

## About Forrest College

**We have been training people for new careers for over 70 years.**

Although the College offers short-term job training programs, our primary mission is the offering of the Associate Degree in

- Medical Assisting
- Business Administration
- Criminal Justice
- Information Technology.

Areas of Emphasis are offered within each degree.

- Diploma and certificate programs are also offered:
  - Administrative Office Assistant
  - Computer Repair & Service
  - Network Repair & Service
  - Phlebotomy
  - Nurse Assisting

The College offers a **GED to Associate Degree program** allowing a student to complete his high school equivalency and continue into the associate degree of his choice.

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### **Forrest College**

601 E. River Street  
Anderson, SC 29624  
(864) 225-7653  
[www.forrestcollege.edu](http://www.forrestcollege.edu)

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**Debra Evett**  
Childcare Coordinator

Debra Evett, Childcare Program Coordinator, is a Forrest College graduate with an Associate in Applied Science Degree in Business Administration specializing in Early Childhood Development. She has worked in the child care field for the last 15 years and has been with Forrest Junior College for four years. She has also had the chance to work with Share/Head Start and is currently the Youth President for her church. Contact Debra via email—[debraevett@forrestcollege.edu](mailto:debraevett@forrestcollege.edu)



**FC FORREST COLLEGE**  
"Small College.... Big Difference"



## **Child Care Service General Information**

Forrest College is pleased to provide a free childcare service for the children of our full-time students while attending classes or conducting official business with the College. It is our aim to provide a safe environment where the children can socialize and participate in appropriate learning activities while in close proximity to their parents.

## **Rules and Guidelines to be Observed:**

Forrest College (FC) provides free childcare services for children of all students; however, there are certain rules and guidelines that accompany this privilege.

- Childcare is only available to the children of our students. No relatives or children who are not directly related to the student qualify for the childcare program.
- Only children of FC students that can walk on their own qualify for childcare. The child must be able to walk on its own.
- The parent must sign the child into childcare upon arrival. The parent must sign the child out of childcare upon departure.
- Childcare is provided only during times that classes are being held and the parent is attending class.
- If a parent leaves campus for any reason (except class field trips) or if classes are dismissed early, the child must be signed out of childcare.
- Children who are obviously not well or sick will not be allowed to participate in childcare.
- Dress – Children are expected to come to childcare dressed appropriately. Closed-toed shoes must be worn to prevent falls, injury, and illness. Footie pajamas and socks are not acceptable.
- Fighting will not be tolerated under any circumstances and may lead to loss of child care privileges.

- Rough play or loud talking/yelling will not be tolerated.
- Children are expected to share any and all toys.
- Children are expected to help clean up at the end of the childcare session.
- Children are expected to show respect for childcare workers at all times.
- Older children may be asked to assist younger children during some activities as appropriate.
- Structure in the childcare room is important; all children must follow the daily schedule.
- Childcare workers are not allowed to administer any medications. This is strictly the responsibility of the parent.
- Parents are responsible for any diaper changes that may be necessary. Childcare workers are not allowed to change diapers under any circumstances. Diaper changing is the responsibility solely of the parent. Parents of diapered children must check on their child regularly in this regard.



## **Rules of Conduct:**

There must be some form of discipline in any childcare environment. Your child is expected to behave appropriately while in childcare. Please explain this to your child.

Generally speaking, if your child does not act appropriately, the child will be asked to sit quietly for a period of time until being allowed to re-engage in activities with the other children.

If a problem persists after the child returns, the parent will be asked to remove the child from childcare for the rest of the day.

Please be aware that if there is a persistent, ongoing disciplinary problem or inappropriate behavior, your child may lose child care privileges altogether.

Please explain this to your child.

## **Snacks**

Forrest College provides free snacks for the children in childcare. If for some reason you do not want your child to participate, please let us know.

Parents are responsible for bringing any special items such as meals, for their children.