

IT TAKES A VILLAGE EARLY LEARNING ACADEMY

130 AVE G SE, DOOR D, WINTER HAVEN, FL 33880



IT TAKES A VILLAGE
EARLY LEARNING CENTER

ENROLLMENT PACKET



PHONE: (863) 875-6555



itavla130@gmail.com



FAX: (863) 875-6544



villagelearningacademy.org



Clear

State of Florida
Department of Children and Families

Use "Tab" key to move to next field.

CHILD CARE APPLICATION FOR ENROLLMENT

Student Information:

Date of Birth: _____ Sex: _____ Date of Enrollment: _____
(mm/dd/yyyy) (mm/dd/yyyy)

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

Press space bar once to check a box; press space bar once to uncheck a checked box.

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: _____
(including area code) (including area code)

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:

(including area code)

Name	Address	Work Phone	Home Phone
Name	Address	Work Phone	Home Phone
Name	Address	Work Phone	Home Phone
Name	Address	Work Phone	Home Phone

Helpful Information About Child:

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- 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/DCFFormsInternet/Search/OpenDCFForm.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/DCFFormsInternet/Search/OpenDCFForm.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

It Takes A Village Early Learning Center

Previous Daycare Enrollment History



To complete the enrollment process at **It Takes A Village Early Learning Center**, parents or guardians are requested to provide the child's previous daycare enrollment history. This information helps ensure a smooth transition by allowing our staff to better understand the child's educational background, developmental progress, routines, and any special services or accommodations previously received.

If your child has attended another childcare center, please provide the name of the facility, dates of attendance, and authorize the release of any relevant records, if applicable. This information will be used solely to support your child's successful enrollment and continuity of care at **It Takes A Village Early Learning Center**.

It Takes A Village Early Learning Center

Previous Daycare Enrollment History

Name of Daycare: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Dates of Enrollment: From: _____ To: _____

Reason for Leaving:

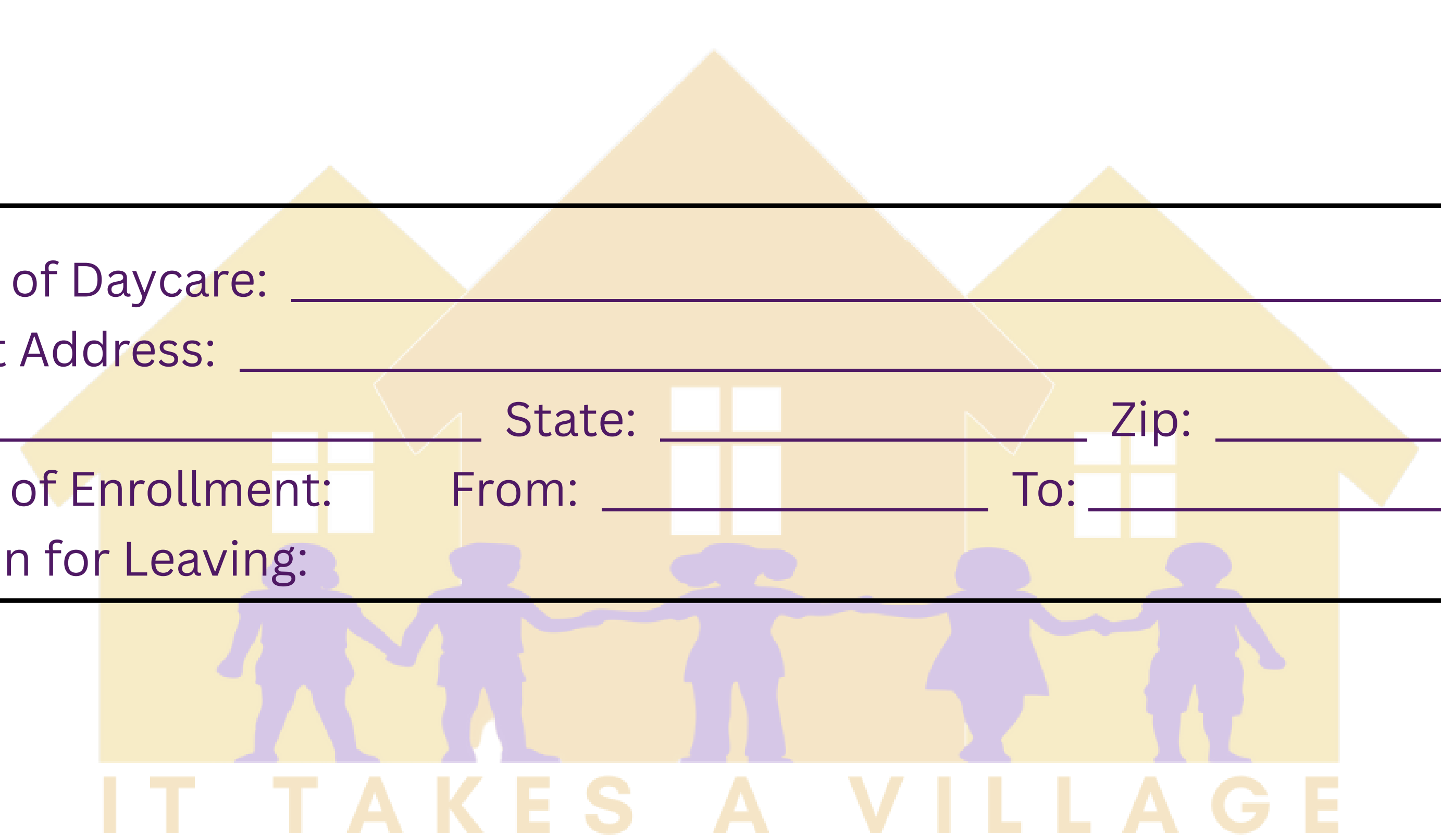
Name of Daycare: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Dates of Enrollment: From: _____ To: _____

