



EMERGENCY CONTACT FORM 2023-24

STUDENT'S LAST NAME	FIRST NAME	MIDDLE NAME	GENDER	BIRTH DATE
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ADDRESS	CITY, STATE, ZIP	HOME PHONE #
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PARENT 1 NAME _____ PARENT 1 EMAIL _____

PARENT 1 CELL # _____ PARENT 1 WORK # _____

PARENT 2 NAME _____ PARENT 2 EMAIL _____

PARENT 2 CELL # _____ PARENT 2 WORK # _____

PEDIATRICIAN NAME _____ PEDIATRICIAN # _____

ALTERNATIVE CONTACTS IN CASE OF EMERGENCY

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____



EMERGENCY MEDICAL AUTHORIZATION FORM 2023-24

STUDENT'S LAST NAME	FIRST NAME	MIDDLE NAME	GENDER	BIRTH DATE
ADDRESS		CITY, STATE, ZIP		HOME PHONE #

HEALTH INSURANCE INFORMATION

Insurance Company Name _____

Phone # _____ Policy Number _____

SPECIAL MEDICAL PROBLEMS, CHRONIC CONDITIONS, ETC.

ALLERGIES (DRUGS, FOOD, INSECT BITES, ETC.)

MEDICATIONS TAKEN REGULARLY

Name of Medication	Reason Taken	Dose & Frequency
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HOSPITALIZATIONS, SURGERIES, MAJOR INJURIES

Nature	Date	Doctor/Surgeon
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- **Therapy/Shadow Services** - Any child receiving therapy or shadowing services at school must have a signed Authorized Therapist/Shadow form completed and on file prior to the therapist/shadow coming to school. Please contact Samantha Barhai at sbarhai@tbeboca.org for more information.
- **Medication** - Any child requiring the administration of medication (prescription and non-prescription) during the school day must have a completed and signed Administration of Medicines Authorization form on file. The form is available on the "Parent Portal" section of our website at <https://bethellearlylearningcenter.tbeboca.org/parent-portal/>. All medications must be brought in with a prescription signed by a doctor, with the exception of diaper cream & insect repellent.

TREATMENT RELEASE

In the event of a medical emergency involving my child _____ when neither parent can be contacted, I hereby give permission for the School Director, Assistant Director or the child's teacher to authorize emergency treatment and release the information given above.

SIGNATURE OF PARENT OR GUARDIAN _____ DATE _____

SIGNATURE OF PARENT OR GUARDIAN _____ DATE _____



CHILD PICK UP AUTHORIZATION FORM 2023-24

CHILD'S NAME: _____

I, _____

give permission to the following people to pick up my child from school:

NAMES

CELL PHONES

Please include spouse's name

Signed _____

Date _____



PARENT HANDBOOK ACKNOWLEDGEMENT FORM 2023-24

Dear Parents,

Please familiarize yourselves with the school policies detailed in the 2023-24 Parent Handbook, including the Beth El Early Learning Center's Illness Policy. The handbook is located on the Parent Portal on our website:
<https://betheearlylearningcenter.tbeboca.org>.

Should you have any questions, concerns or remarks regarding the document please feel free to contact us at (561) 391-9091. Otherwise, please sign and return this form to the office prior to the start of school.

Sincerely,

Ronni Graf
Director of the Beth El Early Learning Center

ACKNOWLEDGEMENT FORM

I, _____, hereby acknowledge that I have read the Beth El Early Center 2023-24 Parent Handbook.

I agree to adhere to the policies and procedures set forth in this document.

SIGNATURE - PARENT 1: _____ DATE _____

SIGNATURE - PARENT 2: _____ DATE _____



AUTHORIZATION FORM FOR PRESCRIPTION MEDICATION, NON-PRESCRIPTION MEDICATION & DIAPER CREAM

CHILD'S NAME: _____

PRESCRIPTION ☐ NON-PRESCRIPTION ☐

NAME OF MEDICATION or DIAPER CREAM _____

TIME TO BE GIVEN or APPLIED AT SCHOOL _____

AMOUNT OF DOSAGE _____

Prescription and non-prescription medication must be brought to school in its original container.

Prescription & non-prescription medication (with the exception of diaper cream) must have a label stating the name and contact information of the physician, child's name, name of the medication and medication directions.

