

Addendum: Kids Country by BrightPath

Fairlawn	Green	Hartville	Medina	Stow	Wadsworth
2955 Smith Road Fairlawn, OH	1801 Towne Park Ctr Uniontown, OH	126 Washington St Hartville, OH	3550 Octagon Dr Medina, OH	4923 Hudson Dr Stow, OH	876 West St Wadsworth, OH
(330)668-5144	(330)899-0909	(330)877-2600	(330)723-8697	(330)686-7077	(330)331-7729

1. Days and Hours of Operation

Kids Country by BrightPath centers are open 7:00am-6:00 pm Monday to Friday. Late fees will apply for pick-ups after 6:00 p.m.

The center is closed on the following holidays:

- New Year's Day
- Presidents Day (Professional Development)
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Indigenous Peoples' Day (Professional Development)
- Thanksgiving Day and the day after
- Christmas Eve
- Christmas Day

When Independence Day, Christmas Day or New Year's Day fall on a Saturday, we will observe the holiday on the Friday prior. When these holidays fall on a Sunday, we will observe the holiday on the following Monday.

2. Emergency and Inclement Weather Closing Procedures

In consideration of the needs of our families, we make great efforts to remain open in almost all situations. Should it be deemed necessary to close the center, in the case of severe weather (level 3) or other emergency situation, communication will be sent to families via BP Connect and notification will be posted on News Channel 5. Families are responsible for tuition payment in the unlikely event the center is closed on your scheduled day.

Should the center need to close in the middle of the day, the school staff will attempt to reach the child's families first to arrange for pick up. Should the staff be unable to reach the families, all emergency contacts will be called until pick-up arrangements may be made. Staff will notify the families or emergency contact person at the time of the call of the pickup location should the children need to be evacuated from the childcare center. Families or emergency contact persons should report directly to the alternate location if one is indicated.



3. Clothing and Supplies

Children should be comfortable all day. Please dress your child in play clothes that are easily fastened for independence. Sneakers or rubber-soled shoes must be worn at all times except in infant classrooms. Open toed sandals, jelly shoes, or flip-flops are against health and safety regulations.

Outerwear should be in accordance with the weather. Children will play outside as often as possible, including during the winter months; please be sure they are dressed in proper clothing.

In the spring and summer months, we have mud play in our mud kitchens. Children will get DIRTY! Please send additional extra clothes so your child can enjoy the fun during that time. The end of June marks the official celebration of International Mud Day - be sure to come join in the fun!

Please label all of your child's clothing, boots, hats, mittens, etc. Kids Country is not responsible for lost or stolen personal items.

In addition to appropriate outerwear, please provide the following for your child on a daily basis -

Infants:

- Sleep sack that fastens shut; blankets are not permitted
- Pack n Play sized sheet
- Pacifier (as needed) - no clips permitted
- Diapers and wipes
- Diaper cream (as needed with written consent)
- 2-3 complete changes of clothes
- Sunscreen (as needed with written consent) and sun hat
- Bottles prepared for the day
- Sippy cup (when your child is ready)
- Infant food and cereal (as needed)

Toddlers:

- Blanket
- Pack n Play sized sheet for cot
- Diapers and wipes
- Diaper cream (as needed with written consent)
- 2 complete changes of clothes
- Sunscreen (as needed with written consent) and sun hat
- Water bottle or sippy cup

Preschool:

- Blanket
- Small comfort items like a stuffed animal
- Water bottle



- Sunscreen (as needed with written consent)
- Complete change of clothes

4. Meals and Nutrition

The Kids Country kitchen is the hub of each of our schools because we value the importance of food and nutrition and appreciate the impact we have in establishing healthy eating habits for your child. We know quality food and a full belly contributes to growth, development, and contentment.

Our experienced KC chefs prepare healthy snacks and meals that put a smile on each child's face. Additionally, fresh fruit is available throughout the day in the classrooms to provide children with healthy and accessible options to meet their hunger on the go.

