

PRESCHOOL COVID19 POLICY
Effective August 7, 2023

Protocols: These are Updated Covid Protocols

- Adults are now allowed in the classrooms.
- Parents are required to pick up their child quickly if they become ill. All children who become sick during the day will be isolated and parents will be called. You are expected to pick up your child within the hour or late fees will be charged.
- Any staff member or child that is ill with a fever, sore throat, vomiting, diarrhea or any cold like symptoms you will need to take a Covid Test. If it is positive, you must stay home for 5 days and have a negative Covid test before returning. If you don't have Covid, stay home until symptom free for **48 hours**.
- **If there are 3 or more cases of Covid within a class, the classroom will be closed for 5 days.**
- Staff/children are required to wash their hands frequently throughout the day.
- All classrooms will be disinfected by staff during the day and by the cleaning crew at night.
- Children will wash their hands upon entering the classrooms and after recess.
- At this time Masks are optional for children and adults.

If there are any changes to the Policies you will be notified.

Preparing Your Child for Pre-school

CrossPoint Children's Center appreciates the support we receive from our parents. We are proud to have a culturally diverse student environment that provides a caring, Christian-based foundation in an atmosphere that encourages the development of each child.

As you all know the staff here at CrossPoint have a passion and a commitment to working with pre-school children. Our goal is to prepare them for higher education in an environment that feels safe but also fun.

Often our parents ask what can "I do" at home to prepare my child for pre-school?

1. In recent years we have noticed that a large number of children that come to our pre-school do not speak English, therefore we are experiencing problems due to communication issues. The children are having problems communicating their needs and the staff are having problems understanding how best to help them. We understand the importance of teaching children their native language, however here at CrossPoint we are an English speaking school. We would really appreciate it if you could help by going over some helpful phrases and words that are often used in the classroom with your child. Practicing these words and phrases daily in both English and in the language you speak at home will help your child with understanding and recognizing these phrases before beginning school.

Helpful Phrases to Use at Home in Preparing Your Child for Pre-school:

- | | |
|--------------------------------|-----------------------------|
| o Sit down | o Pee/Poop |
| o Line up | o Lay down |
| o Clean up | o Stand up |
| o Please listen quietly | o I have to go potty |

2. We have also noticed that some children come to our pre-school not fully potty trained. When we say they need to be potty trained, we are asking that they **not wear pull ups** to school (pull ups are never allowed at school) and that they are able to say "**I have to go potty**" when they need to go. When they start pre-school, if we notice that they are having daily accidents, we will inform you that after two weeks if they are still having accidents they will be withdrawn from the class and placed at the top of the waiting list until they are fully potty trained. Once fully potty trained you will need to notify the front desk, they will be placed back into the classroom, **only** if there is space available.

We hope you find this information helpful as we work together in support of each child. We also "Thank You" for your assistance in this matter.

Sincerely,

Linda Mogk
CPCC Director

为你的孩子上幼儿园做准备

CrossPoint 儿童中心非常感谢我们家长对学校的支持，我们为可以给来自不同文化背景的学生，提供一个有爱心，和以基督教为基础的学习环境，并在这样的氛围里帮助和鼓励**每一个孩子**的发展而感到自豪。

就像**你们**所知道的，我们的老师对学龄前孩子充满教育的热情并投入很大的精力，我们的目标是在一个既安全又有趣的环境里，帮助孩子们为接受更高一级的教育做充分的准备。

很多时候，我们的家长会问，我们在家可以做些什么，来帮助我的孩子为上幼儿园作好准备？

1：近些年来，我们发现，来到我们学校上学的大量孩子不会说英文，因此我们和孩子会有**沟通上的困难**。孩子们不能表达自己的需要，老师也不知道如何更好地去帮助他们。我们了解教导孩子母语的重要性，但我们是一所英语教学的学校，所以我们很感谢您可以和**您的孩子**，练习一些在学校经常会使用到的字句，假如你们每天和孩子一起反复用英语和母语说这些字句，这样孩子们在开学前，就能明白这些句语的意思。

