



INTRODUCTION PACKET

Welcome to Kids in The Country! We are a best-in-class early childhood education school focused on social and academic success. Our mission is to make students happy and parents feel confident in their child's future.

Our educational philosophy centers around establishing an innovative "learning playground" where children find undiscovered passions, develop important life-skills, make new friends, and expand their imaginations. We understand that all children have different interests, abilities, and learning styles, so our approach to education considers each child's individuality.

We strive to offer our students a whole-life experience that goes beyond the classroom. Our school offers a compelling learning environment filled with activities that are both challenging and fun. It is our belief that a quality education encompasses a broad spectrum of opportunities both in and out of the classroom.

We recognize that choosing a preschool / childcare program is an extremely important decision for both you and your child. We are thankful that you have come to see us and strongly feel that Kids in The Country is the right choice.

Our staff is what really makes the difference. They consist of experienced certified and continually trained educators. We will care for your child like no other institution. Everyone at Kids in The Country is required to meet or exceed all Department of Children and Family (DCF) requirements including 45 hours of childcare training and thorough background checks. We recognize that quality staff members make a good program GREAT!

We are open every Monday through Friday during the year except for the following holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and the Friday after, Christmas Eve and Christmas Day.

GENERAL INFORMATION

HOURS



Our hours are from 6:30AM to 6:00PM, Monday through Friday. Our overtime rate (After 6:00PM) is \$15 per child, per 15 minutes.

REGISTRATION



At the time of enrollment, the Parent Agreement form and required state forms, must be completed and turned in to our office. The State requires that every child who is not enrolled in public school have a current physical and an up-to-date immunization record in our files. These forms must be submitted no later than two weeks after enrollment.

At the time of registration, we suggest that all parents of pre-school age children provide us with a change of clothing, clearly marked, and in a bag that we can store at the school.

There will be an annual non-refundable registration fee due upon enrollment. This is an annual fee due September 1st.

ARRIVAL / DEPARTURE



All children must be delivered to the main door of the center and picked up from the same door. Please do not drop children off in the parking lot or leave them to come inside alone. We will not be responsible for any child who has not been escorted inside the center and released to a staff member. We also require parents to sign their child in at our Brightwheel kiosk located inside the school.

For your child's safety, all persons who arrive to pick up your child will be asked for identification, to confirm their authority to do so. Additionally, anyone picking up your child **MUST** be 18 years or older.

Please do not take your child from the playground by allowing him / her to climb the fence. All children must exit through the building so that the staff is aware that they are leaving.

CLASS INFORMATION

EDUCATION PROGRAM



We have designed a weekly curriculum for all classes which includes weekly themes and projects. Please be sure to take home all your child's daily work, which can be found in their class folder. From our experience, your child will be anxious to show them off to the family! Be sure to read their weekly lesson plan posted outside your child's classroom and monitor Brightwheel for any noteworthy events throughout the week. This helps you to communicate with your child about his/her day.

TODDLERS



The Two-Year-Old class participates in many classroom activities. Their learning environment is a purposeful but stimulating one. It is an environment in which your child will be introduced to colors, numbers, shapes, seasons, holidays, learning games and cooking experiences. All two-year-old class activities prepare the children for their future social and academic interactions.

PRESCHOOL



The Three-Year-Old class emphasizes colors, shapes, the senses and seasons. We do arts and crafts to develop fine motor skills and help the children develop the social skills of sharing, helping, listening, recognizing and practice writing their own names. We are beginning to focus on pre-reading and writing skills in this class. In our numbers program we stress recognizing and writing the numbers 1 - 10 and counting groups of objects accurately. We also have a science program where the children observe experiments to discover very basic scientific principles.

PRE-KINDERGARTEN (VPK)



Our Four-Year-Old class is our Voluntary Pre-Kindergarten Class and requires a certificate of eligibility from the Early Learning Coalition of Florida. We use Creative Curriculum through- out our programs. This is a theme-based approach to their cognitive learning incorporating listening skills, following direction and pre reading activities using visual and auditory skill. In our programs, we provide them with real life experiences through our classroom and center room activities. This supports early literacy enrichment with environmental print.

