

BRIGHT MINDS DAYCARE

Policies & Procedures

There are several forms that Bright Minds Daycare requires to be completed before we can assume the responsibility of caring for your child, NO EXCEPTIONS! This is to ensure that your child will get the very best care possible and satisfies the record keeping requirement of the NYS office of children and family services.

All forms will be reviewed annually. If any changes occur, please notify provider to update your records. The forms that are required are the following: (1) Daycare registration & Emergency medical and authorization form. (Blue Card)

(2) Parent and provider child care contract

(3) Medical statement of child, to be completed by a licensed physician, stamped & signed and updated annually

(4) Parents authorized pick-up & emergency contact information

(5) Sleeping arrangement form