

IOF School Age
Before & After School
Financial Overview & School Age
Program Sign Up

Please Complete & Sign Each Page

1. Financial Overview & School Age Program Sign Up _____
2. Application for Enrollment _____
3. Parent Agreement (Handbook) _____
4. Walking Permission Slip _____
5. PG Movie Permission Slip _____
6. Influenza Virus _____
7. Distracted Adults _____
8. Tuition Express Payment Authorization _____

DEPOSIT (Refundable)

- Tuition Express Enrollment Form **OR** Deposit (equal to one week's tuition) Due at Enrollment will be applied to student account last week of attendance.
May be waived if enrolled in Tuition Express auto payment.

FEES

- Annual Registration Fee: **\$75.**
- Late Payment Fee: **\$25.**
- Returned Check Insufficient Funds: **\$50.**
- Late Pick Up Fee after 6 pm: **\$25 per child.** Every additional minute after 6pm: **\$1.00/minute/child.**

School Age Programs TUITION

- Before School **\$35** per week
- After School only **\$70** per week
- Before & After school **\$95** per week

Holiday Care (NOT Including Summer Camp Program)

- Full day rate for out of school days regular attendees **\$30** per day
- Full day rate for out of school days for non-regular attendees **\$55** per day
(Excludes Summer camp program.)

AM/PM Snack and Lunch Provided when in Session

PAYMENT: Due WEEKLY each MONDAY or the first Open day of the week if Closed.

Signing Up For: (Select ONE)

Before Only (am): _____

After Only (pm): _____

Both AM & PM: _____

Print Childs Name _____

_____ Date/Time _____

Signature of Parent/Guardian

OFFICE PERSONAL ONLY

_____, _____
(Childs Last Name) (Childs First Name)

Singed Up For: **BS AS B&AS**

School Year: _____/_____

Grade: _____

Teachers Name: _____

OFFICE PERSONAL ONLY

Packet Turned In Date: _____ Received By: _____

Registration Fee Amount: \$ _____ Date Paid: _____ Received By: _____

Weekly Amount Due: _____



Isle of Faith Child Development Center
Child Care Application for Enrollment

FOR OFFICE USE ONLY

Student Information: Date of Birth: _____ Sex: _____ Enrollment Date: _____

Full Name: _____

Child's Physical Address: _____
Last First Middle Nickname

Primary Hours of Care: From: _____ to: _____

Days of Week in Care: __ M __ Tu __ Wed __ Th __ Fri

Family Information: Child lives with: _____

Custody: __ Mother __ Father __ Both __ Other (specify) _____

Mother's Name: _____ Father's Name: _____

Address: _____ Address: _____

Home Phone: _____ Home Phone: _____

Cell Phone: _____ Cell Phone: _____

Email: _____ Email: _____

Employer: _____ Employer: _____

Work Phone: _____ Work Phone: _____

Emergency Contacts: Student may be released to the following people who also may be contacted and are authorized to remove student from the facility in cases of illness/accident/emergency or if custodial parent or legal guardian cannot be reached.

Name	Address	Home/Cell Phone	Work Phone

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 / Dentist	Address	Phone #
Hospital Preference:		

Please list allergies, special medical or dietary needs, or other areas of concern:

Please provide helpful information about Child:

Are you leaving a school to attend Isle of Faith CDC? Is so, please provide prior school and state what you hope we can do differently, if anything, to help your 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 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

