

Bethel Lutheran Preschool

Phone (606) 836-8608

Entry Date (to be filled out by teacher) _____

Child's full name _____

Date of Birth _____ gender _____

Child's home address _____

Parent information

Father's name _____

Cell _____

Mother's name _____

Cell _____

Parent's address _____

Place of employment

(Father) _____

Phone number _____

(Mother) _____

Phone number _____

Persons authorized to pick up child _____

Please list persons (if any) who may not pick up your child

Bethel Lutheran Preschool Policy Statement

1. The preschool's hours are from 9 am until 2 pm. Children may arrive as early as 8:30. Please do not arrive before 8:30.
2. All enrollment forms must be completed by the parent and on file at our center.
3. If a child becomes ill at our center, the student's parent will be called to pick up the child immediately.
4. Outdoor play is an important part of our day. Please see that your child is suitably dressed to play outside.
5. Please notify us if you have a change of address or phone number.
6. You must come in the building and sign your child in at the beginning of the day and sign out at the end.
7. We send information through the Remind App. You will be asked to sign up.
8. Please let us know of any problems or concerns. A teacher-parent conference can be scheduled at your convenience.
9. Children enrolled in the three and four year old classes **must be potty trained (no pull ups)**.
10. Tuition must be paid by the last day of the month, but can be paid anytime during the month. There will be a \$10 late fee imposed for tuition paid after the end of the month. We will send you a text message at the beginning of each month letting you know the amount you owe.
11. Children should wash their hands upon arrival.

Available Sessions, Schedules, and Fees

Hours: 9:00 a.m. – 2:00 p.m. Monday - Thursday

Our doors will open at 8:30 a.m.

Fees: \$40.00 registration fee per student (continual through the school year). This fee holds your spot.

For two year olds, \$60 for 2 days or \$120 for 4 days

For 3 and 4 year olds, \$120/week for 4 days

I have received a copy of the policy statement. I understand and agree to abide by the policies of Bethel Lutheran Preschool.

Parent Signature and date_____

Health Information

Does your child have any dietary restrictions or allergies?

Does your child have any needs that require special attention?

Is your child receiving services from another program (i.e. First Steps or Speech)?

Does your child need medication on a daily basis? Yes or No A consent form must be filled out daily.

Child's name _____ Date _____

Child's Physician _____ Phone _____

Address _____

Child's Dentist _____ Phone _____

Address _____

Name of Preferred Hospital

In the event of an emergency/disaster, when parents cannot be reached, list at least one person who may be contacted to pick up your child.

1. Name _____

Cell _____ Work _____

2. Name _____

Cell _____ Work _____

First Aid

In the event of an emergency, I authorize the staff to provide any first aid care deemed necessary for my child.

Signature _____

Date _____

Emergency Care

In the event of an emergency in which I cannot be reached, the physician listed above and the local hospital are hereby authorized to provide any emergency care deemed necessary for my child.

Signature _____

Date _____

Health Record Transfer

In the event of an emergency, I hereby authorize the transfer of my child's health records to the local hospital.

Signature _____

Date _____

Authorization for Participation

I hereby grant permission for my child to use all of the play equipment. I also grant my permission for my child to leave the fenced in playground to participate in activities of the school such as: nature walks, use of the picnic area, and use of the blacktop area of the church for play. All of these will be under the supervision of staff members.

Child's name _____

Parent's Signature _____

Date _____

Preschool Agreement

I understand that any omissions of false statements made when filling out registration forms, will constitute reason for withdrawal. The preschool will not be held responsible for events in connection with false information given upon enrollment. **Bethel Lutheran Preschool will assume responsibility for student after the student has been signed in for the day. In the event of disaster, this is the preschool's most reliable method of roll call.**

Parent's Signature _____ Date _____