

OCC Child Registration

Parent Information

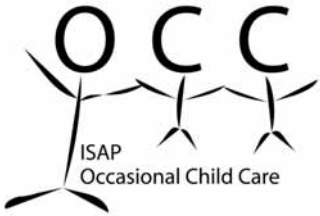
Dear Parent,

Welcome to our occasional child care program!

We provide occasional child care with some of our settlement services. There is no cost to you for our child care, but we ask that you read the information below and follow our rules. They will help us keep your child safe and secure.

Points to Remember about Occasional Child Care

- 1) Occasional child care is provided so that you can access CIC-funded settlement services.
- 2) Care is only provided for your child if you are using a CIC-funded service at the same site.
- 3) You can't leave the occasional child care site without your child.
- 4) Your child must be at least 19 months of age.
- 5) Please don't bring a child who is ill.
- 6) Keep any medicine for your child with you. Tell the staff if your child is likely to need medicine in an emergency.
- 7) Tell the staff if your child has any allergies or food restrictions, medical conditions or other special needs.
- 8) The staff will ask you to change your child's diaper when necessary. The staff do not change diapers.
- 9) Make sure you provide information about your child on a signed OCC Registration Form before your child receives care.
- 10) Remember to sign your child in and out of each occasional child care session.



OCC Child Registration Form

Service / Activity

Date of Session

Name of Parent(s) Using Service *(please print)*

Address

Street

City Province Postal code

Language Spoken at Home

Emergency Contact: Name

Phone Number

I wish to register my child/children:

Legal Name

Preferred Name Date of Birth Male Female

Special Information *(Allergies, Medical Conditions, Food Restrictions, Other Concerns)*

Legal Name

Preferred Name Date of Birth Male Female

Special Information *(Allergies, Medical Conditions, Food Restrictions, Other Concerns)*

Legal Name

Preferred Name Date of Birth Male Female

Special Information *(Allergies, Medical Conditions, Food Restrictions, Other Concerns)*

- I am the parent of the child/children identified on this form.
- I am participating in a settlement service.
- I will not leave the service site without my child/children.
- I am aware of and agree to follow the occasional child care rules.
- I have shared all necessary information about my child/children.

Signature(s) of Parent(s) Using the Service

Date