

**Day by Day Child Development Center  
Parent Permission Record**

Child's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

**Walking Field Trip**

We love the opportunity to explore our surroundings! Often times we will take short walks around the building to explore and experience nature! Sometimes, especially during the summer months, we plan walking field trips to Thomas Lake Park (located off of Thomas Lake Dr.) and Scherer Flower Gardens (across Thomas Lake Drive) for our preschool and toddler classrooms (the toddlers "buggy" to their destination.) The babies often take short buggy rides around the building and through the neighborhood down Thomas Lake Drive directly behind Day by Day Child Development Center. The preschool classrooms may also take walking field trips to Walden Heights Park (located across from Thomas Lake Center and Scherer Flower Gardens.)

Day by Day Child Development Center has my permission to take my child on any walking field trips and outings it sees as necessary and in the best interest of my child. The trips will be supervised and all trip details will be posted in the classroom when an outing is planned.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Health Information Release**

The information contained in the child's permanent file is collected to assist the childcare program in providing appropriate care for the child. It is available to the child's parents or guardians, the child's legal representative, employees of Day by Day Child Development Center, Day by Day Child Development Center's Health Consultant, and the Commissioner of the Minnesota Department of Human Services. With this release, I permit the health consultant of Day by Day Child Development Center to review health and medical information contained in the child's record in order to identify specific health/medical needs of the child and to recommend program plans to assist Day by Day Child Development Center staff and parents/guardians to meet medical and health needs of the child if/when necessary.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Publicity Release**

We take pictures of many of our activities and the children enjoying them! All photos taken are strictly used within Day by Day Child Development Center for displays, labels, and just for fun.

Our center is also equipped with web security cameras that monitor each classroom, the indoor gym, and the playground. By using the web cameras, parents will be able to login into the system with their smart phone or computer and see what we are doing during the day. They will enable each family to watch how their child is learning, playing or interacting with other children. The cameras offer streaming video and are not set to record. They are there only as an extension of our open door policy. Parents/guardians will only be able to view during posted hours and your access will be limited to only those classrooms that your child is scheduled to attend.

If Day by Day Child Development Center were to have any public relations activities (news releases, advertisements, video recording, etc...) we would notify parents in advance and request additional permission from them.

I give permission for my child to be involved in educational and/or classroom photographs and displays. I understand that I may access my child's classroom, the gym, and the playground from a smart phone and or computer during set times. All access will be monitored and logged and is not available for the public to view and is strictly for the use of Day by Day Child Development Center and its parents/guardians and/or other authorized persons only.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

## Building Safety and Security

Day by Day Child Development Center has security cameras that monitor each classroom, the indoor gym, the outdoor playground, and the front entry. The main entry door is locked and only opens with a code that is chosen by each authorized pick-up person upon the family's enrollment. This code is also used to sign their child in and out of the center for each day of attendance. If an authorized pick-up person forgets their door code, the system will automatically lock them out after three tries and the director will need to reset their access, and manually log the child in/out of the system. If for some instance you are not able to or forget to login your child into the system, please let a staff member know ASAP, as they will have to manually do this process or they system will lock you out after 12 hours. Also, our security system automatically disables all codes during the evening hours for security reasons. The doorbell located inside the main entry must be used by all others to enter the building during operating hours. All guests to the center are required to be accompanied by a staff member when they are in the building. No guest is ever left to roam the building at any time.

I have read and understand that above security policies and will not give my access code to any other person. I understand that if and unauthorized person needs to pick-up my child, they will need to ring the doorbell to obtain access to the center and show proper identification in order to pick-up my child/ren.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

## Computer Use and Release

The older toddler/young preschool classroom (Daffodils) and the preschool classroom (Cosmos) are equipment with computers.

The children in the Daffodil Room will use the computer as a group, under direct supervision of a staff person. This computer is not connected to the internet, and will only be used as a supplement to educational activities that are taking place within the classroom. All software used will have an educational purpose and be age appropriate for children two to four years of age.

The preschool children (Cosmos Room) love to independently use the computer! It can be a great educational tool when used properly and for limited amounts of time. These computers are connected to the internet, and will be used under staff supervision. All software used or websites visited will have an educational purpose and be age appropriate for children that are three to six years of age.

I give permission for my child to use the computer for limited periods of time during the day. I understand that they will only have access to educational software and limited internet sites based upon classroom. All software and internet sites will be educational in nature. It is further understood that all computer activity will be under the supervision of a staff person and that child safety software has been installed to prevent the use of the use of the computers for general internet browsing. It is further understood that for the children to have any use to the computers, a staff person must log them into the system.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_