Food and mealtimes are an integral part of our curriculum. We use mealtimes to practice proper etiquette and preparation techniques in order to learn life skills. Children are encouraged to serve themselves "family-style" to develop proper portion sizes and eating habits. Educators will sit with the children during mealtimes to discuss nutrition and other topics, while also modeling manners and appropriate meal conversations.

Kids Country provides nutritionally balanced meals including breakfast, lunch, and one formal snack daily. We also have fresh fruit available in the classroom all day for the children. A nutritionally balanced breakfast is served at 7:30am. Should your child arrive after breakfast, we will provide cereal until 9:00am. A hot lunch is served each day at 11:30am and provides 1/3 of the child's USDA daily nutritional requirements. The meal will include food from all food groups. We try to offer food that most children enjoy. Should your child not like what we are serving, we will provide an alternative sandwich option. Each afternoon, nutritious snacks are provided to the classrooms. Snacks will consist of foods from at least two of the following food groups:

- Meat/meal equivalent
- Bread/bread equivalent
- Milk
- Fruit/vegetable

For children with food allergies or unique medical/religious nutritional needs, KC will be happy to serve the food that you provide. All state of OH licensing food standards must be adhered to and food must come prepared and ready to serve. If a child requires a modified diet, it is the family's responsibility to provide a written note from a physician documenting the required modification. At that time, the center will make the appropriate accommodations. Please meet with your Center Director to ensure all documentation is completed as required. There will be no reduction in tuition.

Parents of infants will supply either breast milk or formula of their choice each day as well as other foods that have been previously tried at home. All bottles and food must be labeled with your child's first and last name and the date. For breastmilk, bottles must also include the date the milk was expressed. No additional ingredients may be added to bottles (medication, cereals, thickeners,



etc.) Bottles are stored in the classroom refrigerator for one day only. Bottles are warmed in a warm water bath and are never microwaved. Once warmed, bottles are kept for one hour only.

Whole milk will be provided to children 12-24 months; reduced fat milk will be served to children older than 24 months. Water will not be served in infant bottles and will not be served to children under 12 months of age without a written special care plan on file along with a doctor's note. Please keep an extra supply of infant food/formula in your basket for baby's growing appetite.

Please speak to the office if you wish to breastfeed your infant or pump at the school. A feeding/pumping area will be made available to you in addition to space in a refrigerator or freezer for expressed milk. Feeding times are coordinated as much as possible with nursing visits, but in case the baby is overly hungry, or the nursing mother is delayed, we do require breastmilk bottles to be supplied daily.

Infants younger than four months are not served solid food without written approval from a physician and the family. When infants begin to eat solid food, an individual food list will be kept for each child to ensure that only foods that their physician and parents have approved are served. Educators can provide this list when needed. Parents will initial foods on the list as they are introduced at home and only those marked/initialed foods will be served, according to the parent's requested feeding schedule. The food items to be served must follow the USDA nutrition guidelines and ODJFS Food Preparation Requirements.

Older infants are provided with a full menu of prepared foods that meet the USDA nutrition guidelines. Menus are posted in the lobby and are available to parents on the website and in the office. All foods must follow USDA nutrition guidelines and meet ODJFS Food Preparation requirements.

5. Food Allergies

Food allergies are a growing concern with children across America. A major issue such as this one needs to be taken very seriously, and it has always been the policy of Kids Country to make the safety and well-being of our children a top priority.

Our Center is a **nut-free facility**. We will not serve any food containing peanuts. This includes peanut butter & jelly sandwiches, peanut snack mix, peanut butter cookies, etc. No classroom projects that involve peanut butter will be conducted, such as pinecone bird feeders.

We ask all families to exercise caution when preparing and sending home food with their child for lunch or snack. All outside food must be nut free.

If your child has a food or ingredient allergy, please contact your Center Director. Allergy information will be posted in each eating area and classroom to help prevent accidental ingestion of harmful foods.

