



Brighter
Futures
Begin Here



Play
Learn
Grow
Belong



Victorious Kids Solutions, LLC



Parent Handbook

Policies and Procedures

2026-2027



Safe Children
Bright Futures





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Prepared for parents and guardians of children enrolled with Victorious Kids Solutions, LLC.



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Prepared for parents and guardians of children enrolled with Victorious Kids Solutions, LLC.

Welcome to Victorious Kids Solutions, LLC

Thank you for choosing Victorious Kids Solutions, LLC to provide childcare services for your child. We are honored to partner with your family in your child's care, growth, and development. Our daily activities are designed to give children meaningful opportunities to learn, explore, and build confidence in a safe, loving, and nurturing environment. We use a variety of multisensory activities to support each child's development.

This handbook provides an overview of our program, philosophy, policies, and procedures. It is intended to help parents and guardians understand the expectations that support a safe, positive, and successful experience for every child. These guidelines support sound management, professional judgment, and consistent communication between families and staff.

Because every situation cannot be anticipated, Victorious Kids Solutions, LLC reserves the right to interpret, revise, add, or discontinue policies and procedures when necessary, with or without prior notice, consistent with applicable licensing requirements.

Questions or concerns may arise from time to time. We believe respectful communication and partnership between families and staff help resolve concerns and maintain a healthy, productive environment. Please read this handbook carefully and keep it for future reference. If any provision is unclear, contact the company president, program director, or designated representative for clarification. This handbook supersedes prior versions of the Victorious Kids Solutions, LLC Parent Handbook.

Mission Statement

Victorious Kids Solutions, LLC is committed to providing a safe and healthy learning environment for every child. We offer an innovative program that supports social, emotional, physical, and cognitive development through a combination of teacher-guided and child-centered activities. Our goal is to foster creativity, diversity, mutual respect, practical life skills, and a lifelong love of learning while recognizing each child's abilities and individual potential.

Our Philosophy

- Nurture each child's unique qualities, strengths, and potential.
- Support families through strong, respectful partnerships.
- Collaborate with specialists and community partners to support the growth and development of children and families.
- Create a professional work environment that encourages growth, accountability, inclusion, and diversity.

Victorious Kids Solutions, LLC strives to be a leader in childcare services, educational enrichment, community service, and cultural diversity. Our program, curriculum, and extracurricular activities are designed to strengthen and develop the whole child. Through partnerships with community organizations, local businesses, and educational institutions, we work to address the needs of the children and families in our care.

Staff Education and Training

All new employees, substitutes, and regularly scheduled volunteers must complete the center's orientation program within their first week. Before beginning required duties, applicable personnel must provide required documentation, which may include a negative tuberculosis (TB) test, criminal background clearance, and fingerprinting, as required by licensing rules.

The orientation program includes the following:

1. Review of center policies and procedures.
2. Review of applicable licensing rules and state orientation requirements, including the orientation requirements referenced in the center's licensing materials.
3. Training in emergency procedures, including crisis management.
4. Review of first-aid procedures and CPR/First Aid certification requirements.
5. Review of job responsibilities and the applicable job description.
6. Training in the recognition of childhood illnesses and infectious-disease control, including handwashing procedures and universal precautions for handling body fluids.
7. Review of the schedule of activities.
8. Review of child abuse and neglect laws and mandated reporting procedures.
9. Procedures for ensuring that staff members know the children assigned to their care and each child's whereabouts at all times.
10. Child guidance and behavior-management techniques.
11. Integration and inclusion of children with disabilities in the program.
12. Confidentiality policies.
13. Proper lifting and carrying techniques for children and materials weighing more than 5 pounds.
14. Bloodborne-pathogen procedures.