BEFORE AND AFTER SCHOOL CARE



We have a very active program for school-aged children, including snack time, outdoor play, homework sessions, arts and crafts, and other special activities. Please register your child's school schedule with Kids in The Country and inform us of any changes that may occur. It is very important to notify the center if your child is not to be picked up from school. See Director for weekly rates.

SUMMER PROGRAM



Kids in The Country has a very exciting summer program for your child. The school aged children will enjoy weekly field activities of interest such as bowling, roller skating, picnics, and nature trails. Our on-campus entertainment includes water play, sports, arts and crafts, and a variety of other activities. Oftentimes, we take photographs of the children on and off our campus. Therefore, there may be times when your child's photograph would be displayed on our bulletin board. You can see that our summer program is geared for fun but offers the necessary to keep your child engaged! Please inquire for weekly rates.

ADDITIONAL INFORMATION

MESSAGES



All parent communication must be transmitted in person or via Brightwheel, email or by calling the Administration directly. Verbal messages from children on behalf of parents will not be accepted.

TOYS / BOOKS



We do not recommend that children bring toys from home. Kids in The Country will not be responsible for any lost or damaged toys. If they wish to bring an item for Show-and-tell, please give items to the director or teacher to be held in safekeeping. Show-and-tell items should reflect the week's theme.

REST PERIOD



Every day after lunch, all children except school agers, are required to rest. Rest time usually lasts between 1 1/2 to 2 hours. We furnish mats for the children to lie on; however, it is the parent's responsibility to provide a sheet or blanket, clearly marked with their child's name. These items are to be brought in on Monday and taken home to be laundered on Friday.

MEDICATIONS



Absolutely no medication will be given to your child unless our Medication Form is filled out in its entirety and signed by the parent and given to a person in charge. All medication must be in its original container and clearly marked with the child's name. Medication forms must be updated and signed weekly.

ILLNESS



If your child is running a fever, vomiting, or has diarrhea, or has had any of these symptoms during the night, PLEASE DO NOT BRING THEM to school for at least 24 hours. With these symptoms your child is usually contagious, and we must protect the other children from becoming ill. We do not have the facilities nor the manpower to care for sick children. If your child becomes sick while in our care, please arrange to have them picked up as quickly as possible. Your cooperation is expected.

DISCIPLINE POLICY



At Kids in The Country, every effort is made to provide an atmosphere of activity and learning. Positive reinforcement encourages appropriate behavior in children. Redirection is our only means of discipline. Redirection gives the child the opportunity to focus on a new activity and discuss the issue so we can work through it.

TUITION/REFUNDS



Tuition statements will be sent to all families on Thursday for payment due the following Monday. Tuition is considered "late" if not received by Monday at 7:00pm and will be assessed \$10 late fee. Families that have outstanding tuition balances due past Wednesday at 7:00pm for that week of service, will unfortunately no longer be able to attend until the balance has been paid.

Our philosophy behind this policy stems from our goal to be able to support the school day-to-day (pay teachers, purchase supplies, etc.) and invest more in the resources of the school. We hope you understand and certainly look forward to having you join us as we take Kids in The Country to the next level!

Your child/children's tuition will be due weekly whether or not they are in attendance. There will be no refunds due to illness, accident, etc. If you do decide to disenroll in order to avoid paying tuition for a few weeks, we will require a registration fee upon re-enrollment and cannot guarantee that your child's space will remain open.

VACATIONS



Students must attend the school for 6 months before receiving vacation credit. Full-time students are allowed two weeks of 50% off tuition per year and will not be carried over. All other vacations are not included in tuition and you must continue to pay in order to hold your spot at the school. If you choose not to continue paying tuition, the school requires a re-registration fee upon re-enrollment.

CONFERENCES



Any time you would like to talk with us about your child's progress or problems, please call and make an appointment. Our teachers are more than willing to set up a time convenient to both of you and outside of the school day.

