

# Precious Angels

## **\*Entrance Form\***

Child's Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Address city& zip \_\_\_\_\_

Telephone # \_\_\_\_\_ Birth Date \_\_\_\_\_

Parent /Guardian \_\_\_\_\_ Telephone \_\_\_\_\_

Parent's Address (if different from child) \_\_\_\_\_

Parent Place of Employment & address \_\_\_\_\_

\_\_\_\_\_

Parent work # \_\_\_\_\_ Cell # \_\_\_\_\_

Marital Status: Single Married Divorced Separated Cohabiting

Siblings: # of \_\_\_\_\_ List 1<sup>st</sup> names: \_\_\_\_\_

Custodial Parent: Mother Father Other: \_\_\_\_\_

### **Enrollment Status**

Bi-Weekly payments of \$ \_\_\_\_\_ is required before services is rendered.  
Your child will not be allowed to attend if your tuition is unpaid. A late fee of  
\$10.00 a day, if the bi-weekly payment is not paid before services are rendered.  
Please make every effort to make your payments on time. Every other Monday

Start Date: \_\_\_\_\_ List days attending: \_\_\_\_\_

Drop off time: \_\_\_\_\_ am / Pick up Time: \_\_\_\_\_ pm

**Release Form**

Please list all person (s) that will be allowed to pick up your child from school. \*Only person (s) listed on this release form will be allowed to pick up your child along with legal parents and guardians. Children will not be released to anyone under 16 years old or anyone who appears to be intoxicated. Please inform them that photo identification may be requested for verification.

**Primary adult responsible for daily pick-up** \_\_\_\_\_

Name: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Address: \_\_\_\_\_

Phone#: \_\_\_\_\_ Cell# \_\_\_\_\_

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Name: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Address: \_\_\_\_\_

Phone#: \_\_\_\_\_ Cell# \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The following documents are required upon or before your child's first day at the center:

**Please return the following documents & items upon your child's 1<sup>st</sup> day of school:**

- A completed Entrance Form
- Tuition or Co-Pay – \$ \_\_\_\_\_
- Registration Fee - (\$100.00 per child / \$150.00 per family – two or more children)
- ~~Security Deposit~~ (equivalent to one weeks tuition) **Waived**
- Birth certificate (copy)
- Immunization Record (copy)
- Program for parents or 4C's forms
- Family first Card (If applicable)
- Sheet and blanket (crib fitted sheet to fit mat or bed)
- Bottles, Sippy cup, bibs, formula, pampers, wipes, pacifier, pull-ups (**pull-ups must be detachable**), etc
- Complete Change of clothing (Shirt, pants, underwear, socks, t-shirt)
  - 2 sets of clothing (For children ages 0 to 2 yrs. old)



**All Parents NEED:**

- An Active Family First card upon your child's 1<sup>st</sup> day of school
- Completed Agreement form with a current start date
- Calculated Co-pay through program or leave a down payment
- Actual Co-pay and other required fees
- Down Payment / Deposit: \$100.00 (If you do not know the co-pay amount)
- Payment is due regardless of days missed due to sickness, holidays, absences, school closures, etc.
- If the program does not pay for given day – you are responsible for payment immediately.
- Must have swipe card in order to attend school – swipe card must be swiped everyday upon arrival and departure times

**\*All children must have completed paperwork in order to attend school.**