



Cozy Cub Academy – Parent FAQ

What are drop-off and pick-up times?

- Standard hours: 7:00 AM – 4:30 PM
- Extended care available: 6:00–7:00 AM and 4:30–5:30 PM

Only authorized adults listed on the emergency contact form may pick up children, and ID is required for unfamiliar adults.

How are medications handled?

For the safety of all children, **no prescription or non-prescription medication** is administered without **written parental permission and a signed health-practitioner Medication Authorization Form**. The provider does not administer the first dose of any medication. Written permission is also required for over-the-counter items such as diaper ointments, sunscreen, and insect repellent.

Are there pets in the home?

Yes. Two pets reside in the home: **Prada (toy poodle)** and **Kobe (Rottweiler)**. Kobe is **always secured in a locked cage and a locked room** and will **never interact with children**. Prada does not have access to the daycare space. Parent questions or concerns are always welcome.



What is your screen-time policy?

Children **under 2 years old do not engage in screen time**. Children **2 years and older** may view **no more than 30 minutes per week** of age-appropriate, educational content. Screens are never used during meals or snacks. Cozy Cub Academy prioritizes hands-on learning, active play, and social interaction.

What happens if care needs to be terminated?

Any violation of the parent agreement may result in termination of care. Otherwise, a **two-week notice** is required by either party. The provider reserves the right to terminate care for reasons including late payments, repeated late pick-ups, or inappropriate behavior by a child or parent/guardian.

What ages do you serve and how many children are enrolled?

Cozy Cub Academy serves children **6 weeks to 5 years old**, with a **maximum enrollment of 8 children**. Infants and toddlers are grouped separately to support developmental needs.

Do you provide meals and accommodate dietary needs?

Meals are prepared **on-site**. Allergies, dietary restrictions, and special diets are accommodated with proper documentation. If a special diet is required, parents may need to supply food along with a **doctor-signed form**. Outside food is permitted if preferred.



Do children need to be potty trained before enrolling?

No. Cozy Cub Academy **assists with potty training**. Parents provide diapers, wipes, or pull-ups as needed.

How do you communicate with parents?

Parents receive updates through the **Brightwheel app**, as well as email and/or text. Photos and activity updates are shared, and any incidents or injuries are communicated promptly via phone call.

What makes Cozy Cub Academy different?

Cozy Cub Academy is a **licensed family home daycare**, offering a warm, home-style environment with personalized care, small group sizes, and strong one-on-one attention—creating a safe and nurturing space where children can thrive.