

# Parent's Day Out SCHOOL AGED Programs Application

Registration Fee: \$50 (non-refundable)

**Copy of Birth Certificate, Shot Records and Physical MUST be on file prior to first day of attendance.**

Office Use Only:  
Estimated Start Date: \_\_\_\_\_ Private Pay? \_\_\_\_\_  
4C-funding? \_\_\_\_\_ Approximate Co-pay? \_\_\_\_\_



\_\_\_\_\_ Before School ONLY  
\_\_\_\_\_ After School ONLY  
\_\_\_\_\_ Before AND After School  
Circle Days Attending  
M T W TH F  
Circle Transportation  
School Bus PDO Van (extra fee)

\_\_\_\_\_ Summer Camp 9:00 am – 4:00 pm  
Extended care:  
\_\_\_\_\_ 6:30 am – 9:00 am  
and/ or  
\_\_\_\_\_ 4:00 pm – 6:00 pm  
Circle Days Attending  
M T W TH F

## Child's information:

Full Name of Child \_\_\_\_\_ Birth Date: \_\_\_\_\_ Sex: \_\_\_\_\_

Address: \_\_\_\_\_

Child lives with: \_\_\_ Both Parents \_\_\_ Father \_\_\_ Mother \_\_\_ Grandparents Other \_\_\_\_\_

## Contact Information for Parent(s) or Guardian(s) enrolling the child:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Relation to Child: \_\_\_\_\_

Relation to Child: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Work Number: \_\_\_\_\_

Work Number: \_\_\_\_\_



# Parent's Day Out Preschool Illness Policy

In the interest of maintaining your child's health, we are putting our illness policy in a format that you and the other parents in your child's class can review and acknowledge.

Illness is an inevitable fact of life for young children in a group care setting. To reduce the incidents of illness at our center, we must set some standards for attendance: (policy can also be found in the PDO Handbook)

## **HEALTH, ILLNESS & EXCLUSION POLICY:**

Under no circumstances is a sick child to attend PDO. Children should be allowed to recover fully in the comfort of their own home. The other children in care are exposed to any disease your child may bring into the center. If you are unable to remain home with your child, it is your responsibility to make substitute childcare arrangements. Obviously, it is not possible to prevent the spread of all illness however minimizing exposure & providing good hygienic practices in the center & home are means by which we can limit the problem & the resulting inconvenience.

Accordingly, for the benefit of all involved, the following policies will be strictly enforced.

### **Standards for Illness Attendance:**

- Children with a low fever (under 101) can be brought to school unless there is another symptom present that would indicate a potentially contagious condition i.e. rash, lethargy, excessive irritability, vomiting, or diarrhea.
- A child who has been sent home with a fever over 101 may not return until they have been fever free (without medication) for 24 hours.
- Children who begin an antibiotic may not return to school until they have been on the antibiotic for at least 24 hours.
- Bringing a sick, medicated child to school is grounds for discharge from the program. Fever-reducing medications mask symptoms and encourage parents to bring a child to school that is still sick and contagious. This is primarily why children become sick in a group setting. A child who comes to school apparently healthy, then spikes a fever is always suspected of being medicated.
- Children with open cold-sores, impetigo, or hand, foot, and mouth disease cannot be brought to school until all blistering is healed over.
- Children with an unidentified rash cannot be brought to school until the rash is clear, or has been identified as non-contagious.
- Children should not be brought to school if they have vomited within the past 24 hours.
- Children should not be brought to school if they have experienced diarrhea without a recovering firm bowel movement.
- Children with a repetitive cough can be brought to school only if they have a written doctor's note that they are not contagious. The school reserves the right to override a doctor's note if a child is coughing frequently and not mature enough to cover their cough.
- Children with chronically runny noses should be treated with over the counter medication to reduce discharge while at school. A child may be sent home due to a severely runny nose. A nose that runs green through the entire day should be treated by a doctor as this is a clear indication of infection.

More than these standards, parents must use their own good judgment. When your child is sick by your standards, please don't expose them to other children.

It is the parent's responsibility to inform the director if their child has been diagnosed with a contagious illness so proper notifications can be made. Notice will be sent home to all students when they have been exposed to a contagious illness. For confidentiality reasons, the name of the child with the confirmed illness will not be released.

