

INFANT CLASSROOM CHECK-OFF LIST OF ITEMS NEEDED AT THE CENTER

DIAPERS

- Stacked upright labeled with child's name or initials
- One box of diaper wipes

SHOE BOX SIZE RUBBER MAID CONTAINER

- Labeled (put in cubbies)
- Labeled extra clothes (several complete sets)
- Labeled diaper ointment (if used, needs parental signature)
- Labeled spit cloth if used
- Labeled pacifier (if used)
- Labeled sippy cup (if used)

FOOD

- Labeled (with first and last name) plastic bottles with prepared Formula/milk (Refrigerate)
- Labeled cereal (if used)
- Labeled, unopened, commercially prepared baby food

FOOT COVERING

- Some type of foot covering is required for the infants while at the center (socks, shoes, slippers etc)

NAP

- Labeled small crib-sized blanket inside labeled pillowcases (put in cubbies)
- Labeled small stuffed animal (if desired, put in cubby)

PAPERS

- Health Care Summary (completed by Physician, 30 days after enrollment)
- Immunization records (completed by Physician)
- Getting to know your infant sheet filled out
- Family Information sheet filled out
- Permission Slip signed
- Tuition Contract signed
- Infant Checklist read
- Child Information Card filled out
- Parent/Staff Directory filled out

DAILY/WEEKLY

- Sign in on parent table in sign-in book
- Check parent file (mailbox)
- Deposit tuition check in tuition box (sitting on parent table)
- Help your child remove outdoor clothing
- Take child to their classroom

BEFORE STARTING

- Sign and return all paperwork
- Read SIDS prevention sheet
- Read Bottle Preparation Sheet
- Pay \$45. Enrollment fee and non-refundable one weeks tuition.
- Read Parent Handbook and sign off on it.
- Write/Type your baby's schedule out for the lead teacher (approximate)
- Read all other related papers in starter pack
- Relax and get ready for your child to be in a loving, caring and Godly environment