We cannot administer nebulizer treatments.

Parents Name

Parent's Signature

Date

BETH EL EARLY LEARNING CENTER COMMUNITY COVENANT

School Year 2023-2024

The Early Learning Center (“ELC”) at Temple Beth El represents the best of our congregation: the celebration of life, learning, and community. We believe that the ELC not only helps our students develop a strong foundation for academic learning, but also builds into that foundation the fundamental morals and values our tradition has taught for centuries. We believe that the ELC and our community must model those values in every facet of congregational life. Further, we are committed to the idea that educating children is a process that involves a partnership between parents, teachers and the school community.

When we enroll our children at Temple Beth El, we are joining a very special spiritual community. This document represents a *Brit-Kehilah* – a community covenant which governs interaction between and among parents and between parents and school personnel. Civility, consideration, and mutual respect are the minimum requirements for every interaction and for all forms of communication.

The intent of the ELC Community Covenant is to maintain, to the greatest extent reasonably possible, a safe, orderly and purposeful, constructive learning center for students, teachers, administrators, other staff, and parents/legal guardians of the students of the ELC. We expect this Community Covenant will provide guidance to parents and staff as to what is acceptable and expected conduct and potential ramifications for non-compliance.

Following the guidance set forth in this Community Covenant, we expect everyone to:

- Respect the property of others;
- Treat others with dignity and respect;
- Follow the parking rules and have the child in school on time with the necessary supplies and appropriate dress;
- Follow the school’s rules, calendars, deadlines and expect your child to do the same. This includes all of the policies and procedures set forth in the Parent Handbook and all associated health and safety policies; and
- Speak respectfully to the teachers, staff and other parents at all times, especially in front of children, and when there is a disagreement.

Unacceptable/Disruptive behavior includes, but is not limited to, the following:

- Behavior which interferes with or threatens to interfere with the safe, orderly, and purposeful operation of a classroom, an employee’s office or office area, any area of the

school facility, Temple Beth El's campuses, or any other venue in which the ELC conducts any aspect of its business, including the non-sanctioned use of alcohol or any other intoxicant or the use or possession of illegal substances;

- Shouting at, and/or threatening to harm members of the school staff, Temple volunteers, a visitor or fellow parent/child either in person or over telephone and regardless of whether such behavior constitutes a criminal act;
- Posting or publishing defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff/Board members/volunteers, at the school, on social media sites, or in printed publications;
- Abusive or threatening emails, social media posts (including in "closed" or "restricted" groups), text messages, voicemails, phone messages or other written communication;
- Breaching the school's security procedures including the ELC's policies regarding weapons on campus;
- Breaching any of the school's health and safety policies.
- Physically intimidating behavior, i.e. invasion of personal space, etc.;
- Damaging/destroying or threatening to damage/destroy ELC or synagogue property of any kind;

Authority of ELC Personnel

ELC and Temple Beth El persons shall have authority to request parents who breach this Community Covenant to be removed from ELC and Temple Beth El property, either temporarily or permanently and may, as circumstances dictate, ask such parent to withdraw his or her child from the ELC. Withdrawal of enrollment privileges, for any reason, does not relieve parents of the responsibility for full payment of their current financial obligations.

I am the parent/legal guardian of _____ and I hereby acknowledge and affirm that I have read the ELC Community Covenant and agree to abide by its terms and conditions.

Date:

Name:

Name:

Permission for
Food-related Activities & Special Occasion
food consumption

Pursuant to 65C-22.005(1)(c)2., F.A.C., licensed child care facilities must obtain written permission from parents/guardians regarding a child's participation in food related activities. These activities include such things as: classroom cooking projects, gardening, school wide celebrations, and birthdays.

I _____ give/decline permission for my child _____
(Parent or Guardian) (circle one) (Child's Name)

to participate in food related activities and special occasions wherein food is consumed, subject to the conditions indicated below.

