



POLICY ON THE RELEASE OF CHILDREN

Each child may be released only to the child's parents) or person(s) authorized by the parents) to take the child from the center and to assume responsibility for the child in an emergency if the parents) cannot be reached.

If a non-custodial parent has been denied access or granted limited access, to a child by a court order, the center shall secure documentation to that effect, maintain a copy on file, and comply with the terms of the court order.

If the parents) or person (s) authorized by the parents) fails to pick up a child at the time of the center's daily closing, the center shall ensure that:

- The child is supervised at all times;
- Staff members attempt to contact the parents) or person(s) authorized by the parents); and
- An hour or more after closing time, and provided that other arrangements for releasing the child to his/her parents) or person(s) authorized by the parent(s), have failed and the staff member(s) cannot continue to supervise the child at the center, the staff member shall call the 24-hour State Central Registry Hotline 1-877-NJ-ABUSE (1-877-652-2873) to seek assistance in caring for the child until the parents) or person(s) authorized by the child's parents) is able to pick up the child.

If the parents) or person(s) authorized by the parents) appears to be physically and/or emotionally impaired to the extent that, in the judgment of the director and/or staff member, the child would be placed at risk of harm if released to such an individual, the center shall ensure that:

- The child may not be released to such an impaired individual;
- Staff members attempt to contact the child's other parent or an alternative person(s) authorized by the parents); and
- If the center is unable to make alternative arrangements, a staff member shall call the 24-hour State Central Registry Hotline 1-877-NJ-ABUSE (1-877-652-2873) to seek assistance in caring for the child.

For school-age child care programs, no child shall be released from the program unsupervised except upon written instruction from the child's parents).