IOF School Age Before & After School

*****SCHOOL AGE EXPECTATIONS*****

1. **Walking / Transportation Expectations:**
 - MUST Hold Your Partners Hand. Your Job Is to Keep Your Partner Safe.
 - Stay In Line. Two by Two. One Behind the Other
 - Look Forwards at All Times
2. **Room Expectations**
 - Ask Before Leaving the Room to Get or Put Away Something
 - Use Furniture as it Was Intended to Be Used
 - Walking At All Times
 - Teacher Desk Area Is OFF LIMITS
 - Follow the Rules Even If Your Parent or Guardian is In the Room
 - Toys From Home Stay at Home
 - Lights Out Means Stop Talking Immediately Until Lights are Back On
2. **Bathroom Expectations**
 - Ask a Teacher Before Going to the Bathroom
 - Put Your Name Up On the Bathroom Pass Wall Before Going to the Bathroom
 - One Person at a Time In the Bathroom
 - Accidents Happen and Toilets Get Clogged, Just Let a Teacher Know
 - Wash Your Hands
 - Respect Others Privacy
3. **Respect Yourself, Teachers & All Others**
 - Show Respect to Teachers, Yourself and All Others
 - Respect Others' Property. Touch Only What Belong to You
 - Be a Kind Person
 - Accidents Happen, Just Say Sorry
4. **Follow Directions**
 - When Directions are Given, Follow Them the First Time
 - Listen and Respect Your Friends Words the First Time
5. **Respect and Follow Each Stations Expectations**
 - Stay In Your Station Until Switch Time
 - Do Not Open Any Cabinets
 - If it's In a Cabinet, Don't Grab It
6. **Help Keep a Positive Environment**
 - BULLYING will NOT be Tolerated
 - Name Calling, "Bad" Words, Hurtful Words and Threats of Any Kind, will NOT be Tolerated
 - Negative, Hurtful or Aggressive Actions will NOT be Tolerated
 - Remember, If You Don't Have Something Nice to Say, Don't Say Anything at All
7. **Take Responsibility for Your Actions**
 - If You Did It, Own Up to It
 - Don't Deny it, Lie About it, or Blame Someone Else
 - Honesty is the Best Policy
 - Accidents Happen, Just Say Sorry
8. **Clean Up After Yourself and Before You Leave**
 - Don't Expect that Others Will Clean Up Your Mess
 - In Stations, If You Play Together, Clean Up Together
9. **Food, Drinks & Water Bottles in Permitted Areas & Times Only.**
 - No Candy Unless a Teacher Allows It
 - Breakfast Must Be Eaten At the Big Table Between 7:00-8:30 a.m. Only
 - Only Teacher Can Touch the Water Cooler
 - Water Bottles, Snacks and Lunch Boxes Must Stay On the Water Cooler Table Or Table in Mission Hall
 - Snacks and Lunch are Eaten in Mission Hall During Scheduled Times Only
10. **Turn off cell phones & electronic devices**
 - Electronic Such as Handheld Games are NOT Permitted.
 - Cell Phones Should be Turned OFF and Invisible During the Day

CONSEQUENCES

Depending on Incident & Place of Incident:

1. Verbal warning
2. Think it Through Time, Walk and Talk, Calming Kit and Possibly a Written Incident Report
3. Visit with Director or Assistant Director and Written Incident Report
4. Call Home and Written Incident Report

* Serious offenses can, at the teacher's discretion, result in more severe consequences regardless of previous steps taken.

Parent Agreement Form

Isle of Faith Child Development Center

1821 San Pablo Road
Jacksonville, Florida 32224
(904) 221-KIDS

I have read the Isle of Faith Child Development Center Parent Handbook and agree to follow the policies contained within it, including but not limited to:

- general services to be offered
- requirements for admission and procedures for enrollment
- health policies (including shot and immunization forms)
- fees and payment policies (I understand my child may not attend IOF if I have not paid his/her tuition. I understand I may be called to pick up my child if I have not paid his/her tuition.)
- rules relating to personal belongings (I understand IOF will not reimburse me for loss or damage to personal items.)
- policy defining discipline procedures
- information regarding complaint procedure
- parents' right to observe and be involved
- center's Termination/Expulsion Policy

I have read and agree to abide by the CDC policies:

Parent's signature _____

Child's name: _____

Date _____

Do you have a Church Family? _____

If yes, where? _____

The Isle of Faith Child Development Center's Parent Handbook is available online at www.iofumc.org. A printed copy is available upon request.

