



Kiddie Kare

2796 Constable Road, Mississauga, Ontario L5J 1W4

APPLICATION FOR ENROLLMENT

NAME OF CHILD: _____ M F
LAST NAME FIRST NAME

DATE OF BIRTH: _____
DAY/MONTH/YEAR

General Health: _____ Any known allergies, health or medical problems? Circle YES/NO If yes, please describe: _____

Parent/Guardian: _____ Parent/Guardian: _____

Address: _____ Address: _____

Postal Code: _____ Postal Code: _____

Home Phone: () _____ Home Phone: () _____

Cell/Pager #: _____ Cell/Pager #: _____

Company: _____ Company: _____

Company Address: _____ Company Address: _____

Occupation: _____ Occupation: _____

Business Phone: _____ Business Phone: _____

Email Address: _____ Email Address: _____

Custody arrangements (if applicable): _____

Language(s) spoken at home: _____ **Date Day Care Required** _____

Physicians Name: _____ Phone: () _____

Address: _____

Persons to contact in emergency if parents cannot be reached, and to whom child may be released:

Name: _____ Phone: () _____ Relationship: _____

Name: _____ Phone: () _____ Relationship: _____

Hours of work: _____ Days of Work: _____

I will need day care for the following days and hours: _____

Closest intersection to work: _____

Closest intersection to home: _____

Child's School if applicable (Name and Location): _____

Does your child need to be picked up and dropped off at school: Circle YES/NO

Provider locations (furthest acceptable boundaries): _____

(1) What qualities are you looking for in a provider?: _____

(2) What types of activities does your child enjoy? And what would you like your child to be occupied with while in care? _____

(3) Tell us a little bit about your child?: _____

(4) Before placing your child, are there any specific concerns or circumstances we should be made aware of?: _____

Do you or your spouse smoke? _____ Do you have pets? _____ What type? _____

Please outline any additional comments or requirements regarding day care for your child: _____

How did you hear about Kiddie Kare? (Please circle any that apply): 'word of mouth', Yellow Pages, Newspaper, Internet, CDRCP, other (please specify)

This form must be returned before interviews can be scheduled. **Please enclose a non-refundable \$45.00 cheque for registration along with your form. Appointments will not be set up until fee is paid.** If you are faxing in your application, please mail your cheque with your original application. Your signature means that you understand that you cannot make private arrangements during interviews with potential caregivers. Fax 905-822-4684

Signature of Parent/Guardian

Date

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____

ACKNOWLEDGED

DATE OF INTERVIEW: _____

FEE PAID

START DATE: _____

NAME OF PROVIDER: _____

NAME OF WORKER: _____

REASON FOR DISCHARGE: _____

DATE OF WITHDRAWAL: _____



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PLEASE PRINT

MEDICAL FORM

SURNAME OF CHILD: _____

FIRST NAME: _____

ADDRESS: _____

DATE OF BIRTH: _____

NAME OF DOCTOR: _____

PHONE #: _____

ADDRESS: _____

IMMUNIZATION RECORD TO DATE

DATES RECEIVED

	2 MONTHS	4 MONTHS	6 MONTHS	18 MONTHS	BOOSTER
DPDT HIB					
	12 MONTHS	5 YEARS	BOOSTER		TESTED
MMR				TB SKIN	
OTHER:			OTHER:		

COMMUNICABLE DISEASES RECORD

CHICKEN POX

GERMAN MEASLES

MEASLES

SCARLET FEVER

RUBELLA

WHOOPING COUGH

LIST ANY SERIOUS ILLNESSES, DISABILITIES, OPERATIONS: _____

LIST ANY ALLERGIES TO FOOD OR MEDICINES: _____

PHYSICAL EXAMINATION

ANY PHYSICAL DISABILITY OR ABNORMAL CONDITION (HEALTH concern)
WHICH WOULD RESTRICT ACTIVITY:

IF ACTIVITY NEEDS TO BE CONTROLLED, WHAT IS THE DURATION OF
RESTRICTIONS: _____

EMOTIONAL OR BEHAVIOUR PROBLEMS

CONSENT

TEMPERA OR TYLENOL

IN THE EVENT OF A HIGH FEVER, TEMPERA OR TYLENOL MAY BE
ADMINISTERED TO THE ABOVE NAMED CHILD, UPON VERBAL PERMISSION
FROM THE PARENT

YES

NO

SIGNATURE OF PARENT

DATE

SUN SCREEN

I GIVE PERMISSION FOR THE PROVIDER TO APPLY SUN SCREEN (WHICH I
WILL PROVIDE) TO MY CHILD, AS NECESSARY.

SIGNATURE OF PARENT

DATE

MEDICATED CREAM

I GIVE PERMISSION FOR THE PROVIDER TO APPLY MEDICATED CREAM
SUCH AS _____ (WHICH I WILL PROVIDE) TO MY
CHILD AS NECESSARY.

SIGNATURE OF PARENT

DATE



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PROGRAM STATEMENT

Kiddie Kare is set up to handle the care of children as young as (6) six weeks in age in a home daycare setting.

We have full time care for a maximum of 10 hours per day. Other hours can be arranged on an as needed basis.

ADMISSION AND DISCHARGE POLICY

An interview will be arranged to familiarize you and your child with the caregiver, to answer your questions, and complete admission forms prior to enrollment. A non-refundable registration fee is required, with your registration. Before your child actually begins full care, we encourage that you bring your child to the daycare home a few times, so as to introduce your child to the idea of being without you on a gradual basis.

