

## Parent Orientation Checklist

Name of child: \_\_\_\_\_

Name of parent/guardian: \_\_\_\_\_

- Opportunity to tour the facility
- Introduction to the teaching staff
- Parent visit with the classroom teacher
- Overview of the parent handbook
- Policy for arrival and late arrival
- Opportunity for an extended visit in the classroom by both myself and my child for a period of time to allow us both to be comfortable
- Explanation of the Texas Rising Star Program
- Encouragement to share elements of my CCS enrollment so that the provider may assist, if applicable
- Family support resources and activities in the community
- Child development and developmental milestones
- Expectations of families:
  - The significance of consistent arrival time, including:
    - before the educational portion of the school begins
    - impact of disrupting other children's' learning
    - the importance of consistent routines in preparing children for the transition to Kindergarten
  - Statement about limiting technology use on site to improve communication between staff, children and families
  - Statement reflecting the role and influence of families

**I acknowledge receipt of the above information.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date

Measure: P-FE-01