Rule 400.8131 - Professional Development Requirements

- (1) Victorious Kids Solutions, LLC will provide orientation regarding the center's policies, practices, and applicable administrative rules to personnel before unsupervised contact with children.
- (2) Staff members who care for infants and toddlers will receive required training regarding the prevention of sudden infant death syndrome and safe-sleep practices before providing care.
- (3) Before caring for children, staff members and unsupervised volunteers who work directly with children will receive training on the prevention of shaken baby syndrome, abusive head trauma, and child maltreatment, as well as the recognition and reporting of child abuse and neglect.
- (4) Before unsupervised contact with children, staff members who work directly with children will complete required training in the prevention and control of infectious diseases, including immunization-related requirements.
- (5) Within 90 days of hire, or on the first day as an unsupervised volunteer, applicable staff members and volunteers who work directly with children will complete required training that may count toward annual professional-development hours. Training topics include:
 - Administration of medication.
 - Prevention of and response to emergencies involving food and allergic reactions.
 - Building and physical-premises safety.
 - Emergency preparedness and response planning.
 - Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
 - Precautions in transporting children, if applicable.
 - Child development.

(6) Staff members who work directly with children will complete 16 clock hours of professional development annually on topics relevant to their job responsibilities, including, but not limited to:

• Child development and learning	• Teaching and learning
• Health, safety, and nutrition	• Observation, documentation, and assessment
• Family and community collaboration	• Interactions and guidance
• Program management	• Center administration rules

Staffing Plan

Victorious Kids Solutions, LLC maintains a staffing plan designed to ensure that the organization has an appropriate number of qualified staff members to provide safe and effective care. Children will be supervised at all times. The handbook currently identifies staffing ratios of 18:1 for daily onsite activities and 18:2 for offsite field trips. Site-specific licensing requirements will be followed when a different ratio is required.

Child Abuse/Neglect Detection and Reporting

Victorious Kids Solutions, LLC personnel are mandated reporters of suspected child abuse and neglect. Employees and volunteers who have contact with children must be trained in:

- Applicable child abuse and neglect laws.
- How to recognize possible signs of abuse or neglect.
- The process for reporting known or suspected child abuse or neglect.

Medical Logbook (R400.8152)

A medical logbook will be maintained by the director, and staff will make entries as needed to document injuries or health-related incidents involving children, including injuries observed at arrival when appropriate. Entries will be dated and signed. The logbook will be maintained and reviewed in accordance with applicable licensing requirements and center procedures.

Medication will be stored securely and out of children's reach. Medication labels and administration instructions must identify the child and include the information required by the applicable rule and the original prescription or manufacturer's label.

Rule 400.8152 - Medication: Administrative Procedures

1. Medication, whether prescription or nonprescription, will be administered to a child only by an authorized Victorious Kids Solutions, LLC staff member.
2. A staff member will administer or apply medication only with prior written permission from a parent or guardian.
3. All medication must remain in its original container, be stored according to instructions, and be clearly labeled for the named child, including applicable nonprescription topical medications.
4. Prescription medication must have a pharmacy label that includes the physician's name, the child's first and last name, directions, and the name and strength of the medication. Medication will be administered according to those directions.

5. Medication will be kept out of children's reach and will be returned to the child's parent or guardian, or disposed of as permitted, when it is no longer needed or has expired.
6. Prescription or nonprescription medication will be given according to the directions on the original container unless otherwise authorized by a written order from the child's physician.
7. Medication will not be added to a child's bottle, beverage, or food unless indicated on the prescription label.
8. Topical nonprescription medication, including diaper cream, triple antibiotic ointment, sunscreen, and insect repellent, requires written parental authorization annually.
9. A record will be maintained of the time and amount of medication given or applied, except where the applicable rule provides otherwise. The staff member administering the medication will sign the record.

Admission and Withdrawal Policies

Admission

A nonrefundable registration fee of \$50 per child is due at enrollment. A child must be enrolled by a legal parent or guardian after completion and submission of all required forms and documentation, including:

1. Child Information Record required by the State of Michigan.
2. Parent Notification of the Licensing Notebook.
3. Receipt/Acknowledgment of the Parent Handbook.
4. Birth certificate, immunization records, and identification for the parent or legal guardian.
5. Legal custody documentation, if applicable.

Withdrawal

Please notify Victorious Kids Solutions, LLC of your child's intended withdrawal date. After two consecutive weeks of no-call/no-show absences, Victorious Kids Solutions, LLC may withdraw the child from the program. Repeated failure to pick up a child on time may also result in dismissal from the program.

Victorious Kids Solutions, LLC also reserves the right to terminate services with written notice when a child engages in violent or aggressive behavior that poses a safety risk to staff members or other children, subject to applicable requirements and individualized review.

