

Getting Started: Before The first day of Wee Care 😊

- ✓ **Complete Childcare Application and turn it in!** Make sure EVERY page is complete so that we can begin care. **DCF does not allow us to have children on the premises without these completed forms.**
- ✓ **Pay your fees.** Your registration fee (\$50) and your first week of care is due **BEFORE** you may drop off your children.
- ✓ **ELC paperwork must be turned in.** If you receive subsidized childcare funding from the Early Learning Coalition, you will be sent to us with paperwork. That paperwork must be turned in **BEFORE** your children can start.
- ✓ **Medication forms and Allergy information.** Please take this time to make us aware of any allergies or medications your child has. Please check our "Sickness" policy page.

First Day of Wee Care 😊

- **Sign your child in at the front desk!** This serves as our main emergency evacuation list therefore ALL children must be signed in and out EVERY DAY please.
- **Dress:** Please dress your child in play clothes. We will be busy with paint, sand and all sorts of messy things, so dress him/her in older clothes. **No flip-flops or boots of any kind**, please. Also remember that children need plenty of fresh air. We go outside almost every day of the year so dress your child appropriately.
- **Bring Diapers and Blanket & Medication (if needed).** Diapers will be labeled with your child's name. We supply wipes. Blankets, medications and a medication permission form will be turned into the child's teacher.
- **Changes of Clothes.** The younger the child, the greater the need. We encourage every child under the age of 5 to have at least one extra set of clothes because playing children get dirty☺ This prevents us having to call you at work in case of a spill, rip or potty training mishap. **Label all clothes for your young children. Please check your child's cubby daily for dirty clothes.**
- **Parent Information and Pick up list is vital for pick up.** ANYONE whom you wish to pick up your child **must be listed on your pickup list and must be able to present a photo ID** at the time of pick up. This is to protect your child and is a state regulation. *Don't be offended Mom or Dad if we card you the first week.*
- **We do not receive children after 10 a.m.** This is our cut off time and require advance notification to schedule any child arriving late due to Doctor's appointments and such.
- **Pick up by 6p.m.** \$10 late fee for every 15 minutes past 6p.m.
- **Car seats are a must!** Please feel free to leave your child's car seat if the person picking up will need it. Car seats may be left with the daycare if prior arrangements have been made. Please make arrangements to hand off seats where possible. We have limited space.
- **Feel Free to call (754-5111 or 438-3100).** Every child has an adjustment period and sometimes so does Mom; all eventually adjust. In the meanwhile, feel free to call and ask for your child's teacher and get a report. This is best done around nap time (noon to 2p.m.)

First week...

- **State of Florida Shot Records & Physicals:** Children Kindergarten and up, not enrolled at the elementary school must have **up to date copies on record at all times.** You may have your pediatrician fax copies to 754-2262 for your convenience. You should do this as soon as possible.