



SPORTIME
EAGER EXPLORERS
DAYCARE

Parent Handbook

- Preschool/Pre-k
- Kindergarten Readiness
- Before & After School

A WELCOME MESSAGE

Welcome to SPORTIME Eager Explorers daycare - we are glad you're here! We are a small center, licensed by the state of New York Office of Children and Family Services (OCFS), and we're not your typical daycare! We operate more like a school than most daycare centers, and our programs are designed to prepare our students for their educational journeys.

All of our teachers have educational backgrounds, including bachelors/masters degrees in education or CDAs, and several years of experience working with children. We also use benchmarks and standards created by the NYS Department of Education to aid in our curriculum development process. In addition, Eager Explorers is a SPORTIME program and is located within SPORTIME Capital Region, a state-of-the-art, family-oriented tennis, fitness, pickleball and sports club. This gives us access to a wide variety of sports, and experienced sports coaches, to help our Eager Explorers find their inner athlete; something that most other centers cannot offer. We offer a diverse and comprehensive curriculum, and our focus and expertise is in age-appropriate play, learning, development and FUN. Our small class sizes, and low student-to-teacher ratios, allow for individual needs to be met within the classroom setting. Our goal is to get your kids to love coming to daycare, and ready for the next steps in their developmental and educational journeys.

Our commitment is to make Eager Explorers a home away from for your child; a place where they can be free to explore, play and learn, with our guidance, in the ways that are best suited to them. Students are active participants in the daily operation of their classrooms, and, in our caring community environment, they are encouraged to take leadership roles in their spaces. This creates a positive atmosphere and allows each child's true potential to shine through.



Our Team

Our small and experienced team is led by day care director, Brie-Rychel Lawrence. Ms. Brie earned a bachelor's degree in Childhood Education, with an English concentration, from SUNY Plattsburgh. She has also earned a master's degree in Educational Leadership and Curriculum Development from Concordia University, with Early Childhood extension work through Molloy College. Ms. Brie has years of relevant teaching and childcare experience, has worked in multiple daycare settings (with toddlers through school aged children), and, most recently, taught kindergarten at a small private school in Rochester, NY.



Our teachers are committed to the field of early childhood education and possess the personal and professional qualities and qualifications to establish excellent relationships with Eager Explorers students and parents. They receive ongoing in-service training and access to professional development opportunities to ensure that they are up-to-date on age appropriate activities, classroom management tools, and on other developments that might impact the children in our care.

Ms. Brie, along with other teachers, hold MAT Certification, allowing medications to be dispensed during care. All teachers on staff hold CPR/First Aid certifications to assist in any first aid needs. As NYS Mandated Reporters, our teachers receive annual training on Child Abuse, Maltreatment Identification and Prevention and Reporting, as well as general Abuse, Harassment, and Discrimination Prevention and Reporting Training.



Our Curriculum

The SPORTIME Eager Explorers comprehensive curriculum and daily activity plans have been developed using current best practices, and are updated and refreshed on an ongoing basis. Our curriculum is hands-on and child-centered, and our learning activities are experiential. We limit worksheet activities, as children learn more and most effectively through hands-on exploration and discovery. Our goal is that each SPORTIME Eager Explorers student enjoys daily activities and challenges, within a comfortable and safe environment, and emerges well-rounded, well adjusted, and well prepared for endeavors outside of SPORTIME Eager Explorers!

The SPORTIME Eager Explorers curriculum encompasses activities designed to promote independent and group learning in the following general areas:

- ★ Literacy/ABCs
- ★ Math
- ★ Science/Engineering
- ★ Technology
- ★ Creative Arts
- ★ Colors & Shapes
- ★ Fine Motor Skills
- ★ Sign Language
- ★ Music
- ★ Social Emotional Skills
- ★ Sports
- ★ Dramatic Play
- ★ Games & Interactives



Along with more structured activities, teachers allow ample time during each day for free play, reading aloud, and other social-emotional learning experiences and activities like team building and yoga.

