



Parent Checklist

Infant Checklist
Toddlers Checklist
Preschool and VPK Checklist

INFANT CHECKLIST

[] All items brought from home must be labeled with first and last names. On the first day of care parents must provide a sheet with pre-made labels for our nursery team to label appropriately any items that were not labeled to meet the safety standards required.

Daily use - kept inside infant bag and returned home daily

Item	Details
[] Minimum of 4 full changes of clothing	Nursery leader will contact the family directly if your child needs more.
[] Sleep sac	No blankets allowed - due to DCF Safe Sleep Guidelines.
[] Milk/formula bottle	
[] Daily supply of breastmilk	Each bag must contain the exact amount per feed, and we require to pack one extra bag for any emergencies. Milk bags must be inside insulated lunch bag - not frozen.
[] Labelled pacifier	Recommend always to keep one spare in the bag.
[] Infants 3-6 months	We recommend footed pajamas due to low temperatures in room. During summer time, drop off child with summer clothes to participate of morning playground time and keep some pajamas inside backpack to change child for nap time.
[] Infants 6 months and above	Water bottle, milk bottle/zippy cup and bib. Please see pictures below.

To stay in the nursery

Item	Details
[] Mattress cover	Return on the week's last day of care or if soiled.

Provided frequently or upon request of the nursery caregiver

Item	Details
[] At least a 2 week supply of diapers	(NO PULL-UPS)
[] At least a 2 week supply of wipes	It must be flip-top wipes.
[] Formula/Water gallon for formula	If parents choose to use the formula provided by VCA, this is not required.
[] Diaper cream	Must fill a medication authorization form.

INFANT CHECKLIST

Important Infant Notes

Labels: due to frequent wash of bottles and pacifier we require parent to order labels that are specifically made for this purpose versus writing name with sharpie as it will wear off on a daily basis.

Shoes for children beginning walking phase (aprox. 10 months and older): please drop off your infants with shoes appropriate for walking - avoid using loose sandals, crocs, or baby shoes past this stage, as this will delay the walking process.

For emergency lockdown: Please provide a Ziploc bag with 2 full changes of clothes. This change of clothes and shoes are not used for daily accidents, but only in case of a lockdown due to weather emergencies.

FOOD PROGRAM

For babies 6 to 12 months old:

[] Parents have two options for meals:

1. VCA will provide all food and formula following our No Peanut/No Pork Infant Menu.

or

2. All food and formula provided by parents including all three meals (breakfast, lunch, and afternoon snacks). Meals will have to be provided in full on a daily basis, including their choice of formula and water gallon for formula, with no exceptions or accommodations. If parents decides to transition to our menu, a one week notice will be required by the school.

[] Breakfast is served at 8:30 AM. If child arrives past 8:40 AM, child needs to have breakfast at home.

For Infants/Toddlers 12 months and older:

All food will be provided by VCA following our No Peanut/No Pork Menu. Children will be served **whole milk** in sippy cup at room temperature, no milk bottle will be approved past this age group.

Accommodations within our menu will be made for children with allergies/intolerance supported by a doctor's note. Parents are not allowed to bring food from home for this age group and on.

Infants visual examples

Water bottle for babies 6 months and older - please provide one with lid or cap	Milk bottle to transition at 10 months	Sippy cur for milk for children 12 months and older	Closed lid/straw water bottles for toddlers 12 months and older	Children 6 months and older - Labeled silicone bib
				
Acceptable way to label pacifier	Acceptable way to label bottles (label lid, bottle, nipple rim)	Sample of shoes for children beginning walking phase (aprox. 10 months and older)	Sample of labels	Acceptable plastic flip-top wipes
			DESIGN YOUR OWN 	

TODDLERS CHECKLIST

☐ All items brought from home must be labeled with first and last names.

☐ **Clothing:** VCA uniform shirt and appropriate bottom such as shorts, pants, skorts or leggings (no skirts, jumpers, jeans, dresses, rompers, fancy clothing that cannot get dirty).

☐ **Shoes:** closed-toe velcro or slip on shoes with **NO SHOE LACES/ NO CROCS**.

