

Registration Packet Contents

In an effort to make the registration process smoother, we are creating a registration packet containing all paperwork your child will need for the 2023-2024 school year. **All packet contents must be returned in person to register your child.** We will not accept registrations that are emailed or faxed.

A complete packet will contain all the following information:

- 2023-2024 Registration Form
- Updated 2023 Physical to include Lead and TB Screening results
(A 2022 physical will be accepted until your 2023 due date. At that time a new physical must be submitted.)
- Parent Consent Form
- Indemnity Agreement
- 2023 Ages and Stages (ASQ) or ASQ Waiver
- Emergency Card
- Parent Right to Know Notice

Please sign and return this form

Parent Signature: _____ Date: _____

Administrator Signature: _____ Date: _____

ASQ – Ages and Stages Questionnaire

The first 5 years of life are very important for your children because this time sets the stage for success in school and later in life. During infancy and early childhood, your child will have many experiences and learn many skills. It is important to ensure that each child's development proceeds well during this period. The ASQ can be found on the little school website under the forms tab.

Please select and sign one of the following below.

I completed the ASQ via the link on the school website before turning in my application packet.
(Please Print)

Child's Name _____

Parent/Guardian Name _____

Date _____

Ages and Stages Waiver

I do not wish to participate in the ASQ-2 and ASQ-3 and understand the purpose of this program. (Please Print)

Child's Name _____

Parent/Guardian Name _____

Date _____

Please sign and return the bottom form. Please also note that when you drop off your packet, you will be asked to sign the Parents Right to Know Log in the office.

Parents Right to Know Notice

By signing this form, I am acknowledging I have received a copy of the Parents Right to Know Notice which states, “UNDER THE DELAWARE CODE, YOU ARE ENTITLED TO INSPECT THE ACTIVE RECORD AND COMPLAINT FILES OF ANY LICENSED CHILD CARE FACILITY.” To review a childcare facility’s record, contact the administrative specialist, Office of Child Care Licensing, 3411 Silverside Road, The Concord | Hagley Building, Wilmington, Delaware 19810, phone (302) 892-5800. You may also view substantiated complaints and compliance review histories by visiting the Office of Child Care Licensing’s childcare search at

https://education.delaware.gov/families/occl/child_care_search/.

Parent/Guardian Signature

Date



2023-2024 Registration Form

We are excited to begin enrollment for our 2023-2024 academic school year. There have been changes to the format and billing structure of our registration from years past, so please read through this form thoroughly! To help meet the needs of your family, please complete all necessary paperwork and return immediately for the best possible opportunity for placement. Child(ren) are placed in classrooms based on their date of birth. We will confirm via email that your registration is complete and that your child's placement at the little school is secure. Information regarding your child's class placement and preschool class hours will not be available until late August 2023. We are a "little school" with big hearts, a place where everyone is welcome to sit in our circle. Your journey starts here. Welcome to our little school family!

Our Mission

At the little school at Kids Cottage, we share love and understanding with families, while supporting their children in their social-emotional, intellectual and physical development. We provide a safe environment where we encourage growth, discovery, play, and creativity.

Our Vision

At the little school at Kids Cottage, we lead with compassion, reach for excellence, and provide a high-quality learning environment. We provide comprehensive supports and care to encourage all students to reach their potential and succeed in life.

Our Core Values

* Quality * Integrity * Respect * Education * Service * Unity *

Four Day Morning Programs

Pre-Wee Program

The Pre-Wee program has been developed for the youngest student starting at 12 months of age. This program runs Monday through Thursday (AM). It is a curriculum-based program with an emphasis on language, motor, and social-emotional development. Pre-Wee provides a nurturing environment to ease the transition from home to the preschool setting. Children must be 12 months of age by August 31, 2023 to enroll in this program. Parents will be responsible for supplying snacks, diapers and wipes for their child. These children will participate in a weekly music class.

Play Little Program

The Play Little program has been developed for the young preschool child. This program runs Monday through Thursday (AM). It is a curriculum-based program with an emphasis on social and emotional development as well as language and motor development. Play Little provides a nurturing environment to ease the transition from home to the preschool environment while fostering more independence throughout the day. Parents will be responsible for supplying snacks, diapers and wipes for their child. These children will participate in a weekly music class and will have dedicated time to explore the outdoor classroom.

