



# Registration Form 2026-2027

**Ba-Lagan DayCare LLC  
602 Marcia Lane  
Rockville MD 20851  
301-803-9993  
EIN# 853-06-8368**



## 2026-2027 Preschool Program

1. Name of Student:

Last: \_\_\_\_\_ First: \_\_\_\_\_

2. Age as of 09/01/26: \_\_\_\_\_ Gender: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

3. Preferred language: \_\_\_\_\_

FOR CHILDREN UNDER 2 YEARS OLD:

I allow \_\_\_\_\_ to sleep on a toddler cot/ mattress and to not use a high chair.

August 25th, 26 - June 10th, 27 Monday-Thursday 8:30am-4:00pm, Friday 8:30am-3:00pm

Deposit

Core Program - 10 months - \$2,000/month OR  20,000 in 1 payment

Fill in the Gap - 8:30 - 4:00 - \$100 per day / \$500 per week

## 2027 Summer Camp Program

June 14th, 27 - August 19th, 27 Monday-Thursday 8:30am-4:00pm, Friday 8:30am-3:00pm

Ba-Lagan member price- all 10 weeks- \$4,400

Two equal payments - 7/1 : \$2200 8/1 : \$2200

Ba-Lagan member price- 8:30AM - 4:00PM - \$500 per week

Non-Member : 8:30AM - 4:00PM- \$550 per week

# **Student's Family Information**

## **1. Parent or Guardian I**

Name: \_\_\_\_\_ Telephone (daytime): ( \_\_\_\_\_ ) Street: \_\_\_\_\_

Apt. \_\_\_\_\_ Telephone (evening): ( \_\_\_\_\_ ) City: \_\_\_\_\_

Cell Phone: ( \_\_\_\_\_ ) State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

## **2. Parent or Guardian II**

Name: \_\_\_\_\_ Telephone (daytime): ( \_\_\_\_\_ ) Street: \_\_\_\_\_

Apt. \_\_\_\_\_ Telephone (evening): ( \_\_\_\_\_ ) City: \_\_\_\_\_

Cell Phone: ( \_\_\_\_\_ ) State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

## **3. Other Family Members**

Name \_\_\_\_\_ Age \_\_\_\_\_ Name: \_\_\_\_\_ Age \_\_\_\_\_ Name \_\_\_\_\_

Age \_\_\_\_\_ Name: \_\_\_\_\_ Age \_\_\_\_\_

## **4. Additional Notes:**

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## **5. Emergency Contacts**

**In case of an emergency, I give permission to contact the following alternative available contact:**

1. Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

3. Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

## **6. Additional Information**

**ALLERGIES:** (Substances allergic to, reactions, and treatment)

Does/has your child receive/received support services? Yes \_\_\_ No \_\_\_ If yes, in what areas? OT \_\_\_ PT \_\_\_ Speech/Language \_\_\_ PEP Program \_\_\_ Social Skills \_\_\_

Infants/Toddlers \_\_\_ Child Find \_\_\_\_\_

Does your child have an IFSP/IEP? Yes \_\_\_ No \_\_\_ (If yes, please attach a copy of the IFSP/IEP)

Has your child previously attended another pre-school program? If so, please list below:

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Please indicate below the child's strengths and weaknesses (physical, emotional, or intellectual). In addition, please provide any other information that may be pertinent to the education, growth, and development of the student (attach additional sheets if necessary).

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## **7. Acknowledgements**

I acknowledge the presence of a child-friendly chihuahua (Mili) in the property of Ba-Lagan Daycare. I understand that while the dog does not have access to daycare areas during daycare hours, She does have access to the children per their request with the permission of their parents. My child may come into contact with the dog briefly during the day. If there are any concerns or issues please contact Adi Smith.

It is extremely important that we maintain the highest level of safety for our children. We therefore request that you observe the following procedures when a change in your usual dismissal routine is required.

Any changes in your child's pick up schedule must contact Adi Smith the owner of Ba-Lagan Daycare via Phone call, text, or email.