6. Medications



Kids Country centers may only administer emergency medications including inhalers, Epi-Pens, breathing treatments, and Benadryl for severe allergies. Kids Country will administer these medications to School Aged and any other children in our care, as long as the proper documentation is completed. The first dose of medication will be administered at home. Most medications are locked and stored in a secure location that is easily accessible to staff such as the Kitchen (refrigerated medications) or the Director Office. Only employees trained in medication administration and have been properly trained on the individual emergency procedure for the child will administer medication. A staff member will sign the "Request for Administration of Medication for Child Care" form each time the medication is administered.

Topical medications such as sunscreen and diaper cream may be applied with a "Permission to Administer Form" signed by the parent. When treating a rash, the center may not administer diaper cream for more than 14 days. For application beyond 14 days, a doctor's note will be required.

Pedialyte and Ricealyte are considered a change of diet and also require a medical form signed by a physician. If these are kept in the center on an "as needed" basis, they must be accompanied by written instructions from the parents and physician (medical care plan).

7. Incident and Injury Reports

Any incident or injury that requires first aid will be documented with an Incident Report. These reports are completed by the attending teacher and will explain what happened to the child as well as the type of treatment provided. Parents will receive a copy of the form and a copy will be retained on file at the center.

In the case of a minor accident/injury, staff will administer basic first aid and provide TLC to the child. If an injury is more serious, the parents will be contacted immediately to assist in deciding an appropriate course of action. If the injury is life threatening, EMS will be contacted, parents will be notified, and a staff member will accompany the child to the hospital with all available health records. Parents are required to grant emergency authorization to transport prior to enrollment. Kids Country will not provide care for any child whose parent refuses to grant consent for transportation for emergency medical treatment.

Families are responsible for any medical expenses incurred because of an injury sustained while under our care.

8. Emergency Preparedness

The safety of the children in our care is the first and foremost priority of each staff member. We have devised emergency plans and procedures for various situations in the event an emergency occurs while a child is in our care. These plans are available and will be provided upon request.

The fire emergency and weather alert plans are posted in each classroom. These plans show



evacuation routes and will be reviewed with each staff member upon hiring. These procedures would be followed in the event of an actual emergency and children would be picked up from their designated safety spot. Notifications would be made to families after we have established the safety of all children. Your child's safety is our top priority!

The school will perform fire and weather drills each month. The administrator will conduct the drills and maintain a record of them per state requirement. In the event of a general emergency, whether a natural disaster or any threat to the safety of the children, due to an environmental situation, parents will be contacted immediately. Kids Country follows guidelines set forth for specific situations and we will not hesitate to contact local police/fire departments as necessary.

9. Enrollment

A child is considered to be enrolled in the school only after the registration fee has been received, the Director confirms the availability of the space, and the required paperwork is received and reviewed. The required paperwork includes financial agreement (in the Billing Portal), basic enrollment documents, emergency transportation authorization, and the health information document.

10. Families Right to Immediate Access

Families of a child in our care are entitled to immediate access, without prior notice, to their child whenever they are in care at Kids Country, as provided by law. In cases where the child is the subject of a court order such as Custody Order, Restraining Order, or Order of Protection, the Center must be furnished with a certified copy of the most recent order and all amendments thereto.

If at any time the court ordered documents are updated, we must have the complete updated document to put on file. Prior legal documentation will be followed until revised documentation is received. In the absence of any legal documentation, both biological parents will have equal rights.

Staff members will release children only to individuals that the parent has authorized in writing. Staff members will check the photo ID of anyone they do not recognize. Please inform all individuals that may pick up your child that they will be required to present a photo ID at the time of pick up.

Staff members will not release children to anyone, including parents, who appear to be under the influence of drugs or alcohol. If the person attempting to pick up a child appears to be under the influence, emergency contacts will be called to transport the child home and police will be notified if necessary.