Preschool Program

The Preschool program consists of classes that are designed for the older preschool child. This program runs Monday through Thursday (AM). It is a curriculum-based program that focuses on all areas of development with an emphasis on fine motor and cognitive development. The Learning Without Tears program will also be introduced in this class. These children will participate in a variety of enrichment activities including weekly phonics classes and music classes. They will also have dedicated time to explore our outdoor classroom.

Five Day Morning Program

Pre-Kindergarten Program

The Pre-Kindergarten program consists of classes that are designed for the Pre-Kindergarten student who turns five years old by August 31, 2024. This program runs Monday through Friday (AM) and gives children an opportunity to gain a positive sense of self in the group setting and enhance his/her intellectual skills. The Learning Without Tears program will be implemented in this class and children will participate in a variety of enrichment activities including weekly phonics classes and music classes. They will also have dedicated time to explore the outdoor classroom. If developmentally ready, children enrolled in the Pre-Kindergarten program will progress to Kindergarten the following year.

Additional Programs

Pre-Kindergarten Enrichment Program

The Pre-Kindergarten Enrichment program is designed for the Pre-Kindergarten student who turns five years old by August 31, 2024. This program runs Monday through Friday in the afternoons and gives students the opportunity to expand the Pre-Kindergarten experience into the afternoons to help prepare them for a full day of school in the upcoming year. Students will participate in numerous projects and learning activities in the areas of science, math, creative movement, poetry, art and more! Each day will also consist of time for recess, lunch and afternoon snack.

Full Time Extended Care Program

Full Time Extended Care is a program offered both before and after your child(ren)'s preschool or enrichment hours. The extended care program enhances the curriculum from the school day in a less structured environment. In the morning we will have time for structured play and playground time. In the afternoons we will enjoy lunch, nap/quiet time, stories, afternoon snack, crafts, playground time and indoor free play. Full Time Extended Care fees cover care outside the preschool hours Monday-Friday from 7:30am-5:30pm. The Full Time Extended Care Program for the 2023-2024 school year will begin August 29, 2023 and run through May 30, 2024. **Families enrolled in the Full-Time Extended Care program will be charged the full-time rate throughout the school year even if you choose not to use the services. This includes school scheduled holiday breaks, family vacations and missed time for all illnesses including Covid-19.**

Hourly Extended Care Program

Hourly Extended Care is available starting at 7:30am for all students. Extended Care enhances the curriculum from the school day in a less structured environment. If you need care after your child's preschool or Pre-K and Enrichment time, please sign up for Full Time Extended Care.

REGISTRATION FORM 2023-2024

A non-refundable \$150.00 registration fee must accompany all applications. If you are enrolling in the Pre-K Enrichment Program, please include an additional non-refundable \$50 Registration Fee. In addition, the First month's tuition payment is required as a deposit for all **NEW** little school at Kids Cottage families at time of registration. Please return this registration form, the concurrence form with a completed automatic debit authorization and the appropriate payment to the school to secure placement.

IF YOU ARE UTILIZING THE STATE POC PROGRAM PLEASE SEE ALEXIS BEFORE COMPLETING THIS FORM

Child's Name: _____ M / F
Last First Birthdate

Sibling Name(s) & Age _____

Known Allergies/Dietary Restrictions/Medical Concerns: _____

Preschool Experience: _____

Parent/Guardian 1's Relationship and Name: _____

Parent/Guardian 1's Contact Phone Number: _____

Place of Employment: _____
Work Phone #

Home Address: _____
Street City Cell Phone #

Zip Code: _____ Email Address: _____

Parent/Guardian 2's Relationship and Name: _____

Parent/Guardian 2's Contact Phone Number: _____

Place of Employment: _____
Work Phone #

Email Address: _____

Emergency Contact other than listed above: _____ Phone #: _____

Additional Comments: _____

Please **initial** what services you wish to enroll in:

- ___ I am enrolling my child in a Four Day Morning Program
AM ONLY. (Registration Fee \$150)
- ___ I am enrolling my child in a Four Day Morning Program and
Full Time Extended Care. (Registration Fee \$150)
- ___ I am enrolling my child in the Five Day Morning Pre-K AM
ONLY. (Registration Fee \$150)
- ___ I am enrolling my child in the Five Day Morning Pre-K with
Afternoon Enrichment. (Registration Fee \$200)
- ___ I am enrolling my child in the Five Day Morning Pre-K,
Afternoon Enrichment, and Full Time Extended Care.
(Registration Fee \$200)

My child's prospective school schedule:

Drop Off: _____

Pick Up: _____

Days of Attendance: M Tu W Th F

(Parent/Guardian Signature)

(Date)

Tuition Rates 2023-2024

Program Registration Fee:

A non-refundable registration fee of \$150.00 is payable at the time of registration and must accompany the application unless the program is full at the time of registration. If you are enrolling in the Pre-K Enrichment Program, please include an additional non-refundable \$50 Registration Fee.

Field Trip/Visitor/Special Event Fees:

Pre-Wee & Play Little	\$100 Due at time of registration	\$100 Due in February
Preschool & Pre-K:	\$150 Due at time of registration	\$150 Due in February

Four Day Morning Program Tuition: (Registration Fee \$150)

Pre-Wee – Monday through Thursday – 8:45am to 11:30am - \$5,040/ year (\$560.00 in 9 monthly payments, September 2023- May 2024)
Play Little – Monday through Thursday – 9:15am to 12:15pm - \$5,040/ year (\$560.00 in 9 monthly payments, September 2023-May 2024)
Pre-School – Monday through Thursday – 9:30am to 12:30pm - \$5,040/ year (\$560.00 in 9 monthly payments, September 2023- May 2024)

Four Day Morning Program Tuition with Full Time Extended Care: (Registration Fee \$150)

Pre-Wee – Monday through Friday – 7:30am to 5:30pm - \$11,880/ year (\$1,320.00 in 9 monthly payments, September 2023- May 2024)
Play Little – Monday through Friday - 7:30am to 5:30pm - \$11,880/ year (\$1,320.00 in 9 monthly payments, September 2023- May 2024)
Pre-School – Monday through Friday - 7:30am to 5:30pm - \$11,880/ year (\$1,320.00 in 9 monthly payments, September 2023- May 2024)

Five Day Morning Pre-K Tuition: (Registration Fee \$150)

Five Day Pre-K is reserved for children turning five by August 31, 2024. If you wish to stay past 1pm, please add the Enrichment Program to your enrollment.

Pre-K – Monday through Friday – 8:30am to 12pm –\$5,535/year (\$615.00 in 9 monthly payments, September 2023- May 2024)

Five Day Morning Pre-K Tuition with Afternoon Enrichment: (Registration Fee \$200)

Five Day Pre-K is reserved for children turning five by August 31, 2024. If you wish to stay past 3pm, please add the Full Time Extended Care Program to your enrollment.

Pre-K and Enrichment – Monday through Friday - 8:30am to 3pm – \$9,630/year (\$1070.00 in 9 monthly payments, September 2023- May 2024)

Five Day Morning Pre-K Tuition, Afternoon Enrichment, and Full Time Extended Care: (Registration Fee \$200)

Five Day Pre-K is reserved for children turning five by August 31, 2024

Pre-K, Enrichment, and Extended Care– Monday through Friday - 7:30am to 5:30pm – \$13,410/year (\$1,490.00 in 9 monthly payments, September 2023- May 2024)

Hourly Extended Care Program:

Hourly Extended Care is available from 7:30am to the start of preschool class for all students.

Hourly Extended Care: \$12/hour for first child, \$8.00/hr for each additional child in the same family.

Additional Information:

- A 10% discount will apply to Preschool/Pre-K/Enrichment tuition for military families once a copy of their military ID has been turned in to the office.
- A \$150.00 discount will apply to a child if older siblings are attending the little school for the 2023-2024 school year.
- Families will be permitted to switch from Full-Time Extended Care to Hourly Extended Care or vice-versa ONE TIME per school year. Changes may be made on the 1st of the month ONLY. The 30 day withdraw policy also applies if moving from a Full Time program to our drop in program.