Licensing Agency

SPORTIME Eager Explorers is licensed by the NYS Office of Children and Family Services, and operates in compliance with OCFS regulations. A copy of our license, NYS Regulations, and related information are available for review upon request.

Days and Hours of Operation

Daycare Program Hours

Our days/hours of operation for Preschool and Prekindergarten classrooms are Monday-Friday, from 7:00am-5:30pm. Children must be picked up by 5:30pm, unless extended care hours have been established and the related fee is paid. We ask that children are dropped off by 9:00am, so that they do not miss the beginning of their academic day.

If you have any appointments, or are going to be late, please just let our teachers know when to expect you.

Before and After Care Program, and Daycare Break Program Hours

SPORTIME Eager Explorers offers a Before School and After School program, for school aged children Kindergarten through 5th Grade, from 6:30am to 9:00am, and from 2:30pm to 6:00pm, respectively, on days when the school is in session, and a full day program, from 6:30am to 6:30pm for periods during the academic year when the school district is on break. If you are interested, just ask us for an application!

Scheduled Off Dates

See the SPORTIME Eager Explorers Calendar for scheduled daycare off dates.

Weather & Emergency Closing

In the event of inclement weather, or in other emergency situations, such as power outages, every effort will be made to keep the daycare open. If, however, closure is necessary, SPORTIME Eager Explorers will notify emergency contacts, through Class Dojo, phone calls/text messages, and by email.

Evacuation Plan

To promote safety, SPORTIME Eager Explorers conducts monthly evacuation drills with our students. In the unlikely event of a situation that requires evacuation of the daycare, students will be relocated to either:

- Sunoco Gas Station: 3065 Hamburg St.
- Metro Movers Mini Storage: 2703 Curry Rd.

If other accommodations need to be made, families will be alerted immediately.

Notice of an evacuation and relocation will be provided to the emergency contacts provided in each student's enrollment paperwork, by phone and by email. A more detailed evacuation plan is a component of the SPORTIME Eager Explorers Safety Plan, which is available for viewing on site or can be provided digitally.

Enrollment and Contact Information

Enrollment Requirements

To enroll in Eager Explorers a parent or guardian must complete, sign (as needed), and submit the following documents, which are provided during tours, and are available in the daycare office upon request.

- OCFS Daycare Enrollment Form (Blue Sheet)
- SPORTIME Eager Explorers Application/Billing Information
- Parent Handbook Acknowledgment (last page of the handbook)
- Child in Care Medical Statement & other required health forms

Additional health care related forms (see detailed descriptions in the health care forms and policies section below), if applicable:

- OCFS Non-Medication Consent Form
- OCFS Medication Consent Form
- OCFS Individual Allergy and Anaphylaxis Emergency Plan
- OCFS Individual Health Care Plan for a Child with Special Health Care Needs

Parents/guardians and emergency contacts must also download and activate Class Dojo, which can be obtained through the app store on mobile devices. Log-in information will be provided upon enrollment.

Contact Information

Contact and other important information, including addresses, cell phone numbers, email addresses and emergency contacts, provided on the above forms, must be kept current at all times. It is the responsibility of a student's parents/guardians to make sure they are updated as needed. We recommend multiple emergency contacts be provided. Notices and communications from SPORTIME Eager Explorers will be sent to emergency contact(s) by email/phone and through Class Dojo.

Required Health Care Forms

Upon enrollment and prior to attendance, a parent/guardian must complete, sign (as needed) and submit the following documents:

- Child in Care Medical Statement: Please note that this form must be completed by a medical professional, to include the results of a current physical examination and immunization records for your child. This OCFS form must be refreshed no less than once annually. Per NYS Public Health Law 2164, children who are not in compliance with immunization requirements, and who cannot provide an approved immunization exemption, will not be able to attend Eager Explorers.