Permission Options: (Select and initial one of the options below):

____ My child DOES NOT HAVE a food allergy or dietary restriction. He or she may participate in activities.

____ My child DOES NOT HAVE a food allergy or dietary restriction. He or she may not participate in activities.

____ My child HAS a food allergy or dietary restriction. He or she may not participate in activities.

____ My child HAS a food allergy or dietary restriction. He or she may participate in activities, but must not eat or handle the following items (please list below):

Type of Permission: (Select (✓)One):

☐ Specific Permission Only for: _____
Food Activity or Event Date

☒ General Permission

I understand that it is my responsibility to update this form in the event that my decision for permission changes. I agree that this form will remain in effect during the term of my child's enrollment.

Parent or Guardian

Date

DISTRACTED ADULT DRIVER FORM




Getting In; Getting Out...

Out: Check the Back Seat

- In just **10 MINUTES**, a car's temperature can increase by **19°**
- Before getting out of your car, check the back seat ... **DON'T FORGET YOUR CHILD!**
- **NEVER** leave your child alone in a car and **CALL 911** IF YOU SEE ANY **CHILD LOCKED IN A CAR!**
- Place something in the back seat that you will need at work, school, or home (your laptop; your lunch).

Developed by:
PREVENTION UNIT
Office of Family and
Community Services



Getting In; Getting Out...

In: Check Behind The Car

- **BEFORE GETTING IN THE CAR AND STARTING THE ENGINE**, walk around the car and **CHECK FOR KIDS, TOYS, AND PETS!**
- Make sure there is **NOTHING UNDER OR BEHIND YOUR CAR** that could attract a young child.
- **PICK UP TOYS, BIKES, CHALK OR ANY TYPE OF EQUIPMENT** around the driveway so that these items don't entice kids to play.

Developed by:
PREVENTION UNIT
Office of Family and
Community Services

HB 1079 amended s. 402.305(9), F.S. requires operators of childcare facilities and homes to provide parents/guardians with information pertaining to the dangers of leaving a child in a vehicle, including tips for prevention, during the months of April and September.

Please read the "Distracted Adult" flyer above, print, sign & return this form.

Child's Name

Print – Parent 1

Signature – Parent 1

Date

Print – Parent 2

Signature – Parent 2

Date

Influenza Virus, The Flu, A Guide for Parents:

What should I do if my child gets sick?

Consult your doctor and make sure your child gets plenty of rest and drinks a lot of fluids. Never give aspirin or medicine that has aspirin in it to children or teenagers who may have the flu.

CALL OR TAKE YOUR CHILD TO A DOCTOR RIGHT AWAY IF YOUR CHILD:

- Has a high fever or fever that lasts a long time
- Has trouble breathing or breathes fast
- Has skin that looks blue
- Is not drinking enough
- Seems confused, will not wake up, does not want to be held, or has seizures (uncontrolled shaking)
- Gets better but then worse again
- Has other conditions (like heart or lung disease, diabetes) that get worse



How can I protect my child from the flu?

A flu vaccine is the best way to protect against the flu. Because the flu virus changes year to year, annual vaccination against the flu is recommended. The CDC recommends that all children from the ages of 6 months up to their 19th birthday receive a flu vaccine every fall or winter (children receiving a vaccine for the first time require two doses). You also can protect your child by receiving a flu vaccine yourself.

What can I do to prevent the spread of germs?

The main way that the flu spreads is in respiratory droplets from coughing and sneezing. This can happen when droplets from a cough or sneeze of an infected person are propelled through the air and infect someone nearby. Though much less frequent, the flu may also spread through indirect contact with contaminated hands and articles soiled with nose and throat secretions. To prevent the spread of germs:

- Wash hands often with soap and water.
- Cover mouth/nose during coughs and sneezes. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
- Limit contact with people who show signs of illness.
- Keep hands away from the face. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.



When should my child stay home from child care?

A person may be contagious and able to spread the virus from 1 day before showing symptoms to up to 5 days after getting sick. The time frame could be longer in children and in people who don't fight disease well (people with weakened immune systems). When sick, your child should stay at home to rest and to avoid giving the flu to other children and should not return to child care or other group setting until his or her temperature has been normal and has been sign and symptom free for a period of 24 hours.

What is the influenza (flu) virus?

Influenza ("the flu") is caused by a virus which infects the nose, throat, and lungs. According to the US Center for Disease Control and Prevention (CDC), the flu is more dangerous than the common cold for children. Unlike the common cold, the flu can cause severe illness and life threatening complications in many people. Children under 5 who have the flu commonly need medical care. Severe flu complications are most common in children younger than 2 years old. Flu season can begin as early as October and last as late as May.