Prices and Fees

All payments are due on Mondays. Late fees are assessed and are due by Wednesday of the week of service. The late fee is \$25 per child. Children must be enrolled in childcare services for a minimum of three days per week. Children must be picked up by their scheduled exit time. After the first 10 minutes, a \$25 late-pickup fee will apply, followed by an additional \$2 per minute thereafter.

The following weekly rates are flat rates and do not roll over from week to week:

Service	Rate
Infant/Toddler Care	\$300
Toddler Care (potty trained)	\$250

Drop-In Care	\$75 per day*
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*A parent or guardian must provide at least 24 hours' notice for drop-in care so availability can be confirmed.

DHS Payment and Refund Policy

Victorious Kids Solutions, LLC is committed to working with families receiving assistance through the Department of Human Services (DHS). The following policy applies to reimbursement and back billing:

- No reimbursement or credit will be issued for DHS payments received for back billing.
- Once DHS has processed and issued payment for care provided, those funds are considered final and nonrefundable, regardless of later changes in attendance, schedule, or eligibility status.
- Parents and guardians are responsible for keeping all DHS paperwork and authorizations current to help prevent billing discrepancies.

Fee Change Policy

Parents and guardians are responsible for notifying Victorious Kids Solutions, LLC when a child reaches a milestone that may change the applicable fee, such as turning three years old or becoming fully potty trained. Fee changes will be applied after the center is notified and the change is verified, when applicable.

Absences

Illness

If your child is ill and unable to attend childcare, please contact Victorious Kids Solutions, LLC as soon as possible. Inform a staff member of the nature of the illness and the anticipated length of the absence. A child with a fever may not return until the child's temperature has remained below 100°F for at least 24 hours without fever-reducing medication, unless a stricter rule or medical direction applies. A child who has been vomiting or has diarrhea must be symptom-free for at least 24 hours before returning.

Vacation

Victorious Kids Solutions, LLC's fiscal year runs from September through August. Because a space is reserved for your child, tuition charges continue during vacations and other absences unless a written policy or agreement states otherwise. Please provide at least one week's notice before a planned vacation so staffing and program needs can be adjusted.

Enrollment Amendment - Shadow Day Requirement

Effective Date: May 12, 2025

To support a successful placement and help determine whether the program can appropriately meet each child's needs, prospective enrollees are required to complete a "Shadow Day" before final enrollment.

- A Shadow Day may be a full-day or partial-day visit during which the child participates in daily activities while being observed by staff.
- The visit allows staff members to observe the child's readiness, compatibility with the environment, and any additional support needs.
- After the Shadow Day, staff will meet with the parent or guardian to discuss the observation and determine whether enrollment should proceed.

- Enrollment is not guaranteed until the Shadow Day has been completed and both parties agree to move forward.

Hours of Operation

Victorious Kids Solutions, LLC is open from 6:30 a.m. to 9:00 p.m.; hours may vary by location or program. Children registered for morning services must arrive by 10:00 a.m. Children registered for evening services must arrive by 4:00 p.m. We provide care for half days, early dismissals, and summer programming at selected locations. If inclement weather or another unexpected event causes a schedule change, please contact the center or call the office directly. Individual childcare services are scheduled according to the family's approved program and may be limited to a designated number of hours per day.

The center is closed for the following holidays, unless otherwise communicated in writing:

New Year's Eve	Labor Day
New Year's Day	Thanksgiving Eve
Good Friday	Thanksgiving Day
Juneteenth	Christmas Eve
Memorial Day	Christmas Day

Independence Day

There is no charge for the listed holidays.

Attendance

Children must attend during their scheduled hours of care unless other arrangements have been approved in advance. Tuition and other payments remain due according to the child's enrollment agreement and fee policy. Parents and guardians are responsible for notifying Victorious Kids Solutions, LLC when a child will be absent or when authorized pickup arrangements have changed.

Confidentiality

Employees and volunteers of Victorious Kids Solutions, LLC are expected to maintain confidentiality regarding center matters, including information about children, families, staff members, and program operations, except when disclosure is required by law or necessary to protect health and safety.