Health Care Forms and Policies

Additional Health Care Forms (If Applicable)

Upon Enrollment, and prior to attendance or thereafter if a subsequent health need or condition arises (e.g. if an allergy is identified, or medication needs to be administered) a parent/guardian must complete, sign and submit the applicable forms.

- **OCFS Non-Medication Consent Form** - If you would like SPORTIME Eager Explorers staff to administer over-the-counter (OTC) topical medications to your child while at school, such as topical ointments, lotions and creams, sprays, sunscreen and bug spray, you must complete an OCFS form for each OTC medication. These forms must be updated no less than annually. Please see Additional Prescription and OTC Medication Requirements below.
- **OCFS Medication Consent Form** - If you would like SPORTIME Eager Explorers MAT certified staff to administer prescription medications, oral OTC medications, medicated patches, eye, ear and nasal drops/sprays to your child while at school, an OCFS approved form must be completed by a physician or authorized prescriber, and signed by both you and such physician or authorized prescriber. A form must be completed for each individual medication, and must include the exact name of the medication prescribed and the dosage. Physician's notes or a prescription cannot be provided in lieu of fully completing this form. These forms must be reauthorized no less than every 6 months. Please see Additional Prescription and OTC Medications Requirements below.
- **Additional Prescription and OTC Medication Requirements** - All medications, both prescribed and OTC, must be in their original containers with the printed pharmacy instructions, and must be labeled with your child's name. We cannot exceed the dosage indicated on the prescription label/on the medical form, and we will not administer expired medication.
- **Children with Special Health Care Needs** - A parent/guardian of a child with a "special health care need," meaning a chronic physical developmental, behavioral or emotional condition expected to last 12 months or more, and who requires health and related services that are beyond what is generally required, must complete an OCFS Individual Health Care Plan for a Child with Special Health Care Needs form, in consultation with the Eager Explorers Director. This also includes any individual with an IEP issued by the school district they live in. We will work with students with special health needs to the best of our ability, to ensure they receive what they need to be successful at SPORTIME Eager Explorers. If you suspect your child may have an unidentified special need, please contact the Eager Explorers Director for information on early intervention programs available to you.
- **OCFS Individual Allergy and Anaphylaxis Emergency Plan** - Parents/guardians of children with allergies should consult with their physicians and with the SPORTIME Eager Explorers Director to determine if their children are able to participate safely in the Eager Explorers program. Once a child with an allergy is cleared to participate, that child's parent/guardian must complete an OCFS Individual Allergy and Anaphylaxis Emergency Plan in order to enroll/remain in the program.

Health Care Forms and Policies (Cont'd)

Medical Information Updates

Parents/guardians must provide SPORTIME Eager Explorers with immediate written notification of any changes to or issues regarding their child's health and care needs, and must update medical forms when and if such changes or issues warrant doing so.

In the Event a Child Becomes Sick or Injured While in the Program

In such a case, the child's emergency contact(s) will be promptly notified by phone, email and through Class Dojo. An emergency contact is expected to make arrangements to pick up the child as quickly as possible, to bring them home or seek medical care as needed. If emergency medical care is needed, SPORTIME Eager Explorers will take all steps feasible to assure that such care is received.

Illness Guide

In the event of any of the following, we ask that your child remain home:

- temperature of 100 degrees or higher taken axillary (armpit), or by an equivalent method
- fever accompanied by a deep cough, ear ache, or draining ear, spasms of cough, or sore throat
- diarrhea or vomiting
- a rash of any kind until diagnosed, treated or declared harmless by a physician
- red, runny, or matted eyes
- severe colds with purulent discharge

For questions about illnesses not listed, please contact the SPORTIME Eager Explorers Director.

