



Parent Policy Agreement

As a PALMER'S HEAVENLY HEARTS EARLY LEARNING CENTER parent, I have met with the Center Director and viewed the PALMER'S HEAVENLY HEARTS ELC Handbook, I agree to:

- Comply with and support all Palmer's Heavenly Hearts Early Learning Center policies and procedures.
- Be financially responsible, keep my account current and pay late fees if it is not current.
- Pick up my child no later than closing time and pay late fees (in cash at time of pick up) if I do not. Palmer's Heavenly Hearts closes at 4:30p.m as of January 3, 2023.
- Check my child in and out every day on the Child Application, PLAYGROUND APP in the front lobby
- Adhere to the Center's ill child policy and the 24 hour "symptom-free" rule.
- Pick my child up promptly in case of an injury or illness while at the Center.
- Follow medication dispensing regulations and complete all forms.
- Keep my child's immunization and child file current and provide copies of any updates to the CENTER DIRECTOR.
- Attend all parent conferences and/or meetings requested by the Teacher.
- Read all information provided/shared with PALMER'S HEAVENLY HEARTS parents.
- Use the Parent Information Board, Newsletters and PLAYGROUND APP Updates to stay informed
- Keep all telephone numbers, emergency information and other enrollment information current.
- Be willing to learn and grow as a parent and increase my knowledge of child development.
- Provide the Center with diapers, formula, breast milk, baby food, special foods, change of clothing or anything else necessary for my child's care.
- Discuss my concerns and keep open communication lines with my child's teacher and the Center Director seeking to avoid problems and misunderstandings.
- Respect all PALMER'S HEAVENLY HEARTS staff.

I understand that failure to abide by PALMER'S HEAVENLY HEARTS policies and procedures may result in my child's enrollment termination. Disregard of Center policies can include: ignoring state licensing rules and regulations; not keeping your account current; aggressive, loud and argumentative interactions with a Center employee; sexual harassment; hostile phone calls, voice mails, faxes or email communications.

Above all, PALMER'S HEAVENLY HEARTS reserves the right to maintain a harmonious and safe environment for the children.

Parent's Name: _____ Signature: _____

Date: _____ Child's Name: _____



Parent and Guardian Permission Form/Handbook Receipt

The relationship that evolves between parents and teachers contributes tremendously to the sense of trust that is developing in each child. Parents and teachers have important complimentary roles and responsibilities in making a young child's experience in group setting of the highest possible quality. Therefore, the Center will provide developmentally appropriate Practices and instruction for all students. If you feel that you are able to accept them, sign and return the form below to the Center.

1. I agree to participate in parent-school activities, including scheduling parent-teacher conferences. I will do my best to keep teachers informed of changes at home and at work with suggestions made by the instructional staff.
2. I understand that my child will be observed and will participate in training and research projects approved by the Center. I will be informed of any special projects in which he/she may be involved, particularly if she/he will interact individually with the researcher.
3. I give the Center permission to photograph and use photographs of my children in the development of videos, published materials or news releases with the understanding that our privacy will be respected and honored. I also give teachers and students permission to photograph or video my child for the purposes of classroom assignments. Photographs may not be used on the Internet without my explicit permission.
4. I understand that if my child is totally unable to function in a group setting, he/she may be asked to undergo diagnostic assessment and may be referred to another agency for assistance. If these resources are not able to provide the necessary assistance, alternative sources for care will be suggested.
5. I understand that PALMER'S HEAVENLY HEARTS EARLY LEARNING CENTER will strive to provide high quality and developmentally appropriate care for my child. I know that I am encouraged to observe and participate in my child's classroom at any time and am expected to communicate daily with the staff.
6. By signing below, I acknowledge that I have received a copy of the Family Handbook which contains all rules and regulations for families.

Child's Name: _____

Parent/Guardian: _____

Administrator's Signature: _____

Date: _____ Assigned Classroom: _____



Release Form for Photo or Other Media Recording

I, the undersigned, do hereby allow Palmer's Heavenly Hearts Early Learning Center, LLC and it's owner, director and staff members to take photographs, video or digital recording of my minor child/children (listed below).

I agree that Palmer's Heavenly Hearts Early Learning Center, LLC and/ or it's staff members listed above may use these photographs and recordings for it's website, Facebook, Instagram, Twitter and/or LinkedIn accounts now or in the future, solely for the purpose of promoting Palmer's Heavenly Hearts Early Learning Center, LLC. I further agree that my child may be identified in the posting and/or my child/children may be revealed therein by descriptive text or commentary. I agree for Palmer's Heavenly Hearts Early Learning Center, LLC and/or it's staff members listed above to take pictures of my child during activities, on fieldtrips, events in my child's classroom, and in the Center for purposes of documenting their progress and conducting child portfolios for conferences, accreditation, and displaying photos on the Center's boards. My child will never be labeled or identified by legal name by Palmer's Heavenly Hearts Early Learning Center, LLC on any media forms.

I waive any rights, claims, or interest I may have to control the use by Palmer's Heavenly Hearts Early Learning Center, LLC of my child/children or likeness in whatever media used.

For my minor children, I hereby release and forever discharge Palmer's Heavenly Hearts Early Learning Center, LLC and it's owners and staff members, from every claim, demand, damage, right or cause of action of whatever kind or nature which is related to the acquisition and use of the photographs and recordings.

I understand that there will be no financial or other remuneration for photographing, recording and/or identifying my child/children, either for the initial or for any subsequent publication, transmission or playback.

I represent that I am at least 18 years of age, have read and understand the foregoing statement, and am competent to execute this release.

Parent/Guardian: _____

Child/Children's Names: _____

Date: _____

Address: _____

Phone Number: _____

Parent/Guardian Signature: _____