS) is the unexpected death of a seemingly healthy baby for whom no cause of death can be determined based on an autopsy, an investigation of the place where the baby died, and a review of the baby's clinical history.

Child care providers can maintain safer sleep environments for babies that help lower the chances of SIDS. North Carolina law requires that child care providers caring for children 12 months of age or younger implement a Safe Sleep Policy and share the following information with parents.

Little Ones Center will practice the following Safe Sleep Policy:

- All child care staff will receive training on our infant Safe Sleep Policy within two months of hire.
- Infants will always be placed on their backs to sleep. (The American Academy of Pediatrics recommends that babies be placed on their backs to sleep, but when babies can easily turn over from the back to the stomach, they can be allowed to adopt whatever position they prefer for sleep.)
- Sleeping infants will be checked every 15-20 minutes.
- Steps will be taken to keep babies from getting too warm or overheating by regulating the room temperature, avoiding excess bedding, and not over-dressing or over-wrapping.

Safe Sleep Environment:

- Room temperature will be kept between 68-75 degrees Fahrenheit.
- Infants' heads will not be covered with blankets or beddings. The parent may choose to provide a sleep sack.
- No loose bedding, pillows, bumper pads, etc. will be used in cribs.
- Toys and stuffed animals will be removed from the crib when the infant is sleeping.
- Only pacifiers will be allowed in the infant's crib while they sleep.
- A safety-approved crib with a firm mattress and tight-fitting sheet will be used.
- Only one infant will be in a crib at a time unless we are evacuating infants due to an emergency.
- No smoking is permitted in the infant room or anywhere else on the Center's property.
- To promote healthy development, awake infants will be given supervised "tummy time" for exercise and for play.

Non-Discrimination Policy

Little Ones Center admits children of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded to or made available to children at the daycare. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its policies and programs.

Anti-Harassment Statement

Little Ones Center will not tolerate the harassment of any personnel, child, family member, or any other persons by any individual. Any personnel found guilty of harassment will be subject to suspension without pay and possible termination based on the judgment of the administration. Children and families found culpable will be unenrolled from the program without tuition reimbursement. Other persons will be removed from the premises immediately and will be permanently banned from the Children's Center.

Parent's Grievances Procedure

We strongly encourage open and honest communication between parents and staff at all times. If you should ever have any grievances, questions, concerns, or complaints regarding anything related to the Center, please do not hesitate to contact us. Any classroom issue should first be discussed with the classroom teacher. If the issue is not resolved at this level or if you are uncomfortable speaking with the teacher, the issue should then be brought to the Director. If a satisfactory result is not achieved with the Director, you may contact a member of the Board of Directors. If, for any reason, you need to contact the Board of Directors, please email charvey@definition.church and your inquiry will be addressed.

Abuse and Neglect

By law, we have the duty to report suspected child abuse and neglect. "Any person or situation which has cause to suspect that any juvenile is abused or neglected shall report the case of that

juvenile to the director of the Department of Social Services in the county where the juvenile resides or is found.” (GS 7A-543)

This report can be made in person, by phone, or in writing. The reporting law only requires that a person have a reasonable suspicion that a child is abused or neglected, not that the person is certain or actually knows that abuse or neglect exists.

In the case that abuse or neglect is suspected, the Director will be informed and Social Services will be contacted. The person reporting will keep documentation of any indicators of that abuse or neglect as record of his/her suspicion, until such time that Social Services calls for the record or notifies the Daycare that no abuse or neglect was found. The record will then go into the child’s file on site.

Cooperation Expectations

All children attending Little Ones Center should do so as the result of the parents’ desire to have their child educated in accordance with our educational philosophy. In order for this program to be effective, parental cooperation is essential. Parents who find themselves in disagreement with the program and philosophy of Little Ones Center retain the right to remove their child. Likewise, the administration of Little Ones Center retains the right to dismiss anyone from the program who, in the sole judgment of the Administration, is considered to be uncooperative with the program.

Receipt and Acknowledgement of Little Ones Parent Handbook

Please read the following statements, sign below, and return to the Daycare Director.

After reading the Little Ones Center Parent Handbook, parents must sign and give to the Center. This form states you have read and are in agreement with the policies and procedures of Little Ones Center. A signed statement indicating receipt of, understanding of, and agreement with the policies is kept in the child’s file. We agree to provide child care services for the below-listed child, in accordance with the mission, philosophy, and policies outlined in Little One’s Center Parent Handbook.

I have received and read a copy of Little One’s Center Parent Handbook. I understand that the policies described in it are subject to change at the sole discretion of Little Ones Center at all times. I further understand that my child’s enrollment is at will, and neither I nor Little Ones has entered into a contract regarding the duration of services. I am free to terminate my child’s enrollment with Little Ones Center at any time, with or without reason. Likewise, Little Ones Center has the right to suspend or terminate services at any time, with or without reason, at the discretion of Little Ones Center.

I, _____, parent or legal guardian of _____, agree to the terms and conditions specified in this document and in the Little One’s Center Parent Handbook.

Parent/Guardian Signature:

Date: _____

Parent/ Guardian #2 Signature:

Date: _____

Director's Signature:

Date: _____