这些是你们可以在家带孩子练习，帮助您的孩子为上幼儿园做准备的字句：

- 坐下
- 小便/大便
- 排队
- 躺下
- 清理干净
- 站起来
- 请静静地听着
- 我要去洗手间

2：我们也注意到，有些来到我们学校的孩子，没有经过充分的上厕所训练，我们说的上厕所训练，是要求他们不穿纸尿裤，（学校不允许穿纸尿裤），当他们需要上厕所的时候，他们会会说“我要上厕所”。**开始上学后，如果他们**每天有尿裤子的问题，我们会通知你，如果情况在**两周内不能改善**，我们只能让孩子暂时退学，我们会把他放在等候名单的首位，直到孩子可以完全自己上厕所。一旦完成自主入厕训练，请您通知前台，如果班级还有位置，我们会马上把孩子放回班上。

让我们共同为帮助每个孩子而努力，希望你觉得这些信息有用，我们也很感谢您在此事上的协助。

诚挚地

CPCC 校长：Linda Mogk

"IMPORTANT NOTICE"

PARKING AND OFFICE HOURS

Parking for Drop Off and Pick Up

The front doors of the preschool will be locked during the center's regular hours of operation (6:00 a.m. to 6:30 p.m.). You will need to be buzzed in. Each day signs will be posted to direct you to the center and different rooms in the center.

The parking lots to the south and west of the Children's Center, those off Fern and Edison, will be the most convenient for drop off and pick up. When driving in the parking lots please drive carefully and be sure to park only in the marked spaces. Remember, we all are committed to the safety of the children. Our attention to this will provide for more safety when children are being dropped off and picked up.

The circle drive areas are NOT for drop-off or pick-up. If you are parking your car, even if you remain in the car, please use a marked parking stall. The circle drive areas are marked as Fire Lanes for emergency use only.

Front Counter Hours

CPCC's Administrative Assistant will normally be at the front counter between 6:00 a.m. and 2:30 p.m. If you have any questions concerning your account or payments, please inquire in person or call (909) 902-1154 during these hours



CROSSPOINT CHILDREN'S CENTER

6950 Edison Ave.
Chino, CA 91710

Dear Parents,

We are excited about having you as part of CrossPoint Children's Center's family as we start our twentieth full school year.

Below is information intended to assist you as we begin our new school year. Please read thoroughly the different areas that apply to your child/children.

PLEASE READ THIS LETTER AND PACKET INFORMATION THOROUGHLY:

There are always changes and the review is helpful.

GENERAL INFORMATION:

The Department of Community Care Licensing shall have the authority to interview children or staff, and to inspect and audit child or facility records without prior consent. Any duly authorized officer, employee, or agent of the department may, upon presentation of proper identification, enter and inspect any place providing personal care, supervision, and services at any time, with or without advance notice.

KEEP INFORMED THROUGH:

****Meet the Teacher Day****

Date: Wednesday, July 31, 2024

Time: 8:00 am to 12:00 pm & 12:30 pm to 4:30 pm
(school closed 12:00 to 12:30 pm for staff lunch)

Visit your child's classroom **with your child** and **meet the teacher**. **At this time you can register your fingerprint, have your picture taken & bring in nap sheets & extra change of clothes to be placed in your child's cubby.**
(classroom lists will be posted outside on tables)

****Parent Orientation & Back to School Night****

Date: Wednesday, July 31, 2024

Parent Orientation: Time: 6:00 pm in Church Sanctuary
Director Linda Mogk, will be going over the Parent Handbook, the school's policies, procedures and curriculum.

Back to School Night: Immediately following Parent Orientation, parents will be dismissed to their child's classroom. Your child's Teachers will be going over the information you will need to know throughout the school year.

Written Communication:

1. Each week, your child's teacher will send an email outlining the activities for that particular week. If you have signed up for this email list (see the front desk if you have not) be sure to check your inbox on a regular basis to keep up with what is happening in your child's classroom.
2. Each month, the office will send out a newsletter titled "CrossPoint Corner", which details important news and events at CPCC. This newsletter will always be available to download on our website.

