

Douglas Cherokee Head Start

Within the first two (2) weeks on the job,

each employee shall receive instruction in:

- Child Abuse Detection, Reporting, and Prevention
- Parent-Center Communication
- Disease Control and Health Promotion
- Overview of Licensing Requirements
- Information on Risks of Infection to Female Employees of Childbearing Age
- Information on Agency Alcohol and Drug Policy

I have been trained on the above-mentioned topics.

Employee's signature

Date

Manager's signature