

Parents: Please check the box on the Registration Form, indicating that you have reviewed this document.

INFORMATION TO PARENTS

From the State of New Jersey
Department of Human Services

Our center is required by the State Child Care Center Licensing law to be licensed by the Bureau of Licensing of the New Jersey Department of Human Services (DHS). A copy of our current license is always displayed in the office. Look for it when you are in the school.

To be licensed, our school must comply with the Manual of Requirements for Child Care Centers (the official licensing regulations). The regulations cover such areas as: physical environment/life safety; staff qualifications, supervision, and staff/child ratios; program activities and equipment; health, food and nutrition; rest and sleep requirements; parent/community participation; administrative and record keeping requirements; and others.

Our school must have, on the premises, a copy of the Manual of Requirements for Child Care Centers and make it available to interested parents for review. If you would like to review our copy, just ask in the school office.

We encourage parents to discuss with us any questions or concerns about the policies and program of Blawenburg Village School or the meaning, application, or alleged violations of the Manual of Requirements for Child Care Centers. We will be happy to arrange a convenient opportunity for you to review and discuss these matters with us. If you suspect our school may be in violation of licensing standards, you are entitled to report them to the Office of Licensing at (877) 667-9845. Of course, we would appreciate your bringing these concerns to our attention too.

Our school is required to have a policy of release of children to parents or people authorized by parent(s) to be responsible for the child. These can be found in your Parent Handbook. Our school is also required to have a policy about dispensing medicine and the management of communicable diseases. These can also be found in the Parent Handbook. Please talk to us about these policies so we can work together to keep our children healthy.

Parents are entitled to review the school's copy of the Bureau of Licensing Inspection/Violation Reports on the school, which are issued after every State licensing inspection of our school. If there is a licensing complaint investigation, you are also entitled to review the Bureau's Complaint Investigation Report, as well as any letters of enforcement or other actions taken against the school during the current licensing period. Let us know if you wish to review them and we will make them available for your review.

Our school must have a policy concerning expulsion of children from enrollment at the center. Please review this policy so we can work together to keep your child in our center.

Our school must cooperate with all DCF inspections/investigations. DCF staff may interview both staff members and children.

Our school must post its written statement of philosophy on child discipline in a prominent location and make a copy available to parents upon request. You can find ours in the Parent Handbook. We encourage you to review it and discuss with us any questions you may have about it.

Our school must post a listing or diagram of those rooms and areas approved by the Bureau for the children's use. Ours is located at the front door of the school. Please talk to us if you have any questions about the school's space.

Our school must offer parents of enrolled children ample opportunity to participate in and observe the activities of the school. Parents wishing to participate in the activities or operations of the school should discuss their interest with the school's director, who can advise them of what opportunities are available.

Parents of enrolled children may visit our school at any time without having to secure prior approval from the director or any staff member. Please feel free to do so when you can. We welcome visits from our parents.

Our school must inform parents in advance of every field trip, outing, or special event away from the campus, and must obtain prior written consent from parents before taking a child on each such trip.

Our school is required to comply with the New Jersey Law Against Discrimination (LAD), P.L. 1945, c. 169 (N.J.S.A. 10:5-1 et seq.), and the Americans with Disabilities Act (ADA), P.L. 101-336 (42 U.S.C. 12101 et seq.). Anyone who believes the center is not in compliance with these laws may contact the Division on Civil Rights in the New Jersey Department of Law and Public Safety for information about filing an LAD claim at (609) 292-4605 (TTY users may dial 711 to reach the New Jersey Relay Operator and ask for (609) 292-7702), or may contact the United States Department of Justice for information about filing an ADA claim at (800) 514-0301 (voice) or (800) 514-0383 (TTY).

Our school is required to periodically review the Department of Law and Public Safety (DLPS), Division of Consumer Affairs (DCA), unsafe children's products list, make the list accessible to staff and parents, and ensure that the items on the list are not at the center. The list is available at www.state.nj.us/lps/ca/recall/recalls.htm. Internet access may be available at your local library. For more information call the DLPS, DCA, toll-free at (800) 242-5846.

Anyone who has reasonable cause to believe that an enrolled child has been or is being subject to any form of hitting, corporal punishment, abusive language, ridicule, harsh, humiliating or frightening treatment, or any other kind of child abuse, neglect, or exploitation by any adult, whether working at the school or not, is required by State law to report the concern immediately to the State Child Abuse Hotline, toll free at 1 (877) NJ ABUSE. Such reports may be made anonymously.

Parents may secure information about child abuse and neglect by contacting: DCF, Office of Communications and Legislation at (609) 292-0422 or go to www.nj.gov/DCF and select Publications.