



Sunny Faces Day Care, 30 Harefield Drive, Etobicoke ON, M9W 4C9 (416 744 0778)

### Child Custody Form

Name of Child: \_\_\_\_\_

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#### **Custody**

As part of licensing regulations **Sunny Faces** is required to have court documentation on file when one parent has sole custody of their child/ren.

An original court document stating the terms and conditions of the custody agreement must be presented at the time of registration. A copy will be kept in the child/rens file.

If you do not have a **legal court document** then a signed, written letter must be provided by the parent registering the child/ren. Custody arrangements must be noted in full. The copy must be signed with both parents' signatures.

A copy will be kept in the child/rens file.

#### **Release of Children**

**Sunny Faces** cannot allow your child to go home with someone we do not know. *Please make sure your child care staff member is advised of any changes to your child's pick-up arrangements.*

**Sunny Faces** does not have the legal right to deny a parent or authorized pick-up person access to his or her child so long as we have proper identification and a written notice of release.

If both parents have legal joint custody of a child or children, then the child may be released to either parent provided that both names are listed on the registration form.

If only **one** parent has legal custody, then the **original** court documents must be provided or a current letter from the Court stating the restriction of denial will be required. This letter will be required on the first day the child or children attend the program.

If an unauthorized person appears at **Sunny Faces**, the Supervisor or designate will contact the police immediately. The Supervisor or designate will contact the legal Parent/Guardian and the Executive Director or Board of Directors. The Supervisor or designate will remove the child to ensure his or her safety.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_