



PDC100
PATERSON DAY CARE 100

*A safe place
to learn, play,
and shine
every day!*



PARENT HANDBOOK

Information for Our Families

Our Parent Handbook outlines important policies and procedures that help us provide a safe, nurturing, and enriching environment where children learn, grow, and prepare for a bright future.



*Together, we create a
foundation for*
**LEARNING,
GROWTH &
SUCCESS!**

OUR PROGRAM POLICIES



1 PROGRAM POLICIES

- Attendance is required daily, and parents must notify the center of absences by 8:00 AM.
- Children must arrive by 8:30 AM.
- Parents must sign children in and escort them to class.
- Repeated lateness or absences may result in removal from the program.



2 HEALTH & SAFETY

- Children must be healthy to attend.
- The center follows strict illness policies, including exclusion for fever, vomiting, or contagious conditions.
- Immunizations and health exams are required.
- Emergency and safety procedures are in place at all times.



3 FAMILY COMMUNICATION

- We communicate through classroom updates, parent-teacher conferences, newsletters, and platforms like ClassDojo and Google Classroom.
- Parents are encouraged to participate and visit anytime.



4 BEHAVIOR & EXPECTATIONS

- We promote a respectful environment.
- Physical punishment, verbal abuse, and inappropriate behavior are not allowed.
- Positive guidance is used to support development.
- Parents must follow a respectful code of conduct.



5 REQUIRED DOCUMENTS

- Enrollment requires completed forms, proof of residency, health records, and participation in orientation.
- Emergency contact information must always be kept up to date.



363 Broadway
Paterson, NJ 07501



973-278-5200
973-278-5055 FAX



info@pdc100.org



www.PDC100.org