



Dear NGALA Conference Attendee,

We look forward to having your child with us at the upcoming NGALA Conference Weekend, 19-21 April. Child care for **children ages 6 months – 12 years** will be available to you because you previously reserved your child(s) spot during conference registration. Our goal is to provide a safe, fun and nurturing environment for your child. Child care will be provided by Jolly Kids Academy (JKA) jolly-kids-academy-llc.business.site. JKA is based in New Orleans, LA and has a Facebook page as well.

In an effort to provide you as much information as possible regarding this event, please note the following:

- Child friendly meals and snacks will be provided during each session.
- Security measures will be taken to ensure your child's safety at all times. Armbands will be provided to those who check in/ out children in childcare. Picture/ name (i.e., Military Id, Driver's License) identification must be presented to the child care staff. Additionally, you must sign your child in/ out for each session. Children will be separated into different rooms dependent upon your child's age. ***Note that younger children are not allowed to be placed in the school aged room, as a security precaution.***
- If your child/ children are in diapers, please bring a diaper bag that includes diapers, wipes, bottles/ Sippy cups and a change of clothes. Also please include any formula or baby food. On all items brought, please ***clearly print child's first and last name***, as well as military members name (i.e., diaper bag, bottles, wipes, Sippy cup(s), clothing and any comfort items, etc...). ***Please note that child care workers are not allowed to administer medication, cream or ointments.***
- No cell phones and/ or other electronic gaming systems should be brought to child care rooms, as we will not be responsible for them.
- If you child/ children are utilizing childcare during the evening times, please bring a pillow & blanket so they may rest more comfortably.

EVENT TIMES (children cannot be checked in prior to start time listed and must be checked out prior to end time listed)

- Friday Night Social: 1730 - 2230
- Saturday Business Meeting / Spouse Event: 0800 – 1430
- Saturday Night Formal: 1630 - 2230

• **CHILD CARE ROOMS- Room information will be provided at check-in/ event registration**

- 6mo's through 2yrs old / 3 yrs through 5yrs old-
- 6yrs through 12yrs old –

PARENT REMINDER** Once you've checked your child/ children into childcare, please **DO NOT "pop-in"** to check on them. If there are any issues or concerns, the childcare provider will contact you. Parent "pop-ins" cause distractions and sometimes panic with the little ones. I, Mrs. Ricou, will also be on-site doing visits throughout the day. My personal cell phone number is listed below if you have any questions or concerns.

Thank you,

Mrs. Mikelle V. Ricou

LANG, Lead Child and Youth Program Coordinator

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