TUITION PAYMENTS:

Your first month's tuition payment is due by the 7th of August, your first payment will include the Earthquake Box charge (\$15.00), the Nap Mat Charge (\$45.00) if needed, Tuition for the month of August (8/5 to 8/31). Therefore, your first payment might be slightly higher than your regular monthly tuition fee. All other tuition payments are due on the first day of the month and late if not paid by the fifth day of the month. If you are on Tuition Express, payments will be taken on the 3rd of each month. If the 3rd falls on a Saturday, payment will be taken on that Friday before and if it lands on a Sunday, payment will be taken on the following Monday. Any payment not paid by the fifth will have a late fee applied to the child's account. If payment is not received by the tenth day of the month, and no arrangement has been made with the director for payment, the child will not be admitted to the program until all fees are paid in full.

Tuition Express is CrossPoint's method of collecting and processing tuition and fee payments. Tuition and Fees are payable by Electronic Funds Transfer from checking or savings accounts or by recurring credit card charges. **If a parent chooses not to enroll in Tuition Express, our EFT provider, a \$5.00 monthly "handling fee" will be charged to your account, as it will be necessary to continue processing your payments by hand.**

HOT LUNCH PROGRAM:

For those full day or half day children staying for the lunch hour, CPCC offers a hot lunch program. Lunches are pre-paid and pre-ordered on a monthly basis at a cost of \$7.00 per lunch. If you choose not to take advantage of this program, you will need to pack your child a lunch each day he/she attends. CPCC provides milk for all lunches brought from home if you wish. Emergency lunches are available for \$8.00 per lunch. Please note this is for emergencies only and should not be used on a daily basis.

DRESS CODE:

Play clothes are in order for preschool. They should be comfortable, sturdy, and washable. Girls and boys may wear pants or walking shorts, weather permitting. Please be sure that clothing does not interfere with the child's independent use of the toilet, i.e. belts, straps, snaps, etc. Paints and glue sometimes stain, so please wear play clothes.

ARRIVAL AND DISMISSAL:

Preschool class time begins between 8:45 am and 9:00 am. Children arriving after 8:45 a.m. should be dropped off quietly in their classroom as not to be disruptive to class planned activities and programs. On arrival the parent or authorized adult should check the child in on the touch screens and then take the child to the classroom.

No child will be released to anyone without prior authorization from the parents. An "authorized person" must be 18 years of age or older, with a photo I.D. The child must be picked up in the classroom after he/she is signed out on the touch screen. Please be prompt about picking up your child as soon as you check them out. We appreciate your cooperation.

DROP-OFF AND PICK-UP:

Areas for parking to assist with drop-off and pick-up are located on the south and west sides of the children's center building. You may pull into the children's center parking lot from Fern Ave., Edison Ave., or Euclid Ave. depending on your direction of travel.

The circle drive areas are NOT for drop-off or pick-up. If you are parking your car, even if you remain in the car, please use a marked parking stall. The circle drive areas are marked as Fire Lanes for emergency use only.

Please follow all traffic flow patterns and maintain a safe speed using extreme caution while driving. Remember children under the age of 6 years will be present and we need to provide a safe, secure area for them during drop-off and pick-up.

Once you are parked, follow the signs which lead to the main entrance of the children's center.

Communication:

We want to keep open communication with you. We will do our best to communicate clearly and regularly. Please read all the information in this packet. If you ever have questions or problems, please contact us immediately. Call the school office (909-902-1154) and leave a message. We will make every effort to get back to you promptly.

We are looking forward to seeing all of you very soon. This is going to be a great year.

CrossPoint Children's Center

Returning & Sibling Student Packets Due By: April 5, 2024

New Student Packets Due By: May 3, 2024

Attention Parents: Important Information

SIGN-IN AND SIGN-OUT

CrossPoint Children's Center uses a bio-metric computerized touch screen system for signing children in and out of preschool.

In an effort to provide a more secure and efficient operation we will be taking pictures of parents and children to place on our computer. This will provide another layer of security to our program during drop-off and pick-up.

Items we need your help with:

- 1. Please remember to check-in and check-out your child every day on the touch screen.** The State of California periodically reviews the check-in and check-out system and procedures for each preschool. If parents are not using the system or not following procedures the preschool can be fined.
- 2. Dropping off your child.** The parent must first check in the child on the touch screen at the front desk. Then take their child to the classroom and make sure the teacher acknowledges the child's arrival. Children should never be left alone in a classroom or on the playground. Parents should allow enough time to ensure a smooth transition for the child upon arrival.
- 3. Picking up your child.** The parent must first go to the classroom and pick up their child making sure the teacher acknowledges the child's departure. Once the parent has removed the child from the classroom the parent will then check out the child on the touch screen.
- 4. Early drop-off will be automatically charged to your account.** Children dropped off prior to their scheduled times will be charged an early drop-off fee. The appropriate early drop-off fee will be added to your next month's invoice.
- 5. Late pick-up will be automatically charged to your account.** If you pick up your child after your scheduled time you will automatically be charged the appropriate amount for the time you were late. This amount will show up on your next month's billing.

