



# The Day Care Center at Ivy League

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## Infant Supplemental Information Agreement

We would like to extend our warmest welcome to you and your child. To insure that your child will have the smoothest transition, from your home to our program, we ask that you look over these pages and fill them out accordingly. This information will help us to care for your little one in a manner that works best for everyone. Thank you so much for choosing The Day Care Center at Ivy League. We are extremely excited to get to know you and your family.

Child's Name: \_\_\_\_\_ Preferred/Nickname: \_\_\_\_\_

DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ Current Age: \_\_\_\_\_ Ht: \_\_\_\_\_ Wt: \_\_\_\_\_ Birthmarks: \_\_\_\_\_

### TELL US ABOUT YOUR CHILD

- Is this your child's first experience in child care? ☐ Yes ☐ No
- How would you describe your child's personality? \_\_\_\_\_
- What does your child enjoy most? ☐ quiet play ☐ noisy play ☐ both
- Does your child have a favorite book? \_\_\_\_\_
- Does your child have any favorite songs? \_\_\_\_\_
- Does your child participate in any activities outside of the home? ☐ Yes ☐ No
- If yes, what are they? \_\_\_\_\_
- What may cause your child to become upset or have a difficult time? \_\_\_\_\_
- How do you help your child cope when having a difficult time? \_\_\_\_\_
- Does your child have any fears? ☐ Yes ☐ No
- If yes, what are they? \_\_\_\_\_
- What, if any, accessibility needs does your child have and how can we best meet those needs? \_\_\_\_\_  
\_\_\_\_\_
- Is there anything else you want to share about your child that you feel will help your child thrive while in care? \_\_\_\_\_  
\_\_\_\_\_

### HEALTH

- How is your child's overall health? \_\_\_\_\_
- Is there anything in your child's health history that we should know about?(i.e. premature birth, developmental delay, surgery, major illness, trauma, allergies) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Is there anything we can do to help support your child's overall health? \_\_\_\_\_  
\_\_\_\_\_

## TELL US ABOUT YOUR HOME LIFE

- What is/are the primary language(s) spoken at home? \_\_\_\_\_
- Are there other people (not related to you) who live in your home ? ☐ Yes ☐ No
- If yes, what language(s) do they most often speak to your child? \_\_\_\_\_
- Who are the adults primarily responsible for your child? \_\_\_\_\_
- With whom does your child live? \_\_\_\_\_
- Are there any custody/visitation orders we need to be aware of? ☐ Yes ☐ No
- If so, what are they? \_\_\_\_\_
- Does your child have any siblings? ☐ Yes ☐ No
- If yes, what are their names and DOB? \_\_\_\_\_
- Tell us about any pets: \_\_\_\_\_
- What is your child's/family's race/ethnicity? \_\_\_\_\_
- We'd love to know more about your family's culture, traditions, and values. What are ways we can support and celebrate them in our program? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Is there anything important for us to know about your family culture that will better help us to get to know your child?\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- What, if any, special talents or skills does your family have that you may be willing to share with the other children? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Who is the PRIMARY contact for your child? \_\_\_\_\_
- What is the best method of communicating with you? \_\_\_\_\_
- Is there a day or time of day that is best to reach out? \_\_\_\_\_

## DEVELOPMENT

### LANGUAGE DEVELOPMENT:

- Please tell us about your child's language skills. How do you, and others, understand your child's communication? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Does your child respond to sounds, and respond to being spoken to? ☐ Yes ☐ No
- Does your child make eye contact? ☐ Yes ☐ No
- Does your child use non verbal language to communicate (smile, frown, reach)? ☐ Yes ☐ No
- Does your child have any words? ☐ Yes ☐ No \_\_\_\_\_
- Please share any strengths your child has in this area of development: \_\_\_\_\_  
\_\_\_\_\_
- Please share any concerns you have with this area of development: \_\_\_\_\_  
\_\_\_\_\_

### GROSS/FINE MOTOR DEVELOPMENT:

- Please tell us about your child's physical skills. Is your child able to roll over, push up from prone position, sit up? \_\_\_\_\_  
\_\_\_\_\_
- Does your child reach for toys? ☐ Yes ☐ No
- Does your child pick up items with thumb and forefinger? ☐ Yes ☐ No
- Please share any strengths your child has in this area of development: \_\_\_\_\_  
\_\_\_\_\_
- Please share any concerns you have with this area of development: \_\_\_\_\_  
\_\_\_\_\_

### COGNITIVE DEVELOPMENT:

- Can your child follow a moving object by moving head or eyes? ☐ Yes ☐ No
- Does your child pay attention to faces? ☐ Yes ☐ No
- Can your child use hands to bring a toy to mouth? ☐ Yes ☐ No
- Please share any strengths your child has in this area of development: \_\_\_\_\_  
\_\_\_\_\_
- Please share any concerns you have with this area of development: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## MEALTIME

All Bottles, cups, containers, bags, and utensils must be labeled with the child's full name. Powdered formula, bottles of water for the powdered formula, ready to feed milk, juice, breast milk, and infant cereal must be pre-measured and labeled with the child's full name and expiration date. Jar foods should be labeled on the top cap as well as the bottom.

