

## New Family Orientation



- ✓ Tour of the center
- ✓ Enrollment packet received
  - State Licensing Forms
  - USDA Food Program
  - Financial Policy
- ✓ Enrollment packet completed and returned
  - Field Trip Permission Slip signed (if applicable)
- ✓ Meet teachers
- ✓ Classroom Welcome Letter
- ✓ Classroom tour
  - Parent Board, Lesson Plan, Menu, Event Calendar, Daily Sheets (if applicable), Accident Reports, Illness Release Forms, Administration of Medication
- ✓ Child Cubbies/Mail
- ✓ Child's Needs:
  - All Ages
    - Shoes (age one & up)
    - Extra Clothing-2 sets
    - Seasonal Outerwear
    - Family Picture
  - Infant/Toddler
    - Bottle-no glass; labeled with first & last name, dated daily. Send enough for each feeding.
    - Nuk (if needed)
    - Formula or breast milk-if not using formula provided by center
    - Light Blanket from home
    - Sleeping Bags (ages 1-5)
    - Diapers/Wipes, Diaper Cream (if needed)
  - Preschool
    - Sleeping Bag
    - Light blanket from home/sleep toy (if needed)
    - Tennis shoes for outdoor play & field trips
  - Summer Age-(summer)
    - Tennis shoes for outdoor play & field trips
    - Swim suits (no bikinis)
- ✓ Please feel free to come in and drop off any supplies prior to the first day to make your drop off a little lighter ☺
- ✓ Parent Handbook-available in main office and on the website
- ✓ Family Resources/Activities Board
- ✓ Don't forget to check our website! [www.sycamoreteechildcare.org](http://www.sycamoreteechildcare.org)
- ✓ Interpreters of Spanish, Latvian and Russian languages are available to help with any communications needed.

The Sycamore Tree offers an open door policy to our enrolled families. We welcome you and your family to visit at any time of the day. You and your child are also welcome to visit their new classroom before the first full day for a comfortable transition.

\*Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_