Thank you for your help in making CrossPoint safe for the children.

IMPORTANT INFORMATION – PLEASE READ

RE: Student File Forms

Please read the items listed below and follow the information that best suits your particular situation:

- If your child will be attending CrossPoint Children’s Center for the first time, please fill out completely all the forms in this packet and return them to the school office **by May 3rd**.
- Medical Forms: Please note that if your child is new to CPCC, your packet contains a **“Physicians Report”** that needs to be completed by a doctor and kept in your child’s file.
- In the future, if your child attends more than just this year, the packet you will receive will contain only an **“Identification and Emergency Information”** form, a **“Mass Disaster Emergency Information”** card, a **“Consent for Emergency Medical Treatment”** form, a **“Parental Agreement”** form and a **“Photo Release”** form. Please check to see if any additional information in your child’s file needs to be updated (i.e., new phone numbers, child drop-off and pick-up arrangements, allergies, etc.). If there are changes needed, please fill out the forms completely and return them to the school office.
- For children enrolling in CrossPoint Children’s Center the parents need to present a certified **“Birth Certificate”** for the office to review and make a copy of, then the original will be returned to you. ***Please do not bring a copy of the birth certificate; we can only accept the original certified copy.***

CrossPoint Children's Center

6950 Edison Ave., Chino, CA 91710 (909) 902-1154

TUITION EXPRESS Automated Tuition Payments

Dear Parents,

At CrossPoint Children's Center, we constantly strive to improve the service we provide you and your children. In our ongoing commitment to deliver the best childcare services at reasonable rates, we look for ways to minimize costs without compromising services. With this in mind, we are pleased to introduce to you our method of collecting and processing tuition and fee payments.

Since CPCC opened we have used ProCare Software to help manage the preschool's day to day operations. Years ago ProCare developed Tuition Express, an automated payment processing service that is safe, secure and simple. Tuition Express is the most economical service in the childcare industry and delivers the convenience of automatic payments.

The following are a few facts about Tuition Express:

- Tuition Express was designed with state of the art technology, making all your information safe and secure.
- Automatic payments are safer than writing checks, eliminating potential fraud or identity theft.
- Your current payment schedule won't change.
- You can be instantly notified by email when your payment has been processed (using the tuitionexpress.com service).

CrossPoint Children's Center uses Tuition Express exclusively for tuition payments.

If you choose not to enroll in Tuition Express, a \$5.00 monthly "handling fee" will be charged to your account, as it will be necessary to continue processing your payments by hand.

Tuition Express is convenient for you, efficient for us, but best for your children. **Welcome Aboard!**

NOTE: Included with this letter are your authorization forms for either Electronic Funds Transfer or recurring Credit Card Payment. Please decide which type of electronic payment method you prefer, fill out the appropriate form and return it to the school office.

If you have already signed up for Tuition Express thank you and please disregard this letter.

Sincerely,

CrossPoint Children's Center
6950 Edison Ave.
Chino, CA 91710

CHILD SEXUAL ABUSE PREVENTION: TIPS TO PARENTS
OFFICE OF CRIMINAL JUSTICE PLANNING
STATE OF CALIFORNIA

Listen and Talk With Your Children:

Good communication between you and your children is the most important way to keep them safe from sexual abuse. A trusting and loving relationship creates a climate in which children are not afraid to confide in their parents. This may be difficult, especially for working parents and parents of adolescents.

- Talk to your children everyday and take time to listen and observe. Learn as many details as possible about your children's activities and feelings. Encourage them to share their concerns.
- Explain to your children that they have the right to say no to anyone who might try to touch them.
- Tell your children that some adults may try to hurt them or make them do things they do not feel comfortable doing. Often these adults tell children to keep what they are doing a secret.
- Explain that some adults may even threaten children by saying their parents will be hurt if the children ever tell the secret. Tell your children that an adult who does this is wrong.
- Tell your children that some adults they know, trust and love (such as a babysitter, a relative or a teacher) might try to touch them inappropriately. Try not to scare your children. Tell them that most adults never do this and are deeply concerned about protecting children from harm.

