

# Eatonville Early Learning Center, Inc.



## Parent Handbook

Eatonville Early Learning Center Inc.  
560 Center St. E. / PO Box 1670  
Eatonville WA. 98328  
#360-832-6579

### Enrollment and Admission Requirements

1. We will accept children 1 year of age through 12 years of age.
2. An interview with the child and the parent is recommended, but not required.
3. **All forms must be completed and turned in before or by the first day care begins and the registration fee must be paid at this time as well.**
4. The childcare center will be open from 6:00am - 6:30pm, Monday through Friday.
5. There will be a late fee charged for all children left past 6:30pm. Please see Late Fee section.
6. Full time, Part time and Drop in Care are available.
7. Drop in care is available based on space availability so please call at least 24 hours in advance.
8. **Parents using state assistance to pay for childcare must provide state approval in writing BEFORE your child's first day. If you need any help with this, please see Chris.**
9. There is a \$75.00 registration fee for each new child and \$60.00 registration fee for all returning Children annually. **THIS IS A NON-REFUNDABLE FEE.**

### Payment Policy

1. All payments are to be made in advance by check only-**NO CASH** payments are allowed.
2. All statements will go out by the last week of the month, for the upcoming month.
3. **All fees are due even when the child is absent from our care or preschool.**
4. **All payments are due by the 1st of each month. If the 1st falls on a weekend or a holiday it is your responsibility to get the payment in to me before then to avoid late fees.**
5. There will be a \$30.00 fee for returned checks & **only two NSF checks will be tolerated.** If a third NSF check occurs, **you will be required to pay by Money Order or Cashier's Check** for all childcare bills from that point forward. You will be notified of your third NSF check and your payment requirements. All accrued NSF return charges will be applied to the payment due.
6. **Payments are to be put in the "payment mailbox" or given to Chris Cox ONLY.**
7. **Payments that are not paid by the 1st of the month will be charged a \$35.00 late fee.**
8. A child may remain in care for a maximum of ten hours or less each day. If needed, you may extend the time based upon the parent's typical work schedule and travel from and to the center **WAC 170-295-2020.** If you must leave your child longer than the ten hours we will need a written statement that explains why and you will NOT be charged for the extra time. If your child is here longer than 10 hours in any given day and you fail to provide this letter to us, you will be charged \$8.00 per hour for each extra hour they are here. This time is not pro-rated.
9. DSHS families will be expected to pay \$8.00 per hour, for each additional hour over the ten hour subsidy maximum. This additional hourly fee will be reflected on your monthly bill and is addition to your regular co-payment. However, you may speak with your case worker to extend your maximum hour limit if you choose. **This is solely your responsibility.** Until we have an approval letter, you will be charged for additional hours at the \$8.00 hourly rate.
10. DSHS co-payments are due by the 1st of each month. If you do not pay your co-payment on time, you will be charged a late fee of \$35.00. If you do not pay your co-pay, you will be expected to find alternate care for your child (ren) and you may be at risk for cancellation of coverage by the state.
11. Fieldtrip charges apply to both private pay and DSHS families.

### **Termination Policy**

If a child's misbehavior becomes a significant problem, the parent will be notified and the staff will try to alter the child's behavior through redirection and explanation. After three events we will schedule a conference to discuss ways to positively alter the child's behavior. If the child's behavior does not change for the positive after a reasonable amount of time, the director may request that you remove your child from care. In this case, you will not be expected to pay for care from that day forward, unless there is an outstanding previous balance. **However, two weeks' notice is required if you choose to remove your child from our care.** You will also be responsible for all fees during that time. We are not required to give you two weeks' notice if we feel for any reason the need to disenroll your child.

If any child has a serious offense such as severe bodily injury to him/herself or another child or a staff member or if the child is destructive to center property I reserve the right to immediately terminate the childcare contract and end care of that child. Upon suspicion of any of the above stated offenses I reserve the right to search the child's person and/or belongings to ensure the safety of the children in my care as well as the staff. If children or staff feels threatened verbally by a child he/she may be excluded from care and the childcare contract terminated. I reserve the right to refuse/end service to any family at any time if I feel that I, my staff or the children in my care are not in a safe environment.

### **Late Fees**

Picking up after 6:30pm: Any child picked up after 6:30pm will be charged \$1.00 per minute per child and **must be paid to the person in charge at the time the child is picked up.** If the weather looks bad, or if you travel far from care during the day, then it is your responsibility to allow enough time for you to get back to the daycare before 6:30pm.