IOF School Age
Before & After School
Walking Trips
Permission Slips

I _____, the parent of _____
(PRINT Parent/Guardian name) (PRINT Child's name)

Give permission for my child to participate in the initialed Walking trips listed below with the Isle of Faith Child Development Center. I understand transportation is by walking and I agree to hold harmless the Child Development Center and any employees and/or Volunteers in the event of an accident. I understand changes may be made due to weather and/or conditions that may develop and are beyond the control of the Center. Finally, I understand if my child's behavior is disruptive or endangers his/her safety or that of others he/she may be excluded from these trips. In this case, I understand and agree that my child will stay at Isle of Faith with the Director or in a downstairs classroom.

Please Initial by Each Location Approved and Sign at the Bottom

Locations

Initial

- Alimacani Elementary School -----
- Isle of Faith's Big Field -----

Parent/Guardian Signature

Date

IOF School Age Before & After School

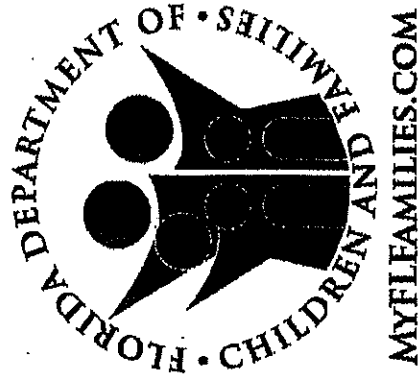
PG Movie Permission Slip

Child's Name _____
Has my permission to watch PG rated Movies at Isle of Faith Child Development Center.

(Parent Signature)

(Date)

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...

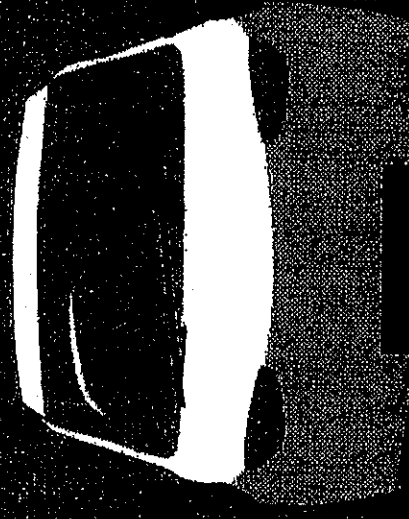


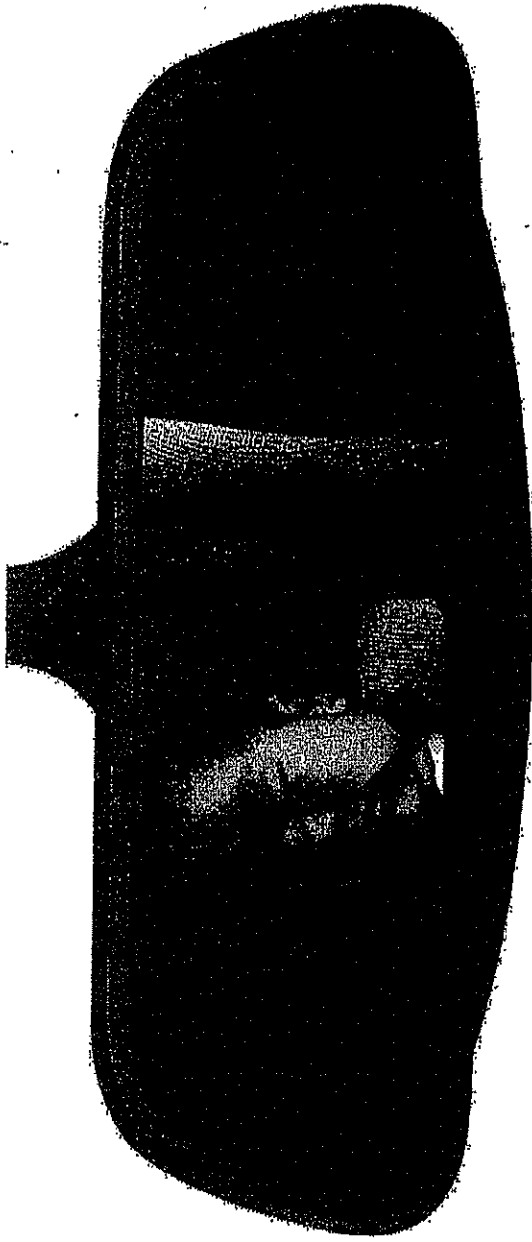
Developed by:

The Office of Child Care Regulation

www.myflfamilies.com/childcare
CF/PI 175-12, May 2019

When life happens... Don't be a
**DISTRACTED
ADULT**





FACTS ABOUT

HEATSTROKE:

It only takes a car **10 minutes to heat up 20 degrees** and become deadly.

