

St. Thomas Aquinas Early Childhood Center  
Handbook and Policy Agreement Form

Child's Name \_\_\_\_\_

Parents are asked to indicate below their agreement to several school policies. This includes sharing information regarding your child's health records. The health records of your child are kept confidential in the ECC office. The health records are shared with those ECC staff who are involved with your child during their attendance in our program (teachers, office staff, extended day, as applicable).

- 1. I/We agree that my child's health records are shared within St. Thomas Aquinas ECC teachers and staff, as applicable to my child's involvement in the program.
- 2. I/We understand that the notarized Release for Emergency Care Form, which includes any allergies my child may have, would be shared with emergency medical personnel in the event of an accident or health concern related to my child.
- 3. I/We give permission to consult the child's physician/health resource in case of emergency if the parent/guardian cannot be reached.
- 4. I/We understand that no other persons will have access to these records unless I sign the center's Consent to Release Confidential Information Form.
- 5. I/We consent to visibly posting my child's food allergy information, his/her medical plan (steps the physician has outlined in the event of a reaction), along with my child's picture, to ensure that all ECC staff are aware of his/her special needs.
  - OR N/A
- 6. I/We have received a copy of the DCF "Know Your Child's Day Care Center" brochure.
- 7. I/We have received a copy of the center's Discipline Policy.
- 8. I/We have received and acknowledge the DCF Influenza Virus brochure.
- 9. By signing this form, I/we have read, signed and agree to abide by the guidelines contained in the St. Thomas Aquinas Early Childhood Center Family Handbook, including Code of Conduct Policy #9, Parent/Teacher Conferences/Communication Policy #18.6, Discipline Policy #19 and Dress Code Policy #21.
- 10. I/We have read and agree to the policies contained in the St. Thomas Aquinas Early Childhood Center Family Handbook which includes our Safe Environment program and written orientation plan for our child.

SIGNATURES REQUIRED – BOTH PARENTS AND/OR GUARDIANS

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_