

Voluntary Registration Program Family Day Home Information to Parents Statement

_____ has met the requirements of the Voluntary Registration Program and therefore been issued a Certificate of Registration. The Requirements for Providers address such areas as the physical environment of the family day home; safety of the home; health of the provider and other adults in the home; criminal record and child abuse clearances for adults living in the family day home; and other provider qualifications. The requirements are available on the Department's [website](#).

The Virginia Department of Education provides resources such as training and technical assistance to enhance the skills of the provider. The Virginia Department of Education will make unannounced monitoring visits to some of the providers participating in the Voluntary Registration Program. As the parent of an enrolled child, you may visit the family day home anytime enrolled children are present and without prior approval of the provider. You may visit only those areas used for daycare.

If you believe the provider is in violation of the requirements of the Voluntary Registration Program, notify the Office of Child Care Health and Safety at the number listed below. If you believe a child in the family day home has been or is being abused or neglected, report your allegations to the local department of social services or the Child Abuse Hotline (1-800-552-7096 Voice or TDD).

The family day home provider is required to keep records about each child in care. **You must provide this information to the provider when your child enters care and must report any changes to the provider as soon as possible.** You are advised to discuss liability insurance coverage with your provider.

The inspector's name and phone number is provided below and may also be found by using the *Search for Child Care* feature on the Department's [website](#). If you have questions or concerns, please contact the inspector or the Virginia Department of Education's licensing hotline.

My inspector's contact information is:

Name: _____

Phone: _____

Licensing Hotline: 833-778-0204