Safety Rules Start Early:

- Children are taught how to cross the street, not to play with matches and water safety. Precautions about sexual abuse can and should be included in these general discussions.
- Information can be introduced as early as age two. Even young children can understand these concepts.
- Children provided with accurate information at an early age can learn to avoid or stop sexual advances. An unprepared child may be too confused or ashamed even to admit an assault has taken place.
- Teach your children what touches are good and what touches are bad. Discuss the fact that touches may be confusing at times and they may not be sure if the touches are good or bad.
- Teach children a basic working vocabulary for parts of the body.
- Begin discussions slowly and clarify the child's understanding of words. Children's concepts can be very different from adults. Answer questions fully for the age level of the child.
- Problem- solving games, story telling and role playing are ways to talk to children.
- At a minimum, children should be taught to say no, to run away and tell a trusted adult and to keep telling until someone helps them. Discuss with them whom they can trust.

Observe Physical and Behavioral Signs:

Children who are too frightened to talk about sexual molestation may exhibit a variety of physical and behavioral signals. Parents are responsible for noticing symptoms of abuse. Any of these signs are significant:

- Changes in behavior such as withdrawal, fearfulness, crying without provocation.
- Appetite disturbances.
- Recurrent nightmares, disturbed sleep patterns or fear of the dark.
- Returning to more infantile behavior such as bedwetting, thumb sucking or excessive crying.
- Torn or stained underclothing.
- Vaginal or rectal bleeding, pain, itching, swollen genitals, vaginal discharge or sexually transmitted diseases.
- Unusual interest in or knowledge of sexual matters, expressing affection in ways inappropriate for a child of that age.
- Fear of a person or an intense dislike at being left somewhere or with someone.
- Other behavioral signals such as aggressive or disruptive behavior, running away, failing in school or delinquent behavior.

Finally, do not blame yourself. Sexual abuse is a fact in our society. Many individuals who molest children find work or are involved in community activities which give them access to children. The vast majority of abuse occurs in situations where the child knows and trusts the adult. Remember, a community and national consciousness is needed before we can stamp out sexual molestation.

If You Think Your Child Has Been Abused...

- Believe the child. Children rarely lie about sexual abuse.
- Commend the child for telling you about the experience.
- Assure the child that you will protect him or her.
- Express your support for the child. Children's greatest fear is that they are at fault and responsible for the incident. Helping your child remove self-blame is of paramount importance.
- Recognize that your acceptance is important to the child. Control your own reaction. Do not express your horror about the abuse.
- Do not go to the school or program where your child says something happened to talk about your concern. Instead, report the suspected abuse to a social services agency and/or the police.
- Find a specialized agency that evaluates sexual abuse victims—a hospital, child welfare agency, community mental health program or child abuse treatment center. Keep asking until you find a group or an individual with appropriate knowledge to assist you.
- Search for a physician with the experience and training to detect and recognize sexual abuse when you seek a medical examination. Community sexual abuse treatment programs, children's hospitals and medical societies may be sources for referrals.
- Talk with other parents to ascertain if their children exhibit unusual behavior or physical symptoms.
- Remember that taking action is important because other children will continue to be at risk if nothing is done. Child sexual abuse is a community concern.

Make sure that your children know you want to be told about someone who does something confusing to them, like touching or giving them gifts. Reassure your child and explain they will not be blamed for whatever an adult does to them.

Choosing a Preschool, Child Care Center or Family Daycare:

- Although the vast majority of this nation's preschools, child care centers and family day care centers are perfectly safe, recent reports of child sexual abuse in these settings are a source of great concern.
- Find out if the program is reputable and whether any complaints have been made by contacting the State Department of Social Services, Community Care Licensing Division, child care information and referral services or other child care community agencies.
- Find out as much as you can about the teachers and caretakers. Talk to other parents who have used the program.
- Learn about the school's or center's hiring policies and practices. Ask how the organization recruits and selects staff. Find out whether they examine references and employment histories before hiring decisions are made.
- Ask if the center or school welcomes and supports parental participation. Be sensitive to the attitude and degree of openness about such participation.
- Make sure you have the right to drop in and visit the program at any time.
- Make sure you are informed about every planned outing. Never give the organization blanket permission to take your child off the premises.
- Prohibit, in writing, the release of your child to anyone without your explicit authorization. Make sure the program knows who will pick up your child on any given day.