Illness

Chicken Pox
Conjunctivitis/pink eye
Croup
COVID-19
Diarrhea
Vomiting
Fever
Flu
Lice
Strep Throat
Poison Ivy
Ringworm

Safe to Return to School:

24 Hr after lesions have crusted
24 Hr after start of treatment (if no discharge)
After Illness subsides
Follow DOH guidelines
24 Hr after last loose stool and symptom free w/out meds
24 Hr after last vomit and symptom free w/out meds
24 Hr after temp. returns to normal w/out meds
24 Hr after symptoms subside
Completely free from lice and eggs
24 Hr after start of antibiotic
After lesions have dried up
24 after start of treatment

Health Care Forms and Policies (Cont'd)

Allergens

Eager Explorers cannot guarantee an environment free of allergens, including peanuts, peanut oil and peanut dust. It is impossible to control peanut residue, or other allergens that can linger on children's hands, on furniture, on items that children bring from home, or in the air.

- To minimize the risk of allergen exposure, Eager Explorers:
- prohibits the sharing of food and utensils
- serves only store-bought snacks and food items with listed ingredients
- washes and sanitizes tables where meals/snacks are served
- requires washing of hands after all meals/snacks
- posts "allergen" free signs for severe allergies- e.g. our classroom is peanut free

For more information on our allergen plan, please review the Eager Explorers Safety Plan and/or the Eager Explorers Health Plan, which are available for review at the daycare. As referenced above, students with allergies must have an "allergy action plan" on file, using the OCFS approved forms.

Disabilities

Eager Explorers provides reasonable accommodations for children with disabilities in compliance with the Americans with Disabilities Act (ADA). If, for any reason, Eager Explorers is unable to accommodate, we will do our best to work with families to find alternate care. Please contact the Daycare Director to make an accommodation request.

General Daycare Policies and Procedures

Arrival & Departure

Morning drop-off and afternoon pick-up times are generally very hectic and are, as a result, not the ideal times to address complex or confidential concerns or issues with any of the staff. Accordingly, please make an appointment with your child's Lead Teacher and/or Daycare Director for any in-depth discussions about your child or daycare matters. Morning drop-off and pick-up should be quick so that teachers can get the day started or wrap-up any activities at day's end.

- The SPORTIME parking lot can be a busy place. Please help to keep your child safe by always holding your child's hand and escorting them through the parking lot, during drop-off and pick-up, and please drive slowly when arriving and leaving the parking lot.
- Parents must escort their children to their assigned classrooms each morning and must pick their children up from their classrooms at the end of each day, unless prior arrangements have been made.
- Unless prior arrangements have been made with the Daycare Director, in writing, staff may not bring children from the classroom to the parking lot.
- Each time a child enters or leaves the Eager Explorers facility, the child must be signed in/out, regardless of the length of departure, or whether or not such child will be returning the same day.

For more information on our attendance procedures, please review our supervision policy, which is available at the daycare and upon request via email.

Pick-Up Authorization

Eager Explorers students are released only to their parents, legal guardians or to others specifically authorized by their parents or guardians.

- Parents must provide, in writing, the full names of any adults allowed to pick-up their children.
- Those listed as a child's emergency contacts are considered authorized for pickup.
- Forms to designate additional individuals authorized for pick-up are available at the daycare.
- Any individual authorized to pick-up must provide a photo ID prior to our releasing a child to them.
- In the event that a parent/legal guardian wishes to remove an individual from the list of those who are authorized to pick-up a child, such parent/legal guardian must send a written request to the Daycare Director to do so.
- A record of all those individuals authorized and no longer authorized to pick-up a child will be kept in that child's daycare file.

General Daycare Policies and Procedures (Cont'd)

Absences

If your child is unable to attend Eager Explorers as scheduled or will be absent, please notify us as soon as possible in advance of the start of the day so that we do not worry. We do not offer tuition refunds or credits for absences, including vacations.

Schedule Changes

- You may add additional days to your child's daycare schedule, either as-needed, or permanently, or change days of attendance, if your account is current and the Daycare Director approves such changes.
- While we will do our best to accommodate any and all schedule change requests, please understand that granting them may be challenging and/or infeasible, as teachers' schedules, student: teacher ratios and other factors will need to, in all cases, be considered.
- Only the Daycare Director is authorized to approve schedule changes.
- If you add days, additional tuition fees will, of course, apply.

