

**Washtenaw County Head Start
1661 Leforge Road
Ypsilanti, MI 48198**

**Washtenaw County/Ypsilanti Head Start
Child Placement Contract**

This contract is required of all licensed childcare centers by R 400.5105b of the Michigan Administrative Code.

As of September 1, 2008, the Washtenaw County/Ypsilanti Head Start agrees to provide childcare services for the following named children:

Printed name of child	Date of Birth
Printed name of child	Date of Birth
Printed name of child	Date of Birth

Washtenaw County/Ypsilanti Head Start, as a licensed childcare facility, will provide the following provisions of Michigan Administrative Code as required by R 400.5105b.

Washtenaw County/Ypsilanti Head Start has developed and is implementing a written screening policy for all staff and volunteers, including parents who have contact with the Head Start children.

In compliance with R 400.5102 the Washtenaw County Head Start/Ypsilanti program shall provide a program of daily activities and relationships that offer opportunities for the developmental growth of each child in all of the following areas:

- a) Physical development, including large and small muscle development.
- b) Social development, including communication skills.
- c) Emotional development, including positive self-concept.
- d) Intellectual development.
- e) Our center permits parents to visit the program for the purpose of observing at all times.
- f) Outdoor play is offered to all students daily.
- g) Our center offers children an opportunity to rest.

In compliance with R 400.5209, Our Diapering an Toilet Training Plan: Our children are required to be three (3) by December 1st of the program year, so parents may develop a plan with teachers using pull-ups and toilet training activities.

Ypsilanti Head Start will follow the diapering, toilet training plan, and hand washing requirements in R 400.5209. Ypsilanti Head Start will provide wipes. The wipes will not be used on any part of the child after being used for toileting.

The bathroom is the area used for toilet training.

Toilet training will be planned at the home visit and at intake between a Ypsilanti Head Start staff member and the parent so that the toilet routine can be established and is consistent between Head Start and home. At a minimum, the routine will include the washing of hands after toilet use. Ypsilanti Head Start will empty all trash containers where pull-ups have been discarded. We have a full-time custodian on staff.

Ypsilanti Head Start will follow the rules for Formula, Milk and Food requirements in R 400.5205.

Upon signing this agreement the parent, legal guardian or responsible adult and Ypsilanti Head Start, located at 1661 Leforge in Ypsilanti, Michigan, agrees to abide by all of the provisions contained in this contract.

Copies of the Child Placement Contract will be provided to the parent in the Parent Orientation Handbook and explained during enrollment.

**In witness, whereof,
the parties hereto have executed this contract as of the specified date:**

Signature of parent or legal guardian

Signature of Ypsilanti Head Start staff

Printed name of parent or legal guardian

Printed name of Ypsilanti Head Start staff

Relationship to child

Title

Date