Courtesy of
Office of Criminal Justice Planning
1130 K Street, Suite 300, Sacramento, CA 95814
(916) 324-9100

CrossPoint Children's Center

FIELD TRIP PERMISSION

Dear Parents,

We like to enrich your child's learning by taking field trips! On the following page are blank consent forms for two types of field trips – WALKING FIELD TRIPS AND CLASSROOM FIELD TRIPS.

WALKING FIELD TRIPS – Signing this form will authorize the staff to take your child on a field trip without informing you in advance. A destination of this kind is always reached by walking. Examples are: walking to the parking lot to see a fire truck or police car, walking to nearby buildings as they are opened, or going on a nature walk. *Walking field trips do not leave school/church property.*

CLASSROOM FIELD TRIPS - Parents will always be notified in advance of the type of Class Field Trip they will be participating in. Examples: places that come to our school, like The Sawdust Factory or Color Me Mine. Announcements of plans for a Classroom Field Trip will be posted on your child's classroom door at least five (5) school days in advance of the event. If a Classroom Field Trip is on a day your child does not normally attend, he/she may attend as long as a parent or authorized adult stays with them.

Walking and Classroom Field Trips are part of the curriculum at CrossPoint Children's Center. State Licensing Codes dictate child to teacher ratios for each childcare center. Because field trips are part of the classroom curriculum, tuition adjustments cannot be made for children not attending class that day.

Please be assured that on all field trips the children will be well supervised! We are concerned about your child's safety.

Thank you.

PARENTS' GUIDE TO IMMUNIZATIONS REQUIRED FOR PRE-KINDERGARTEN (CHILD CARE)



Starting July 1, 2019

Parents must show their child's Immunization Record as proof of immunizations (shots) before starting pre-kindergarten (child care) and at each age checkpoint after entry:

Age at Entry/checkpoint	Required Doses
2-3 Months	1 Polio 1 DTaP 1 Hep B 1 Hib
4-5 Months	2 Polio 2 DTaP 2 Hep B 2 Hib
6-14 Months	2 Polio 3 DTaP 2 Hep B 2 Hib
15-17 Months	3 Polio 3 DTaP 2 Hep B 1 Hib* (on or after 1st birthday) 1 Varicella 1 MMR (on or after 1st birthday)
18 Months-5 Years	3 Polio 4 DTaP 3 Hep B 1 Hib* (on or after 1st birthday) 1 Varicella 1 MMR (on or after 1st birthday)

* One Hib dose must be given on or after the 1st birthday regardless of previous doses.
Required only for children younger than 5 years old.

DTaP = [diphtheria toxoid](#), [tetanus toxoid](#), and acellular [pertussis](#) vaccine
 Hep B = [hepatitis B](#) vaccine
 Varicella = [chickenpox](#) vaccine

Hib = [Haemophilus influenzae, type B](#) vaccine
 MMR = [measles](#), [mumps](#), and [rubella](#) vaccine

IMPORTANT INFORMATION FOR PARENTS

CAREGIVER BACKGROUND CHECK PROCESS CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

The California Department of Social Services works to protect the safety of children in child care by licensing child care centers and family child care homes. Our highest priority is to be sure that children are in safe and healthy child care settings. California law requires a background check for any adult who owns, lives in, or works in a licensed child care home or center. Each of these adults must submit fingerprints so that a background check can be done to see if they have any history of crime. If we find that a person has been convicted of a crime other than a minor traffic violation or a marijuana-related offense covered by the marijuana reform legislation codified at Health and Safety Code sections 11361.5 and 11361.7, he/she cannot work or live in the licensed child care home or center unless approved by the Department. This approval is called an exemption.

