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[www.friendsdaycare.ca](http://www.friendsdaycare.ca)

## WELCOME TO FRIENDS DAY CARE!

Dear Parent(s),

We look forward to your child's first day at Friends Day Care! Enclosed you will find all the forms you need to complete for your child's file. We have tried to make them easy to use and complete online. You can submit them electronically if that's convenient for you. Any time there are changes to make, just complete a new one and submit it to us, so we can have the most accurate information.

- Emergency Information Form

This MUST be filled out completely with the details of your child's physician and all your contact information. Every child MUST have at least ONE emergency contact person who is NOT a parent. You can use a friend, a neighbour, or family member over 18, whom we can call in an emergency.

- Health and General Information Form

This will help us get to know your child better. If they have a special routine for rest time or a favourite toy, let us know! You should let us know of any allergies or sensitivities on this form too.

- Toronto Public Health Request for Immunization Information Form.

If your child has an immunization card, which has all their up-to-date immunization details on it, you can just fill out the **top portion** of the form and bring in their card for us to photocopy and attach to it.

- Media Consent Form

On your child's first day, you will need to bring:

- Indoor running shoes, **NOT** slippers or sandals (Velcro fastener – **no laces please!**)
- At **least** one spare outfit (weather appropriate) in case of toilet accidents or messy play!
- A small stuffed toy to help them at rest time, plus a small blanket if you wish
- If needed, diapers (or pull-ups which fasten at the sides) and wipes
- Cheques (post-dated for the first of each month). The current full-fee is \$1,045.00/month
- Subsidized families will be invoiced monthly
- Full-fee parents should bring in a deposit cheque of \$1,045.00. This amount is applied to the last month's fees after the required notice is given (one month). Please note: Fees and spaces are On a **MONTHLY** basis, partial deposits are not refunded.
- **Very importantly** – no food or drinks are to be brought into the centre, this includes backpacks, strollers and cubby bins. We provide plenty of food and drink to see your child through until they get home! We have children with life-threatening allergies in our care, so thank you for keeping our children safe.
- Our website has our current handbook, our menus and lots of other information. Please don't hesitate to contact us if you have questions!



Lorna Meggitt R.E.C.E.



Jeff Sagara R.E.C.E.

Co-Supervisors