

31700 Couchez St. St. Clair Shores MI 48082 p: 586.296.7102 f: 586.296.7103 WeeLoveDaycare.com

August 18, 2023

Dear Parents:

Re: Enrollment Packets for 2023/2024 school year

It is re-enrollment time again! Attached are the forms we need filled out and returned to the office by Friday, **September 1, 2023**, when your account will be charged the re-enrollment fee of **\$50.00** per family. If we do not receive the packet by then, your child will be dis-enrolled.

Our Parent Manual can be found online at **WeeLoveDaycare.com** under the "Parent" tab. If you need a hard copy, please let us know and we will provide you with one.

The Licensing rules for daycare operation can be found at Michigan.gov/MIchildcare.com

Just and update on our staff. Ms. Gabby and Ms. Belle have been here for the summer and will be leaving us soon. We are thankful for them and all they contributed to make this a fun summer. We will be welcoming back Ms. Cassie and Ms. Jessica for the school year and are excited to see them back here at Wee Love. Exciting things are ahead!

Should you have any questions, please feel free to call us at 586.296.7102.

Sincerely,

Heather & Connie

Wee Love Registration Form

Child Name:
Date of Birth:
Parent/Guardian Names:
Insurance Provider:
Policy #:
I understand and agree that Wee Love Day Care & Learning Center may call an ambulance in case of an accident or acute illness and will arrange for necessary emergency medical and/or surgical care in the event that I am not immediately available. Any qualified physician called by the Center in case of an emergency may treat and do whatever is necessary for the health and well being of my child. I agree to accept responsibility for the cost of any medical services. A conscientious effort will be made to notify me before such action is taken.
Parent/Guardian's Signature:
Date:

CHILD INFORMATION RECORD

State of Michigan - Department of Licensing and Regulatory Affairs - Child Care Licensing Bureau

Instructions: Unless otherwise indicated, all requested information must be provided. If the information is not known or does not apply, "unknown" or "none" is the required response. A blank field, a line through a field or "N/A" are not acceptable responses.

For Provider Use Only:		Date of Admis	ssion	Date of	Discharge				
Name of Child (I	Last, First, Middle Ini	tial)						Child's	Date of Birth
Address (Numbe	er and Street, Buildin	g/Apartment	Number)		City		State	Zip Co	ode
Parent/Legal Gu	ıardian's Name		Primary Phone	Э	Parent/Legal Gu	uardian's Name	(Optional)	Primai (ry Phone)
Home Address ((if not child's address)	2 nd Phone (if ap	oplicable)	Home Address	(if not child's add	dress)	2 nd Ph	one (if applicable)
City		State	Zip Code		City		State	Zip Co	ode
Email Address (optional)	•			Email Address (optional)			
Employer Name			Work Phone		Employer Name)		Work	Phone)
Name of Child's	Physician or Health	Clinic			Physician's or H	lealth Clinic's Ph	one Number		
Hospital Preferre	ed for Emergency Tre	eatment (opt	ional)		1				
Allergies, Specia (Attach additional sho	al Needs and/or Specets, if necessary.)	cial Instruction	ons? Yes □ No □	☐ If yes,	explain:				
CCL-3731 (Rev. 3/17	7/2022) Previous editions 7	-18 & 4-21 may	be used						See Reverse Side
possible, include a	act & Release of Child at least one person othe mber column can be left	er than the par	ents/legal guardiar	ns to be c	ontacted in an eme				
1.					()		()	
2.					()		()	
3.					()		()	
	Only: List all individuals, o	other than the	parents/legal guardi			released. (If more	individuals, attac	ch additio	nal sheets.)
1.		()	2.			()	
3.		()	4.			()	
Parent/Legal Gu	ardian Initials:								
	ermission to t for the above named n	ninor child whi		nsed by th	ne Department of Li	censing and Regu	latory Affairs to	secure e	mergency
I certify that I ac	curately completed th	is form and i	f anything change	es, I will r	notify the provider	by updating this	form.		
Signature of Pare	ent or Guardian					Date S	igned		
Date Card Reviewed	Parent or Legal Guardian Initials	Date Care Reviewed		-	Date Card Reviewed	Parent or Leg Guardian Initia		Card ewed	Parent or Legal Guardian Initials
	LAR	A is an equal	opportunity emplo	yer/progra	am.		COMPLE	ETION: R	A PA 116 equired Violation Citation.

