



Quality Foundations Childcare  
BELONGING ENGAGEMENT WELL BEING EXPRESSION

221 Dundas Street East, Waterdown  
(Beside Dairy Queen)

[www.qualityfoundationschildcarecenter.com](http://www.qualityfoundationschildcarecenter.com)  
[info@qualityfoundationschildcare.com](mailto:info@qualityfoundationschildcare.com)

## REGISTRATION PACKAGE

What to bring on your first day?

### **Indoor Adventure fun**

- Back pack / school bag
- Extra set of clothes including underwear and socks
- Small blanket & soft toy for rest time
- Picture (2) one for your child's cubby and one for our files
- Indoor sneakers (\*\*a must –please!)
- Reusable water bottle
- Diapers/Wipes etc.

### **Outdoor Adventure fun**

- Sun hat (in spring/summer month's)
- Sun screen
- Winter hat, mittens, neck warmer, snowsuit, and insulated boots
- Splash pants, rain boots
- Outdoor boots and/or shoes

**Everything from home must be labeled**

*Quality Foundations is not responsible for lost or misplaced items*



## Quality Foundations Childcare Child Registration Form

**Child information:**

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

Health concerns/PROBLEMS/ALLERGIES: \_\_\_\_\_

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

Address: \_\_\_\_\_  
STREET

HISTORY OF COMMUNICABLE DISEASES (IE CHICKEN POX, MEASLES,  
WHOOPING COUGH, MUMPS, RINGWORM, RUBELLA, SCARLET FEVER,  
STREP THROAT, CROUP) \_\_\_\_\_

Email Address: \_\_\_\_\_

**Doctor information:**

Doctor's Name \_\_\_\_\_ Telephone #: \_\_\_\_\_

Doctor's Address: \_\_\_\_\_  
Street city/town postal code

**Child's mother information:**

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

Address: \_\_\_\_\_  
Street  
city/town postal code

Home Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Place of Work: \_\_\_\_\_

Work Address: \_\_\_\_\_  
Street  
city/town postal code

Work telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Child's father/Partner information:**

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

Address: \_\_\_\_\_  
Street  
city/town postal code

home Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Place of Work: \_\_\_\_\_

Work Address: \_\_\_\_\_  
Street  
city/town postal code

Work telephone: \_\_\_\_\_

Email: \_\_\_\_\_

***Emergency Contact Information (Who may contact in case parent cannot be reached/allowed for pick up)***

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mobile: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mobile: \_\_\_\_\_

DATE OF ADMISSION: \_\_\_\_\_ DATE OF WITHDRAWAL: \_\_\_\_\_

α Full Time Part Time Days M T W T F School: \_\_\_\_\_

**To be completed by Daycare Management**

Registration Fee

Two Weeks Deposit

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

**Parents Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Quality Foundations Childcare

**Read and Review Parent Handbook**

Please sign below indicating that you have read the parent handbook and agree to follow all policies outlined regarding:

- Philosophy
- Staff
- Program development
- Age groups and ratio's
- Hours of operations
- Registration
- Admission and withdrawal
- Dismissal
- Arrival and departure
- Late fees for late pick-up
- Payment of fees
- Food allergies
- Nutrition
- Health
- Clothing and possessions
- Parent/teacher involvement
- Transportation
- Sunscreen
- Evacuation Procedure
- Confidentiality
- Accidents and injuries
- Fire Drills

I \_\_\_\_\_parent/guardian have read the Quality Foudnations Childcare Parent Handbook and agree to follow all policies outlined.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

Quality Founatiosn Childcare

**Fees Agreement**

Thank you for choosing Quality Foundations Childcare.

You have registered your child in our \_\_\_\_\_  
program.

Upon Registration we require payment of a registration fee & two-week security deposit. The security deposit holds your child's space & is refunded to you in your last month of childcare provided you have given one month's notice of withdrawal.

Should you register your child and decide at a later date not to enroll the deposit will not be refunded

\_\_\_\_\_

The daily fees for this program are \_\_\_\_\_ payable at the 1<sup>st</sup> of each month.

Fees are due on the first of the month; we require six (6) months of post dated cheques upon registration.

Late fees are subject to a fee of \$30

NSF fees are subject to a fee of \$40

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

**Quality Foundations Childcare - Photo and Video Release**

I \_\_\_\_\_ parent/guardian of

\_\_\_\_\_ grant and release to Quality Foundations Childcare, the right to use photographs and/or video tapes in which I and/or my child(ren) appear for use in publicity brochures, newsletters, the annual report, or any materials and articles promoting Waterdown Childcare center programs.

In the event that any of these films, photographs, and videotapes are to be used for any other purpose, it is understood and agreed that my consent shall be obtained prior to any use.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

**Quality Foundations Childcare - Sunscreen policy**

Quality Foundations Childcare is committed to the health and well being of your child(ren). To ensure your child is able to participate in all aspects of our outdoor program, we require them to wear sunscreen.

It is recommended you apply sunscreen before your child(ren) arrive. We will than re-apply for afternoon outdoor time.

We ask parents to supply their own sunscreen, to avoid any skin irritations.

I \_\_\_\_\_ parent/guardian of

\_\_\_\_\_ will provide sunscreen for my child.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

## Quality Foundation Childcare Nut-Free Policy

Please be advised that Quality Foundations Childcare is a **nut free facility**. This means that any form of nut will **NOT** be allowed in the center at any time.

This includes the following:

- Any form of nut
- Any form of nut product
- Chocolate containing nuts
- All food containing nuts, and nut oils
- All food which may contain traces of nuts

If you are bringing in special treats for birthdays or celebrations, it is your responsibility to ensure **no traces** of any nuts are in the treat.

Please be aware of all ingredients in food. The items that state "may contain traces of nut" are not permitted in the center.

I \_\_\_\_\_parent/guardian acknowledge and agree with the above guidelines regarding peanut and nut products.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

Quality Foundations Childcare

**Skin Cream Policy**

Quality Foundations Childcare requests parents clearly outline their requests regarding skin cream. This ensures your child is cared for consistently.

My Child is to receive \_\_\_\_\_ (Diaper Cream, skin cream)

Applied to his/her \_\_\_\_\_ (Please specify area ie skin, bum, arms etc)

At every... (Please check those which apply)

- Diaper change
- Once daily
- Twice daily
- Other: \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

Quality Foundations Childcare

**Off Site Policy**

Quality Foundations Childcare staff will go on local walks & excursions in the community. This allows the children to develop gross motor skills, learn about community safety as well as numerous other learning opportunities.

I \_\_\_\_\_ parent/Guardian of \_\_\_\_\_

Permit my child to be taken off site on local walks in the immediate neighbourhood.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date