Evacuation and Emergency Procedures

Emergency preparedness training will be provided to staff in accordance with licensing requirements and the center's emergency plans. Fire, tornado, and crisis-management drills and training will be conducted throughout the year as required.

During an emergency evacuation, children and staff will exit through the nearest safe exit and proceed to the designated relocation or assembly area. For the location referenced in the current source handbook, the assembly direction is across the street on the east side of the building on Gratiot. Children who need assistance, including children with known disabilities or developmental needs, will be assigned appropriate staff support before evacuation whenever possible.

First Aid Procedures

Minor cuts and abrasions that occur while a child is in care will be cleaned with soap and warm water and bandaged as appropriate. Treatment will be documented, and the parent or guardian will be notified. Injuries observed at arrival may also be documented when required by center procedure or licensing rules.

If a medical emergency occurs, a parent or guardian will be contacted before emergency treatment whenever possible, unless doing so would endanger the child. When immediate action is necessary, staff will place the child's safety first and may contact emergency medical services, a physician, poison control, or another appropriate resource. If a parent or guardian cannot be reached, staff will contact authorized emergency contacts listed on the child's records.

Recognition of Childhood Illness and Health

Staff members receive training and guidance regarding the recognition of childhood illness and the center's health policies. Children may be excluded from activities when they display symptoms that may indicate a contagious illness or a condition requiring medical evaluation, including:

- Fever over 100°F
- Flu-like symptoms
- Unusual rash
- Severe cough
- Rapid or labored breathing
- Severe cold symptoms
- Vomiting
- Yellowish skin or eyes
- Diarrhea
- Head lice
- Contagious illness
- Pink eye
- Hand, foot, and mouth disease
- Scabies

Children attending Victorious Kids Solutions, LLC must be well enough to participate in the program. Children who have a fever, are vomiting, have diarrhea, or are experiencing other significant symptoms may not return until they have been symptom-free for at least 24 hours or until the applicable health policy permits return. For certain contagious conditions, a physician's note or other medical clearance may be required before the child returns.

Health Information

Health Appraisal and Immunization Status

The State of Michigan establishes immunization and health-documentation requirements for children attending licensed childcare programs. Parents and guardians are responsible for submitting required health records and keeping them current. A child who does not meet applicable requirements may be excluded from care until the required documentation is provided or an authorized exemption applies.

By the child's first day of enrollment, parents or guardians must provide required records, including:

- A completed and signed Child Information/Emergency Card, including permission to seek emergency care and a list of authorized individuals to whom the child may be released.
- A Health Appraisal Form completed by the child's physician, when required.
- A Certificate of Immunization or other documentation permitted by law.

The child's immunization documentation must meet applicable state requirements and will be kept on file. Updated records must be submitted as required. Within 30 days of initial attendance, applicable age-based health evaluation documentation must also be provided and updated as required by licensing rules.

- For children from 4 months through 2½ years of age: documentation signed by a licensed physician or designee showing that a physical evaluation was completed within the required period and updated annually, including any activity restrictions.
- For children age 3 through school age: documentation signed by a licensed physician or designee showing that a physical evaluation was completed within the required period and updated annually, including any activity restrictions.

Medication

Victorious Kids Solutions, LLC follows applicable requirements for administering medication to children. For your child's safety:

- If your child needs medication while in care, a Medication Permission Release form must be completed. Prescription medication must remain in its original pharmacy-labeled container. The label must include the child's name, medication name and strength, prescribing physician, directions, date, expiration information, and other required information. Please inform staff of known side effects or special instructions.
- Over-the-counter medication will be administered only with written authorization. This includes dietary supplements, ointments, teething gels, powders, creams, and similar products when covered by the medication policy.
- Medication will be administered only by authorized staff members as permitted by the center's policy and applicable licensing rules.
- When a child begins a new medication, families are encouraged to give the first dose at home when appropriate so they can observe the child for possible reactions before the medication is administered at the center.

Contagious Diseases

Because children interact closely in group care, exposure to contagious illnesses is possible. Examples may include chickenpox, COVID-19, influenza, impetigo, lice, measles, meningitis, mononucleosis, mumps, pink eye, ringworm, rubella, scabies, scarlet fever, strep throat, whooping cough, and other communicable conditions. If your child is diagnosed with or suspected of having a contagious disease, notify Victorious Kids Solutions, LLC as soon as possible. Medical clearance may be required before the child returns.