11. Curriculum

The BrightPath Curriculum, BeeCurious, regards children as competent and capable individuals,



creating opportunities for curiosity and wonder, resulting in children who explore, discover, create, adapt, persevere, collaborate, lead, and learn.

Each day, our educators will plan different activities based on the identified interests and inquiry of the children, organized according to the topics of building connections, creative discovery, physical literacy, STEM discovery, environmental stewardship, and global citizenship.

Our approach to learning involves hands-on exploration through play, guided questions and meaningful conversations, documentation of meaningful learning moments to launch further learning, individual discoveries, and scaffolded learning designed to activate children's natural curiosity.

12. Learning Environments

Our schools and classroom environments are designed with the child in mind. Our furniture, equipment, and learning tools are intentionally staged to offer the most learning potential and inspiration. Children are curious, imaginative, and full of wonder. Our classroom exemplifies this image of the child. Children thrive in environments that are suited to their interests and developmental stages. In the Reggio Emilia approach, the environment is viewed as the third teacher; a place that is welcoming, authentic, aesthetically pleasing, culturally representative of community, embraces nature and filled with purposeful materials.

13. Sample Classroom Schedules

The daily schedule for each classroom is flexible enough to provide adaptability, when necessary, yet structured enough to provide predictability for the children. The age group descriptions and classroom schedules below show families a typical day at Kids Country for each age group.

Infants: The hallmark of our infant room care is our assurance that the parents who leave their infants with us every day do so with complete confidence that their babies are as loved, cared for, and nurtured at KC as they are at home. While feeding, diapering, cuddling, and reading to your baby, our teachers understand the importance of eye contact, soothing tones, and gentle touches to stimulate the senses and learning. The children thrive in a learning environment that is safe and secure while being supported to reach developmental milestones in all areas. Diapers are changed at least every two hours in compliance with state regulations.

Infants have individual feeding, diapering, and sleeping times, based on their home schedules.

Time is provided for indoor and outdoor activities and the schedule includes a balance of active and quiet times.



Toddlers: During the toddler years, play is serious business! Toddlers will be introduced to music and literature every day as well as sign language, sensorial play, and large motor activities. Hands on activities combined with a literacy-rich environment will light the spark of learning for your toddler. Our loving educators provide caring, cuddling, and safety as the toddlers discover, analyze, and learn throughout the day.



Arrival and Breakfast
 Morning Meeting (no more than 10 minutes in length)
 Investigation Centers
 Outdoor/gross motor time
 Lunch (11:15am)
 Music and Movement
 Rest Time (12:30-2:30pm)
 Snack
 Outdoor/gross motor time
 Investigation Centers
 Music and Movement
 Evening Meeting/Departures

Preschool: The uniqueness of each preschooler at KC is embraced as our teachers and students strategize as a team to investigate our theme while also exceeding state standards through classroom centers designed to entice every type of learner. Each new day takes the children down a path of exploration as the preschoolers combine forces to master the skills necessary to progress to Kids Country Pre-Kindergarten. Classroom work areas include Practical Life, Language, Mathematics, Science, Culture, History, Geography, Sensory, Dramatic Play, Music, Art, Sign Language and Spanish.



Arrival and Breakfast
 Morning Meeting (no more than 10 minutes in length)
 Investigation Centers
 Outdoor/gross motor time
 Lunch (11:15am)
 Music and Movement
 Rest Time (12:30-2:30pm)
 Snack
 Outdoor/gross motor time
 Investigation Centers
 Music and Movement
 Evening Meeting/Departures



Private Kindergarten: Kids Country kindergarten is a private state chartered kindergarten that focuses on developing the whole child. At KC, we are firm believers in empowering children to be advocates of their own learning by seeking inspiration and joy from the experiences they are a part of. Our kindergarten program exhibits this philosophy by encouraging learning in and out of the classroom. The goal of our kindergarten program is to foster each child's natural curiosity to learn. We act as a guide that provides the tools necessary for exploration and development. KC Kindergarteners will become responsible for their learning and themselves along the way.