Reason for Leaving:



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Street Address: _____

City: _____ State: _____ Zip: _____

Dates of Enrollment: From: _____ To: _____

Reason for Leaving:

It Takes A Village Early Learning Center

Previous Daycare Enrollment History

Name of Daycare: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Dates of Enrollment: From: _____ To: _____

Reason for Leaving:

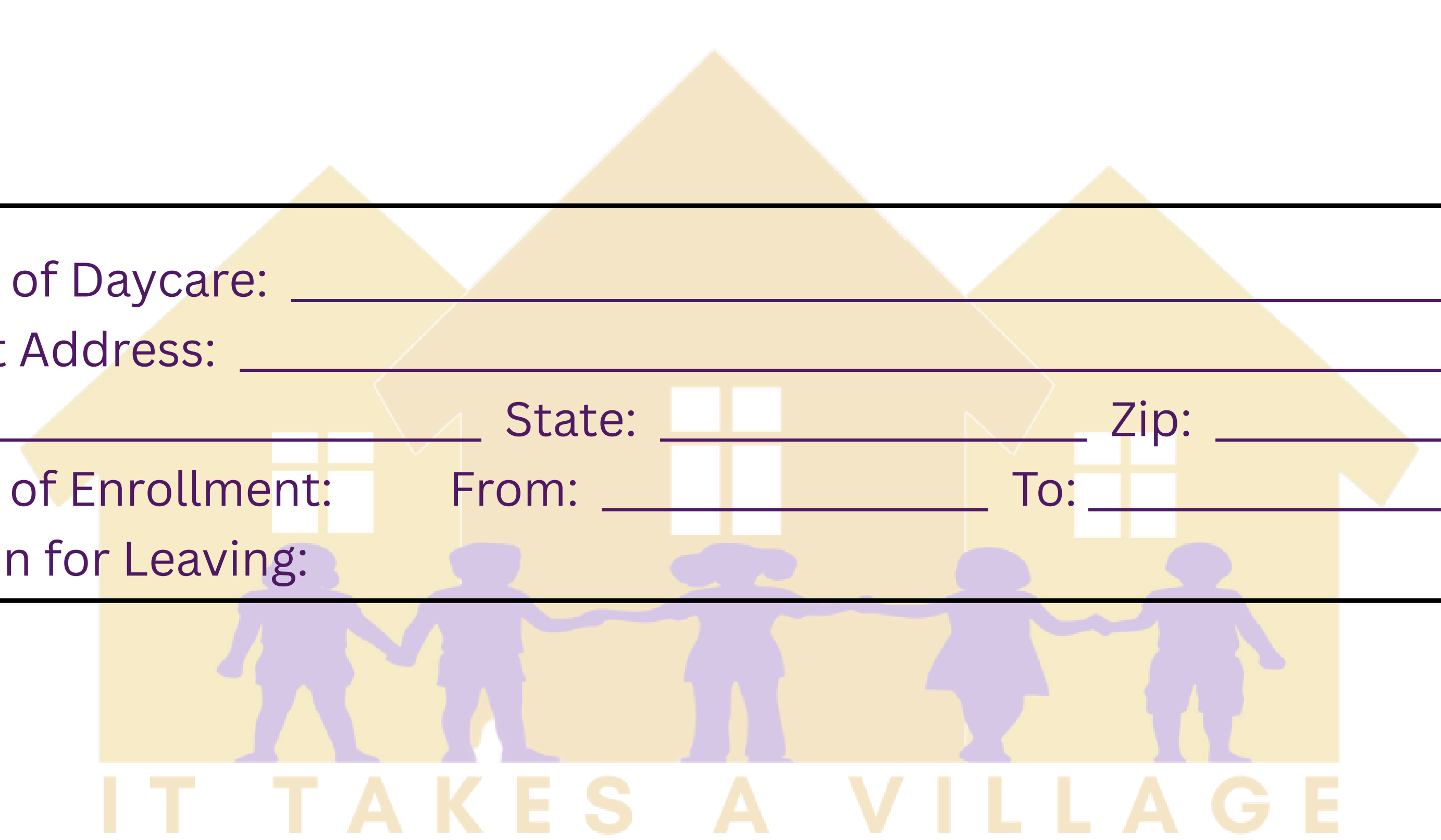
Name of Daycare: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Dates of Enrollment: From: _____ To: _____