Enrollment Contract

Date Submitted:	Date Enrol	led:
I wish to enroll my child in We	ee Love Day Care & Learning Ce	nter.
Child's Name		Date of Birth
Weekly Rate: \$	Qualified D	Discount:
Please fill in the information fo	or the times you wish to contrac	t your child to attend:
Day	Hour of Drop-Off	Hour of Pick-Up
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
I understand that the new tuiti	ion will be \$ pe	week. (15% discount after first child.)
I have received the Parents' Ha	andbook and the Enrollment Co	ntract.
Upon signing this Contract, the	e parent or legal guardian agre	es to abide by all the provisions
contained in the above-noted	documents.	
Parent/Guardian's Signature: _		
Date:	_	
Director's Signature:		
Date:	_	

Pick-Up Authorization Form

	(child's name)	
ate:	Effective:	
give permission fo	r my child to be picked up at Wee Love Day C	Care & Learning Center by:
	Name	Phone # [Including Area Code]
Mom		
Dad		
Name		
Name		
Name		
<u>do not</u> give permis	ssion to:	
	Name	Phone # [Including Area Code]
Name	Name	
	Name	
Name Name Parent/Guardian's S	Signature:	[Including Area Code]
Name Name	Signature:	[Including Area Code]
Name Name Parent/Guardian's S	Signature:	[Including Area Code]

Non-Prescription Topical Medication Authorization Form

Sunscreen	on my child
(topical medication name)	
(child's name)	
as needed	
for diaper rashes	
at each diaper change	
when going out in the sun	
other	
(please specify)	

General Field Trip Permission Form

I hereby give my permission to Wee Love Day Care & Learning Center for my child to participate in general field trips. In the case of an emergency, I hereby give permission for my child to be transported by vehicle when the destination is outside of walking distance.

The purpose of the General Field Trip Permission Form is to allow a child to be taken out of the classroom for general field trips within the scope of the building, the property, walk in the neighborhood, or in emergency transportation. A daycare buggy will be used when walking with the infants/young toddlers. I understand if the children take a walk in the neighborhood, they will remain on the sidewalks and the cross streets only at designated crosswalks.

If a specific destination field trip is planned, a "We're Going on a Field Trip" form will be used. The field trip will be posted in the classroom with all pertinent information including the destination, the costs, departure and arrival times, and any additional information needed.

Parent/Guardian's Signature:	
Date:	

Photo Release Form

hereby give my permission to Wee Love Day Care & Learning Center for the use of pictures
and/or video recordings of my child,
(child's name)
o be used to decorate the Center, for use in arts & crafts projects, and/or for publication ourposes.
Parent/Guardian's Signature:
Date:

Infant and Toddler Food Agreement

(child's name)

I will provide food for my infant or toddler. It will be prepared according to the following methods:

- 1. The formula or other liquids placed in an assembled bottle unit (i.e., bottle, nipple, and cover). This is to be prepared at home.
- 2. The bottle(s) are to be sterilized or disposable.
- 3. Each bottle is labeled with the child's name and date.
- 4. Any perishable foods (ex: milk, formula) must be transported between the home and the Center at required temperature.
- 5. Sufficient lunch and snack foods (ex: canned baby food) must be provided to meet the minimum needs of each child.

Lunch Agreement

I understand that it is my responsibility to provide my child,

(child's name)

with a daily nutritional service ready lunch including beverage, while he/she is in attendance at the Center. Service ready means that hot and cold foods must be stored in an appropriate container to keep the food at the proper temperature. We will not provide the means to refrigerate or heat up lunches. Acceptable containers include brown paper bag lunches that can be stored at room temperature, lunch boxes, thermoses, and/or insulated containers. All containers must be clearly marked with the child's name.

