

How can I be involved in the program?

- Do you have an open-door policy?
- Are there any activities or programs in which I am required or invited to participate?
- Do you conduct regularly-scheduled parent-teacher conferences?
- How will your staff communicate with me on a daily basis? (verbal, bulletin boards, notes, etc)
- Do you have a Parent Advisory organization?
- Do you have a Parent Handbook? (read it carefully)
- Do you have references that I could contact?

What are your payment policies?

- Do you have a standard contract for care? (read it carefully)
- What days and hours may my child receive care?
- What is my fee for care and when is it due?
- Which days are you closed (holidays, etc)?
- Will I be required to pay for days in which my child is absent?
- What happens if I am late picking up my child?
- How much notice must I give before leaving the program?

After your visit:

Call the references

Check with your local Child Care Licensing Agency to see if there have been any valid complaints against the program and, if so, how they have been handled by Center management.

After visiting the Center and asking all of your questions, ask yourself how you feel about the program. Your instincts can tell you a lot.

Plan another visit in which your child can join you and you can watch his or her reaction to the program, staff and other children.