NSF Check fee: An NSF fee will be applied on all returned checks and is a \$30.00 fee (two or more NSF checks may result in cash payments only)

Late payment fee: A \$35.00 fee is added to any payment paid one day after its due date (unless arrangements have been made with Chris prior to the payments' due date)

### **Center Daily Schedule**

**6:00am**

Center opens and breakfast begins

**6:45-8:00 am**

Transportation for Public School age children to school begins

**7:45 am**

Breakfast ends

**8:15am**

Preschool begins (2 1/2yrs.-4yrs.) / Kindergarten begins (4-6 yrs.)

**9:30 am**

Morning snack

**11:15am**

Preschool program ends-Pre-Kindergarten continues

**11:30am**

Lunch is served

**12:00 (noon)**

Lunch is over (quiet time starts for all children 5 and under)

This handbook addresses policies for children in our care who are 1 year to 12 years old.

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**12:00-2:00**

Quiet time

**2:00-3:00**

Wake up and eat snack

**2:15 pm**

Pre-Kindergarten Ends

**3:00-3:30 pm**

School age children arrive from school

**3:00-closing**

School age children eat snack, do homework, crafts, cooking projects, etc.

**3:00 pm**

All children younger than 5 years go outside after snack  
and have a free time until parents arrive

Our preschool and pre-kindergarten program follows the Montessori Philosophy. If you are interested in more information about this method of teaching you may ask any lead staff for more information, or refer to your registration packet. Please try to pick your child up by 6:20 pm - the center closes at 6:30 and there is always clean up that needs to be done. There will be a \$1.00 per minute fee starting at 6:31pm, to be paid to the teacher at the time of pick up.

*THANK YOU FOR UNDERSTANDING*

### **Meals and Snacks**

**We strive to be a completely “nut” free center due to food allergies.**

***Breakfast***

milk, fruit, bread/grain

***Lunch***

milk, meat or protein exchange, fruit and/or vegetable and bread or bread substitute

***Snacks***

*two of the following:* fruit or vegetable, crackers or bread, milk or juice

1. **Children who arrive after 10:30 may not get the same lunch served to the other children (if any) unless a parent calls ahead to reserve one. Calls must be received no later than 10:30am the day of attendance if the child will be coming after 10:30 (even on a regularly scheduled day).**
2. We ask that you NOT bring food from home for your child due to the strict nutrition policies we must follow while your child is in our care. However, food for special occasions is welcome if it is store bought and in its original packaging. Please note that food prepared at home is not allowed under code **WAC 170-295-3180**. For special occasions you may provide foods purchased from a grocery store for class parties or birthdays if they are in their original package, or you may ask to have your food prepared by us. You will need to provide us with all the ingredients.
3. **WAC 170-295-3180**-What are approved food sources? You must: Prepare or serve food that is not tampered with or spoiled and is obtained from an approved source including, but not limited to: a licensed caterer, a food service company or a grocery store. Food sources that are **NOT** approved include:
  - A) Leftover food that was previously served from outside your center
  - B) Home canned, frozen or prepared food unless it is for your own children (with a doctor note)
  - C) Donated food from restaurants or caterers that was previously served
  - D) Game meat that has not been inspected by the USDA
  - E) Donated meat, fish, poultry or milk that is not from a source inspected for sale.

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### **GUM IS NEVER ALLOWED**

4. Lunch menus will be created monthly in advance and will be posted in the parent information binder on the front counter.
5. **THE DIRECTOR MUST BE MADE AWARE IN ADVANCE OF ANY ALLERGIES SO THAT ALTERNATE FOODS CAN BE PURCHASED AND PREPARED. THIS MUST BE IN WRITING, SIGNED AND DATED BY A PARENT OR GUARDIAN AND SIGNED BY THE CHILD'S DOCTOR.**
6. If a child has a food allergy or special menu requirements due to a health condition, we must receive written directions from the child's health care provider and parent to provide nutritional supplements (such as iron), a medically modified diet (such as a diabetic or an allergy diet). For allergy diets, the parent and child's health care provider must identify the foods the child is allergic to; the parent and the director must fill out an individual health care plan and specify an alternative food with comparable nutritive value. Staff must be notified in writing any adverse reactions to foods. You (the parent or guardian) may be required to supply foods that are unique to your child's needs. **WAC 170-295-3160 WE ARE A "NUT" FREE CENTER.**