COVID-19 and Communicable Disease Procedures

Victorious Kids Solutions, LLC maintains health and safety procedures intended to reduce the spread of COVID-19 and other communicable diseases. Policies may be updated as public-health guidance, licensing requirements, and operational needs change. The center will continue to follow applicable universal precautions and the health and safety procedures outlined in this handbook.

Allergies

Parents and guardians must notify Victorious Kids Solutions, LLC in writing of any allergy their child has, including medication, food, environmental, or other allergies. Allergy information must be included on the child's emergency and enrollment records and updated when changes occur. Accurate information helps staff distinguish between illness and allergy-related symptoms and respond appropriately.

Illness and Health Policy

Children who are ill or who have been exposed to a contagious disease should remain at home until they meet the center's return-to-care requirements. Parent and guardian cooperation is essential to reducing the spread of illness.

- If a child becomes ill while at the center, including a temperature over 99.9°F, vomiting, or recurring diarrhea, the child will be separated from the group as appropriate and the parent or guardian will be notified. Pickup is expected within one hour of notification.
- A child who is too ill to remain with the group will be supervised in a separate, comfortable area until pickup. Items used by the child, including cots, bedding, utensils, and toys, will be removed for cleaning and sanitizing as required.
- Staff will report significant changes in a child's health or accidents to the parent or guardian. Staff may document symptoms such as unusual skin color, changes in bowel movements, headache, stomachache, earache, rash, hives, bumps, runny nose, elevated temperature, wheezing, coughing, vomiting, gagging, low energy, excessive crying, or other signs of distress.
- An ill child must remain at home until free of fever and symptoms associated with a contagious illness, including vomiting and diarrhea, for at least 24 hours or for the period required by the applicable policy or medical direction.

Emergency Evacuation Relocation Notice

Dear Parents and Guardians,

In the event of an emergency evacuation, such as a fire, flood, or other condition that requires relocation, you will be notified by Victorious Kids Solutions, LLC as soon as possible. The relocation site identified in the current handbook is:

Emergency Relocation Site

Detroit Premier Academy
7781 Asbury Park
Detroit, MI 48228

Because emergency conditions may require immediate action, parents and guardians are expected to pick up their child promptly when instructed. Victorious Kids Solutions, LLC will release a child only to individuals authorized on the child's emergency contact or release list. Please keep all telephone numbers and emergency-contact information current.

Thank you for your cooperation.

Sincerely,
Charnita Black
Program Director

Healthcare and Safety Plan

Handwashing

Victorious Kids Solutions, LLC staff will follow established handwashing procedures, including:

- Use single-service towels.
- Turn on the water to a comfortable temperature within the range required by center policy.
- Moisten hands with water and apply soap.
- Rub hands together vigorously to create a lather and continue for at least 10 seconds.
- Clean between fingers, around nail beds, under fingernails, around jewelry, and on the backs of hands.
- Rinse thoroughly under running water.
- Dry hands with a clean disposable paper towel or single-use cloth, and use the towel to turn off the faucet when appropriate.
- Hand sanitizer, water basins, and premoistened cleansing wipes are not substitutes for soap and running water when handwashing is required.

Handling Body Fluids

Staff will use universal precautions when handling body fluids, consistent with bloodborne-pathogen training. Procedures include:

- Wear disposable protective gloves as appropriate.
- Clean body fluids during diapering or other situations in which body fluids are present.
- Wash, rinse, and sanitize diapering or similar surfaces.
- Wash the child's hands when appropriate.
- Remove gloves properly and wash hands immediately.

Cleaning and Sanitizing

- Wash areas and surfaces with warm water and soap or detergent.
- Rinse with clean, warm water.
- Apply an approved sanitizing solution by submerging, wiping, or spraying as appropriate.
- Allow the treated area, surface, or article to air-dry when required.

Sanitizing Solution

- Use a water and unscented chlorine-bleach solution at the concentration required by current center procedures and product guidance.
- Commercial sanitizers must be labeled as safe for the intended surface, including food-contact surfaces when applicable, and must be used according to the manufacturer's instructions.