WE ARE A BRIGHTWHEEL SCHOOL!

Otter Learning has partnered with the #1 early education platform to transform the childcare experience



Daily Updates: Real-time feed of activities throughout the day

Photos: Watch your child's day unfold with snapshots delivered to your mobile device

Stay Connected: Stay in touch with your child's teacher and strengthen school learning with activities at home

Digital Check-in: Easy check-in with personal passcodes. Add approved adults to pick up your child and see when your child is checked in and out

Paperless Billing: Digital tuition payments directly from your bank account or credit card. Paperless invoices and receipts

Community: Invite grandparents, nannies and friends – with control over what they can do and see on Brightwheel

The Brightwheel Impact is Measurable

85% of Users

would recommend Brightwheel to a director, teacher or parent

100% of Parents

are more satisfied with their school experience once Brightwheel is implemented

10s of Millions

of classroom moments captured and shared every week

Child Information

Registration Date: _____

1st Child					
Last Name		First Name		M.I.	Nickname
Entering grade	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Prefer not to specify	Birth Date	Birth City/State		
			City:	State:	
Existing medical conditions, medications and/or special attention your child may require					
Allergies					
Pediatrician's Name		Phone		Address	

2nd Child					
Last Name		First Name		M.I.	Nickname
Entering grade	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Prefer not to specify	Birth Date	Birth City/State		
			City:	State:	
Existing medical conditions, medications and/or special attention your child may require					
Allergies					
Pediatrician's Name		Phone		Address	

3rd Child					
Last Name		First Name		M.I.	Nickname
Entering grade	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Prefer not to specify	Birth Date	Birth City/State		
			City:	State:	
Existing medical conditions, medications and/or special attention your child may require					
Allergies					
Pediatrician's Name		Phone		Address	

Photo Release	
I give permission to post my child's pictures on the company website, blog and social media accounts. I understand that it is my responsibility to update this form if I no longer wish to authorize the use of my child's photo. I agree that this form will remain in effect during the term of my child's enrollment and that there will be no payment for use of any photos.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

Primary Guardian Information

Name(s) of person(s) with whom child is living

1st Primary Guardian			
Last Name	First Name	M.I.	Relationship to Child
Email Address	Work Phone		Cell Phone
Occupation	Employer	Work Address	Work Hours
2nd Primary Guardian			
Last Name	First Name	M.I.	Relationship to Child
Email Address	Work Phone		Cell Phone
Occupation	Employer	Work Address	Work Hours
Which Guardian Should be Called First?		Home Phone	Preferred language for written communication:
Home Resident Street Address		Apt #	City
Mailing Address (if different than above)		Apt #	City
			Zip Code
			Zip Code

Second Guardian Information

Non-primary custodial parent

1st Non-primary Guardian			
Last Name	First Name	M.I.	Relationship to Child
Email Address	Work Phone		Cell Phone
2nd Non-primary Guardian			
Last Name	First Name	M.I.	Relationship to Child
Email Address	Work Phone		Cell Phone
Which Guardian Should be Called First?		Home Phone	Should mailings be sent to this household also? [] Yes [] No
Second Household Mailing Address		Apt #	City
			State
			Zip Code

Additional Comments & Information: _____

Emergency Contacts and Authorized Pickups

1st Contact/Pickup				
Last Name		First Name		Relationship to Child
Home Phone	Cell Phone	<input type="checkbox"/> Able to pick up all children in the family <input type="checkbox"/> Not able to pick up the following children: _____		
2nd Contact/Pickup				
Last Name		First Name		Relationship to Child
Home Phone	Cell Phone	<input type="checkbox"/> Able to pick up all children in the family <input type="checkbox"/> Not able to pick up the following children: _____		
3rd Contact/Pickup				
Last Name		First Name		Relationship to Child
Home Phone	Cell Phone	<input type="checkbox"/> Able to pick up all children in the family <input type="checkbox"/> Not able to pick up the following children: _____		

Is there anything about your child you would like for us to know?

How did you hear about us?