Clothing & Items from Home

- Families must keep a complete, labeled set of backup clothes in their children's cubbies at the daycare at all times. As seasons change, please make sure that your child has the appropriate clothing both for comfort and for activities, such as a swimsuit and towel, snow pants, coat, boots, etc. We will remind you when planned activities require special clothing.
- Toys and stuffed animals are not allowed in the classroom. Children may bring a stuffed animal for nap time only and it must remain in a cubby/backpack outside of naptime and be labelled with the child's name. Please remember that items brought from home can be lost or damaged. While we do our best to make sure this doesn't happen, SPORTIME/Eager Explorers is not responsible for any such loss or damage.
- We use messy arts & crafts supplies every day to produce Eager Explorers masterpieces! Some smocks are provided, but we ask parents to also supply art smocks/large shirts to be used during arts and crafts.
- We use materials that claim to be "washable", but Eager Explorers cannot guarantee that clothing will not be damaged or stained, and is not responsible for any such damage.
- We want our students to be as comfortable as possible during nap time. We recommend that families provide a fitted sheet and blanket for their child to use during nap time, and they should feel free to provide a pillow if desired.
- Nap time supplies will remain in your child's cubby when not in use, and must be taken home and cleaned each Friday and returned the following Monday.

General Daycare Policies and Procedures (Cont'd)

Meals & Snacks

- We provide 2 snacks each day and have small/simple breakfast items available in cases where children may need breakfast.
- Parents are responsible for providing their children with a bagged or boxed lunch each day.
- Eager Explorers does provide water through a filtered water system located outside our classrooms. Families must provide a labelled water bottle to be used throughout the day.
- Monthly menus will be sent home and posted outside the classrooms so that families may plan accordingly.
- Our menus have been approved by a licensed nutritionist in compliance with OCFS regulations. It is the responsibility of parents to provide substitutes for menu items that their child cannot/will not eat
- Breakfast items will not be available after 8:00am. If your child arrives after 8:00am, you must provide your child breakfast prior to coming to the center.

Naptime

- Naptime is approximately 2 hours in length in accordance with NYS OCFS regulations for all classrooms.
- Specific schedules for each classroom will be provided by the lead teachers upon enrollment or prior to a child's first day.
- Children nap in their classrooms under the supervision of their classroom teachers.
- Eager Explorers provides cots/nap mats daily for naptime. These are cleaned after each use.
- As previously referenced, we recommend that parents provide a fitted sheet and blanket for a restful naptime. Naptime begins each day with a story and then soft music is played for its duration.
- If children do not fall asleep, they will be provided with a quiet activity to do on their cots after designated periods of time.

Birthdays

- We are happy to celebrate each child's birthday at the daycare, and we will always do so unless you direct us otherwise. On each child's birthday, parents will receive a digital photo of their child holding our birthday board.
- You are welcome to send in goodie bags or store-bought treats with your child to share with classmates. However, please check in with your child's classroom teacher prior to doing so in order to account for the number of children in your child's class, as well as any allergies, etc.

General Daycare Policies and Procedures (Cont'd)

Parent/Guardian Code of Conduct

- For the health of Eager Explorers and SPORTIME staff, children and families, smoking is prohibited on the grounds and/or in the building, including vapes/e-cigarettes.
- Weapons, firearms and ammunition are strictly prohibited on the grounds and/or in the building at all times.
- It is expected that all issues, concerns and disagreements will be handled in a calm and respectful manner. Threatening, harassing and/or otherwise disrespecting staff, other parents or children will not be tolerated. The use of profane, lewd, vulgar or abusive language or gestures is strictly prohibited.
- Anyone found to be in violation of this code of conduct may be removed from the premises and their access to the daycare may be terminated.