A person convicted of a crime such as murder, rape, torture, kidnapping, crimes of sexual violence or molestation against children **cannot by law be given an exemption that would allow them to own, live in or work in** a licensed child care home or center. If the crime was a felony or a serious misdemeanor, the person must leave the facility while the request is being reviewed. If the crime is less serious, he/she may be allowed to remain in the licensed child care home or center while the exemption request is being reviewed.

How the Exemption Request is Reviewed

We request information from police departments, the FBI and the courts about the person's record. We consider the type of crime, how many crimes there were, how long ago the crime happened and whether the person has been honest in what they told us.

The person who needs the exemption must provide information about:

- The crime
- What they have done to change their life and obey the law
- Whether they are working, going to school, or receiving training
- Whether they have successfully completed a counseling or rehabilitation program

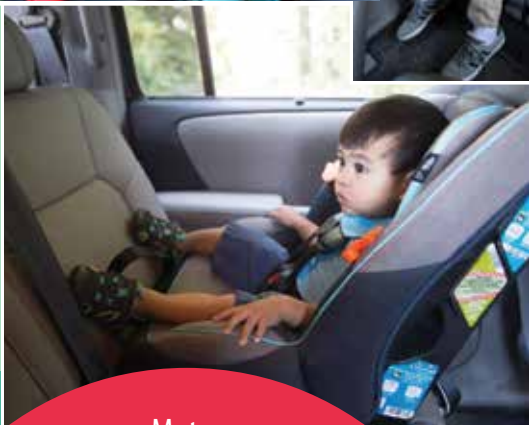
The person also gives us reference letters from people who aren't related to them who know about their history and their life now.

We look at all these things very carefully in making our decision on exemptions. By law this information cannot be shared with the public.

How to Obtain More Information

As a parent or authorized representative of a child in licensed child care, you have the right to ask the licensed child care home or center whether anyone working or living there has an exemption. If you request this information, and there is a person with an exemption, the child care home or center must tell you the person's name and how he or she is involved with the home or center and give you the name, address, and telephone number of the local licensing office. You may also get the person's name by contacting the local licensing office. You may find the address and phone number on our website. The website address is <http://cld.ca.gov/contact.htm>.

Following California Laws will Keep Your Child Safe in the Car



Motor vehicle crashes are the leading cause of death for children ages 1 through 14 years old, killing over 1,000 children each year. Protect against this tragedy by properly securing your child in a vehicle. California law requires everyone to be properly secured when riding in a motor vehicle.

California Law BIRTH TO 16 YEARS

Children under 2 years old must be rear facing in a car seat unless they weigh 40 pounds or more, or are 40 inches tall or more. **Effective January 1, 2017.**

Children under age 8 must be properly buckled into a car seat or a booster in the back seat.

Children age 8 or older, or who are 4'9" or taller, may use the vehicle seat belt if it fits properly with the lap belt low on the hips, touching the upper thighs, and the shoulder belt crossing the center of the chest. If children are not tall enough for proper belt fit, they must ride in a booster or car seat.

Exemptions: A child under age 8 may ride in an appropriate restraint system in the front seat if:

- There is no rear seat.
- The rear seats are side-facing jump seats.
- The rear seats are rear-facing seats.
- The car seat or booster cannot be installed properly in the rear seat.
- All rear seats are already occupied by children seven years of age or under.
- Medical reasons require that a child cannot ride in the rear seat. Proof of the child's medical condition may be required.
- However, a child cannot be transported in a rear-facing car seat in the front seat that is equipped with an active frontal passenger airbag.

Protect your child – IT IS THE LAW!

Fines & Penalties

In California, for each child under 16 who is not properly secured, parents (if in the car) or drivers can be fined more than **\$500** and get a point on their driving records.

Rear-Facing Car Seats

Children under the age of 2 are required to ride in a **REAR-FACING** car seat in the back seat; as recommended by the American Academy of Pediatrics. Rear facing is 5 times safer than forward facing. Car seat manufacturers recommend that children remain in a rear-facing car seat until they reach the top height or weight limit allowed. Most children will outgrow an infant carrier seat before age 1. The next step is a convertible seat which starts out rear facing and converts to a forward-facing seat when the child reaches the upper height or weight limits.



Car Seat Installation Tips – Once a child is placed in the car seat, be sure that the harness straps are snug and can not be pinched, that the chest clip is at armpit level, and that the car seat is tightly secured and does not move more than an inch from side to side. For rear-facing car seats, the harness straps are even with or below the shoulder and when the car seat is forward facing, the harness straps are even with or above the shoulders.

