

I. FAMILY HANDBOOK AGREEMENT

I, _____, (parent/guardian name) have received a copy of the

CKDC family handbook and have read through it thoroughly (initial each line below):

_____ I understand and agree to the responsibilities/expectations of the parent and of **CKDC**.

_____ I understand I can review all fire, sanitation, and licensing inspections upon request.

_____ I understand I can review my child's file at any time.

_____ I agree to complete and/or provide all required enrollment forms:

_____ **CKDC** Enrollment Form

_____ CACFP Enrollment Form

_____ CACFP Income Eligibility form, If applicable

_____ Disaster/Emergency Training form

_____ Signed Medical form

_____ Provide copy of up-to-date immunizations

_____ I have shared information regarding my family's cultural values, beliefs and linguistic practices and beliefs related to my child.

_____ I understand the staff at **CKDC** are mandated child abuse/neglect reporters.

_____ I agree to give 30 day notice when leaving **CKDC**.

_____ I agree to pay tuition within the agreed upon payment schedule.

_____ I agree that if I pick up my child later than 5:30pm (closing time) that I will bring \$75 cash for the first minute I'm late and \$5 per minute after the first minute, per child.

_____ I agree to keep information about children that attend **CKDC** confidential.

_____ I understand and agree I am responsible for understanding, and complying with, the terms and conditions outlined within the **CKDC** Family handbook.

The agreed upon start date for my child(ren) to begin care at **CKDC** is: _____

Parent/ Guardian Signature		Date	
Director Signature		Date	

