

**Provisions of School Readiness services are subject to eligibility requirements, availability of funding, and enrollment priorities. At any time School Readiness funds may be discontinued.** It is a parent's right to confidentiality of child information and the right to inspect, review and request a copy of his or her child's record. Parents have the right not to be discriminated against based on race, national origin, ethnic background, sex, religious affiliation or disability.

1. The parent /caregiver/guardian understands that the Florida's Office of Early Learning and the Early Learning Coalition has the right to initiate and/or receive data either through direct contact or an automated data exchange process to establish the validity of household information provided by the applicant/recipient to receive program benefits. This will include but not necessarily be limited to: social security benefits, birth dates, immunization status and/or all sources of potential and reported earned and unearned income sources. (Employment records, unemployment benefits TANF, Child Support, etc.)
2. The parent/caregiver/guardian gives consent, if determined eligible, to the School Readiness Agency and/or the Department of Financial Assistance/Division of Public Assistance Fraud to request all information relating to his/her eligibility and to make inquiry into all statements of information given. I understand that if I give false information, sign inaccurate attendance documents or fail to report changes in my circumstances, my case may be referred to the Department of Financial Assistance/Division of Public Assistance Fraud for action and possible prosecution.
3. The parent/caregiver/guardian understands, if determined eligible and service is terminated, suspended or reduced; or if a parent/caregiver/guardian is dissatisfied with any service, he/she has the right to request a fair hearing and right to appeal decisions.
4. The parent/caregiver/guardian understands that if determined eligible, any facility the parent selects must allow the parent/caregiver/guardian to visit the child while in care.
5. The parent/caregiver/guardian understands that if employed at the same child care facility the child attends, direct care can not be provided to the child; the care must be provided by another classroom teacher. The parent/caregiver/guardian also understands that if employed by a family child care home, the child can not attend the same facility.
6. The parent/caregiver/guardian understands, if determined eligible he/she may freely select the type of care as defined in the Parent Placement Options that best meets the needs of the child (ren) and family as applicable within the funding requirements for which he/she is eligible.
7. The parent/caregiver/guardian understands and agrees, if determined eligible, to sign the child (ren) in and out daily from their chosen legal child care arrangement. Parent signature may not be pre-signed or dated prior to the last day of attendance for the month. **The parent/caregiver/guardian also agrees that they are responsible to pay the copayment in a timely manner and that the School Readiness agency will not be held responsible for any rates exceeding the allowable maximum or any additional charges.** A parent/caregiver/guardian may not transfer school readiness program services to another school readiness program provider until the parent/caregiver/guardian has submitted documentation from the current school readiness program provider stating that the parent/caregiver/guardian has satisfactorily fulfilled the copayment obligation.

8. The parent/caregiver/guardian understands he/she has the right to be notified if, as a result of any redetermination, the child/ren is determined ineligible for financial assistance; or loss of funding.
9. The parent/caregiver/guardian certifies that the information given is true and complete to the best of the parent/caregiver/guardian's knowledge. You must submit in writing to the School Readiness Program within **10 calendar days of any change of circumstances related to; income, address, temporary/non-temporary work or education status, family size, failure to maintain attendance at a job training or education program or income exceeds 85% of the state median income (SMI). Failure to do so may lead to the termination of your child care services.** It is also your responsibility, if determined eligible, to recertify for your school readiness assistance prior to the end of your authorization period. If you do not, your school readiness assistance will be terminated the day following the end of the authorization period.
10. The parent/caregiver/guardian understands that, if determined eligible for School Readiness subsidy, non-school age child (ren) will receive a developmental screening designed to assess their current developmental level. If you do not wish to have your child screened, you must request and sign the "Parent Option to Decline Child Screening" form.
11. The parent/caregiver/guardian certifies that their family's total assets do not exceed \$1,000,000.

**Privacy Act Statement:**

Social security numbers are requested on this form under s. 119.071(5) (a) 2., F.S., for use in the records and data systems of the Florida's Office of Early Learning and the Early Learning Coalition. Social security numbers will be used for routine data requests, state and federal reporting requirements, identification, and to verify eligibility for the School Readiness Program, including, but not limited to, family income. Submission of social security numbers on this form is voluntary and not a condition of enrollment in the School Readiness Program.

**By signing the School Readiness Programs Client Application form and The Office of Early Learning Income Worksheet for Eligibility and Parent Copayments, I acknowledge that I have reported on this form all income of my household and that all of the information I have provided is true and correct and have received a copy of these terms and conditions. I agree that my signature on file serves as my signature on the Child Care Certificate and Pre-Authorization Child Care Certificate. I also agree that this acknowledgement shall be made and documented at each determination of eligibility.**

---

Signature of Parent/Guardian

---

Date