Your child expects you and looks forward to seeing you at the end of each day. Lateness can cause uneasiness, especially in younger children,  
**so please be prompt.**

Parents who pick up their children late will be assessed a late fee of \$5.00 per 1 minute of tardiness, after a 5 minute grace period.

Montgomery County Kindergarten start dates state that children entering Kindergarten must be 5 years old by September 1, 2026. We follow this guideline for class placement.

The Ba-Lagan Daycare 2026-2027 school year will begin on August 25th, 2026 and will end on June 10th, 2027.

\*2027 Summer Camp Program starts June 14th, 2027 and will end on August 19th, 2027.

\*Camp closed on Friday June 18th, 2027- Juneteenth observance and Monday July 5th, 2027-Independence Day.

\*2027-2028 Registration will be announced by spring break of 2027.

The annual tuition fee can be paid in advance in full prior to school beginning OR in 10 equal monthly payments- September 1st through June 1st .

Tuition payments are non-refundable. Additionally, no refunds will be granted for student absences or for any student withdrawal (i) prior to school commencing or (ii) at any time during the school year.

If, for whatever reason, you are not able to continue to send your child to Ba-Lagan Daycare, you are required to provide 30-day written notification prior to cancellation.

Ba-Lagan Daycare reserves the right to cancel any contract and/or to prohibit any child from returning to class if the child's parents display abusive, threatening or any other inappropriate behavior towards any staff member of Ba-Lagan Daycare.

Please return this form accompanied by Zelle Deposit or a Check for the first month's payment on or before March 3rd, 2026.

I acknowledge that I've read and understand all of the policies set forth in the parents handbook.

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Registrations Updated February 2026



# BA-LAGAN DAYCARE POLICIES

## **Admissions & Mandatory Paperwork**

Ba-lagan Daycare serves a broad spectrum of the Jewish community.

In order to register for our program, all families must submit a completed application form to the daycare director and a deposit of one month as security.

The Ba-Lagan Daycare does not discriminate or turn families away on the basis of race, color, creed, national origin or gender.

However, if, in the opinion of the director of the Ba-Lagan DayCare, the program will not meet the needs of the child and/or family, then the director reserves the right to deny admission to the Daycare.

Each child must have a current Immunization Record and Health form on file.

Children will not be admitted to school until these papers are on file.

Additionally, all parents must complete an Emergency Form in order for their child to attend our program.

## **School Closing & Weather Policy**

**Ba-Lagan Daycare is Following MOCO Guidelines Weather, Jewish, Christian and National Holidays.**

From time to time it is necessary to close school due to inclement weather or other unforeseen emergencies. In such cases **Ba-Lagan Daycare will follow MOCO on the first day of closure, if needed Ba-Lagan Daycare Director will make an independent decision on whether or not to open during inclement weather.** If we feel we need to have a delayed opening, Ba-Lagan Daycare will open at 9:30am and there will be no early drop care. Early closing will be made at the discretion of the BDC Director. Parents will be notified of any closings through text alert by or before 7am.

## **Inclusion Statement**

Ba-Lagan Daycare welcomes all children and is committed to providing developmentally appropriate early learning experiences that support the full access and participation of each and every child. Children with and without special health care needs, disabilities or delays have access to the same routines, play and learning experiences.

We believe that each child is unique and work in partnership with families and other professionals

involved with the child to provide the support every child needs to reach their full potential.

The daycare staff will make every attempt to implement necessary adaptations or modifications in order to meet the needs of the child. However, the Director of the daycare reserves the right to remove the child from the School if the child's needs cannot be met. If this is the case, the Director will meet with the family to recommend other, more appropriate programs to better meet the child's needs.

## **Toileting**

Children in our program are not required to be toilet trained to be admitted to our school. We recognize that toileting may be challenging for both children and parents, and we are happy to assist with this developmental milestone. Toilet learning requires collaboration between parents and teachers and we ask that parents keep us informed of toilet learning progress. Once the child is

working on toileting at home, the teachers will make an effort to continue the learning in school by offering frequent trips to the bathroom. The teachers will assist the children in undressing and dressing, as necessary. Soiled diapers, as well as noticeably wet diapers will be changed. Please be sure to bring a supply of disposable diapers and wipes and we will tell you when we are running low.