Reason for Leaving:



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Name of Daycare: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Dates of Enrollment: From: _____ To: _____

Reason for Leaving:



130 AVE G SE, DOOR A
WINTER HAVEN, FL 33880
☎ 863-875-6555
🖨 863-875-6554
✉ ittakes.avillage130@gmail.com



Brightwheel Contact Information

Child's Name: _____	Room: _____
Child's Name: _____	Room: _____
Child's Name: _____	Room: _____
Child's Name: _____	Room: _____
Child's Name: _____	Room: _____

Parent/Guardian

Name: _____	Phone Number: _____
Name: _____	Phone Number: _____

In the event you are unable to be reached, the person listed will be contacted about your child.

Authorized Contact

Name: _____	Phone Number: _____
Name: _____	Phone Number: _____
Name: _____	Phone Number: _____
Name: _____	Phone Number: _____
Name: _____	Phone Number: _____

In the event that your information changes, please notify staff so the information can be updated.

It Takes A Village Early Learning Center

Discipline and Behavior Management Policy

Praise and positive reinforcement are effective methods of behavior management of children. When children receive positive, nonviolent, and understand interactions from adults and others, they develop good self-concepts, problem solving abilities, and self-discipline.

Based on this belief of how children learn and develop values, this facility will practice the following discipline and behavior management policy.

We:

1. **DO** praise, reward, and encourage the children.
2. **DO** reason with and set limits for the children.
3. **DO** model appropriate behavior for the children.
4. **DO** modify the classroom environment to attempt to prevent problems before they occur.
5. **DO** listen to the children.
6. **DO** provide alternatives for inappropriate behavior to the children.
7. **DO** provide the children with natural and logical consequences of their behaviors.
8. **DO** treat the children as people and respect their needs, desires, and feelings.
9. **DO** ignore minor misbehavior.
10. **DO** explain things to children on their levels.
11. **DO** use short, supervised periods of “time-out”.
12. **DO** stay consistent in our management program.

We:

1. **DO NOT** spank, shake, bite, pinch, push, pull, slap, or otherwise physically punish the children.
2. **DO NOT** make fun of, yell at, threaten, make sarcastic remarks about, use profanity, or otherwise verbally abuse the children.
3. **DO NOT** shame or punish the children when bathroom accidents occur.
4. **DO NOT** deny food or rest as punishment.
5. **DO NOT** relate discipline to eating, resting, or sleeping.
6. **DO NOT** leave the children alone, unattended, or without supervision.
7. **DO NOT** place the children in locked rooms, closets, or boxes as punishment.
8. **DO NOT** allow discipline of children by children.
9. **DO NOT** criticize, make fun of, or otherwise be little children’s parents, families, or ethnic groups.

I, the undersigned parent/guardian of _____, do hereby state
(child’s full name)
that I have read and received a copy of the facility’s Discipline and Behavior Management Policy and that the facility’s director/owner (or other designate staff member) has discussed the facility’s Discipline and Behavior Management Policy with me.

Date of Child’s Enrollment: _____

Signature of Parent/Guardian: _____ Date: _____

Childcare policies prohibit children from being subjected to discipline, which is severe, humiliating, frightening, or associated with food, rest, or toileting. Spanking or any other form of physical punishment is prohibited by all childcare personnel.

It Takes A Village Early Learning Center

Photo Consent



I, _____ ☐ do ☐ do not
give permission for my child, _____, to
be photographed and published in any publication
at **It Takes A Village Early Learning Center LLC** may
allocate. This is including but not limited to
Facebook, websites, promotional brochures and
sharing photos with the Early Learning Coalition
and/or any other entity affiliated with the
organization.

Parent Signature

Date

It Takes A Village Early Learning Center Field Trip and Transportation Form

To Whom It May Concern:

_____ has my permission to participate in all field trips

Name of student

taken by **It Takes A Village Early Learning Center LLC** and I authorize It Takes A Village Early Learning Center LLC to transport said child to and from school as well as other center approved field trips while enrolled in the program.

As parent/guardian, I acknowledge the following:

1. It Takes A Village Early Learning Center LLC is authorized to obtain emergency medical treatment for this student, as necessary.
2. During the field trip, It Takes A Village Early Learning Center LLC will not be liable for injury to this student as result of negligence, errors, and omissions of others (i.e., amusement park or park owners, or workers), their agents, heirs, employees or assigns either through their action or inaction.
3. If your child takes personal belongings on any field trip, he or she will be responsible for them. It Take A Village Early Learning Center LLC accepts no responsibility for personal items, such as but not limited to watches, purses, money, cameras, wallets, phones, clothing items, tablets, and headphones, etc. If a student stores personal items in a locker at an amusement park, that entity may be responsible for loss or damage.

Name of parent

Date

Signature of parent/guardian