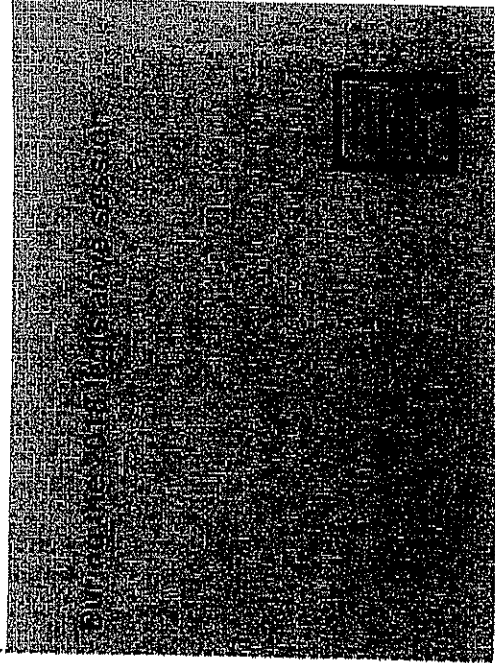
Even with a **window cracked**, the temperature inside a vehicle can cause heatstroke.

The body temperature of a child increases **3 to 5 times faster** than an adult's body.



⚠ 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.



My signature below verifies receipt of the Distracted Adult brochure

Parent/Guardian:

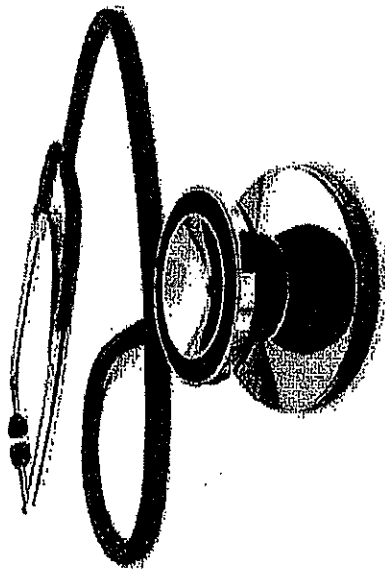
Child's Name:

Date:

Please complete and return this portion of the brochure to your child care provider, to maintain the receipt in their records.

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

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.

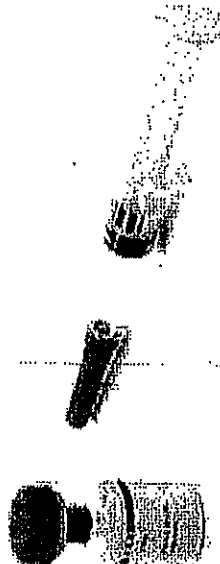


What should I do if my child gets sick?

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



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 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/> or <http://www.immunizeflorida.org/>

**Tuition
Express**

**Automated Payment Processing
Safe - Convenient - Easy**

We are excited to offer the safety, convenience and ease of Tuition Express® - an automatic payment processing system that allows on-time tuition and fee payments to be made with your credit card.

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FOR CREDIT CARD AUTHORIZATION

I (we) hereby authorize _____ (business name) to initiate recurring credit card charges to the below referenced credit card account. To properly affect the cancellation of this agreement, I (we) are required to give 10 days written notice.

PLEASE CONTACT CENTER REPRESENTATIVES FOR CREDIT CARD TYPES ACCEPTED BY CENTER.

Cardholder Name		Phone #	
Cardholder Address	City	State	Zip
Account Number	Expiration Date		CVV#
Cardholder Signature		Date	

☐ Check if you wish to make online payments

For Official Use Only

Date Received

Employee Signature

A service of



**procure
SOFTWARE®**