I understand that two (2) snacks will be served each day. A weekly snack schedule will be posted on the snack cart.

Parent/Guardian's Signature:		
-		
Date:		

Wee Love Parent Manual

August 18, 2023
Dear Parents:
Re: Parent Manual
An updated Parent Manual can be found on our website (weelovedaycare.com), under "Parents" tab. Please take a few minutes to review our policies and procedures. If you would like a "hard copy", you may request one from the daycare office.
A licensing rule requires us to maintain written documentation that all parents have received the information contained in our Manual. Please sign below and return the form to us, acknowledging you have received it.
Thank you for your cooperation.
Sincerely, Heather & Connie Director
I acknowledge that I have received a "Parents' Manual".
Name (please print)
Signature:
Name of child in Center (please print)
Data

PARENT NOTIFICATION OF THE LICENSING NOTEBOOK Child Care Organizations Act, 1973 Public Act 116 Michigan Department of Licensing and Regulatory Affairs **Child Care Licensing Bureau**

CENTER MUST CHECK ONE

inspections and spec years. The licensing	is a licensing notebook containing a summary sheet, all licensing cial investigations, and related corrective action plans for the last 5 notebook is available to parents/guardians during regular business rom at least the past three years are available at michildcare.
The center does not from at least the last	not keep a licensing notebook, but internet is available onsite. Reports three years are available at www.michigan.gov/michildcare .
I have read the above	statement issued by
Child(ren)'s Name(s):	
Parent Name	
Parent Signature	Date
	LARA is an equal opportunity employer/program.

WRITTEN INFORMATION PACKET DOCUMENTATION

Michigan Department of Licensing and Regulatory Affairs Child Care Licensing Bureau

Child(ren)'s Name(s) (Last, First)	Facility's Name and License Number
A written information packet has been provided at the time information (R 400.8146 (1-2)):	e of enrollment. The packet included all the following
Criteria for admission and withdrawal.	
 Schedule of operation, denoting hours, days, and holic provided. 	days during which the center is open, and services are
Fee policy.	
Discipline policy.	
Food service program.	
Program philosophy.	
Typical daily routine.	
Parent notification plan for accidents, injuries, incidents	s, and illnesses.
 Transportation policy, if applicable. 	
Medication policy.	
 Exclusion policy for child illnesses. 	
Notice of the availability of the center's licensing noteb	ook. (CENTER MUST CHECK ONE)
investigation reports, and related corrective action	ng a summary sheet, all licensing inspections and special plans for the last 5 years. The licensing notebook is ess hours. Reports from at least the past three years are
☐ The center does not keep a licensing notebook, last three years are available at www.michigan.gov	but internet is available onsite. Reports from at least the
Other	ATTICHIIGCATE.
- Other	
I certify that I received all of the above items.	
Parent/Guardian Signature	Date
Note: A single CCL-4340 form may be	used for all children in the same family.
LARA is an equal opport	unity employer/program.

August 18, 2023

Dear Parents:

Re: Push Notification App

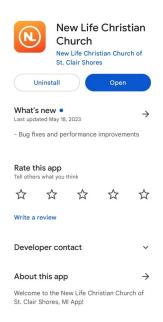
We would like to make sure everyone is using our New Life Christian Church app so you can receive information as efficiently and quickly as possible. The notifications are used anytime we need to close a classroom due to sickness or close the Center due to inclement weather or power outages. We will also post notifications on our Wee Love Family Group page on Facebook.

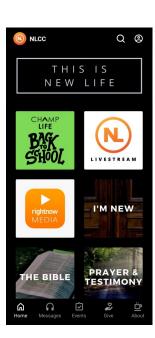
If you have not yet downloaded the New Life Christian Church app, we would strongly encourage you to do so. Once this app is downloaded, go into settings, then notifications and make sure to click on Wee Love notifications.

If you have any questions regarding this, please feel free to stop in the office.