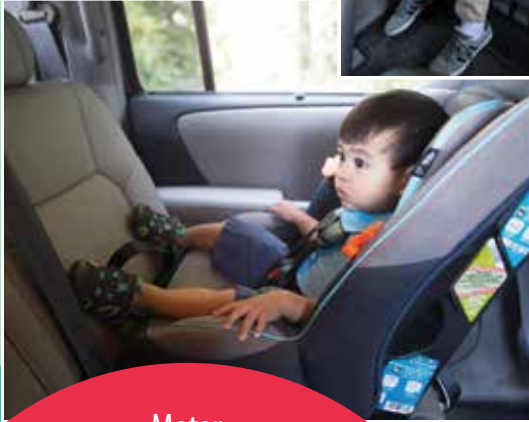
Forward-Facing Car Seats



Keep your child in a **FORWARD-FACING** car seat (either a "convertible" or "combination") with a harness until your child reaches the top height or weight limit allowed by the car seat's manufacturer. Many forward-facing seats must be used with a top tether.

A combination seat converts from a 5-point harness into a booster seat when your child is ready. Once your child outgrows the forward-facing car seat with a harness, it is time to travel in a **BOOSTER SEAT**, but still in the back seat.

Following California Laws will Keep Your Child Safe in the Car



Motor vehicle crashes are the leading cause of death for children ages 1 through 14 years old, killing over 1,000 children each year. Protect against this tragedy by properly securing your child in a vehicle. California law requires everyone to be properly secured when riding in a motor vehicle.

Boosters & Beyond

BOOSTER SEATS elevate your child so that the shoulder strap fits comfortably across the chest, the lap belt stays low over the hips, and the knees bend over the seat edge. Keep your children in a **BOOSTER SEAT** until they are big enough to fit in a seat belt properly.



The right car seat or booster fits your child and your car, and is one you will use correctly every time you travel.

Your children can fit an adult **SEAT BELT** when they are able to stay properly seated on every trip and:

- Sit all the way back in the seat with their knees bending at the edge of the seat;
- Have the lap belt stay low on their hips, touching the upper thighs; and
- Have the shoulder belt cross the center of their chest and not ride on their neck or face.



All children are safest, properly restrained and in **the back seat until age 13.**

Never place the shoulder belt under the arm or behind the back.

California law **prohibits smoking** in a motor vehicle when a minor (17 years old and under) is present. A violation is punishable by a fine of up to \$100.



Car Seat Questions & Installation Help

Certified Child Passenger Safety Technicians are available to check your car seat installation for free. For car seat questions and general information, or for an inspection station near you, go to www.safercar.gov/cpsApp/cps/index.htm or use the California directory of child passenger safety services at www.cdph.ca.gov/vosp and click on "Who's Got Car Seats?" to **contact your local health department.**



Dangers In & Around Cars & Kaitlyn's Law

It is against California law to leave a child who is 6 years of age or younger alone in the car without the supervision of a person at least 12 years old if:

1. The keys are in the ignition or the car is running, or
2. There is a significant risk to the child.

Children are most at risk of being injured when vehicles are moving forward or backing out of a driveway. Know the blind zones of your vehicle.

Look Before You Lock to be sure you have not left a child in the back seat. Heatstroke as a result of a child being left in a vehicle is a terrible tragedy.

Funding for this publication was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration (NHTSA). Photos courtesy of the NHTSA Image Library and the California Department of Public Health.

PLEASE, BE AWARE!

TAKE YOUR VALUABLES WITH YOU!

CPCPC Parents,

We have experienced vehicle break-ins in our preschool parking lot in the past. These break-ins have happened in the morning or afternoon as parents are dropping-off or picking-up their children.

Whoever is breaking into the vehicles watches as parents park their cars and walk to the preschool building. It appears that this person watches and if the parent is not carrying a purse or has maybe left valuables in their car, that parent's car is then targeted. The break-ins are done very quickly, usually in about 20 seconds.

Please be sure to take your purse or valuables, with you when you drop-off or pick-up your child. Chino Police Officers tell us that these break-ins can happen anytime during the day.

CPCPC Office