How can I tell if my child has a cold, or the flu?

Most people with the flu feel tired and have fever, headache, dry cough, sore throat, runny or stuffy nose, and sore muscles. Some people, especially children, may also have stomach problems and diarrhea. Because the flu and colds have similar symptoms, it can be difficult to tell the difference between them based on symptoms alone. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.

For additional helpful information about the dangers of the flu and how to protect your child, visit: <http://www.cdc.gov/flu/> or <http://www.immunizeflorida.org/>

During the 2009 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes provide parents with information detailing the causes, symptoms, and transmission of the influenza virus (the flu) every year during August & September.

My signature below verifies receipt of the brochure on Influenza Virus, The Flu, A Guide for Parents:

Your Name: _____

Child's Name: _____

Date Received: _____

Signature: _____

KNOW YOUR CHILDCARE FACILITY BROCHURE

Parent's Role

A parent's role in quality child care is vital:

- ☐ Inquire about the qualifications and experience of child care staff, as well as staff turnover.
- ☐ Know the facility's policies and procedures.
- ☐ Communicate directly with caregivers.
- ☐ Visit and observe the facility.
- ☐ Participate in special activities, meetings, and conferences.
- ☐ Talk to your child about their daily experiences in child care.
- ☐ Arrange alternate care for their child when they are sick.
- ☐ Familiarize yourself with the child care standards used to license the child care facility.



More
information
and free
resources:

MyFLFamilies.com/ChildCare



This child care facility is licensed according to the minimum licensure standards included in section 402.305, Florida Statutes (F.S.), and Chapter 65C-22, Florida Administrative Code (F.A.C.).
License Number: 50-51-04459
License Issued on **11/30/2022**
License Expires on **12/31/2023**
For more information regarding the compliance history of this child care provider, please visit:
MyFLFamilies.com/childcare



OFFICE OF CHILD CARE REGULATION
AND BACKGROUND SCREENING
MYFLFAMILIES.COM

To report suspected or actual cases of child abuse or neglect, please call the Florida Abuse Hotline at 1-800-962-2873.

CFPI 175-24, 03/2014

This brochure was created by the
Florida Department of Children and Families,
Office of Child Care Regulation and Background Screening
pursuant to s. 402.3125(5), F.S.,



Know Your
Child Care
Facility

MyFLFamilies.com/ChildCare

General Requirements

Every licensed child care facility must meet the minimum state child care licensing standards pursuant to s. 402.305, F.S., and ch. 65C-22, F.A.C., which include, but are not limited to, the following:

- ☐ Valid license posted for parents to see.
- ☐ All staff appropriately screened.
- ☐ Maintain appropriate transportation vehicles (if transportation is provided).
- ☐ Provide parents with written disciplinary practices used by the facility.
- ☐ Provide access to the facility during normal hours of operation.
- ☐ Maintain minimum staff-to-child ratios:

Age of Child	Child:Teacher Ratio
Infant	4:1
1 year old	6:1
2 year old	11:1
3 year old	15:1
4 year old	20:1
5 year old and up	25:1

Health Related Requirements

- ☐ Emergency procedures that include:
 - Posting Florida Abuse Hotline number along with other emergency numbers.
 - Staff trained in first aid and Infant/Child CPR on the premises at all times.
 - Fully stocked first aid kit.
 - A working fire extinguisher and documented monthly fire drills with children and staff.
- ☐ Medication and hazardous materials are inaccessible and out of children's reach.

Training Requirements

- ☐ 40-hour introductory child care training.
- ☐ 10-hour in-service training annually.
- ☐ 0.5 continuing education unit of approved training or 5 clock hours of training in early literacy and language development.
- ☐ Director Credential for all facility directors.

Food and Nutrition

- ☐ Post a meal and snack menu that provides daily nutritional needs of the children (if meals are provided).

Record Keeping

- ☐ Maintain accurate records that include:
 - Children's health exam/immunization record.
 - Medication records.
 - Enrollment information.
 - Personnel records.
 - Daily attendance.
 - Accidents and incidents.
 - Parental permission for field trips and administration of medications.

