



Enrollment Form

CHILD'S INFORMATION:

Enrollment Date: _____

Full Name: _____

Name Child Goes By: _____

Date of Birth: _____ Sex: _____ Telephone: _____

Home Address: _____

City: _____ Zip: _____

PARENT'S INFORMATION:

Mother:

Name: _____ Date of Birth: _____

Home Address: _____

City: _____ Zip: _____

Telephone: _____ Cell Phone: _____

Employer: _____ Telephone: _____

Email Address: _____

Father:

Name: _____ Date of Birth: _____

Home Address: _____

City: _____ Zip: _____

Telephone: _____ Cell Phone: _____

Employer: _____ Telephone: _____

GENERAL INFORMATION:

Are both parents living? _____ Divorced? _____ Legally Separated? _____

Does the child have a stepmother or stepfather? _____

List all persons (other than parents) authorized to pick up the child or to be notified in case of an emergency if you are not reachable. Children will not be released to anyone without specific permission from the parents.

| Name | Home / Work Phone |
|-------|-------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Anyone picking up your child will be required to show a valid Driver's License or other picture I.D. before your child is released to them. Please let them know this will be required.

Does the child have any special problems or needs we should be made aware of? _____

_____ If so, please explain: _____

Allergies (Food and other): _____

Any additional emergency instructions: _____

Is your child up to date on his/her shots? _____

YOU MUST PROVIDE THE SCHOOL WITH YOUR CHILD'S SHOT RECORDS!

Briefly describe your child (appearance, personality, characteristics): _____

(Please attach a photograph of your child)

My child is in child care _____ on a regular basis _____ on occasion
_____ very rarely _____ never until now

My child _____ uses a pacifier _____ enjoys a special blanket
_____ uses a bottle _____ uses a cup

The things that seem to help my child most when he/she is unhappy _____

In what ways do you expect your child to benefit from Building Blocks? _____

PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR ABILITY. PLEASE BE HONEST! THERE IS NO RIGHT OR WRONG ANSWER.

1. Is your child potty trained? ___ Yes _____ No
2. Would your child attempt to color within the lines of a picture? _____ Yes
_____ No
3. Can your child hold a pencil, pen or crayon the correct way? _____ Yes
_____ No
4. Does your child know his/her colors? _____ Yes
_____ No
5. Can your child say the alphabet in correct order? _____ Yes
_____ No
6. Can your child recognize the letters of the alphabet? _____ Yes
_____ No
7. Can your child count in correct order? _____ Yes

8. Can your child recognize numbers? No
 Yes
 No
9. Does your child know the difference between numbers and letters? Yes
 No
10. Can your child write letters? Yes
 No
11. Can your child write numbers? Yes
 No
12. Does your child know how to use scissors properly? Yes
 No
13. Does your child like to take a nap or have rest time? Yes
 No
14. Can your child recognize his/her name? Yes
 No
15. Can your child write his/her name? Yes
 No
16. Is your child right or left handed? Right
 Left

PARENT'S PERMISSION TO PHOTO:

I hereby give my permission for my child's photo to be displayed within the School and/or on the Building Blocks website.

Mother's Signature: _____ Date: _____
 Father's Signature: _____ Date: _____

TUITION PAYMENT PROCEDURES:

Tuition is to be paid in full on the first Tuesday of each month, in advance for that month. If tuition is not paid by 2:30 p.m. on Tuesday, a \$5.00 per day surcharge will be added to the tuition payment for each day the tuition payment is delinquent. *Once again, please remember that the payments you make on the first Tuesday are in advance of service for that month.*

VACATION / ILLNESS / HOLIDAY PROCEDURES:

There is not a discount or reduction in tuition for vacations or absence due to illness. Tuition charges reserve your child's place in the School. Full tuition is due each and every month whether your child is in attendance or not.

IF YOUR ACCOUNT BECOMES MORE THAN 2 WEEKS PAST DUE, YOUR CHILD WILL BE DROPPED FROM OUR ENROLLMENT AND YOU WILL BE ASKED TO TAKE YOUR CHILD OUT OF THE SCHOOL.

Building Blocks Preschool reserves the right to change fees and / or policies at any time upon written notification to parents.

I have read the procedures regarding payment of tuition and agree to abide by them, and understand that tuition payments are NON-REFUNDABLE.

Mother's Signature: _____ Date: _____

Father's Signature: _____ Date: _____