Eager Explorers Staff Babysitting After Hours/Off Site

- We discourage Eager Explorers staff from babysitting for students outside of the daycare, and ask parents not to engage our staff for that purpose.
- If, however, you do engage a SPORTIME/Eager Explorers employee for babysitting outside of the daycare, you understand and agree:
- that you are engaging such employee as a private individual and not as an employee of SPORTIME/Eager Explorers;
- that SPORTIME/Eager Explorers does not assume any responsibility or liability of any kind for such engagement;
- to waive, release and forever discharge SPORTIME/Eager Explorers and its partners, members, officers, agents, employees, representatives, executors and any other acting on their behalf, from any and all responsibility or liability arising from injuries or damages resulting from, or in any way arising out of or connected with such engagement.

Tablet, Electronic and Internet Usage

- The use of TV/Electronic devices is limited at Eager Explorers, as we believe that hands-on experiences are more educational, interactive and memorable than digital/electronic ones.
- However, certain activities and components of our curriculum may include videos, movies, and electronic devices for educational purposes only.
- Please do not send your child to school with any electronic devices, unless authorized by the Daycare Director.
- When we offer a “movie day” activity, parents will be notified in advance of what movie will be featured, and are asked to sign a permission slip authorizing their child’s participation. If parents do not want their child to participate in certain or all movie days, alternative experiences will, of course, be provided.

General Daycare Policies and Procedures (Cont'd)

Student Assessments

- On a daily basis, Eager Explorers staff evaluate and document, in writing, your child's behaviors and progress, based upon their observations of your child's participation and engagement in classroom activities, interaction with other children, achievement of specific developmental milestones outlined in our curriculum, and more. The written evaluations become part of your child's individual portfolio, which is kept secured in our office and is available for you to view at any point, as well as during your child's Parent-Teacher Conferences twice a year.
- These scheduled "check-ins" occur twice a year, or upon your reasonable request at any time. During these "check-ins" you will meet with your child's lead teacher and the Daycare Director to discuss progress, concerns and/or achievements.

Behavior Management

- Eager Explorers is committed to the comfort and well-being of every child in our care. In order to provide a safe, nurturing and stimulating environment, we need the cooperation of each child and parent.
- We believe every child has the potential to learn appropriate behaviors and to be a productive member of a high-quality learning environment. Most students thrive when behavioral expectations are well-defined.
- Our approach to child behavior is based on the Pyramid Model, which was developed using evidence-based, best practices for early childhood. We focus on building positive relationships in a nurturing environment, including teaching and supporting social skills and empathy, and helping each child to develop an appropriate emotional vocabulary, with individualized support when needed.

The Pyramid Model



General Daycare Policies and Procedures (Cont'd)

Behavior Management (cont'd)

- Eager Explorers teachers are trained to utilize age-appropriate, reasonable and supportive consequences when confronted with problematic behaviors, which generally means that the consequence is directly related to the problematic behavior. This helps children to better understand the effects of their behaviors and to learn productive ways to resolve them. *For example, asking students to help repair books that they damaged, or asking students to clean up messes that they made.*
- If a student exhibits challenging behaviors, and if typical responses by Eager Explorers staff prove ineffective, a Parent-Teacher-Director conference will be scheduled to discuss and establish mutually agreeable strategies to successfully address such challenging behaviors.
- In rare circumstances, when, in the Daycare Director's view, a child's behavior is detrimental to the group, and cannot be managed in the daycare setting, we may have no choice but to terminate such child's enrollment at Eager Explorers.
- In all situations, the Eager Explorers staff will make every effort to partner with Eager Explorers families to help their children build competence and confidence in their understanding of our shared classroom norms and rules. We ask that you join us in modelling appropriate, positive behavior for your children, and for all children in our care, by using clear, supportive language, by avoiding any angry or inappropriate language, and by using reasonable, supporting consequences for challenging behaviors versus harsh disciplinary strategies, at the daycare or at home.
- Our OCFS approved management plan is available for review upon request.