Controlling Infections

- Follow universal precautions and the center's health procedures.
- Mouthed toys will be removed and thoroughly washed, rinsed, and sanitized. Other toys and equipment will be cleaned promptly when soiled and on the required schedule.
- Bedding will be stored to prevent contact with other children's bedding. Cots will be cleaned according to the center's required schedule.
- Children with contagious diseases or conditions may be excluded from childcare and may be required to provide medical clearance before returning.
- Children who become ill while in care will be separated from the group as appropriate until they are picked up.

Health Resources

- For immunization information, contact your child's physician or local health department.
- Macomb County Health Department: (586) 469-5520
- WIC (Women, Infants, and Children): (586) 469-3750

Emergencies

If a child is injured at the center, the parent or guardian will be notified as soon as possible. If medical attention is necessary and a parent or guardian cannot be reached, staff may take the child to the hospital or emergency room identified or authorized on the Child Information Card, consistent with the emergency authorization provided by the parent or guardian. Required emergency-treatment authorization information must be completed on the child's records.

Discipline and Child Guidance

NO STAFF MEMBER MAY PHYSICALLY DISCIPLINE A CHILD. PHYSICAL, EMOTIONAL, OR VERBAL ABUSE IS PROHIBITED AND WILL NOT BE TOLERATED.

1. Counseling/Verbal Warning: The director and staff will use age-appropriate guidance and verbal redirection to help the child understand the concern and practice safer or more appropriate behavior.
2. Written Warning/Parent Conference: For serious or repeated concerns, the parent or guardian may receive written documentation, and staff may request a conference to develop a plan for improvement. Examples of serious concerns may include bullying, threats, or possession/use of a weapon.
3. Removal from the Program: A child who persistently violates program rules or presents an ongoing safety risk may be dismissed from the program after appropriate review.

The director may determine the appropriate response based on the seriousness and frequency of the behavior, in consultation with the executive director when required. A progressive approach may include: Step 1 - Verbal Warning; Step 2 - Written Warning; Step 3 - Dismissal from the Program. The center may move directly to a more serious response when safety requires immediate action.

Food Program and Nutrition Policy

Food preparation and service will follow applicable health and safety requirements. A nutritious mid-morning snack, lunch or supper as scheduled, and an afternoon snack may be provided. Menus are planned to support appropriate nutrition standards for children. If your child has a food allergy or requires an approved substitution, notify the center in writing and follow the center's allergy and meal-accommodation procedures.

Items to Submit Before the Start Date

- Child Information Card.
- Registration fee.
- Immunization record or approved documentation.
- Enrollment contract.
- Birth certificate.
- Parent or guardian photo identification.

If needed, please provide diapers, formula, baby food, and pacifiers. Formula and personal items must be clearly labeled with the child's name and other required information.

If permitted for your child's age and program, provide appropriate rest-time items as requested by the center. All blankets, sheets, and other washable rest items must be taken home regularly for laundering according to center procedures.

Please provide an extra set of clothing for accidents, spills, or other needs. Place the clothing in a large resealable bag clearly labeled with your child's name. Toys from home are discouraged unless specifically requested for a program activity. If you have questions or concerns about your child's day, please contact Victorious Kids Solutions, LLC during hours of operation.

Other Parent/Guardian Responsibilities

Children must be picked up by their scheduled exit time. After the first 10 minutes, a \$25 late-pickup fee will apply, followed by an additional \$2 per minute thereafter, consistent with the Prices and Fees section of this handbook.

Acknowledgment of Receipt of Parent Handbook

I acknowledge that I have received the current Victorious Kids Solutions, LLC Parent Handbook and have had the opportunity to read and ask questions about its policies and procedures. I understand that I am responsible for following the policies, procedures, and guidelines that apply to my child's enrollment and care.

I understand that Victorious Kids Solutions, LLC may revise, add, discontinue, or clarify policies when necessary, consistent with applicable laws and licensing requirements. I understand that this handbook is intended to communicate program expectations and does not guarantee continued enrollment or services when program policies are not followed or when the center determines that it cannot safely or appropriately meet a child's needs.