**How is child fed at home:** ☐ High Chair ☐ Infant Seat ☐ Other: \_\_\_\_\_

**Drinks from:** ☐ Bottle ☐ Cup ☐ Cup with Lid ☐ Exclusively Breast Fed

**Drinks:** ☐ Formula ☐ Milk ☐ Breast Milk ☐ Juice ☐ Water

**Eats with:** ☐ Hands ☐ Uses spoon ☐ Does not eat independantly at this time

**Eats** ☐ Baby Food Only ☐ Table Foods (please specify if there are limitations): \_\_\_\_\_

**Food Allergies ?** \_\_\_\_\_

**History of colic?** \_\_\_\_\_

**Feeding schedule at home:** \_\_\_\_\_

**Bottle Feeding** (please circle preferences)

☐ Wake to feed / Feed after nap ☐ Use bottle warmer / Do not warm bottle ☐ Refrigerate leftover milk / discard leftover milk

☐ Parent prepares bottles ☐ Provider prepares formula (premeasured water and powder)

☐ Parent mixes formula/breast milk with infant cereal ☐ Provider mixes formula/breast milk with infant cereal

☐ Provider has permission to warm formula in a bottle warmer ☐ Provider has permission to warm breast milk in a bottle warmer

☐ Provider supplies both snack and lunch ☐ Provider supplies milk/water

**\*\*Please note provider is not licensed to microwave any food.**

## DIAPERING

Is diaper rash a problem? ☐ Yes ☐ No

Do you use: ☐ A&D ☐ Desitin ☐ Balmex ☐ Special wipes: \_\_\_\_\_ ☐ Other: \_\_\_\_\_

When?: ☐ at every change ☐ only when red ☐ only for a BM

Does your baby have sensitivity to certain brands of diapers? ☐ Yes ☐ No

If so, what brand(s)? \_\_\_\_\_

Does your baby have sensitivity to certain brands of wipes? ☐ Yes ☐ No

If so, what brand(s)? \_\_\_\_\_

## SLEEPING

Nap schedule at home: \_\_\_\_\_

Sleeps in a: ☐ Crib ☐ Bed      Sleeps with: ☐ Pacifier ☐ Sound machine ☐ Other : \_\_\_\_\_

Naptime limit preferences: ☐ Allow child to sleep ☐ Wake child ☐ Other \_\_\_\_\_

## SUPPLIES

Parents should supply:

- 2 extra sets of clothing and any outerwear
- A few bibs (cloth for teething and one easy wipe for messy mealtimes)
- A few burp cloths (turtleneck)
- Diapers, wipes, and diapering ointment
- Bottles or sippy cups
- Sunscreen
- A tote bag or diaper bag separate from your everyday one, preferably with a zipper.

## HEALTH/WELLNESS POLICY

We hope that your children never get sick, but the reality is, sicknesses happen. Our general policy here at the daycare is that a child must be fever free, diarrhea free, and/or vomit free for a full day, without the use of fever reducing medications, prior to returning to the daycare following an illness. If your child is sent home sick with an illness you may not return to the day care until your child is symptom free for at least a full day after being sent home. If your child has an unusual rash (not diaper rash), we ask that you obtain a doctor's note specifying that your child is not contagious and is able to return to the day care. If you suspect your child may be coming down with something, we ask that you use your best judgment when deciding if your child is well enough to attend school. Our policy also considers times where your child may require excessive care. You may be asked to pick up your child if there have been multiple bouts of diarrhea, regardless of cause. Dehydration, and excessive care are also considerations. See our parent handbook for a more detailed descriptions of our policies).

If your child is sent home with, or you keep your child out of daycare due to a possible illness, please inform the daycare of any diagnosis as soon as you can. The sooner we are made aware, of illness, the sooner we can communicate a health alert to other families to watch for similar symptoms. This helps greatly in reducing the spread of germs to the whole program.

## ARRIVAL / DISMISSAL / ATTENDANCE POLICY

Regular daycare hours are 8:00am through 5:00pm. If your child is going to be absent or late, inform the daycare by 8:30am. Additionally, drop off time ends at 9:30am. If there is an extenuating circumstance, and you need to drop off later than 9:30am, please call the director in advance to make arrangements. Early care begins at 7:00am. Late care extends to 6:00pm. Only families that are enrolled in early or late care should be here during those times of day. If you need to add extended care for a day, or as part of your program, please reach out to the director.

## ATTESTATION

We thank you once again for entrusting your children to our care. By signing the lines below, you are attesting that you have read through this document and the Parent Manual located on our website, answered questions to the best of your knowledge and agree to abide by our policies.

\_\_\_\_\_  
Parent or guardian signature

\_\_\_\_\_  
Parent or guardian printed name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider signature

\_\_\_\_\_  
Provider printed name

\_\_\_\_\_  
Date