

Directions for filling out the
Parent Agreement

Things that need to be filled out on form:

- * Child's Name
- * Date of Birth
- * Male or Female
- * Tuition per week / Copay per week (including \$0 copays)
- * Child's approx. arrival and departure times
- * Child's date of admission (the date they are to start)

- * List two individuals that your child may be released to.....
 Make sure they match what is on the emergency contact form
- * Parent's responsibilities
 Parents are to read and initial each line
- * Important information found in the handbook
 Parents are to read and initial each line

Checking up to date
Health Assessments

- * Make sure the date the assessment was performed and signed by the doctor/nurse practitioner is present. These could be two different dates. The date it was performed is the date that counts.
- * Make sure it is a full physical (height, weight etc.) It has to be on the DHS form we put in the tour folders. Doctor's offices have these forms also. Just ask for it.
- * Physicals need to be updated in the file every 6 months for children under 2 years old. 2 years old until Kindergarten it is to be updated yearly.

* For new enrollments – the physical can be no more than 3 months old for children under 2 and no more than 6 months old for children 2 years old until Kindergarten

* School Aged children need health assessments updated for Kindergarten, 3rd grade and 7th grade

* Make sure current immunizations are attached each time.

Thank you