



Evans Early Childhood Center LLC

313 Linda Street | Fort Morgan, CO | 80701
www.evansearlychildhood.wix.com/site
evansearlychildhood@gmail.com

STAFF PERSONNEL FILE SIGNATURE PAGES

Facility Name: Evans Early Childhood License # 1711883

EMERGENCY INFORMATION AND STATEMENTS FORM

Employee Name: _____

Date of Birth: _____ Phone Number: _____

Employee Address: _____

Date of Hire: _____ Position/Classroom: _____

#1 Emergency Contact Name: _____ Relationship: _____

Emergency Contact Address: _____

Emergency Contact Phone Number: _____

#2 Emergency Contact Name: _____ Relationship: _____

Emergency Contact Address: _____

Emergency Contact Phone Number: _____

PERJURY STATEMENT:

"Any applicant who knowingly or willfully makes a false statement of any material fact or thing in the application is guilty of perjury in the second degree as defined in section 18-8-503, C.R.S., and upon conviction thereof, shall be punished accordingly."

Signature

Date

IMMUNIZATION STATEMENT:

To the best of my knowledge, I am fully immunized.

Signature

Date

POLICY STATEMENT:

I have read and understand the policies and procedures for this facility.

Signature

Date

EMERGENCY TRAINING:

I verify that I have been trained in emergency procedures for this facility.

Signature

Date

Nurturing children in their most pivotal stage of growth, to flourish into pivotal individuals of our community.





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CHILD ABUSE REPORTING

_____(Initial) Under the “Child Protection Act of 1987” (C.R.C. 19-3-301) in the Colorado Children’s Code, child care center workers are required to report suspected child abuse or neglect. The law at 19-3-304 states that if a child care worker has “reasonable cause to know or suspect that a child has been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions which would reasonably result in abuse or neglect shall immediately report or cause a report to be made of such fact to the county department or local law enforcement agency.”

_____(Initial) “Abuse” or “child abuse or neglect” means an act or omission in one of the following categories which threatens the health or welfare of a child: skin bruising, tissue swelling, or death; any case in which a child is subjected to sexual assault or molestation, sexual exploitation, or prostitution; any case in which a child is in need of services because the child’s parents, legal guardian, or custodian fails to take the same actions to provide adequate food, clothing, shelter, medical care, or supervision that a prudent parent would take.

_____(Initial) If at any time a staff member reasonably suspects child abuse, it is the responsibility of that staff member to report or to cause a report to be made of this suspicion to the local county department of social or human services or the police department. It is not the staff’s role to investigate suspected abuse, only to report it. Persons who make a good faith report are immune from civil and criminal liability. Additionally, the law provides for the protection of the identity of the reporting party.

_____(Initial) A child care worker who fails to report suspected child abuse or neglect commits a class 3 misdemeanor and will be punished as provided in section 18-1-106, C.R.S. The staff person could also be liable for damages “proximately caused thereby.”

I have read and understood the above requirement concerning my responsibility regarding child abuse reporting.

Signature

Date

All cases of Child Abuse or Neglect must be immediately reported. In doubtful cases, a mandated reporter may confer with a Director or supervisor to see if they have “reasonable cause to know or suspect” that child abuse or neglect has occurred. Ultimately, however, the mandated reporter has personal responsibility for making the report, and the mandated reporter cannot avoid that responsibility by asking a supervisor or employee to determine whether the report should be made. The law provides that, if a person does not make a required report, the person may be prosecuted for a class 3 misdemeanor and may be liable for any damages proximately caused by the failure to report. 19-3-304 (a) and (b), C.R.S. (2005).

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ADDITIONAL LICENSING REQUIREMENTS

CHILD ABUSE PREVENTION & REPORTING

- Prior to working with children and annually thereafter, all ECE staff and regular volunteers must take a CDHS-approved training about child abuse prevention which includes common symptoms and signs of child abuse. The training must also cover how to report, where to report and when to report suspected or known child abuse or neglect. This on-line training is available on the PDIS.

CODE OF CONDUCT

- All personnel must demonstrate knowledgeable decision-making, judgment, and concern for the proper care and well-being of children.
- Staff, substitutes, or volunteers must not consume or be under the influence of any substance that impairs their ability to care for children.
- Illegal drugs, drug paraphernalia, marijuana and marijuana infused products, and alcohol must never be present on the premises of the center during operating hours.
- When caring for children, staff must refrain from personal use of electronics including, but not limited to, cell phones and portable electronic devices.

I read, have been instructed in, and am familiar with, the Rules Regulating Child Care Centers, General Rules for Child Care Facilities and Rules and Regulations Governing the Health and Sanitation of Child Care Facilities

Signature & Date

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