By signing below, I agree to the following:

I have completely read and understand the policies and procedures as outlined in the documents provided, including the discipline, tuition and all others policies set forth by Otter Learning.

Signature

Parent / Guardian Signature

Date



FLORIDA CERTIFICATION OF IMMUNIZATION

Legal Authority: Sections 1003.22, 402.305, 402.313, Florida Statutes; Rule 64D-3.046, Florida Administrative Code

LAST NAME	FIRST NAME	MI	DOB (MM/DD/YY)
PARENT OR GUARDIAN	CHILD'S SS# (optional)	STATE IMMUNIZATION ID# (optional)	

Directions:

- Enter all appropriate doses and dates below.
- Sign and date appropriate certificate (A, B, or C) on form.
- See DH Form 150-615, Immunization Guidelines - Florida Schools, Childcare Facilities and Family Daycare Homes (July 2010) for information and instructions on form completion. Guidelines are available at: www.immunizeflorida.org/schoolguide.pdf.

VACCINE	DOE CODE	Dose 1 MM/DD/YY	Dose 2 MM/DD/YY	Dose 3 MM/DD/YY	Dose 4 MM/DD/YY	Dose 5 MM/DD/YY
DTaP/DTP	A	_____	_____	_____	_____	_____
DT	B	_____	_____	_____	_____	_____
Tdap	P	_____	_____	_____	_____	_____
Td	Q	_____	_____	_____	_____	_____
Polio	D	_____	_____	_____	_____	_____
Hib	E	_____	_____	_____	_____	_____
MMR (Combined) (Separate)	F	_____	_____	_____	_____	_____
	G, H	<i>Measles (dose 1)</i>	<i>Measles (dose 2)</i>	<i>Mumps (dose 1)</i>	<i>Mumps (dose 2)</i>	_____
	I	<i>Rubella (dose 1)</i>	<i>Rubella (dose 2)</i>	_____	_____	_____
Hepatitis B	J	_____	_____	_____	_____	_____
Varicella	K	_____	_____	_____	_____	_____
Varicella Disease	L	_____	_____	_____	_____	_____
PneumoConju	N	<i>Year</i>	_____	_____	_____	_____

Select appropriate box(es)
Certificate of Immunization for K-12

Part A-Complete

- DOE Code 1: Immunizations are complete K-12 (Excluding 7th grade/middle school requirements)
- DOE Code 8: Immunizations are complete for 7th grade

I have reviewed the records available, and to the best of my knowledge, the above named child has adequately been immunized for school attendance, as documented above.

Temporary Medical Exemption

Part B-Temporary

Part B (For children in daycare, family daycare homes, preschool, kindergarten and grades 1 through 12 who are incomplete for immunizations in Part A) **Invalid without expiration date.** DOE Code 2

I certify that the above named child has received the immunizations documented above and has commenced a schedule to complete the required immunization. Additional immunizations are not medically indicated at this time.

Expiration date: _____

Permanent Medical Exemption

Part C-Permanent

Part C (For medically contraindicated immunizations, list each vaccine and state valid clinical reasoning or evidence for exemption.)

DOE Code 3 _____

I certify the physical condition of this child is such that immunizations as indicated in Part C above are medically contraindicated.

Physician or Clinic Name: _____

Physician or
 Authorized Signature: _____
 Issued By: _____
 Date: _____

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/>

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**

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**



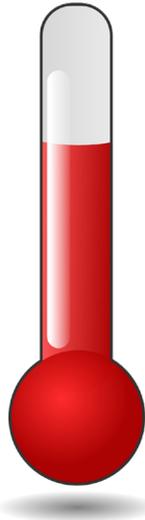


FACTS ABOUT HEATSTROKE:

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.

During the 2018 legislative session,

a new law was passed that requires child care facilities, family day care homes and large family child care homes to provide parents, during the months of April and September each year, with information regarding the potential for distracted adults to fail to drop off a child at the facility/home and instead leave them in the adult's vehicle upon arrival at the adult's destination.



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.