



Notification of Child Care Facility Operation Religious Exemption from Licensure Allowance, s. 402.316, F.S.

For an **initial** notification to the Department of the operation of a child care facility under the allowance for Religious Exemption from Licensure:

- Complete the entire form below,
- Attach a current Accreditation or Membership Certificate, as required by your accrediting or membership agency, (the list of recognized accrediting agencies is on the last page of this document),
- Attach a notarized letter, signed and dated, from the Pastor, stating and describing how the child care facility is an integral part of the church or parochial school, and
- Attach a notarized Affidavit of Compliance with background screening requirements.

All information is necessary for the issuance of DCF ID #, the creation/assignment of OCA# for background screening purposes, and receipt of an acknowledgement from the Department of operation under the allowance of s. 402.316, F.S.

The acknowledgement from the Department may be provided as evidence of exemption from licensure to other state agencies or funding entities.

The Department will use the information provided in this notification to post on the Department's Provider Web Search. The information about your child care facility can be used to assist parents/legal guardians searching for child care arrangements available.

To notify the Department of **ongoing** operation of a child care facility that meets the criteria of s. 402.316, F.S., and to receive annual acknowledgement by the Department as to the operation:

- Submit a completed form annually,
- Attach a current accreditation/membership certificate, and;
- A notarized letter from the pastor stating the child care facility operation still meets the requirements for operation under s.402.316, F.S. is only required if there has been a change.
- Attach a notarized Affidavit of Compliance with background screening requirements.

This form, notarized letter(s), the church's Accreditation/Membership Certificate(s), and notarized Affidavit of Compliance are to be mailed to the address below:

Department of Children and Families
Office of Child Care Regulation
1317 Winewood Blvd., Bldg.6, Rm 389A
Tallahassee, Florida 32399



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Provider Information:

DCF ID Number (renewal only) _____

Name of Facility/Program: _____ Capacity: _____

Physical Address: _____
Street

City _____ County _____ Zip _____

Mailing Address (if different): _____
Street

City _____ Zip _____

Phone Number: _____ Email Address: _____

Director Name: _____

Name of Church/Parochial School: _____

Church/Parochial School Physical Address: _____

Church/Parochial School- hours of operation/service offerings: _____

Accrediting/Membership Organization: _____

Date Accreditation/membership was initially/renewed granted to the church or parochial school: _____

Days and Hours of Operation:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Opening Time _____

Closing Time _____



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Services Provided:

- | | | | | |
|---|---------------------------------------|---------------------------------------|---|---|
| <input type="checkbox"/> Full Day | <input type="checkbox"/> Half Day | <input type="checkbox"/> Drop In | <input type="checkbox"/> Night Care | <input type="checkbox"/> Before School |
| <input type="checkbox"/> Infant Care | <input type="checkbox"/> After School | <input type="checkbox"/> Weekend Care | <input type="checkbox"/> Food Served | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> School Year Only | <input type="checkbox"/> VPK | <input type="checkbox"/> Head Start | <input type="checkbox"/> School Readiness | <input type="checkbox"/> Public/Non-Public School |
| <input type="checkbox"/> School Age Only | <input type="checkbox"/> Faith-based | <input type="checkbox"/> Gold Seal | <input type="checkbox"/> Urban Zone | |

Attach and Submit Information

Be sure to attach the following documents:

- Current Accreditation/membership Certificate,
- Notarized letter signed and dated from the Pastor stating the program is an integral part of the church or parochial school and describing how the program is an integral part of the church or parochial school that is conducting regularly scheduled classes, courses of study, or educational programs,
- Notarized Affidavit of Compliance for Background Screening Requirements.

I attest the above information is true and correct and that the facility is an integral part of the above-referenced church or parochial school conducting regularly scheduled classes, courses of study, or educational programs accredited by, or by a member of, an accrediting organization which publishes and requires compliance with its standards for health, safety and sanitation, pursuant to section 402.316(1), Florida Statutes.

I further attest the facility is in compliance with the Florida Statutes in regards to meeting the minimum requirements of the applicable local governing body as to health, sanitation, and safety as well as background screening requirements (ss. 402.305, 402.3055, 435.04, 435.05, and 435.06 Florida Statutes).

Have you ever been employed in a child care program that had a license denied, revoked or suspended in any state or jurisdiction?

- Yes No

While employed in a child care program, have you ever been the subject of disciplinary action, or been the party responsible for a child care facility receiving an administrative fine or other disciplinary action?

- Yes No



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402.316, F.S.**

I am aware that pursuant to s. 402.319(1), F.S. any omission, falsification, misstatement, or misrepresentation constitutes a misdemeanor of the first degree punishable as provided in s. 775.082 or s. 775.083, F.S. and may result in the loss of the facility's exemption from licensure.

Name of Director

Name of Church/School Leader

Signature

Signature

Date

Date



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Accrediting Agencies Recognized for Religious Exemption by DCF

Association of Christian Schools International (ACSI)
Association of Christian Teachers and Schools (National) (ACTS-N)
Christian Schools of Florida (CSF)
Church of God Association of Christian Schools (CGACS)
Florida Association of Christian Colleges & Schools, Inc. (FACCS)
Florida Catholic Conference (FCC)
Florida Coalition of Christian Private Schools Accreditation (FCCPSA)
Florida Kindergarten Council (FKC)
Florida League of Christian Schools (FLOCS)
Green Apple Association of Children's Services (GAACS)
Narrow Door Pentecostal (NDP)
National Accreditation Board of Merkos L'Inyonei Chinuch
National Accreditation of Christian Private Schools (NACPS)
National Association for Christian Education (NACA)
National Association for the Education of Young Children (NAEYC)
National Lutheran School Accreditation Florida-Georgia District (NLSA-FLGA)
New Beginnings Christian Center Accreditation (NBCCA)
Nicene Schools International, Inc. (NSII)
Sonshine Association of Christian Schools, Inc. (SAACS)
St. Joseph Association of Christian Schools