Written notice of permanent withdrawal must be given at least two weeks in advance. If notice is not received, full program fees will be charged. A permanent space cannot be guaranteed if you wish to temporarily withdraw your child. Therefore, your child will be placed on a waiting list. Kiddie Kare may terminate services if policies are not followed or fees are not paid.

ARRIVAL AND PICK-UP

Young children depend on regular routines for their own sense of security. We recommend that you establish fixed hours to pick up and drop off your child. When your child arrives, notify your caregiver of your child's presence. Similarly, when picking up your child, enter and make sure the caregiver knows you are leaving. Unless otherwise arranged, children will not be released to any person other than those specified on the admissions form.

NUTRITION

A nutritious mid-day meal and two snacks will be provided. Children's special dietary needs and allergies will be posted in the cooking area. Weekly menu plans will be posted for the current and following week to assist you in menu planning at home.

HEALTH AND ADMINISTRATION OF DRUGS

The Day Nurseries Act stipulates that prior to admission; each child must be immunized as recommended by the local medical officer of health. Kiddie Kare also required that a

medical certificate confirming a complete medical assessment be submitted at this time. Regulations require daily outdoor play for each child. Therefore, it is our policy that children too ill to play outdoors, must be kept home.

If a child becomes ill during the day, temporary care will be provided until you can be contacted, and your child can be taken home. Kiddie Kare caregivers will administer both prescription and nonprescription drugs to children, in accordance with provincial legislation. This requires that parents provide:

1. Written authorization, including the dosage and times any drug is to be given; and
2. Medication in the original container, clearly labeled with the child's name, name of the drug, and the dosage, the date of purchase and instructions for storage and administration of the drug.

*Medication is not to be left in the child's bag. Kindly give it directly to the caregiver.

CLOTHING AND POSSESSIONS

Your child should be dressed in clothing that is appropriate for physical activity, the weather and the season. A second set of clothing should be kept at the caregiver's home in case of accidents. Also, all clothing and toys should be labeled with your child's name.

DISCIPLINE

Children are disciplined in a positive manner at a level that is appropriate to their actions and their ages in order to promote self-discipline, ensure health and safety, respect the rights of others, and maintain equipment.

Spanking or other forms of corporal punishment are not permitted. Methods of discipline are discussed with staff, and consistent disciplinary measures are agreed upon.

PARENT INVOLVEMENT

We encourage full parental involvement. We want you to keep the lines of communication open between yourself and the caregiver. This will enable you to have a better understanding of your child's day.

RATE COMPARISON.

When comparing Kiddie Kare to other day care services, ensure that you are calculating an accurate comparison of the rates:

Your weekly Kiddie Kare rate	\$ _____
Income Tax Deductions per child: \$7,000*	
Assuming Income Tax Rate of 35%	
Your return from Revenue Canada:	
\$7,000x35% =\$2,450	
\$2,450 divided by 52 weeks	\$ 47.12
The net cost of your weekly care at Kiddie Kare	\$ _____

*Kiddie Kare will issue you an official tax receipt.

Not only is the actual cost of the Kiddie Kare service quiet affordable, but also our service includes many benefits:

- Licensed by the Ministry of Community and Social Services
- Caring well trained professional caregivers
- Caregivers and all adults in home must go through a careful screening and Criminal Reference check
- Monthly unannounced Home Visits, a written report is sent to parents
- Up to date in home safety inspections
- Major equipment supplied for the care of your child
- Ongoing caregiver training, covering: Behaviour Management, Child Development, The Home as a Learning Environment, Programming and Nutrition.
- Income Tax Receipts
- Newsletters
- Small child/caregiver ratio



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Thank you for your interest in Kiddie Kare. Kiddie Kare has been in operation since 1992 offering quality home childcare. We provide safe, stimulating environments for children as young as six weeks and up to twelve years. We offer a full range of full and part time care, including before and after school care. Our child/caregiver ratios are small and meet and exceed Ministry Standards.

We search for caregivers in the areas specified by you. All of our caregivers must go through a careful screening process that includes criminal reference checks of all adult members in the home, personal and business references, site safety inspection; covering fire evacuation, child safety, and safe product handling. Each caregiver is interviewed and trained in areas of: Behaviour Management, Child Development, The Home as a Learning Environment, and Programming and Nutrition. Training is ongoing for as long as the caregiver is with the agency. We do monthly-unannounced home visits, and a written copy is given to the parents after each visit.

Once you decide to enroll your child and submit your registration, we will contact you to discuss your child's enrollment, and to determine appropriate times for interviews. A non-refundable registration fee is required with your application. When a caregiver decision has been made, we will set up an appointment for you with our office in order for you to complete the necessary forms and to help make the transition as comfortable as possible. The day care homes are open from 7 a.m. to 6 p.m.; each family is allowed a maximum of ten hours per day in care, unless other arrangements have been made in advance. A \$10 fee per hour applies for more than ten hours or pick up after 6 p.m.

All children over the age of one year who are on table foods will be supplied with a mid day meal and two snacks. The meals are planned in order to meet the daily nutritional needs of your child. Children under the age of one are fed according to written instructions by the parent, and you supply the food, bottles and diapers.

Full immunization information is required prior to admission, and this record must be updated annually. Childcare is not available on Statutory Holidays, but payment is required. Sick children must be kept home and full fees are charged for up to the first five consecutive days of each illness.

Our office hours are 9:00a.m. to 5:00 p.m. Monday to Friday. We look forward to establishing a long and rewarding relationship with you and your child. If you have any further questions, please do not hesitate to call.

Sincerely,

Janice E. Luckese
Executive Director
Kiddie Kare Day Care Services Inc.