Blessings,

Heather & Connie





Infant / Toddler (Birth - 30 months)

Full Time

\$265

Preschool (31 months - Pre-K)

Full Time

\$240

Full Time
\$230

School Age / Summer Camp

Full Time

\$225

Wee Love

Tuition Cost Form

Hours: Monday - Friday, 7am - 5pm Effective April 1, 2023 Prices subject to change.

Policies:

- Tuition is due no later than Monday of the current week. Tuition is paid in advance of services.
- A late pick-up fee of \$1 per minute will be assessed after 5pm, with a minimum \$5 charge per child.
- A \$40 fee will be charged for any declined payment.

Updated: April 1, 2023

Figure 1. Recommended Immunization Schedule for Children and Adolescents Aged 18 Years or Younger—United States, 2018. (FOR THOSE WHO FALL BEHIND OR START LATE, SEE THE CATCH-UP SCHEDULE [FIGURE 2]).

These recommendations must be read with the footnotes that follow. For those who fall behind or start late, provide catch-up vaccination at the earliest opportunity as indicated by the green bars in Figure 1. To determine minimum intervals between doses, see the catch-up schedule (Figure 2). School entry and adolescent vaccine age groups are shaded in gray.

Vaccine	Birth	1 mo	2 mos	4 mos	som 9	som 6	12 mos	15 mos	18 mos	19-23 mos	2-3 yrs	4-6 yrs	7-10 yrs	11-12 yrs	13-15 yrs	16 yrs	17-18 yrs
														THE OWNER OF THE PERSON NAMED IN			
Hepatitis B¹ (HepB)	1 st dose	√ 2nd	<2 nd dose>		*		3 rd dose		A		The state of				_		
Rotavirus² (RV) RV1 (2-dose series); RV5 (3-dose series)			1*dose	2 nd dose	See footnote 2												
Diphtheria, tetanus, & acellular pertussis³ (DTaP: <7 yrs)			1*dose	2 rd dose	3 [™] dose			√ 4 th dose	lose			5 th dose					
Haemophilus influenzae type b⁴ (Hib)			1st dose	2™dose	See footnote 4		3rd or 4th dose.	th dose,									-
Pneumococcal conjugate ⁵ (PCV13)			1 st dose	2nd dose	3 rd dose		€······· 4 th dose	dose									
Inactivated poliovirus ⁶ (IPV: <18 yrs)			1*dose	2 rd dose	¥		3⁴ dose					4 th dose					
Influenza² (IIV)							Ant	nual vaccīna	Annual vaccination (IIV) 1 or 2 doses	r 2 doses				Anı	Annual vaccination (IIV)	on (IIV)	
Measles, mumps, rubella ⁸ (MMR)					See footn	S atomo	1×dose	sol				2™ dose					
Varicellaº (VAR)							P#1>	1 st dose▶				2 nd dose					
Hepatitis A ¹⁰ (HepA)							β-2	fose series, S	-2-dose series, See footnote 10	10							
Meningococcal ¹¹ (MenACWY-D ≥9 mos; MenACWY-CRM ≥2 mos)						See foo	See footnote 11							1¤ dose		2 nd dose	
Tetanus, diphtheria, & acellular pertussis¹³ (Tdap: ≥7 yrs)												·		Tdap	ikas		
Human papillomavirus' ⁴ (HPV)														See footnote 14			
Meningococcal B ¹²															See footnote 12	ote 12	
Pneumococcal polysaccharide ^s (PPSV23)													S	See footnote 5	2		
Range of recommended ages for all children		Range for cat	Range of recommended ages for catch-up immunization	ended ages ınization		Rang for ce	Range of recommended ages for certain high-risk groups	nended age isk groups	Ş	Rang	ge of recom ups that may vidual clinic	Range of recommended ages for non-high-risk groups that may receive vaccine, subject to individual clinical decision making	es for non-l crine, subje naking	nigh-risk ct to		No recommendation	nendation

NOTE: The above recommendations must be read along with the footnotes of this schedule.

