

**Informed Consent
2019 - 2020**

I grant informed consent for my child _____ to participate in the program at the Center for Early Education and Care at the University of Massachusetts Amherst. In doing so, I accept the following conditions:

Access

I have full access to the Center without notification whenever my child is present.

Arrival and Departure

In order to promote the safety and well-being of my child I will sign them in and out of the classroom at drop-off and pick-up each day.

In order that the Center can account for all enrolled children, I will notify the classroom, by telephone or in person, when my child will arrive late or will be absent. Recurrent failure of a parent to notify the Center of a child's absence may be the grounds for termination of a child care subsidy and/or grounds for dismissal from the program.

To ensure my child's safety, the Center only releases my child to those persons I have authorized on the *Emergency Contact and Alternate Pick-up Information* form. I am responsible for updating this information and notifying the Center **in writing** each day someone other than a parent/guardian will pick-up my child. In order that Center records are kept current I will notify the CEEC office of changes in my household and/or work address and/or phone number, and other emergency contact information.

Program for Children

The program consists of planned group and individual activities as well as opportunities for free play both indoors and outdoors.

Staff

Qualified staff will be present at all times in staff-to-child ratios meeting state licensing regulations.

Snack and Lunch Foods

Children are served a morning and afternoon snack as part of the program. Snacks are prepared by Center staff. Menus are posted for parent review. I will provide a safe and nutritious lunch for my child each day they attend.

Walking Field Trips

My child may go on walks in the area (e.g. to the stadium, campus buildings, and local businesses) accompanied by Center staff as part of classroom activities. CEEC does not transport children in vehicles for field trip activities.

Media Images

Media images (i.e. photographs, videos) are used by the Center for documentation of classroom activities and for educational purposes. I will be asked for additional permission before my child is individually identified in a published photograph. I may photograph or video children of my child's classroom for personal home viewing only. In order to protect the privacy of CEEC children and families I will not share, distribute, or post images of other CEEC children via telephone, e-mail, online social networking, or other publically available websites under any circumstances.

Classroom Observation and Research

University students, faculty, and other early childhood professionals may observe my child for academic coursework, research, and training purposes. I will be asked for specific permission for my child to participate in interactive research conducted at the Center.

Emergency and Medical Procedures

When my child has a contagious and/or serious illness, CEEC staff will notify me by telephone and possibly require me to pick-up my child from the Center during the day.

In case of simple injury, (abrasion, skinned knees, splinters, etc.), the Center staff will perform basic first aid, such as washing the wound and applying a cold compress and/or bandage. I will be informed about these incidents and the actions taken when I pick-up my child.

In the case of a medical emergency, I will be called and will take responsibility for obtaining the necessary medical treatment for my child. If, in the judgment of the Center staff, circumstances require immediate medical care, 911 services will be called. First Aid trained Center staff will respond as necessary until emergency services arrive. In the event emergency treatment is required I give consent for my child to be transported by ambulance to a nearby medical facility for treatment by a qualified physician. Center staff will not transport my child to an emergency facility. Costs incurred from treatment of an injury or illness occurring within the program are my responsibility.

Child Records

All children's records are kept confidential. Upon written request I may receive a copy of my child's records. My child's records will not be released to anyone unless authorized by me in writing. Authorized state officials (i.e. child care licenser, public health nurse) have the right to inspect my child's file at any time.

Group Care and My Child

To the best of my knowledge, my child has no condition which restricts his/her full participation in the Center program. If in the future any restrictions are necessary, I will inform the Center in writing.

The Center serves children who are able to function successfully in a group setting. If, in the judgment of the Center, a child is not able to function in the group setting, or the Center's program is not able to meet the needs of a particular child, the Center may require the family to withdraw the child.

Child Abuse and Neglect

The Center operates according to a risk management plan designed to protect children from any danger of abuse or neglect at the Center. Center staff are required by state law to report to the Department of Children and Families (DCF) any evidence that a child may have been abused or neglected or may be in danger of abuse or neglect.

Family Handbook

The Family Handbook provides a full description of the policies and procedures of the Center's program and is an official statement, along with this Informed Consent, of what parents may expect from the program. I will familiarize myself with the information contained in the Family Handbook which is posted on the CEEC website or I will request a paper copy from the office.

I have read and agree to the terms of this Informed Consent agreement.

Parent/Guardian Signature

Parent/Guardian Name Printed

Date

CEEC Signature

Penny Gagnon
CEEC Name Printed

Date