

Learning Tree Preschool Registration Form 2018-2019

Class Name: Tadpoles | Honeybees | Butterflies | L.E.A.F.
Days Enrolled: Mon. Tues. Wed. Thurs. Fri.

Please fill out all pages of this form **completely**. Return this form, a photocopy of your child's current immunization record, and the pickup permission form ASAP to:

Learning Tree Preschool
401 W. Randolph Ave.
Enid, OK 73701

STUDENT INFORMATION (PLEASE PRINT)

Name: _____
First Middle Last

Name child is most often called: _____ Circle One: Male | Female

Birthday (month/day/year): _____ Age on Sept. 1 2017: _____
(ex. 2 yrs. 3 mos.)

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Church Affiliation: _____

Names & Ages of brothers & sisters: _____

Other adults living with the family: _____

PARENT INFORMATION

Father's Name: _____ Occupation: _____

Business Name & Address: _____

Business Phone: _____ Father's Cell Phone: _____

Mother's Name: _____ Occupation: _____

Business Name & Address: _____

Business Phone: _____ Mother's Cell Phone: _____

Home E-Mail Address: _____

If you are military, please include your PCS date: _____

HEALTH INFORMATION

List any serious accidents your child has had: _____

List contagious diseases your child has had: _____

Does your child have any physical handicaps? _____

Any speech problems? _____

Has your child been examined by physician/specialist in regard to any of the above?
Yes: _____ No: _____

Recommendations: _____

List any allergies your child has: _____

Appetite: Picky: ____ Normal: ____ Any definite food dislikes? _____

Rest: Bedtime: _____ P.M. Time of Waking: _____ A.M.

Afternoon Nap? Circle One: Yes | No | Occasionally Length of Nap: _____

Any problems connected with sleep? _____

Fears? _____ Jealousies? _____

Dependence on other people: _____

Nervous manifestations (nail biting, thumb sucking, etc): _____

Any problems with toilet habits? _____

Is there any other significant information which would contribute to a better understanding of your child and their needs? _____

Please keep us informed of any changes in your child's life throughout the year

SOCIAL/EMOTIONAL INFORMATION

Does your child have imaginary playmates? _____

What are your child's dominant play interests when playing:

Indoors: _____ Outdoors: _____

Does your child identify with any TV characters? Circle one: Yes | No

If yes, which one(s): _____

Does your child watch adult-type programs? Circle one: Yes | No | Some

What contact does your child have with other children? _____

Child's previous school attendance: _____

Other school/daycare attending in addition to Learning Tree: _____

Goals you wish to reach in your child's development this year:

EMERGENCY INFORMATION (other than parents):

Please list two other contacts we may call in an emergency if for some reason we are unable to contact you:

1. Name: _____ Relationship to child: _____

Home Phone: _____ Cell Phone: _____

2. Name: _____ Relationship to child: _____

Home Phone: _____ Cell Phone: _____

CONTRACT

- Registration fee in non-refundable.
- First month's tuition (September) is due on the first day of school. The following months' tuition is due by the 5th of each month. Please make checks payable to Learning Tree Preschool. You may pay by the month, semester, or year. If you pay by the month, each month's tuition is the same regardless of the number of class days in the month. **Our tuition is a yearly amount divided into 9 equal payments for your convenience.** Refunds will not be given for any class missed. If you have two or more returned checks, you will be asked to pay in cash for the remainder of the school year. Cash is accepted and a receipt will be issued. If paying by check, your check is your receipt. You may give your tuition payment to your child's classroom teacher(s).
- It is important that you pick up and drop off your child as close to the scheduled time as possible. There will be a \$5 late charge starting 15 minutes after your scheduled pick up time. You may either pay this late fee on the day it is incurred or with your monthly tuition check.
- Our school day begins at 8:00 A.M. If you need early care, please take your child to the Tadpole/Honeybee Block room. There is a \$3.00 charge for this service each day. Again, this may be paid each morning you use this service or with your monthly tuition. Children should not be in their regular classroom before 8:00 A.M. You are welcome to wait with them in the hallway or in the Children's Library.
- In case of snow/ice days, make up days will not be scheduled.
- We reserve the right to withdraw a child if he/she becomes a danger to others, has excessive behavior, or is deemed detrimental to the school in any way.
- Learning Tree Preschool will take every precaution to keep the school safe. I will talk to my child about school rules and reinforce them at home.
- **IN CASE OF EMERGENCY:** My child may be transported by ambulance at my expense to the nearest emergency facility after all diligent efforts have been made to contact me. Further authorization is given to the physician designated here or his/her associates to render any treatment he/she deems necessary. This consent shall remain effective during the current school year.

Doctor's Name: _____ Phone: _____

Insurance Company: _____

I have read the above statements and I will abide by the statements listed on this contract.

I hereby entrust my child into the care and instruction of the leadership of this school, and I release the leadership from all responsibilities of sickness and accident during school and on field trips. I also give permission to publish my child's name, address, and phone number in the school directory as well as his/her photo in school-related publications.

In addition, I also give permission for any non-church repairmen or maintenance workers to be on the premises during school hours.

Signature: _____ Date: _____