For sanitary and licensing reasons, parents are not permitted to send children to school in cloth diapers.

## **Outdoor Play**

Outdoor play is very important for young children. We are aiming to go outside as much as possible to explore and develop gross motor skills.

We are required by the Maryland State Department of Education to take our children outside once in the morning and once in the afternoon, unless the weather is inclement. Inclement weather includes rain, heavy snow, gusting winds or extreme heat. In the winter, all children will go outside if the temperature is above 32 F & The wind chill factor will be taken into consideration. If the children are taken outside, it will be for no more than 15 – 20 minutes. If it is a snowy day, children will go outside in the snow. In the spring and summer, if the temperature is above 95 F, the children will be taken outside early in the day, for up to 30 minutes. Air quality will be taken into consideration.

**Ba-Lagan DayCare is following MOCO guidelines.**

With this policy in mind, please make sure that you send in appropriate seasonal clothing with your child; a warm jacket, gloves or mittens, a hat and boots for when it is snowy in winter, and t-shirt, shorts in summer.

**As with our illness policy, if you feel your child is unable to participate in the program 100%, including outdoor play, please do not bring them in that day.**

## **Positive Discipline & Behavior Expectations**

At Ba-lagan Daycare we use positive discipline strategies to help children grow socially and emotionally, to get along with others and to feel good about themselves. Positive discipline strategies not only include interventions to be used with children when they misbehave, but also techniques to create a respectful, fair, consistent program. All children deserve to feel

emotionally and physically safe within their classroom and school. Child guidance through positive discipline is a process of assisting children in understanding and using positive behaviors. The teachers seek input from the children, whenever possible, to develop clear rules and expectations for the classroom. Children are encouraged and helped to reflect upon their behaviors so that they understand the consequences of their actions. Reflection helps each child and the entire class understand their emotions and the impact that their behaviors have on themselves and others.

To accomplish these goals, the following strategies, among others, are used as appropriate:

- Set children up for success. We develop routines, schedules and planned activities with a back-up so children are involved in constructive activities and interacting positively.
- Establish simple, clear, consistent rules and expectations. Simplicity and consistency are key elements to preschool children learning appropriate behavior. The children have input into the rules.

- Offer choices. Offering several choices is a good way to teach decision-making, while allowing children input into their day.
- Ignore negative attention-seeking behaviors. We do not address negative attention-seeking behaviors. We understand that rewarding negative behaviors would reinforce them.
- Reinforce positive behavior. We give lots of attention to children who are behaving in ways that are appropriate.
- Redirect. We create another activity or event to draw a child's attention away from inappropriate behavior.
- Show appropriate ways of seeking attention. Biting and hitting often indicate a need to communicate. We demonstrate appropriate ways to communicate and get attention, like a gentle tap on the arm.
- Offer alternatives to undesirable behaviors. We model appropriate behaviors such as negotiating for a toy instead of grabbing it.
- Reward children for achievement. When a young child has several triumphs at changing a behavior, we take a moment to tell the child that we noticed the change. When the child makes an effort to do the right thing, we recognize the effort with a kind word, hug, Mitzva note and/or sticker.
- Conflict prevention. We identify the right combination of classroom materials, play equipment, structure, and space. We understand that the overall classroom environment can help prevent conflict;
- Teach problem-solving skills and moral reasoning. We help children understand the natural consequences of their actions.

An individualized school behavior plan will be developed for any child who displays uncontrollable, inappropriate and frequently aggressive behavior and who does not respond to the above strategies. To develop the individualized behavioral plan, a learning needs specialist may be consulted to design a plan to best meet the child's needs. The cost of additional staff, if deemed necessary, will be the responsibility of the parents. If, after the implementation of an appropriate individualized behavior plan, a child continues to be a threat or a danger to himself/herself or other students, Ba-Lagan Daycare reserves the right to temporarily or permanently dismiss the child from the school.

## **Biting**

At Ba-Lagan Daycare, the safety and well-being of all children is our priority. Biting is a common behavior among toddlers and two-year-olds and is considered a normal stage of development and may occur for various reasons, curiosity, or frustration when children lack the language to express their feelings.

