



LEARNING LOFT, INC.

"Quality Day Care Services"

6 Weeks to 12 Years Old

Infant Information

NEED FROM YOU:

1. Bag of diapers to leave here.
2. Diaper wipes to leave here.
3. Diaper Ointment to leave here.
4. Formula brought in daily, already prepared in plastic bottles (**NO GLASS BOTTLES ALLOWED.**)
5. Bottles must be covered with lids.
6. Short Sleeve Sleep Sack.
7. Several changes of clothes to leave here daily.
8. Pacifier, if used, to leave here.
9. Name of formula used and an extra can of "ready to use" formula in case we run out of prepared bottles.

VERY IMPORTANT:

Name must be put on **EVERYTHING** (Diaper bags, ointment, wipes, bottles, lids, blankets, extra clothes, etc...)

We supply burp clothes, bibs, and wash cloths. Please do not take these items home.

We also have a few extra school clothes. If your child goes through all of the clothes that you brought and we lend these to you, please return them within a couple of days **cleaned.**

YOUR RESPONSIBILITY IN THE MORNING.

1. Sign in!
2. Take your child's coat off and make them comfortable in their crib (this includes changing them if they need it).
3. Put all bottles in the refrigerator.
4. Fill out the daily report sheet with the time your child last ate, the amount eaten, and the time that he/she woke up.

Please understand that if your child has not eaten with you in the morning, it may be about a ½ hour before they will be able to eat at school. It is best if they have something before they arrive in the morning.

5. Let the teacher know if your child has medicine and hand it to the Director before you leave. This medicine cannot be left in the locker for obvious health hazard reasons.

YOUR RESPONSIBILITY IN THE EVENING:

1. Sign out!
2. Take home medicine if you have any – **READ THE NAME CAREFULLY!!**
3. Take home unused food or bottles – **NO food or bottles can be left here overnight.**