KC kindergarten combines the nature-based Reggio Emilia inspired environment with an academic-based, philosophy-rich curriculum. With a strong emphasis on literacy and phonics development, KC Kindergartners are given many tools to be successful in their future academic endeavors. Our students will utilize Montessori and play-based philosophies along with Beginning to Read, Write and Listen, Creative Curriculum, Harcourt Math supplemented with Saxon Math, Saxon Letters, and Letters Alive. All curriculum and supplemented materials are utilized to expand and broaden their academic development.



School Age: School-age children need a place to go after school to release, relax, refuel and reflect on their day. The KC Country Club gives your school-age child just that place - healthy and fun snacks, games, a staffed Homework Room, outside playtime, quiet spots for reading and journaling, art and music - what kid wouldn't want to be at KC Country Club? Before school care is relaxed and encouraging - children come in, choose their favorite foods from the breakfast Buffet and have the chance to ease into their day.

Transportation to local school districts is provided.

Before School: 7:30-8:30am

Breakfast, enrichment centers, and departure for school

After School: 2:30-6:00pm

Combination of activities and quiet areas, homework time, indoor and outdoor activities, along with nutritious snacks and fresh fruit throughout the afternoon



14. Ratios and Group Sizes

Age Group	Teacher Child Ratio	Maximum Group Size
Infants (6 weeks-12 months)	1:5 or 2:12	12
Babies (12-18 months)	1:6	12
Toddlers (18-24 months)	1:7	14
Two-year-olds (24-36 months)	1:8	16
Three-year-olds (36-48 months)	1:12	24
Four-year-olds (48-60 months)	1:14	28
School Age (under 11 years old)	1:18	36
School Age (11-15 years old)	1:20	40

15. Supervision of Children

Each staff member is assigned a group of children and is responsible for their guidance, management, and safety at all times. Children will be under adult supervision at all times while at our center. There may be an occasion, however, that school age children will be allowed to run errands within the center and read or play in small groups within sight or sound of the teacher.

16. Parent Participation and Communication

We will communicate in several different ways with you. Our BP Connect app will send messages each day with updates about your child's day and their learning progress. It will keep you up to date on how they slept and ate as well as how much fun they're having! Your child's teacher will send photos, lesson plans, and daily updates through the app. It will update you on menus, center news, and upcoming events as well.

We also use Educa to provide you with learning stories about your child. These stories will document your child's learning journey and celebrate their successes with you. You have the opportunity to join in and comment back on this app.

Monthly newsletters will be emailed out and will include a special calendar of events. We host school-wide community events several times a year. All families are welcome and encouraged to attend.

Parents are encouraged to participate whenever possible in the activities of the school. Parents have unlimited access to all areas of the building used for childcare for their child during hours of operation. You can help plan parties for holidays, attend field trips, come for career day, work a book fair, attend a tea party, or simply stop by to visit or read a book to your child's class. Our door is always open!

We offer formal parent teacher conferences twice a year, but teachers are available to discuss a child's progress or needs at any time. Parents are asked to make appointments with staff when it is necessary to engage in lengthy conversations. Teachers want to be able to focus on you



and your child at these times and that's not possible when they are responsible for supervising the classroom.

We understand that parents may want to communicate amongst themselves regarding birthday parties or other classroom get-togethers, however, we will never give your information out unless given consent on the Child Enrollment and Health Information form. This information will be available for you at your center's office. Just ask us for a parent phone list.

Our school is a partnership between the parents, teachers, and staff working towards the common goal of developing your children. If you have any concerns or questions at any time, please bring them up to the appropriate staff member when they occur. The sooner a parent's concern is voiced, the faster it will get resolved. For policy concerns, see the Center Director. For educational concerns, please address accordingly with your child's teacher.