I understand that questions regarding this handbook should be directed to the program director, company president, or designated representative.

Parent/Guardian Initials

_____ I am aware of the location of the Licensing Notebook, which contains required inspections, reports, and related corrective-action plans. (R400.8146)

_____ I understand that the Licensing Notebook is available to parents during regular business hours and that certain licensing reports and corrective-action plans are available through the State of Michigan childcare licensing website.

_____ I affirm that my child is in good health or that I have disclosed any activity restrictions or health conditions that may affect care. (R400.8143)

_____ I affirm that my child's immunization record, approved waiver, or other required documentation is current and on file as applicable. (R400.8143)

_____ I am aware of any site-specific playground limitations or licensing notices that apply to my child's assigned location. (R400.8170 / R400.8173)

_____ I authorize Victorious Kids Solutions, LLC to use photos, video, and audio of my child on its website, flyers, and/or social media, subject to the authorization I provide to the center.

_____ I understand that I will be notified in accordance with the center's media-use practices when applicable.

____ I understand that Victorious Kids Solutions, LLC is not responsible for lost, damaged, or stolen cell phones or personal devices that are not checked in according to center procedures.

____ I understand the emergency evacuation and relocation procedures for my child's assigned site.
(R400.8161)

Parent/Guardian Signature: _____

Printed Name: _____

Date: _____

Victorious Kids Solutions, LLC - Daily Schedule

The following is a general daily schedule. Activities and times may be adjusted by location, age group, staffing, school schedule, or program needs.

Time	Activity
6:30 a.m. - 7:30 a.m.	Arrival and quiet time
7:30 a.m. - 8:30 a.m.	Toileting / handwashing / breakfast
8:30 a.m. - 9:00 a.m.	Indoor or outdoor free play
9:00 a.m. - 9:45 a.m.	Sing-along / group activity
9:45 a.m. - 10:15 a.m.	Toileting / handwashing / morning snack
10:15 a.m. - 10:45 a.m.	Circle time
10:45 a.m. - 11:30 a.m.	Indoor or outdoor free play
11:30 a.m. - 12:00 p.m.	Toileting / handwashing / lunch
12:00 p.m. - 2:30 p.m.	Quiet time / nap time
2:30 p.m. - 3:00 p.m.	Toileting / handwashing / afternoon snack
3:00 p.m. - 3:35 p.m.	Learning through play
3:35 p.m. - 4:10 p.m.	Indoor or outdoor free play
4:10 p.m. - 4:30 p.m.	Story time
4:30 p.m. - 5:30 p.m.	Wind-down / dismissal preparation / second-shift arrival
5:30 p.m. - 6:15 p.m.	Toileting / handwashing / evening snack
6:15 p.m. - 6:45 p.m.	Learning through play
6:45 p.m. - 7:15 p.m.	Indoor or outdoor free play
7:15 p.m. - 8:00 p.m.	Toileting / handwashing / dinner
8:00 p.m. - 8:30 p.m.	Story time / free play
8:30 p.m. - 9:00 p.m.	Wind-down / movie / dismissal

Sample Latchkey Weekly Menu

Menu is subject to change weekly. Current menus will be posted or communicated by the center.

Day	Breakfast	Snack	Dinner/Supper
Monday	Cheerios Multigrain (WG), applesauce, milk	Yogurt, plain animal crackers	American cheese, whole-wheat bread, carrots, mixed fruit, milk
Tuesday	Beef sausage, pancakes/waffles, mixed fruit, milk	Goldfish crackers (WG), mandarin oranges	Beef frank, hot dog bun, corn, oranges, milk
Wednesday	Pancakes/waffles, strawberries, milk	String cheese, wheat crackers (WG), milk	Ground beef, taco chips, lettuce and tomato, apple, milk
Thursday	Cheese, whole-grain bagel, mixed fruit, milk	Goldfish crackers (WG), banana	Pepperoni pizza, tossed salad, tomatoes, milk
Friday	Kix (WG), mandarin oranges, milk	Cheese crackers, apple juice	Ham, whole-wheat bread, pickles, applesauce, milk

Thank you for partnering with Victorious Kids Solutions, LLC.