

Admission Requirements

Admission to the Early Childhood setting requires parents to fill out several applications that give the centre information about the child's and about the parents' background.

You will be asked to provide names of individuals you wish us to release your child to.

Please be aware that we will not release your child to an individual whom we do not know or for whom we have not received a written permission for us to do so.

You will also be asked to complete a CHILD BACKGROUND form, which will give the teacher a general idea of the child's family life the child's interests and other helpful information.

Your cooperation will assist us in protecting your child. Prior to entry into the centre all children are required to have an immunization record which is up to date. This is recommended by the local Board of Health and/or the Provincial Health Department. Also before entry, a financial agreement based on fees and fee payments needs to be discussed.

The operators determine all the fees. These may be changed at any time. Notice of fee changes will be posted in the centre one month prior to the date of fees Change. Fees may be changed without notice at the start of a new school year.

The centre supervisor will advise you of your fee and will discuss a payment schedule with you prior to your child's first day.

Upon registration you are to leave post-dated cheques from the month of starting to the year-end (August). Post-dated cheques must be for the full amount 1 (ONE) cheque per month and must be dated for the first of every month. Failure to provide payment will result in a temporary withdrawal of child until payment is received.

You must make sure that your child has all the necessary items before attending the day care.

Each child must bring the following items:

- A complete change of clothing (varying according to the weather)
- Pants or Shorts
- Sweater or T- Shirt
- Underclothes/pull Ups if toilet training
- Socks
- Extra pair of shoes or boots
- Winter: hat, scarf, mittens
- Summer: hat/sunscreen
- All diapers, if child is enrolled in the Toddler Program; any pull-ups which may be required for sleep-time periods

Two of each of the above items (besides diapers) is recommended. This is important in the case the child becomes soiled during the day. The centre has a minimal amount of spare clothing; therefore it is important each child has their own. If the centre loans any child this spare clothing, we ask the parents to wash and return these items the following day.

All items must be labelled with your child's name or initials.

Mini Mania Day Nursery is not responsible for lost or misplaced items. Your co-operation in this matter is very important.

You must provide your child with a mini blanket to be kept at the centre at ALL times. This blanket should be taken home every one to two weeks for cleaning, and promptly returned to the centre for use by the child.

Mini Mania will be selling TAKE-A-NAP sleeping bags to the parent. This is a very convenient sheet, blanket and pillow in one sleeping bag, which rolls up into an easily carried pouch. These sleeping bags will cost \$30.00/bag. They come in a variety of colours and patterns which are your choice depending on availability.

*You will also be required to sign a **PARENT CONTRACT** in which you will agree that you have read and understood all centre policies.*