

## Little Hippo Parent Handbook Checklist 2024-2025

**Initial**

	Our center operation hours are 6:35 A.M. through 5:40 P.M. Children may not enter the classroom earlier than 6:35 A.M. due to state licensing requirements nor be picked up later than 5:40 P.M., as late charges will accrue.
	A parent who picks up their child after the 5:40 P.M. closing time will be charged a late fee of \$3.00 per minute.
	The Child Release and Pick-up Authorization Form must be completed before staff will release a child to anyone other than parents or legal guardians.
	Children must be signed in/out daily using the Brightwheel app or sign on the paper form in the class.
	The illness exclusion chart can be found on page 14 of the parent handbook.
	Children diagnosed with conjunctivitis must have a statement from a physician stating the child is being treated and may return to school.
	It is our policy that the ill child is picked up within the hour of the notification of illness.
	Children must come to school healthy enough to be able to participate in outside play.
	Upon returning to school, a student absent for more than 3 consecutive days because of a personal illness must bring a statement from a doctor or health clinic verifying the illness or condition that caused the student's extended absence from school.
	Our center's policy requires that children (1 year old and up) wear sneakers (tennis shoes). If your child comes in with any shoes other than sneakers, then you will be asked to return with the required footwear.
	If your child is bringing lunch or snacks from home, Little Hippo is not responsible for its nutritional value or for meeting the child's daily food needs.
	Home provided lunches will need to be ready to eat out of the lunch box. We will not be heating lunches or providing refrigeration
	Due to the increasing number of children who have a peanut allergy, we have declared the Little Hippo a peanut-free zone. No peanut products are allowed on site in any classrooms.
	The Hutto ISD Safety Plan can be found on the district page and linked from our handbook.
	These are only a few points from our handbook. The full handbooks can be found on our department page at <a href="https://www.hipponation.org/littlehippos">https://www.hipponation.org/littlehippos</a>

Please sign that you have read the policies listed above.

<b>PRINT PARENT NAME</b>	Signature	Date
<b>Student Name</b> →		