HEALTH APPRAISAL

Dear Parent or Guardian: The following information is requested so that the school can work with the parent to meet the physical, intellectual and emotional needs of the child. Fill out the information requested in Section II. Section III may be certified by the transcription of information from the certificate of immunization. The remaining sections are to be completed by a doctor, nurse and dentist. (BE SURE TO BRING YOUR CHILD'S IMMUNIZATION RECORDS TO THE EXAMINATION.)

CH	D.	ATE OF BIRTH (mm/do	l/yy)	,										
				/	/									
ADDRESS (Number & Street) (City)									(ZIP Cod	de) To	TODAY'S DATE (mm/dd/yy)			
					MI		/	/						
PA	REN	T/GUARDIAN (Last, First, Mido	Н	OME TELEPHONE NU	MBI	ER								
l		, , ,		()									
	DRE	SS (Number & Street)	(City)		(ZIP Cod		/ ORK TELEPHONE NU	MR	FR					
ADDRESS (Number & Street) (City)									MI ()					
<u> </u>					()									
SECTION I - HEALTH HISTORY														
୍ଦ୍ର ଥି ୫ Is your child having any of the problems listed below? Birth History:														
್ಲ್ ೨ 🖁 # Is your child having any of the problems listed below?									Birth History:					
□ □ □ 1 Allergies or Reactions (for example, food, medication or other)														
□ □ □ 2 Hay Fever, Asthma, or Wheezing														
□ □ □ 3 Eczema or Frequent Skin Rashes														
Г		□ □ 4 Convulsions/S	eizures											
		□ □ 5 Heart Trouble												
Н		□ □ 6 Diabetes						_						
\vdash			s, Sore Throats, Earaches (4 or mo	-	Are there any current	or past diagnos	sis(es) Yes	N	٦O					
-			assing Urine or Bowel Movements	Are there any current or past diagnosis(es)										
\vdash			ii yes, piease describe	J.			—	_						
□ □ 9 Shortness of Breath														
□ □ 10 Speech Problems														
-		□ □ 11 Menstrual Prob						4						
⊢		□ □ 12 Dental Problem			/									
		\square Other (please desc	cribe):					-						
								_						
l														
		□ Does your child ta	ke any medication(s) regularly?						If yes, list medications	3:				
Г	Rea	son for Medication							>					
Г														
			/		/			T	Was the health history	reviewed by a	health professiona	al?		
-		Parent/Guardian	Signature Da	ate				-	□ Yes □ No	Examiner's				
Ξ														
		SECT	ION II - PHYSICAL EXAMINA	ATIO	ON	, IN	SP	PEC	CTION, TESTS AND M Start / Early Head Star	EASUREMEN +	NTS			
			·							L				
			les	IS 8	and		eas	sur	ements	ı			_	_
				_	þć	Care						_	Ď	nder Care
_	S			ıma	Referred	nder		S				Normal	ferre	Under Car
2	Yes	Was child tested for:	Test results:	ž	8	与		-	Was child tested for:	Test results:		2	188	<u> 5</u>
		VISION	Visual Acuity			Ш			HEIGHT & WEIGHT	Height			\perp	1
			Muscle Imbalance		\perp					Weight			\perp	
		Date:/	Other:						Other:	Other			\perp	\perp
		HEARING	Audiometer						HEMOGLOBIN / HEMATOCRIT		\Rightarrow			
			Other:						BLOOD PRESSURE	Do a dia sa				
		Date:/							BLOOD FRESSORE	Reading:				
Г		URINALYSIS	Sugar						TUBERCULIN	Туре:				
			Albumin				_	L						
╽╵		Date:/	Microscopic						Date: / /	Neg.: □ Pos.: □] mm			
\vdash									: Blood lead level required fo			t he		
		BLOOD ELAD LEVEL	Lovel ug/dl			⇒			and two years of age, or					
	□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □								previously tested. All children under age six living in high-risk areas should be tested at the same intervals as listed above.					
Ш		Date: / /		de .	Ale:			_		e.			_	
Examinations and/or Inspections Essential Findings Deviating from Normal:														
_ 														
1										Exam D	ate: /	/		