### **Sign in and out requirements**

1. Parents are required to sign their **full legal signature** when they drop off & pick up their children. Not complying with this policy may result in disenrollment of your child.
2. The sign in sheet will be used for school age children when they leave for and arrive back from school. School age children must also be signed in and out on the sign out sheet.
3. **PARENTS ARE NEVER ALLOWED TO DROP OFF THEIR CHILD AT THE DOOR AND LEAVE. (WAC 170-150-170)** You are required to walk your child to their class upon arrival and must walk to their class to pick them up (no siblings under the age of 16 may pick up a child from our care).
4. Children are never allowed to sign themselves in or out no matter how old they are.
5. Children will only be released to a person that is authorized by the parent on the enrollment form, or verbally authorized over the phone. If previous authorization is not made, the person picking up the child must have written approval from the parent/guardian. Anyone unknown to a staff member will be asked to provide proof of identity before being allowed to take a child.
6. We will not release any child to any person that we suspect to be under the influence of drugs and/or alcohol.

### **Transportation**

Transportation is provided for Weyerhaeuser Elementary by EELC's 15 passenger van to and from Barney's Corner. Eatonville Elementary and Columbia Crest Elementary students will ride a bus provided by the Eatonville School District. Weyerhaeuser students who are transported to and from school will be charged a fee. Please refer to rates. We will also co-operate with the state E.C.E.A.P and Developmental preschool programs.

When we go on field trips we will use a 15-passenger van owned by the school/childcare. All children on field trips will be required to use seat belts or booster seats. We will ask parents to loan us their child safety seats for all trips. All van drivers are skilled in First Aid and CPR. Any adult driving the van will have a valid driver's license and will be insured under the terms of the insurance that the business provides. We carry a first aid kit and a fire extinguisher in the van. Every child going on any field trip **MUST** have a signed permission slip.

**Medication Policies**  
**WAC 170-295-3010 thru 170-295-3130**

1. **All medications must be checked in at the office with Ms. Chris.**
2. All medications and the completed form must be kept in the office. Please inform staff if it needs to be refrigerated. Permission to administer medication expires when the date on the bottle indicates or at the end of 30 days.
3. All medications must be in their original container, with the child's full name, date the prescription was filled or medication's expiration date and legible instructions for administration.
4. Non-prescription medications must also have a written parent consent form. The staff will follow the dose, duration and method of administration specified on the original label of the following:
  - A. Cold medications
  - B. Non-aspirin fever reducers/pain relievers
  - C. Anti-itching ointments or lotions
  - D. Diaper ointments
  - E. Sunscreen or lip balm
  - F. Non-narcotic cough medications
5. A doctor's written authorization is **REQUIRED** for non-prescription medication that is not included in the above list, if it is to be given differently than indicated on the manufacturer's label, or if it lacks labeled instructions.
6. All medications left over will be thrown away if not taken home by a parent.
7. Please do not ever leave medications in a diaper bag, backpack or a child's pocket. Any medication, including cough drops and chap stick will be taken away and put in with other medications. They will be returned when the child leaves for the day.
8. Children with special needs (asthma, diabetes, etc.) will need an individual health care plan written by the director and parent and a copy must be kept in the office at all times. This plan will be reviewed and updated annually or sooner if changes need to be made. This plan will need to be reviewed by the child's doctor and have signatures by the parent, the director, and the doctor, before medication can be administered.

**\*\*\*\*We have a very detailed health care plan that is available upon request\*\*\*\***

If you would like one please turn in a written request to the office

And the director will get one to you within the week

**Life threatening medical emergencies**

- A. We will begin treatment while another adult calls 911.
- B. After 911 is called then we will contact the parents.
- C. If the parents cannot be reached then we will attempt to contact the people on the emergency contact list.
- D. If no one can be reached and the child needs to be transported to a medical facility an adult from the center will go with the child.
- E. These emergencies will be documented and kept in the child's file.
- F. GOOD SAMARITAN HOSPITAL in Puyallup will be the likely hospital used if one is needed.