The following diseases will be reported to parents of all enrolled children in/out of attendance the reported day:

## Parent's Day Out Preschool Illness Policy - continued

Chicken Pox (varicella), Conjunctivitis/Pink Eye, Head Lice, Influenza, Pin Worm (enterobiasis), Ring Worm (tinea dermatophytosis), Scabies (acariasis), Fifth Disease (human parvovirus), Rotovirus & Respiratory Syncytial Virus (RSV).

Common colds and allergies should not, unless causing the child to feel too uncomfortable, prohibit attendance. It is our policy to have conditions that encourage cleanliness and good health practices among both staff and children.

PDO employees will follow the same guidelines for exclusion as stated for children. All staff are to report illness to the director to ensure proper notifications can be made.

IF your child has the following:	They can return to PDO when:
Temperature of 100.4°F orally, or 99.4°F auxiliary, or higher.	1. Free of fever for 24 hours without the aid of medication
2. Temperature of 100.4°F orally, 101.4°F rectally or 99.4°F auxiliary or higher, plus one of the following: a) severe cold with yellow-green nasal discharge b) cough c) sore throat d) sneezing e) swollen glands, or f) skin rash other than mild diaper rash.	2. a) Free of fever for 24 hours and b) Note is required from a physician or nurse practitioner stating that the child is not communicable.
3. Red, watery or draining eye(s).	3. All discharge has ceased.
4. Drainage from the ear(s).	4. a) All drainage from the ear(s) has ceased, or b) Note is required from a physician or nurse practitioner stating that the child is not communicable.
5. Lice.	5. After treatment, free of lice and nits.
6. Skin lesions, i.e., impetigo, ringworm, and scabies.	6. a) Skin sores are healed, or b) Note is required from a physician or nurse practitioner stating that the child is not communicable.
7. Vomiting.	7. Free of upset stomach and vomiting for 24 hours.
8. Diarrhea (2 or more loose, watery stools per day).	8. Diarrhea free for 24 hours.
9. Fainting or seizures or general signs of listlessness, weakness, drowsiness, flushed face, headache, or stiff neck.	9. a) Free of symptoms, or b) Note is required from a physician or nurse practitioner stating that the child is not communicable.
10. Fever with any specific signs and symptoms of a communicable disease to which the child has been exposed.	10. Free of fever for 24 hours.
11. Any combination of symptoms for consecutive days of attendance.	11. Free of symptoms.

Beyond these standards, parents must use their own good judgment. When your child is sick by your standards, please don't expose them to other children.

Thank you for your assistance in implementing this policy.

I have read the Illness Policy and understand it completely:

\_\_\_\_\_  
Parent/ Guardian Name

\_\_\_\_\_  
Parent/ Guardian Signature

Child's Name: \_\_\_\_\_



## Emergency Policy/ Authorized Pick-up List

MUMC Parent's Day Out has permission to treat my child/children with basic first aid when needed. If there is an incident that requires more than basic first aid the following procedures will apply:

1. Paramedics will be called to the center by a staff member with the 911 procedure.
2. A parent/guardian will be called. If they cannot be reached, the emergency contacts will be called.
3. If contacts cannot be made, the child will be taken to the emergency room with a staff member. They will remain with the child until a contact arrives.
4. A call will be placed to the family physician.

*(Parents/ Guardians are first called in event of emergency and are automatically authorized to pick up child unless otherwise notified – **no need to add parent info here as it is on the front page**)*

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_

Contact this person in an emergency in my absence      YES    NO

This person is authorized to pick up my child from PDO:      YES    NO

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_

Contact this person in an emergency in my absence      YES    NO

This person is authorized to pick up my child from PDO:      YES    NO

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_

Contact this person in an emergency in my absence      YES    NO

This person is authorized to pick up my child from PDO:      YES    NO

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_

Contact this person in an emergency in my absence      YES    NO

This person is authorized to pick up my child from PDO:      YES    NO

***Please be sure authorized pick-up persons have a photo I.D.***

Your child will not be released to anyone other than those listed here and circled that it is okay to pick up. If you need to have an individual who is not on the list pick up your child, please let the teacher know at drop off or call the church office with the pick-up person's information. Thank you.