If a biting incident occurs, the child who was bitten will be comforted immediately and the area cleaned as needed. The child who bit will be addressed calmly and firmly and reminded that biting hurts and is not acceptable. Teachers guide children to use words, ask for help, or walk away when feeling frustrated.

Parents of both children will receive an Incident Report the same day. To protect confidentiality, names of the children involved will not be shared.

If biting continues, we will work with families to develop a plan to support the child.

## **Health and Safety Procedures & Policies**

The health of our children is a primary concern for both the parents and school professionals in our community. When children are feeling well they are happier and more open to new information and experiences.

## **Immunization Policy**

Maryland State law requires that all children registering for school be up-to-date with their childhood immunizations. The American Academy of Pediatrics recommended immunization schedule is available at your child's pediatrician office and at the BDC director upon request. Ba-Lagan Daycare **REQUIRES** all children to be immunized before entering our program. We do not accept religious exemptions.

## **Head Lice Policy**

One health issue that is of great concern to parents is Head Lice, also known as Pediculosis. If your child should contract head lice, it is no reflection on the level of cleanliness of your child or home. Head lice has become the most widespread childhood illness after the common cold.

Precautionary and preventive measures can avoid a full-scale infestation. Parents should check the hair and scalp of their children every few weeks for lice and nits (egg cases). It is particularly important to check after a visit to a household where there are other children. Should a child's hair become infested, the family physician or health care provider can advise one of the recommended treatments, which may involve a chemical shampoo and will require a **THOROUGH** combing of your child's hair. Metal combs are often more effective in removing nits than plastic ones. In addition, other measures, such as treating your linens, stuffed toys, pillows, etc., must be taken. If a child is found to have Pediculosis while at school, the child will be removed from the classroom in a pleasant and non-threatening way. That child **MUST** be picked up immediately and treated at home. All members of the affected child's class will be checked as well. Following treatment, **children will be re-examined at school and MUST BE NIT FREE** at that time. Parents or guardians must remain at school until the child is readmitted. It is the decision of the school as to whether the child will be readmitted.

## **When to Keep a Child Home**

The daycare must rely on parental judgment and discretion in deciding whether children are ill and unable to attend school. We want to emphasize that a child who is ill is not an effective learner. In addition, schools can be breeding grounds for contagious infections unless parents exercise reasonable caution in monitoring the health of their children. If a child is brought to school and is unable to appropriately participate in the day's activities, the child will be sent home immediately.

**Fever - Defined as 100.0° or higher;** a child should be free of fever and associated symptoms for 24 hours prior to returning to school.

**Rash or Eye Inflammation** - The condition should be diagnosed by a physician prior to sending a child to school.

**Nausea/Vomiting/Diarrhea** - A child who is nauseated or has vomited/had diarrhea must be kept home for at least 24 hours after the last episode.

**Colds** - A child who exhibits the early symptoms of a cold should be monitored at home before returning to school. Cold symptoms, especially sneezes and coughs, can easily transfer germs among children. Frequent hand washing is important to avoid spreading colds.

**Antibiotics** - A child whose doctor has prescribed antibiotics should be on medication for a minimum of 24 hours prior to returning to school. Often, while the child is no longer contagious at this point, they are not prepared for the rigors of a classroom setting. Please consider your child's best interests when deciding when it is appropriate to re-enter daycare.

## **Contagious Illness Policy (Including COVID-19)**

Ba-Lagan Daycare considers **COVID-19** a contagious illness and manages it in accordance with the program's general illness and exclusion policies, similar to influenza and other communicable diseases.

## **Illness During the School Day**

If a child becomes ill at school, or requires medical assistance due to an accident, parents will be contacted immediately. In the event that a parent cannot be notified, the emergency numbers listed on your child's Emergency Form will be called. It is our expectation that our parents (or those authorized by parents) will pick up the sick or injured child promptly. Please keep emergency numbers current, and inform people whom you designate as contacts of their responsibilities.