The items listed below are for daily use, and they will be brought home on a daily basis. Please refrain from packing items outside of this list for purposes outside of school use. All of the following items must fit inside child's backpack, and each item must be individually labeled:

Daily toddler items

Item	Details
☐ Water bottle	Water bottle straw style, insulated, closed top (no sippy cups or bottles that leak).
☐ Small personal blanket	Small personal blanket/muslin kind recommended (No pillows, sleeping bag, comforters).
☐ Ziploc bag with clothes	At least 2-3 full changes of clothes (following same standard for clothing listed above). Teacher will notify if more are needed based on child's need.
☐ Toddler backpack	Appropriate toddler backpack should be 10-12 inches (No diaper bags or adult backpacks).
☐ Appropriate toddler toothbrush and toothpaste	All items should be clearly labeled and fit inside a Ziploc bag to be kept in your child's backpack for daily hygiene use after lunchtime. We recommend using a large Ziploc bag, as it is easier for growing toddlers to store and organize their hygiene items independently.
☐ An extra change of clothes for emergency lockdown	Please provide inside a Ziploc bag a full change of clothes, underwear (if applicable) and a pair of closed-toe shoes to keep in school. This change of clothes and shoes are not used for daily accidents, but only in case of a lockdown due to weather emergencies. (No uniform needed for emergency clothes).

Provided frequently or upon request of the lead teacher caregiver

Item	Details
☐ At least a 2 week supply of diapers	(NO PULL-UPS)
☐ At least a 2 week supply of wipes	It must be flip-top wipes.
☐ Diaper cream	Must fill a medication authorization form.

TODDLERS CHECKLIST

Potty Training Information

For children that are potty training please follow potty training standards form:

[] We understand that for the first months of potty training, child may need to bring a bigger backpack to accommodate extra items needed.

[] Potty trained toddlers will still need to provide wipes for occasional accidents and bowel movement.

[] Impermeable shoes acceptable for children in first months of potty training. **NO CROCS.**

Toddler visual examples

Impermeable shoes acceptable for children in first months of potty training. NO CROCS	Accepted closed lid, straw, insulated water bottle	Acceptable mini backpack 10-12inch	Acceptable plastic flip-top wipes	Acceptable shoes, slip-on or velcro NO SHOE LACES NO CROCS
		 Small 15 inch High Mini 12 Inch High		

PRESCHOOL AND VPK CHECKLIST

[] All items brought from home must be labeled with first and last names.

[] Clothing for Preschool/VPK: VCA uniform shirt or polo with uniform pull-on/elastic waist shorts, pants or skorts without button (color: khaki or navy blue). Please refer to the picture below for the uniform standard. **Leggings, jeans, sweatpants, or any other bottoms that do not meet the uniform requirements are not permitted.**

[] Shoes: Closed-toe velcro or slip on shoes with no laces/no crocs.

The items below are for daily use, and they will return home on a daily basis. Please refrain from packing items outside of this list for purposes outside of school use. All of the following items must fit inside the backpack, and all items must be individually labeled:

Daily Preschool items

Item	Details
[] Insulated straw water bottle	Insulated straw water bottle with closed top for hygiene - no sippy cup, no bottles that leak.
[] Small personal blanket	No pillows, sleeping bag, comforters.
[] Teddy bears or comfort teddy	All teddy bears or comfort teddy will need to be approved by the teacher/administration and will stay in the backpack to be used during quiet/nap time only. No Toys.
[] Ziploc bag with clothes	At least 2 full changes of clothes and underwear inside the backpack.
[] Small pack of wipes	Small pack of wipes for potty accidents.
[] Toothbrush and toothpaste	Appropriate toothbrush and toothpaste inside hygiene bag (all items labeled) to keep in the backpack for daily hygiene use after lunchtime.
[] Backpack	Provide a backpack that the child will be able to carry, as this is part of their development and preparedness for school, make sure your child is able to close and open all parts of their backpack and personal belonging. Recommended size 15-17 inches depending on your child's size.
[] Belongings	ALL CHILDREN'S BELONGINGS NEED TO FIT INSIDE THE BACKPACK.
[] An extra change of clothes for emergency lockdown	Please provide inside a Ziploc bag a full change of clothes, underwear (if applicable) and a pair of closed-toe shoes to keep in school. This change of clothes and shoes are not used for daily accidents, but only in case of a lockdown due to weather emergencies. (No uniform needed for emergency clothe).

Preschool/VPK visual examples

Accepted closed lid, straw, insulated water bottle	Acceptable uniform shirt/polo. For all bottoms: no button, pull-on elastic waist.	Acceptable shoes, slip-on or velcro NO SHOE LACES NO CROCS
		