### **Minor medical emergencies**

- A. We will evaluate the type of injury and either care for it with clean water and a band-aid or an ice pack.
- B. If the injury is more serious and requires more than a band-aid or ice pack but is not life threatening, we will apply any needed first aid and call the parents or the emergency contact person immediately.
- C. ALL head injuries will be reported to a parent immediately no matter how serious or minor.
- D. All injuries will be written on an injury report form and one copy will go in the child's file and one copy will go home with the parent.

### **Toddlers**

1. Diapers need to be provided by the parent or guardian, we will provide the wipes. Mark your child's name on the diapers. If we run out of diapers we will let you know by leaving a note on the sign in/out sheet. You will be expected to provide diapers before you can leave your child in our care. There will be a fee for "extra" diapers used on your child.
2. A daily log will be kept on each child each day, this log may include diaper changes, food and fluid intake, nap times, daily activities and who was in the room with your child.
3. Children will have their diapers checked every two hours and changed as needed.
4. Blankets must also be labeled with the child's name.
5. Two complete sets of clothes for your child must be available at the center at all times. Please include socks. These must also be labeled with the child's name.
6. When the parents and the lead teacher agree that the child is ready, we will assist you in toilet training. Remember to bring LOTS of extra clothes during this time.
7. If your child has a special item that brings them comfort, please bring it and let us know that it is special to your child. Please be sure that your child's name is on EVERYTHING that comes to the childcare. They will be allowed to use blankets and pacifiers during naptime, but then put away during the rest of their day.

### **Religious Activities**

1. We may say grace at lunch
2. We may celebrate Christian holidays, Christmas, Easter etc...
3. We may sing Christian songs and stories.
4. **We do not force any child to participate in any of the above religious activities.**
5. We may also discuss and share in celebrations from other countries and cultures as requested.

### **Ill children**

#### **WAC 170-295-3030**

1. Staff must check all children for signs of illness when they arrive at the center and throughout the day.
2. We must exclude children with the following symptoms from care:
  - ✓ Fever of 100 or higher and/or who also have one or more of the following:  
**A) Earache B) Headache C) Sore throat D) Rash; or E) Fatigue** that prevents participation of regular activities.
  - ✓ Vomiting (2 or more times within 24 hours at home and/or at center)
  - ✓ Diarrhea (3 or more watery stools or one bloody stool within a 24 hour period)
  - ✓ Open or oozing sores, unless properly covered with cloths or with bandages

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- ✓ For suspected communicable skin infection such as impetigo, pinkeye, and scabies- the child may return twenty-four hours after starting antibiotic treatment
  - ✓ Lice or nits-until completely nit free-we have a “**no nit policy**”
  - ✓ Children who have a reportable disease may not be in attendance at the center unless approved by the local health authority.
4. If your child becomes ill while in our care you will be called. You will be expected to come for or send someone to get your child immediately
  5. The ill child will be isolated from other children and someone will sit with your child until you arrive.
  6. Illnesses will be recorded in individual classrooms on the attendance sheet and a note will be placed in the child’s file
  7. Any and all communicable diseases will be reported to the Pierce County Health Dept.
  8. Children must wash their hands with soap and warm water: **WAC 170-295-3040**
    - ✓ On arrival at the center
    - ✓ After using the toilet
    - ✓ After the child is diapered
    - ✓ After outdoor play
    - ✓ After touching body fluids (such as blood or after nose blowing or sneezing)
    - ✓ Before and after the child eats or participates in food activities.

### **Reinstatement of an Ill Child**

**Any child who has been ill will be allowed to return to our care when they have been symptom free for at least 24 hours. Symptom free means:**

- No fever over 100 for at least 24 hours ( must not be a “treated” fever)
- No diarrhea or vomiting for at least 24 hours
- If medication is prescribed by a doctor, they must be on it for at least 24 hours before returning to our care

If you bring your child when they are ill, it exposes other children and the staff to whatever illness they have and we run the risk of not having enough staff to be here. Please be courteous to the health of our staff and the other children in our care and keep your children home when they are sick. Thank you.

### **Pesticide use policy**

We do not use pesticides for any reason within or around our center during business hours. If we need to eliminate a pest whether it is within our building or outside, we will contact a licensed agency that will perform the service during non-business hours. Weeds will be pulled by hand but we may use chemicals to keep them away.

If a pesticide is needed you will receive a notice of the type of pesticide, what it is for and when it will be administered at least 48 hours prior to it’s use. Please note that a given pesticide will not be administered while children are on the premises. However, if your child has an allergy to a said pesticide it is your responsibility to find alternate care for the time being. To review the Pesticide Policy in full, please request the Pesticide Policy binder from an office staff member or you may request a copy of your own (which may take 24 hours).