17. Classroom Transitions

At Kids Country, we look at all areas of development when it comes to graduating to the next class. This decision is made by the parents, the teachers, and the Center Director. Once the decision has been made, you will receive a Developmental Graduation letter and Transition Schedule. These transitions usually take about a week but can vary based on the individual needs of your child.

18. Formal Screenings and Assessments

Each child has a comprehensive portfolio with formal and informal assessments. The portfolio builds authentically as the child develops over time. Portfolios are shared during Parent Teacher Conferences but may be viewed by parents at any time upon request.

Assessment	Description	Timeline
Ages and Stages Questionnaire (ASQ-3)	Communication, physical, problem solving, and social skills checklist based on developmental norms of the child's exact age	Completed upon enrollment by the family and before each classroom transition by teachers
Classroom observations	Documentation of learning experiences and abilities, observed and measured during classroom play. Includes anecdotal notes, work samples, photographs	Ongoing, beginning the first day of enrollment
Devereux Early Childhood Assessment Tool (DECA)	Snapshot of social and emotional development	September and May
Interim Report	Brief informal summary of the child's progress mid-school year	February
Pearson Assessment	Comprehensive assessment showing a continuum of skills over time	Ongoing throughout each classroom academic year

Assessments are an integral part of gathering information on your child's development and learning. All assessments are conducted in the natural classroom environment during regular learning experiences. Children are observed by their familiar classroom teachers who have been



explicitly trained on each assessment and/or screening tool. Lead teachers are formally trained in the assessment and documentation process through Ohio Approved Trainings. Parents are asked to complete a developmental assessment upon enrollment and will remain involved through scheduled goal-setting meetings and by frequently sharing their observations from home. Teacher assessment data is shared with families through informal daily communications and more formal conferences. Conferences are scheduled in November and May with an interim report in February. Combining the school and home observations provide a more complete understanding of the whole child so we can best individualize the educational plan for each child. While meeting with you during conferences, we will review together your child's assessment results and create goals to support your child's individual needs.

The combination of assessments document milestones as children develop over time, give snapshots of each child's abilities per year, and help discover children's interests along the way. We assess your child formally and informally through observations, checklists and rating scales on an ongoing basis. Assessment results and parent input are used to develop purposeful learning experiences, adapt teaching styles to support individual needs, plan program-wide improvements, and support community initiatives.

The ASQ-3 and DECA give research based developmental results that track developmental progress. Combining these tools with the Child Assessment Portfolio's observed skills and accomplishments gives checks and balances, ensuring the effectiveness of the assessment process of the whole child. Should any developmental delays or concerns arise, we are then able to recommend outside resources who may provide further screening and assessments to support both the child and the educators. If necessary, assessment results are released to outside professionals only with parent consent. All efforts will be made to cooperate with referring agencies. Teachers will provide observations, input, and open their classrooms to support professionals. The administration will offer continued follow-up and support to ensure that referrals are followed in the best interest of the child. Currently, we do not report assessment data to ODJFS pursuant to code 5101:2-17-02.

19. Transportation and Field Trips

Yellow school buses and KC buses drive through the parking lot every morning and afternoon. Cars are not permitted to drive near, block or pass the buses at any time. Please do not allow your vehicle to idle in our parking areas unless the vehicle needs to idle in extreme heat or cold to maintain interior/engine temperatures.

Field trips are a great way to teach children outside of the center environment and help to create wonderful memories for our students. We adhere to the following guidelines for all field trips:

- Only children five years of age or older will be transported for field trips.
- All children attending a field trip will use safety restraints when transported on KC buses.
- All ratios will be maintained.
- Emergency forms are required for each child and will be taken along on all outings. Each child will wear identification with the center address and phone number listed.



