Parent Acknowledgement

Home-Based Registered Early Childhood Educator | Waterloo, Ontario

This letter is to inform you that I am a Home-Based Registered Early Childhood Educator (RECE) and operate my own independent child care business, Happy Feet Childcare. Happy Feet Childcare is an independent home-based program and is not affiliated with any agency or other child care program.

To provide safe, quality care, I keep the following information on file for each child:

- An application for enrolment signed by a parent of the child.
- The name, date of birth and home address of the child.
- The names, home addresses and telephone numbers of the parents of the child.
- The address and telephone number at which a parent of the child or other person can be reached in case of an emergency during the hours when the child receives child care.
- The names of persons to whom the child may be released.
- The date of admission of the child.
- The date of discharge of the child.
- The child's previous history of communicable diseases, conditions requiring medical attention and, in the case of a child who is not in attendance at a school or private school within the meaning of the Education Act, immunization or any statement or required form completed by a parent or a legally qualified practitioner.
- Any symptoms indicative of ill health.
- A copy of any individualized plan, as required.
- Written instructions signed by a parent of the child for any medical treatment or drug or medication that is to be administered during the hours the child receives child care.
- Written instructions signed by a parent of the child concerning any special requirements in respect of diet, rest or physical activity.

Your child's information will only be used for the purposes for which it was collected and will be kept confidential.

Signatures

Please sign below. Your signature confirms that you understand and agree with the above.

Parent/Guardian Signature: _____ Date: _____

Caregiver Signature: _____ Date: _____

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