PERSONAL

SECTION III - IMMUNIZATIONS Statements such as "UP-TO-DATE" or "COMPLETE" will not be accepted. Admission to school may be denied on the basis of this information.*												
VACCINES (Circle Type)		MINISTERED DD/YYYY	VACCINES (Circle Type)	DATE ADMINISTERED MM/DD/YYYY								
Hepatitis B	1	3	Hepatitis A (HepA)	1	2							
(HepB)	2			1	3							
	1	4	Influenza (IIV/LAIV)	2	4							
DTaP/DTP/DT/Td	2	5	Meningococcal (MCV4 / MPSV4)	1	2							
	3	6	Human Papillomavirus	1	3							
Tdap	1		(HPV9/HPV4/HPV2)	2								
Haemophilus Influenzae	1	3		Type of Vaccine(s)	Date of Vaccine(s)							
type b (HIB)	2	4	OTHER Vaccines	1								
Polio	1	3	Specify Date & Type	2								
(IPV/OPV)	2	4		3								
Pneumococcal Conjugate	1	3	Indicate and attach physician diagnosis of	or laboratory evidence of	immunity as applicable							
(PCV7/PCV13)	2	4										
Rotavirus (RV1/RV5)	1	3	*NOTE: According to Public Act 368 of 1 the first time must be adequately									
,	2		Exemptions to these requiremen									
Measles, Mumps, Rubella (MMR)	1	2	objections, provided that the wa delivered to school administrator									
Varicella (Chickenpox)	1	2	at your provider office for medica	gh your local health								
History of Chickenpox Disease? ☐ Yes	L.	1-	department for nonmedical waiver forms. Parent/Guardian refused immunizations:									
I certify that the immunization dates are tru		ledae										
. sormy mar are miniamization dates are are	ao to the book of my mion	ioago			/ /							
Health I	Professional's Signatu	ıre	Title		Date							
No Yes	SECTION IV - RECOMMENDATIONS (Required for Child Care and Head Start/Early Head Start)											
	ing or other condition for	which the school could help	by seating or other actions? If yes, please explain	า:								
	<u> </u>	<u> </u>	· · · · · · · · · · · · · · · · · · ·									
☐ ☐ Should the child's activity be rest	ricted because of any phy	sical defect or illness?										
If yes, check and explain degree			☐ Gymnasium ☐ Swimming Pool ☐ Competi	tive Sports Other								
Other Recommendations												
	SECTION V - DE	NTAL EXAMINATION	AND RECOMMENDATIONS (OPTION	ONAL)								
	OLOTION V DEI			,								
I have examined''s teeth. As a result of this examination, my recommendation for treatment is: child's name												
		B. D. C.	IO OLONIATURE	** *								
PHYSICIAN'S SIGNATURE												
/ / Examiner's Signature Date Examiner's Name (Print or Type) Degree or License												
Examiner's Signatu	re	Date	∟xaminer's Name (Print	or type)	Degree or License							
Number & Stree	t	_	City MI	P Code	Telephone							

Information required for:

Early On - Hearing and Vision Status; Diagnosis; Health Status

Child Care Licensing - Physical Exam, Restrictions, Immunizations

Head Start/Early Head Start - Determination that child is up-to-date on a schedule of age-appropriate preventive and primary health care, including medical, dental, and mental health. The schedule must incorporate the well-child care visit required by EPSDT and the latest immunizations schedule recommended by the Centers for Disease Control and Prevention, State, tribal, and local authorities. An EPSDT well-child exam includes height, weight, and blood tests for anemia at regular intervals based on age.

Developed in Cooperation with the Department of Health and Human Services, Education, Michigan American Association of Pediatrics, Early Childhood Investment Corporation, Child Care Licensing, Head Start, Michigan State Medical Society, Michigan Association of Osteopathic Physicians and Surgeons.