### **What to bring**

We go outside every day (if weather permits), so please be sure that your child wears adequate outdoor clothing to the center and make sure all outerwear has your child’s name on it. This handbook addresses policies for children in our care who are 1 year to 12 years old.

Each child should be provided with one full change of clothing including socks to be kept at the center, all clearly marked with the child's name. Your child may bring a small washable blanket for quiet time. A small pillow is also welcome. Please include a pillowcase to keep your child's mat, pillow, blanket etc. in. Laundry is done each week. If you do not want us to wash your child's blanket or pillow case, please remember to bring it home with you on Fridays to be washed at home and returned on Monday morning, or the next day your child(ren) returns to our care.

**Toys:** Please do not allow your child to bring any toys from home. The only item allowed will be a small comfort item to be used during quiet time. The only exception is show and tell.

**Food:** No outside food is allowed, as mentioned in the meal policy (see page #4). No gum is ever allowed at any time. If your child arrives with gum, we will have them spit it into a trashcan as soon as they arrive. Hard candy is very dangerous and will not be allowed.

### **Bad weather policy**

When the weather conditions get bad and the radio states that the schools are closed the parents need to call the center to see if it will be open. If there is no answer by 7:30am then it means the staff was unable to get to the center. LATE FEES ARE IN EFFECT FOR ALL WEATHER CONDITIONS.

Should bad weather develop during the day parents are to call the center to see if we will be closing early. Although it is unlikely that we will close, please be ready with alternate care should early closure become necessary to maintain safety of children and staff.

### **Please call if your child will not be here.**

Our staff depends on you keeping to your agreed upon schedule. Our staff must go home if we have low counts on any given day. It is easier on them if they can have a planned day off instead of arriving to work and being told they must go home because counts are low. We cannot afford to have them here if we do not have the business to support them. **If your child is arriving after 10:30 on even a regularly scheduled day we *must* receive a call from you before 10:30 or your child may not be able to stay.**

### **Vacation policy**

I will allow only each **"FULL TIME"** family **ten** calendar days per year, from October through the following September, which you do not have to pay for your child to be in our care. In order for this policy to be valid, you **must provide at least a two week notice in writing to Chris Cox.** If you choose *not* to bring your child any other time during the year that you are contracted for and have agreed to pay for, then you will still be billed for this time whether your child is here or not. Remember, this includes sick time as well. Please understand that this is a business and in order for me to remain in business, I need to be able to count on that money to pay for staff, food for your child, utilities, etc.

### **Holidays**

We will be closed on the following holidays: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving and the day after. Christmas closures will depend on the day of the week it falls on. You will be informed of Christmas closures during that given year, in advance. You will not be charged for these **"closed"** days and they will not count against your vacation time.

We reserve the right to close for trainings or other reasons, if deemed necessary and you will be informed in writing well in advance if this is to happen.

### **Regarding preschool and pre-kindergarten children**

Our academic programs follow the same schedule as Eatonville School District. During winter break, mid-winter break and spring break we will not be holding formal preschool or pre-kindergarten. We do however suggest that you still bring your children during preschool or pre-kindergarten time because you will still be billed for it. We will of course be doing a circle time and a group activity (according to the individual teacher's lesson calendar) but it is a more "laid back" environment during the above mentioned breaks. During bad weather closures of Eatonville School District, the preschool & pre-kindergarten structure will depend on the amount of children and staff we have in a given room. But as before, you are encouraged to bring your child on their regular days and times because you will be billed for them.

### **The reason why we need a commitment from you**

The lead teachers that work here get paid the same salary whether your child is here or not. Therefore our income must remain stable. During the summer these teachers may want time off and we have other staffs that are not salaried. We can be much more flexible with our payroll. Payroll and food are the only two places that we can cut back if we have a financial crunch. The state mandates how many children we can care for and how many staff we must have in order to care for the children. We try to have a lower than mandated child to staff ratio because it is our intention to apply for National Accreditation in the coming years. In order to apply we must do three things, first we must communicate well with our families, we must show a financial profitability and our staff to child ratio must demonstrate our dedication and caring towards the children and families we care for.

