Family Orientation Checklist

Name of parent(s)/guardian(s): Child’s Name(s):

I have received information on the following: Initial

* Tour of the facility
* Introduction to the staff
* Parent visit with their child’s classroom caregiver/teacher
* Overview of the parent handbook
* Policy for arrival and late arrival
* Opportunity for an extended visit in the classroom by both parent and child for a period to allow us both to be comfortable
* An explanation of the Texas Rising Star Quality Certification Program
* Encouragement to parents to share elements of Child Care Assistance (CCA) enrollment so that the provider may assist, if applicable
* Family support resources and activities in the community
* Information on child development and developmental milestones provided
* Family is informed of the significance of consistent arrival time. Children should arrive before the educational portion of the program begins to limit disruption. Consistent routines prepare children for the transition to kindergarten.
* Statement shared with family about limiting technology use on-site (e.g. refrain from cell phone use) in order to improve communication between parents and staff and parents and children. It is best if parents are not distracted by use of electronic devices while at the center/home.
* Statement is shared with parents reflecting the role and influence of families.
* Acknowledgement of liability insurance
* Emergency Preparedness Policy

I acknowledge receipt of the above information.

Parent/Guardian Signature Date

Director/Assistant Director Signature Date

2/2022