



## Parent/Daycare Agreement

Taking care of a child and raising him/her can mostly mean being responsible for his/her education, culture and development offering him/her in parallel whatever he/she needs to develop in a healthy and safe environment.

Taking good care of a child is basically related to any development a child undergoes knowing well that the education the child gains at very early stages is essential for his/her development.

Parents usually value on their child's health and hygiene especially when they send them to a daycare. For this, the child's environment should be based on strict standards. All sensitive measures related to the hygiene of our daycare are inevitably applied: sick children cannot interact or be present with other children, cleaning and disinfecting our facility is a continuous task.

### I. Educational Principles

- working on shaping the child's personality inside the school community.
- helping him/her develop his/her imagination, creativity, ability to observe new things in the world, to act and express with his/her body.
- supporting parents, when needed, and walking along with them to achieve their respective roles as mother and father.

### II. Mission

Our mission is to provide the following:

- An appropriate class size, where children are supervised by one or more teachers.
- Qualified personnel with a high level of experience share their respect and affection with children.
- Valuable educational materials: built-in and boxed games, logical blocks, art material, audiovisual, puppet show, musical instruments, books, etc., meeting global safety criteria.
- A spacious and clean facility (cleaned and disinfected on a daily basis).

### III. Rules and Regulation

#### a) Security Measures and Uniform:

- Your child's security is primordial and every child is ONLY delivered to one of his parents. Any exception should be mentioned to the administration before 2 o'clock.
- Jewelry and accessories are forbidden.
- Every morning, the child should be wearing his/her clean apron/smock.
- The child should be wearing practical clothes under his/her apron/smock with easily removable shoes.

#### b) Health and Hygiene

- No child can be accepted at our daycare without presenting an up-to-date vaccination certificate. We also ask for a detailed certificate from his/ her personal pediatrician proving that the child does not have any diseases or illnesses that may prevent from interacting with other children in the daycare.
- Sick children suffering from some diseases like measles and rubella cannot be accepted again in our daycare unless with a pediatrician's attestation.

- All children should participate in all of the daily activities. Thus, sick children should stay home for at least 24 hours as a prevention measure. ASG Daycare has the right to refuse the entrance of a child to its facility in the following cases: fever, paleness, abnormal redness, severe stomach aches, repetitive vomiting, cold, and diarrhea. A child with fever is supervised when needed.
- Our daycare can only give medication ordered by a pediatrician with a detailed prescription noting the period and the dosage.
- Parents will be asked to pick up their child from the daycare if the child gets sick during the day.
- A nurse is available, when needed, at our daycare.
- A pediatrician will visit the daycare twice a year; you will receive a report concerning your child's health.
- Girls' hair should be well brushed and tied.
- Your child's nails should be clean and well cut.

#### **c) Accidents**

In case of minor accidents, proper aid will be provided at the daycare with direct contact with our pediatrician. In case of major accidents parents will be notified immediately, and the daycare will be ready to take the child to the hospital.

***Please note that all children at the ASG Daycare are insured, and any accident that takes place in the daycare is fully covered.***

#### **d) Adaptation**

The ASG Daycare concerned with creating a perfect transition between the family and the daycare, gives below some tips in order to make the child's adaptation easier.

- Allow the child to meet the teacher and the helper/assistant while explaining to him/her their roles and showing him/her how much the father or mother trusts them.
- Prepare the child for the daycare by offering him/her the pleasure to play with other children of his/her age.
- Give the teacher details about the child's rhythm, tastes, fears, likes and as well as some hints in order to put the child to sleep or help him/her to calm down when crying.
- Integrate your child gradually in his group:

Extend regularly the time spent at the daycare (have a snack at the daycare followed by a short playing time then leave, and so your child will be able to stay until lunch time and have a rest with his/her friends).

#### **e) Others**

- Birthdays are not allowed in our daycare.
- Toys and candies are forbidden.

### **IV. Payment Form**

Fees for the daycare can be paid by check or cash, and parents are asked to make payment at the beginning of every month.

Monthly fees neither are non-refundable nor postponed once the child leaves the daycare. The fees also cover 2 meals and 1 snack.

**NOTE:** By signing this document parents hereby agree on the above rules and regulations.

I, the undersigned, after having read the rules and regulations of the ASG Daycare, will undertake and comply with these rules.

Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_