

Children's Place Nursery School 2020-2021 Enrollment Information form

PARENT/GUARDIAN #1	PARENT/GUARDIAN # 2
Name:	Name:
Address	Address
City/State/Zipcode	City/State/Zipcode
Home Phone #	Home Phone #
Cell Phone #	Cell Phone #
Employer	Employer
Work Phone #	Work Phone #
Relationship to child	Relationship to child

PHYSICIAN (State requirement)	DENTIST (State requirement) <small>(If no dentist listed, we will auto-fill Apollo Dental)</small>
Name:	Name:
Address:	Address:
Phone #:	Phone #:

EMERGENCY CONTACTS: (State requires 2 LOCAL Emergency contacts)

These must be LOCAL contacts, OTHER THAN PARENTS or GUARDIANS who can assume temporary responsibility for your child if you cannot be reached. EMERGENCY CONTACTS are always granted permission to pick up your child even without your notifying the school office. **State requires full names, addresses and phone numbers of each contact.**

EMERGENCY CONTACT 1 (State Requirement)	EMERGENCY CONTACT 2 (State Requirement)
Name:	Name:
Address:	Address:
City/State/Zipcode:	City/State/Zipcode:
Phone # Work: Home:	Phone # Work: Home:

Additional people who have permission to pick up my child and can pick up at any time and will need to bring picture ID

Name & Phone #
Name & Phone #

HEALTH and ALLERGY INFORMATION

Food Allergy?

Symptoms if exposed:

Epi Pen required ? Yes or No If Yes, please request an additional form

Other allergies (insect bites, drugs)

Symptoms if exposed:

Epi Pen required ? Yes or No If Yes, please request an additional form

Food Restrictions? For example, vegetarian, geletain, If meat is a restriction are eggs, dairy ok?

If there is a food restriction, you will need to fill out a "Food Restriction Form" for your child's file.

ASTHMA that is controlled by an inhaler? Yes No If Yes please request an additional form

SUNSCREEN: Do you want sunscreen put on your child before going outside in the fall and spring when we are in school? Yes No If you want to provide sunscreen for your child you are welcome to do that, otherwise CP will provide Coppertone Water Babies SPF 50 brand. If my child is in the preschool classrooms (Apple or Sunshine) I understand they meet on the playground at 8:50. I understand I will need to put sunscreen on my child before they are brought to school. **Parent Signature:**

MEDICAL AUTHORIZATION — In case of emergency, I authorize Children's Place staff to obtain emergency service (911) for my child and appropriate qualified EMT personnel to administer treatment at the nearest medical care facility. Emergency personnel will make the decision where to transport a child needing emergency attention. I understand everything will be done to contact me in the case of emergency and I will be informed where and when my child was transported. I agree to pay all costs and fees contingent on any transportation or medical treatment for my child as secured or authorized under this consent.

I also grant permission for Children's Place to:

1. Release health information to the Commissioner of health, Public Health or State Health nurse.
2. Include your child's name, address and phone number in class rosters and class directories
3. Allow my child to leave the school premises under the supervision of a CP teacher for neighborhood walks.
4. Include my child in evaluations with the school program (None published outside of CP)
5. I give permission for pets to visit my child's classroom. Parents will be notified of a pet visit in advance.
6. Include quotes or funny stories regarding my child on our Facebook page or newsletter. Names will not be included

Parent Signature:

Date:

Additional Agreements:

During the summer months June-August the first months tuition WILL NOT be refunded unless you contact CP by July 15th via email. Between July 16th and August 31st, the first months tuition will only be reimbursed if we fill your child's placement within the same classroom. The \$60 registration fee is always NON REFUNDABLE which is paid at the time of enrollment. September tuition will be due in May.

During the school months Sept-May, a written 30-day notice sent via email to the CP office is required for withdrawal/extended absence. Tuition reimbursement will be prorated according to the date the 30-day notice is received. If your child will be absent for an extended period of time and you wish to hold your child's placement, tuition will be due as scheduled. If you wish to withdraw your child for that period of time, you will be required to give the written 30-day notice and you will need to contact CP when you return to see if a placement is available.

I understand tuition is due by the 1st of each month and a \$20 late fee will be added if payment is after the 3rd. If payment is still not received after the 10th of the month \$30 will be added. The due dates are the same no matter the day of the week.

I understand pick up times for morning session is between 11:50-12pm. Lunch pick up is between 12:40-12:45 Afternoon session pick up is 3:50-4pm. There are late pick up fees that will be assessed and added to my ledger for late pick-ups.

I have read and agree to follow the policies stated above: **Parent Signature :**