



EveryChild
CALIFORNIA

Best Practices

Sample Forms to Help Your Agency!



This collection of sample administrative documents is intended to be the “go to” resource for EveryChild California members developing new or revising existing policies and procedures. This easy to read reference tool provides authoritative examples of forms, policies, and procedures for successfully operating a state funded child development program.

This USB Flash Drive contains over 100 sample documents in a dozen topic areas including:

- Parent Handbooks
- Enrollment and Eligibility Forms
- Professional Growth Policies
- Health and Safety Guidelines

EveryChild California would like to thank all of the member agencies that provided materials, sample documents, and information in order to make this USB Flash Drive possible.

Title	Member Price	Qty	Non-Member Price	Qty	Total
Best Practices USB	\$40.00		\$75.00		
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An email confirmation will be sent within 48 hours of receipt. Registrations are non-cancelable and fees non-refundable. Mail registrations to EveryChild California 1107 2nd Street, Suite 320, Sacramento CA 95814 or fax to 916-443-5924. For more information visit everychildca.org or call 916-443-5919