Teddy Bear Day Care

Infant Information Packet

Baby's Special Information

Baby's Name_____

Birth Date_____

Age upon Enrollment_____

How many ounces per feeding_____

Amount of time between feedings_____

Does your baby use a special type of bottle? _____

If so, what type of bottle? _____

Do you want us to wake up your baby for a feeding or wait until he/she wakes up and is hungry?

Does your baby have any special needs or considerations that we should know about? _____

Other special information you would like us to about your baby:

_____
_____
_____
_____
_____
_____
_____
_____

We would like to welcome you and your baby to Teddy Bear Day Care. Below you will find a few suggestions that will help our nursery run more smoothly and allow us extra TLC time with your baby.

- Please feed your baby before coming to the center in the morning. We want to spend time talking to you about your child's night. Is there anything we need to be watching for during the day?

- If you are breast-feeding your baby, please refer to the State guidelines for breast-feeding in the back of this packet.

- Please bring in only **unopened** packages of diapers and wipes with your child's name labeled on both.

- Please remember to take home your baby's blankets on Fridays to be washed.

- Per State Licensing, no diaper bags are allowed at the center.

- Please do not take older siblings into the nursery. This is also a Licensing regulation and is for the health and safety of all the babies.

- Please let us know when your baby will NOT be attending so we can plan for the day.

- Please let us know when your child goes to the doctor. We will need their health form and feeding schedule updated **each time**.

- Please label you child's car seat if you need to leave it at the center. Many car seats look the same, and we do not want another parent to take your car seat by accident.

- It would be very helpful if you could write down your baby's schedule so we know how often he or she is eating and sleeping. Please feel free to include any unique habits s/he might have so we can get to know your baby quickly and provide the best care possible.

Infant Supply List

- An unopened package of diapers labeled with child's name
- An unopened box of diaper wipes (after the initial box of wipes, unopened refill packages may be brought in labeled with child's name.
- Diaper ointment with parental consent (see following page)
- One sleep sack (No swaddling blankets or sacks)
- 2 or 3 changes of clothing (weather appropriate)
- 2 bibs (more if your child drools a lot)
- Pacifier without anything attached (animal, pacifier clip, etc)
- A week's worth of unopened baby food labeled with your child's name and day to be used. (when your baby is on baby food)
- Physical form signed by your child's doctor
- A copy of your child's birth certificate
- Feeding schedule signed by your child's doctor
- 2 or 3 family pictures
- Please prepare your child's bottles at home and bring them to the center labeled with child's name, date and time prepared. Bottles need to be brought in an insulated cooler and taken home daily to be washed and re-made.
- A back up can of ready to feed, just in case extra formula is needed.
- Safe transportation agreement signed.
- 2 or 3 family pictures

INFANT FEEDING

Parents provide <u>PREPARED</u> bottles daily as follows:

    a.) Bottles shall be sterilized

    b.) Nipple must be covered

    c.) Bottles shall be labeled with the **child's name and date and time prepared**

    d.) Bottles must be brought into the center in a clean, insolated container that keeps the formula at 41 degrees f or below

    e.) The staff shall return all used and unused bottles daily

    f.) For backup the parent shall provide one unopened can of "<u>ready-to-feed</u>" <u>formula</u>

    g.) The parent shall sign and return the "Safe Food Transportation" agreement

_____ _____

Parent Signature   Date

<u>Diaper Ointment</u>

Parental consent to use diaper ointment

_____ _____

(Parent's Signature)   (Date)

INFANT SLEEP POSITION POLICY

Reason this policy is important:

Providing infants with a safe environment in which to grow and learn is of extreme importance to us. Therefore, our childcare facility has implemented policies and procedures to create a safe sleep environment for infants. We follow the recommendations of the American Academy of Pediatrics (AAP) and the Consumer Safety Commission for safe sleep environments to reduce the risk of sudden infant death syndrome (SIDS). SIDS is "the sudden death of an infant under 1 year of age which remains unexplained after a thorough case investigation, including performance of a complete autopsy, examination of the death scene, and review of the clinical history."
Procedure and Practices, including responsible person(s):

• Infants less than 12 months of age shall be placed on their backs on a firm tight-fitting mattress for sleep in a crib, pack-n-play or porta-crib, depending on provider type. Sheets should also be tight fitting.

• Swings, bouncy seats, car seats, rock-n-play sleepers, bassinettes, waterbeds, sofas, soft mattresses, pillows, and other soft surfaces shall be prohibited as infant sleeping surfaces.

• All pillows, quilts, comforters, sheepskins, stuffed toys, and other soft products shall be removed from the crib.

• Blankets are not used in the crib; the use of an approved sleep sack is recommended as a blanket alternative.

• Bibs are removed before an infant is placed to sleep. Pacifiers are allowed as long as nothing is attached, including a string, cord, or stuffed animal. Amber teething necklaces are not allowed.

• Unless the child has the approved Alternate Sleep Position Medical Waiver Form on file completed & signed by their physician & approved by the Office specifying otherwise, infants shall be placed flat on their back for sleeping to reduce the risks of Sudden Infant Death Syndrome (SIDS).

• When infants can easily turn over from the back to stomach position, they shall be put down to sleep on their back, but allowed to adopt whatever position they prefer for sleep; and signage is added on or near the sleeping environment stating the child's name, age, and that they can roll over.

• There is no smoking allowed in the child care setting.

• Infants will not share a crib with other children.

•   All children will be held when being given a bottle.

• Infants will remain lightly clothed and comfortable while sleeping. Approved sleep sacks can be used during sleep; however, swaddling sleep sacks may not be used in childcare.

• Supervised "tummy time" will be observed while infant is awake.

_____   _____
Parent's Signature   Date