These are the state mandated staff to child ratios:

State policy—Toddlers 1-7  
State policy—Preschool 1-10  
State policy ---School age 1-15

### **Ways parents can help**

- Help your child attend regularly-except when your child is ill
- Teach your child self reliance by encouraging him to do things for himself
- Communicate with the teacher or director about your child, but **NEVER** discuss the child in his or her presence. Please put complaints or compliments in writing and leave them in the payment mailbox at the front counter.
- Report any upsetting experiences you think will help the teacher better understand your child.
- Build in your child a wholesome, friendly attitude toward the teacher.
- Take an interest in your child's day.
- Always say good-bye to your child, then leave. Let him know who will pick him/her up.
- Please do not stay around if your child is fussy, as children often stop as soon as the parent leaves. Please call as soon as you get to your destination or if you have a cell phone you may call after 5 minutes or so to see how your child is doing. You will be allowed to talk to your child's teacher.
- Dress your child in comfortable weather appropriate clothing
- If you have a talent or skill that you would like to share with the children we would enjoy setting a time aside for you to come in for sharing.

***\*Parents Have access to any part of the building used by the children during regular business hours. WAC 170-295-2080***

***\*We will provide care to any child regardless of race, sex, national origin, religion or physical, mental or sensory disability. WAC 170-295-2080***

***\*We are mandated by law to report suspected child abuse or neglect. WAC 170-150-420 (including but not limited to not putting your child in a car seat if required by law or unexplained bruising or scratches on the child)***

***\*We reserve the right to refuse service to anyone.***

We are required to have a signed document from you, stating that you have read and understand the following policies of our center/school. **WAC 170-295-2080**

This document will be kept in your child's file. Please sign one for each child in attendance.

**Please put your initials next to each item.**

- ✓ I have read the centers' policies and procedures. \_\_\_\_\_
- ✓ I understand **I must call BEFORE 10:30am** if my children will arrive later than that and that if I do not call by 10:30am, my child may not be able to attend center on that day. \_\_\_\_\_
- ✓ I have read the centers' philosophy, and program description. \_\_\_\_\_
- ✓ You, the parent understand the policy for receiving information regarding the child's progress and issues relating to the child's care and individual practices concerning the child's special needs. \_\_\_\_\_
- ✓ I understand that parent's are encouraged to participate in center activities. \_\_\_\_\_
- ✓ I have received and read the enrollment and admission requirements. \_\_\_\_\_
- ✓ I understand and agree to the fee and payment plan outlined in the center's policy. \_\_\_\_\_
- ✓ I have received information regarding a typical daily activity schedule, including hours of operation. \_\_\_\_\_
- ✓ I understand the guidelines for food being served at the center. \_\_\_\_\_
- ✓ I understand that I have-as the parent/guardian-free access to all center areas used by my child. \_\_\_\_\_
- ✓ I understand the sign-in and sign-out requirements and will use my full legal name. \_\_\_\_\_
- ✓ I understand that the staff at the center is required to report suspected abuse or neglect to Child Protective Services. \_\_\_\_\_
- ✓ I understand the discipline and behavior management plan. \_\_\_\_\_
- ✓ I understand the statement of non-discrimination. \_\_\_\_\_
- ✓ I have received information about the religious activities at the center. \_\_\_\_\_
- ✓ I have read and understand policies regarding transportation and field trips. \_\_\_\_\_
- ✓ I have received and understand the information in the handbook regarding ill children. \_\_\_\_\_
- ✓ I have read and understand the center's policies regarding medication management. \_\_\_\_\_
- ✓ I understand how staff at the center will handle medical emergencies. \_\_\_\_\_
- ✓ I understand the center's policies on disaster planning. \_\_\_\_\_
- ✓ I understand the center's policies on diapering, toilet training and feeding toddlers. \_\_\_\_\_
- ✓ I have read and understand the vacation policy and realize it only applies to FULL TIME students \_\_\_\_\_
- ✓ I have read and understand the Pesticide Policy \_\_\_\_\_
- ✓ I have read and understand the Termination Policy \_\_\_\_\_
- ✓ I understand there is a NO NIT POLICY \_\_\_\_\_
- ✓ I understand the "no cash" policy \_\_\_\_\_

**I have read the center's policies and agree to abide by laws and rules put in place by the State of Washington and the management at Eatonville Early Learning Center, Inc.**

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<b>Parent Signature</b>	<b>Printed Name</b>	<b>Date</b>
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