



Dear Parent(s):

Poppins Day-care Service

Our professional nursing staff will provide high-quality childcare service for your child.

■ Please prepare the followings:

1) Meals, drinks, and snacks (if needed)

We will help your child(ren) eat when needed.

Please bring your own feeding bottle and formula if needed.

2) Your ID

Driver's license, insurance card or mother's pocket book.

3) Extra clothes (including diapers)

2-3 sets of clothes (please pack them in a bag).

Extra underwear would be preferable (if under the toilet training)

4) Temperature check

Please check your child's temperature before you come in and write it in the application form.

**Since our staffs are also taking care of other children, we operate zero-risk policy. Please be noted that we cannot take care of sick children, if for example, the template is over 37.5 °C(99.5°F), the sickness is/expected contagious. If we have a go-ahead form from your doctor to take care of the child, please consult our staff.*

■ The Day of the Service:

- Please take your child(ren) to the toilet before coming to the daycare center.
- Please fill in the application form and hand in to the reception of the daycare center. We will give you a "pick-up card" then.
- Nursery staff will expect the same person to drop off and pick up each child.

■ Others:

- We will call the parent(s)/guardians in the case of emergency, such as sudden fever.
- Our day-care service is fully insured should there be any accident.
- Please let us know beforehand if your child(ren) has any allergies.
- Please dispose the used diapers on your side.





◇ We do not take care of sick child(ren) having a fever over 37.5°C(99.5°F). In the case of emergency situations, such as accidents, disasters, and accidental injuries that call for emergency response, Poppins will call a predetermined emergency contact number designated by parents/guardians to seek their direction. It is understood that we will determine at our discretion to take the best measure we could to protect the life and physical safety of the child if we fail to make contact with the parents/guardians.

◇ Regarding the measure cited in the previous item, it is understood that Poppins gives basic first-aid treatment to the child, and the further medical treatment will be given at a medical care provider. It is understood that Poppins has a right to grant permission to the medical care provider to conduct medical treatment in the case where we cannot make contact with parents/guardians.

◇ It is understood that Poppins has no responsibility for aftereffects, if any, appearing on the child as a result of the treatment cited in the above item 2, and all costs for the medical treatment will be borne by parents/guardians.

◇ It is understood that Poppins has no responsibility for any damage (including damages caused by an overwhelming force such as natural disaster) of the body and personal belongings of the child during the day-care service unless the damage is caused by reasons attributable to Poppins. If the damage is caused by reasons attributable to Poppins, the total amount of compensation for damage to be paid must be within the limit not to exceed the amount set by the insurance contract (compensation insurance and accident insurance) taken out by Poppins unless the damage is caused by intention and/or gross negligence.

A reference:Poppins Service (Tel) 03-3447-2292