Child Abuse and Maltreatment- Identifying and Reporting

Eager Explorers Daycare Responsibilities:

- In the event of suspected child abuse or maltreatment, Eager Explorers will notify the appropriate agencies, as required by law. All members of the Eager Explorers staff are mandated reporters and complete required NYS training to be able to identify and report suspected abuse. This training is renewed annually, and is supplemented as needed to ensure the safety of all children in our care.

Eager Explorers Family Responsibilities:

- Families should report any event of suspected child abuse or maltreatment immediately to the NY Statewide Central Register of Child Abuse and Maltreatment (SCR) at 1-800-342-3720. This number is staffed 24/7 and the specialist who answers your call will ask you for as much information as you can provide. Do not fear calling, as they will determine if the information is sufficient for a report.
- Additional information on child abuse and maltreatment, including how to file a complaint, is available for your review upon request.
- If, at any time, you would like to have a private discussion regarding any concerns you might have, please do not hesitate to contact our Daycare Director.

Other Terms and Conditions

Termination

- Eager Explorers/SPORTIME reserves the right to terminate any child's enrollment immediately, at its sole discretion, for falsifying information or for any reason deemed necessary for the safety and well-being of the children in our care and that of our staff.

Video and Photo Policy

- Eager Explorers uses photos and videos of the children for special projects, brochures, newsletters and sharing with families.
- By signing the enrollment form you will be deemed to have agreed to have your child videotaped and/or photographed by the daycare.
- If you do not want your child's video or photo taken and/or displayed by the daycare, you must notify the Daycare Director in writing.
- SPORTIME's Privacy Policy can be viewed at: <https://www.sportimeny.com/privacy>.

Withdrawing from Eager Explorers

- We'd hate to see you go, but understand that there may come a time when you need to withdraw from the Eager Explorers Program.
- In the event that you do decide to withdraw, you must submit your request in writing to the Daycare Director at least two weeks in advance of your child exiting the program. If you fail to provide two weeks written notice prior to withdrawing, you may be subject to a withdrawal penalty in the amount of the weekly daycare fee x 2.
- If you withdraw and decide to return at a later date, we cannot hold a place for you, unfortunately, and you will be placed on a waiting list, if there is no space available, similar to a first-time enrollment.

Confidentiality

We respect each Eager Explorers family's right to privacy and confidentiality, and follows NYS guidelines around privacy and confidentiality. All Eager Explorers staff agree that they will not disclose any information about children within our care, or their families, at any time, unless required to do so by law. Accordingly, unless required to do so by law, including in the context of mandated reporter responsibilities:

- if your child is involved in an incident with another child(ren), we will not reveal the identity of your child to another parent(s) without your permission. If we think it would be helpful for the parents of children involved to discuss an incident or issue, we will seek the consent of all parents in advance of any such discussion.
- Confidential information will be protected and will only be shared with Eager Explorers/SPORTIME staff who need such information in order to provide proper care.
- Eager Explorers staff will not discuss or disclose any personal information about you or your children to any third parties, including other Eager Explorers families, without your consent.
- If you would like to obtain the contact information of another family, or would like another family to have your contact information, please let us know and we will do our best to assist.

Parent Agreement

By signing below, I/we acknowledge that I/we have received a copy of the SPORTIME Eager Explorers Parent Handbook, that I/we have read it, and that I/we will comply with any and all of the policies and procedures set forth therein.

I further understand that these policies and procedures are continually evaluated and may be amended, modified or terminated at any time at SPORTIME's sole discretion.

Student's Name

Parent/Guardian Signature

Date

2nd Parent/Guardian Signature (if applicable)

Date

Provider Signature

Date



SPORTIME
EAGER EXPLORERS
DAYCARE

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Scan the code to visit the SPORTIME Eager Explorers webpage for information or to download forms, or visit www.sportimeny.com/eagerexplorers

