



Kids Like Us Community Learning Center Inc.
UPDATED FAMILY HANDBOOK NOTIFICATION

Wednesday August 2, 2023

Dear Parent/Guardian,

At Kids Like Us Community Learning Center Inc., we are dedicated to providing a safe and caring environment for our children and their families. We have been working diligently to update our policies and procedures to follow the latest best practice guidelines and recommendations. We have updated our Family Handbook to reflect the changes that have been made and are requesting that you read and familiarize yourself with the updates prior to their effective date of Monday August 7, 2023. The full updated handbook can be found on our website at kidslikeuscc.org or there will be a printed copy available to read in the office if needed that can be read while you are in the facility.

A signature sheet verifying that all updates have been read and are understood will be given to each parent/guardian at drop off on Monday August 7, 2023.

The following are key changes that are taking effect **IMMEDIATELY, August 2, 2023.**

KEY CHANGES

Arrival Time

Routines are vital to the operation of a childcare facility and help create an environment that is familiar and comfortable to the children to facilitate a smooth transition to the childcare center. After our initial drop off period, we start into our daily activities and educational schedules.

**Therefore, unless we have a Doctor or Therapist's Note,
all children MUST be dropped off by 09:00 am.**

When children arrive late, it causes a distraction to their coach and the other children in their classroom. Having an accurate count of how many children will be present in the morning also allows us to ensure that our kitchen staff make the appropriate amount of food for meals and snack and that there are no delays in meal times.

Parking Lot Rules

It is important that all families follow our parking lot rules in order to keep our parking lot safe and clean.

We expect that our families will respect our parking lot and treat it with the same care that they would any other space in our building.

- Do Not Litter
- **Do Not Speed**
 - **Speed Limit of 10 MPH on premises**
- Respect Others' Property and Vehicles
- Shall Not Leave Car Parked on Grounds

You will receive written notice of any violations to these policies and the corrective action plan. Repeated offenses may result in termination of the childcare contract.

If you have any questions or concerns regarding this new procedure, please contact the KLU Director of Early Learning.

Thank you for your cooperation with these new changes,

KLU Director of Early Learning

I acknowledge that I have read and understand the key changes and that they are effective immediately.

Printed Name of Parent/Guardian

Date/Time

Signature of Parent/Guardian

Date/Time

Signature of KLU Witness

Date/Time