

# Family Child Care Record Keeping Guide Ninth Edition Redleaf Business Series

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### Family Child Care Record Keeping

#### **RECORD KEEPING IN FAMILY DAY CARE SERVICES**

• Record of staff other than family day care educators, co-ordinators and assistants The following records must be kept for three years after the record was made: • Record of assessments of family day care residences and approved family day care venues • Record of ...

#### **FAMILY CHILD CARE RECORDKEEPING**

FAMILY CHILD CARE RECORDKEEPING As a family child care provider, it is your responsibility to maintain records for each child cared children are in care A written record shall be maintained showing the date, time, and number of children in attendance, and time taken to evacuate the home

#### **RECORD KEEPING IN FAMILY DAY CARE SERVICES**

• The record of staff, family day care co-ordinators and family day care educator assistants The following records must be kept for 3 years after the record was made: • Record of assessments of family day care residences and approved family day care venues • Record of service's compliance with the National Law

#### **FACTS ABOUT FAMILY CHILD CARE - wcccc.com**

working with families and child care providers to help ensure accessible, affordable, high quality child care We cover the counties of Adams, Brown, Calhoun, Cass, Greene, Hancock, Jersey, Pike, and Schuyler To achieve this mission we offer many services to family child care providers, child care center staff and early childhood professionals

#### **FORMS/RECORDS TO KEEP IN YOUR FAMILY CHILD CARE HOME**

time a child is accepted for care, along with the LIC 995A Family Child Care Consumer Awareness Information (LIC 9212) - This form must be given to the parents of each child in care California School Immunization Record (blue card) (PM 286) - For every infant, toddler, or preschool age child admitted into a Family Child Care Home, the

### **Record Keeping for Child Care Services Fact Sheet**

Record Keeping for Child Care Services Fact Sheet July 2015 The purpose of this fact sheet is to provide information about record keeping requirements for Child Care Benefit (CCB) approved child care services Under the Family Assistance Law, certain records must be kept for 36 months from the end of the year in which care was provided Legislation

### **COMMUNITY CHILD CARE Record - Keeping Requirements**

A New Tax System (Family Assistance) (Administration) (Child Care Benefit - Record Keeping) Rules 2006 Education and Care Services National Law Act 2010 (No 69, 2010) Education and Care Services National Regulations 2011 (No 653, 2011) Victorian Wrongs and Limitation of Actions (Insurance Reform) Act 2003 Contacts:

### **Daycare.com LLC CHILD CARE CENTER OPERATIONS & ...**

CHILD CARE CENTER OPERATIONS & RECORD KEEPING ORIENTATION Community Care Licensing Regional Office Address (insert here) • Child Development • Child, Family & Community • Curriculum (age appropriate) 6 months experience working in a Child Care Center

### **Keeping children safe in education**

addressed and, most importantly, that the child's situation improves Record keeping 54 All concerns, discussions and decisions made, and the reasons for those decisions, should be recorded in writing If in doubt about recording requirements, staff should discuss with ...

### **A Think Babies Toolkit for Family Child Care**

Family child care providers have played a critical role in keeping essential workers on the job, because they typically: ù Are close-by, with neighborhood locations that minimize the COVID-19 transmission risks associated with transit ù Have smaller groups of children and allow siblings of

### **Daily Health Checks**

Whether keeping the child in care will pose an increased risk to other children and adults at the center See the \_\_\_\_ Child Care Center's policy on excluding ill children stated in the parent Handbook and the staff handbook The daily health check will be documented each day that the child is in care ...

### **Implementation Schedule for Changes to the Family Child ...**

12 Family Child Care Home "Family child care home" means the private residence of the family child care provider in which child care services are provided to no fewer than three and no more than five children at any one time for no fewer than 15 hours per week, except that the Department shall not exclude a family child care home with fewer

### **for Child Care Providers**

6 Child Care Health Program March 3, 2004 (B) Record Keeping and Annual Summary/Notification We shall keep the records of all pesticide applications to center facilities and landscapes, including a list of active ingredients and copies of Pre-

### **SECTION FOR CHILD CARE REGULATION RECORDS AND ...**

the form thereof, and the methods to be used in keeping such records, and to require reports to be made to the department at regular intervals"

Rule: Family Child Care Homes - 19 CSR 30-61210 Group Homes and Centers - 19 CSR 30-62222 License-Exempt Child Care Facilities - 19 CSR

30-60120

**BCAL-4590, Training Record Family/Group Child Care Homes**

TRAINING RECORD FAMILY/GROUP CHILD CARE HOMES STATE OF MICHIGAN Registration/License Number Department of Human Services Bureau of Children and Adult Licensing Division of Child Day Care Licensing All caregivers must complete a total of 10 clock hours of training annually, not including CPR, first aid and blood-borne pathogen training

**Child and Adult Care Food Program Recordkeeping Training**

Child and Adult Care Food Program Recordkeeping Training Susan Dawson and Kimberlee Clark and Family Services Child Enrollment/Health Information Form cannot be used for the CACFP enrollment form Itemize and record food receipts immediately Make copies of grocery store receipts - staple the