Physical Environment

- ☐ Maintain sufficient usable indoor floor space for playing, working, and napping.
- ☐ Provide space that is clean and free of litter and other hazards.
- ☐ Maintain sufficient lighting and inside temperatures.
- ☐ Equipped with age and developmentally appropriate toys.
- ☐ Provide appropriate bathroom facilities and other furnishings.
- ☐ Provide isolation area for children who become ill.
- ☐ Practice proper hand washing, toileting, and diapering activities.

Quality Child Care

Quality child care offers healthy, social, and educational experiences under qualified supervision in a safe, nurturing, and stimulating environment. Children in these settings participate in daily, age-appropriate activities that help develop essential skills, build independence and instill self-respect. When evaluating the quality of a child care setting, the following indicators should be considered:

Quality Activities

- ☐ Are children initiated and teacher facilitated.
- ☐ Include social interchanges with all children.
- ☐ Are expressive including play, painting, drawing, story telling, music, dancing, and other varied activities.
- ☐ Include exercise and coordination development.
- ☐ Include free play and organized activities.
- ☐ Include opportunities for all children to read, be creative, explore, and problem-solve.

Quality Caregivers

- ☐ Are friendly and eager to care for children.
- ☐ Accept family cultural and ethnic differences.
- ☐ Are warm, understanding, encouraging, and responsive to each child's individual needs.
- ☐ Use a pleasant tone of voice and frequently hold, cuddle, and talk to the children.
- ☐ Help children manage their behavior in a positive, constructive, and non-threatening manner.
- ☐ Allow children to play alone or in small groups.
- ☐ Are attentive to and interact with the children.
- ☐ Provide stimulating, interesting, and educational activities.
- ☐ Demonstrate knowledge of social and emotional needs and developmental tasks for all children.
- ☐ Communicate with parents.

Quality Environments

- ☐ Are clean, safe, inviting, comfortable, child-friendly.
- ☐ Provide easy access to age-appropriate toys.
- ☐ Display children's activities and creations.
- ☐ Provide a safe and secure environment that fosters the growing independence of all children.



KNOW YOUR CHILDCARE FACILITY ACKNOWLEDGEMENT & SUPPLEMENTAL HEALTH DEPARTMENT FORM

CHILD'S NAME: _____

1. ARTICLE XV, B, 8, PBC Rules requires that parents must receive a copy of the Child Care Facility Brochure, **KNOW YOUR CHILD'S DAY CARE CENTER**. I have received a copy of the Child Care Facility Brochure, **KNOW YOUR CHILD'S DAY CARE CENTER**.
2. ARTICLE IX, C, PBC Rules requires that parents be notified in writing of the disciplinary practices used by the child care facility. I have received in writing the disciplinary practices used by this child care facility.
3. ARTICLE XV, B, PBC Rules requires the parents complete an **AUTHORIZATION FOR EMERGENCY MEDICAL CARE** in the event of serious illness or accident and if the parents cannot be reached. I authorize the child care center to obtain emergency medical care for my child.
4. I understand and agree to the above statements indicated in numbers 1 through 3:

Signature of Parent or Guardian _____

Date _____

5. ARTICLE XII, 2, PBC Rules require the parent and the center complete an **ALTERNATE NUTRITION PLAN AGREEMENT** if the meals or snacks are furnished by the child's parent. **ALTERNATE NUTRITION PLAN AGREEMENT:**

Indicate Special Dietary Requirements: _____

I understand and approve the use of the Alternate Nutrition Plan. I agree to provide the following meals and/or snacks to meet my child's nutritional and dietary needs:

(Mark P for Parent Provides, or C for Center Provides)

☐

Breakfast

☐

A.M. Snack

☐

Noon Meal

☐

P.M. Snack

☐

Dinner

☐

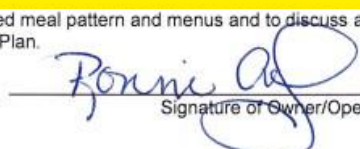
Evening Snack

☐

Formula

I agree to provide the parent with a suggested meal pattern and menus and to discuss any problems which might develop in the use of the Alternate Nutrition Plan.

Date



Signature of Owner/Operator

Signature of Parent or Guardian _____

Date _____

PBCHD 1/2011