

Agency of Human Services
Department for Children and Families
Child Development Division
103 South Main Street,
Waterbury, VT 05671-2901

Phone: 800-649-2642 Fax: 802-241-1220

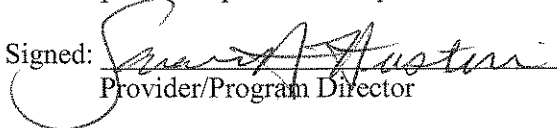
Program Name: Burlington City Kids After School Program
Certificate Number: 1237
Mailing Address: 645 Pine Street, Burlington, VT 05401
Location: J.J. Flynn School_____

Parental Notification Letter

A serious violation of regulations occurred at the regulated child care program listed above on 1/3/11 by Judy D'Este and Nicole Thomas-Demeritt Licensing Field Specialists.

INSTRUCTIONS TO PROVIDER:

1. Mail a signed copy of this Parental Notification Letter and a copy of the Site Visit Report to each parent or guardian of children currently enrolled in your program and to the parent or guardian of those children who were enrolled during the 30 days prior to the date of the serious violation. **You must notify parents by mail no later than the date noted on the site visit field form.**
2. Mail signed copy of this Parental Notification Letter and a list of all parents, their mailing addresses, and their day-time telephone to the Child Development Division **no later than the date noted on the site visit field form.**
3. Filing an appeal does not relieve a provider of the obligation to notify parents of serious violations. See 33 V.S.A. §306(b)(7).
4. By signing below, I certify that I have mailed a copy of this Parental Notification Letter and a copy of the Site Visit Report to all parents as required.

Signed:  _____
Provider/Program Director

Date: 1/12/11

NOTE TO PARENTS:

1. Vermont law requires that licensed and registered child care providers notify parents by mail of a serious violation. "Serious violation" means a violation of group size, staffing requirements, or any violation that immediately imperils the health, safety or well-being of children. Serious violations may also include corporal punishment, lack of supervision, physical or sexual abuse, or health and safety requirements.
2. The Department may contact you to verify that you have received this Parental Notification Letter and the Site Visit Report from your child's care provider.
3. Providers have the right to appeal violations within 30 days. Most providers correct regulatory deficiencies right away. If you have questions, talk first to your provider. You can also access your provider's regulatory history at www.brightfuturesinfo.org and by calling the Child Care Consumer Concern Line at 1-800-540-7942.