- A staff member trained in First Aid, CPR and Communicable Disease will accompany all of the children.
- Children will be assigned a buddy and a supervising teacher prior to leaving for the trip. Teachers will list their individual group on the Field Trip Checklist form.
- Name to Face attendance is taken at arrival and departure of each trip as well as every 15 minutes during the trip.
- All children are escorted to the restroom by a teacher.
- Depending on the location of the field trip, there may be a small fee which must be paid before the date of the trip.
- A signed permission slip will be needed prior to each trip in order for your child to attend; this includes routine trips to and from school.
- Walking field trips also require signed permission slips from the parents
- We provide transportation to and from school throughout the school year. Parents will be notified immediately if a child who is scheduled to arrive at Kids Country by bus from another program doesn't arrive. If you know that your child will not be attending on a day he is scheduled, please call and inform us.
- Parents are required to fill out a permission slip for all bus transportation.

20. Swimming

During the summer and on holiday breaks, your school age child has the opportunity to go on swimming field trips. On these trips, there will be a 1:6 teacher to child ratio. The teacher will be with the children at all times. The swimming location varies by campus and written permission is required prior to leaving the center. Certified lifeguards will be present and will be supplied by the swimming facility.

21. Date Nights

One of the best parts of Kids Country is Date Night! You and your child will count down the days until the next Date Night. One Friday each month KC will remain open until 10:00pm. Please sign up in the lobby monthly so that we can properly plan for your child's entertainment. The children are encouraged to bring their favorite PJs and a sleeping bag for a comfy movie night. Date Night for the children includes a themed dinner, arts and crafts, snacks, and a movie.

There is an additional charge for Date Night and we do reserve the right to limit the number of children attending. At pick-up, children will only be released to authorized guardians.

22. Mandatory Licensing Statement

The following information is required by Ohio Administrative Code.

The facility is licensed to operate legally by the Ohio Department of Job and Family Services. The license is posted on the lobby bulletin board for review.

A toll-free telephone number is listed on the facility's license and may be used to report a suspected violation of the licensing law or administrative rules. The licensing laws and rules governing childcare are available for review at the facility upon request.



The administrator and each employee of the facility is required, under Section 2151.421 of the Ohio Revised Code (ORC), to report their suspicions of child abuse or child neglect to the local public children's services agency.

Any parent, custodian, or guardian of a child enrolled in the facility shall be permitted unlimited access to the facility during all hours of operation for the purpose of contacting their children, evaluating the care provided by the facility or evaluating the premises. Upon entering the premises, the parent or guardian shall notify the Administrator of his/her presence.

The administrator's hours of availability to meet with parents and child/staff ratios are posted in a noticeable place in the center. The licensing inspection reports and complaint investigation reports for the current licensing period are also posted in a conspicuous place in the facility for review.

Rosters of the names and telephone numbers of the parents or guardians of the children attending the facility are available upon request. The parent roster will not include the name or telephone number of any parent who requests that his/her name or telephone number not be included.

The licensing record including compliance report forms, complaint investigation reports, and evaluation forms from the building and fire departments are available for review upon request from the Ohio Department of Job and Family Services. <http://jfs.ohio.gov/cdc/childcare.stm>

It is unlawful for the facility to discriminate in the enrollment of children upon the basis of race, color, religion, sex, or national origin, or disability in violation of the Americans with Disabilities Act of 1990, 104 Stat. 32, 42 U.S.C. 1210 et seq.

This information must be given in writing to all parents, guardians, and employees as required in 5101:2-12-30 of the Ohio Administrative Code.

BrightPath complies with the Americans with Disabilities Act (ADA) including procedures regarding enrollment and administration of medication for students with disabilities.

Any diets that must be modified from the USDA requirements will need to complete a modified diet form available in the office.

For additional information about childcare licensing requirements as well as how to apply for childcare assistance, Medicaid health screenings and early intervention services for your child, please visit <http://jfs.ohio.gov/cdc/families.stm> (Ohio) or <https://chfs.ky.gov/agencies/os/oig/drcc/Pages/default.aspx> (Kentucky)