## **Dispensing Medication in School**

If a child will be taking medication in school, parents are required to bring the medication to the director in an original container with a pharmacy label. Most pharmacists will issue two containers upon request at no additional charge (one for home and one for school). The school will also require a signed Medication Dispensing Form, from both the parent and the student's physician, before we can administer medication. NO medication, either prescription or over the counter, will be dispensed unless these conditions are met.

Parents must give children the first dose of medication at home. Only one dose of non-prescription medication can be dispensed in school per day.

Parents of children with chronic medical problems such as asthma, severe allergies or diabetes, must discuss these conditions with the director prior to the start of the school year so that appropriate action can be taken should a problem arise.

Special medications or devices should be made available to the daycare by the parent with specific instructions from the child's physician or health care provider.

## **Maryland Infant & Toddlers Program (MITP)**

Parents of children under the age of three (3) will receive annual written information about the Maryland Infant & Toddlers Program (MITP), including contact information for the local lead agency. Upon parent request, Ba-Lagan Daycare will assist families with locating and scheduling developmental screening services.

## **Infant Safe Sleep Policy**

Infants under twelve (12) months of age will be placed to sleep on a firm, flat, and non-inclined sleep surface unless otherwise medically documented.

Weighted blankets, sleepers, swaddles, or any weighted sleep items are prohibited for infants under twelve (12) months of age.

## **Developmentally Appropriate Activities & Tummy Time**

Developmentally appropriate activities are provided daily. For infants, this includes supervised tummy time while awake, in accordance with American Academy of Pediatrics (AAP) recommendations.

## **Reporting Abuse**

All Ba-Lagan staff are required by law to report any suspected incidents of physical or emotional child abuse to the proper authorities.

## **Pets in Property**

I acknowledge the presence of a child-friendly chihuahua (Mili) in the property of Ba-Lagan Daycare. I understand that while the dog does not have access to daycare areas during daycare hours, she does have access to the children per their request with the permission of their parents. My child may come into contact with the dog briefly during the day.

## **Screen Time**

Ba-Lagan Daycare following the Maryland Health Regulation regards screen time, Allows not to be permitted to view more than 30 minutes of age-appropriate, educational and religious education purposes per week, . A child in attendance who is younger than 2 years old may not be permitted to view any passive technology.

## **School Dismissal**

Any changes in your child's pick up schedule must contact Adi Fisher Smith the director and the owner of Ba-Lagan Daycare via Phone call, text, or email.

## **Special Situation Pickups**

It is extremely important that we maintain the highest level of safety for our children. We therefore request that you observe the following procedures when a change in your usual dismissal routine is required. Contact the owner of Ba-Lagan Daycare/ via Phone call or text if pick-up is during school time.

## **Student Pickup Policy**

- Monday through Thursday:  
**Student pickup is scheduled between 3:45PM and 4:00PM.**
- Friday: Pickup time is at 3:00 PM.

Please ensure students are picked up promptly within the designated times. Your child expects you and looks forward to seeing you at the end of the day. A 5-minute grace period will be provided following the scheduled pickup times. After this grace period, **a late fee of \$5.00 per minute** will be assessed for each minute of tardiness.

**I acknowledge that I've read and understand all of the policies set forth in the parents handbook.**

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



# Required Updated Regulations incorporated into policies

This Addendum reflects new and updated Maryland Office of Child Care **regulations effective January 28, 2026**, and is incorporated into and made part of the existing Child Care Contract.

**1. Maryland Infant & Toddlers Program (MITP)** - Annual Parent Notification Parents of children under age three (3) will receive annual information about the Maryland Infant and Toddlers Program (MITP) and contact information for the local lead agency.

**2. Assistance With Developmental Screening**

Upon parent request, the provider will assist with scheduling and locating MITP developmental screening services.

**3. Infant Safe Sleep Surface Policy**

Sleep surfaces for children under 12 months must be firm, flat, and non-inclined unless medically documented.

**4. Infant Safe Sleep**

Weighted Items Prohibited - weighted blankets, sleepers, and swaddles will not be used for children under 12 months.

**5. Developmentally Appropriate Activities & Tummy Time**

Activities follow American Academy of Pediatrics (AAP) guidelines, including supervised tummy time for infants while awake.

**Effective Date for Policy Updates: January 28, 2026**