Withdraw Policy (Please Sign)

There is a 30-day withdrawal policy from all programs. All withdrawals must be submitted in writing on the first of the month to begin the 30-day withdrawal process if your student will not complete a program(s) during the 2023-2024 school year. As of September 1, 2023, the first month's tuition for all programs will be nonrefundable. In addition, as of May 1, 2024 the final tuition payment for the 2023-2024 school year will be nonrefundable.

Parent/Guardian Signature: _____ **Date:** _____

Tuition Policy (Please Sign)

Tuition is due according to the payment plan selected on the concurrence form. A late fee of 6% of the total due will be charged to the account if payment is not paid on the due date per the concurrence form. There will be a charge of \$50.00 for any declined payment. Past due accounts will be placed with a collection agency. Any account sent to collections will incur a 40% interest charge which will be added to your account at the little school at Kids Cottage. In addition, you will be responsible for all collection costs which may include collection fees, attorney fees, and other fees charged by the collection agency. This may include but is not limited to a fee for partial payment made on the past due account. Program tuition will not be prorated due to days missed related to vacations or illness, including COVID-19 exposure or illness.

Parent/Guardian Signature: _____ **Date:** _____



Concurrence Form 2023-2024

Name of Student: _____ DOB: _____

Individual Responsible for Tuition Payments

Name: _____

Address: _____

Signature: _____ Date: _____

Program Registration Fee:

A non-refundable registration fee of \$150.00 is payable at the time of registration and must accompany the application unless the program is full at the time of registration. If you are enrolling in the Pre-K Enrichment program, please include an additional non-refundable \$50 Registration Fee.

Please **INITIAL** your payment plan.

_____ **(Plan A)** Payment in nine (9) equal, consecutive monthly installments will begin at time of registration, and end on May 1, 2024. If you choose this option, the monthly payments will be automatically deducted from your bank account (ACH). **If you select this plan, an automatic ACH authorization must accompany your concurrence and registration forms with a blank voided check.**

_____ **(Plan B)** Payment in nine (9) equal, consecutive monthly installments will begin at time of registration, and end on May 1, 2024. If you choose this option, the monthly payments will be automatically deducted from your debit or credit card (i.e., Mastercard, Visa, Discover, or American Express). **If you select this plan, a 6% merchant service fee will be added each time we run your card. By choosing this option an automatic debit authorization must accompany your concurrence and registration forms.**

Please note that regardless of the plan you choose, all miscellaneous charges including, but not limited to, field trip fees, full time and hourly extended care fees, etc. will be deducted along with your tuition (if applicable) between the first and seventh of each month. In addition, all final extended care and miscellaneous monthly charges will be deducted from your card or ACH on file on the Monday following the last day of your child's program for the 2023-2024 school year.

Please see the office if you have any questions.

Automatic Account Authorization 2023-2024

All charges posted to your account on a monthly basis (i.e. tuition, field trip fees, extended care, drop-in, enrichment fees, etc.) will be processed during the first seven business days of each month and deducted from your payment method on file. Please complete the form below with your account information, signature, and date.

ACH/ Checking Account

PLEASE ATTACH A BLANK VOIDED CHECK

Child/ren Name: _____ Name on account: _____

Routing Number: _____ Account Number: _____

Billing Address: _____

Signature: _____ Date: _____ Contact Number: _____

I UNDERSTAND THAT A \$50 SERVICE FEE WILL BE APPLIED TO MY LITTLE SCHOOL ACCOUNT FOR ANY RETURNED ACH PAYMENT.

(PARENT/GUARDIAN SIGNATURE)

I UNDERSTAND THAT IF MY PAYMENT IS RETURNED AND AN ALTERNATIVE PAYMENT HAS NOT BEEN RECEIVED WITHIN 5 BUSINESS DAYS FROM THE DATE OF RETURN, I WILL BE CHARGED A 6% LATE FEE.

(PARENT/GUARDIAN SIGNATURE)

Credit Card

Child/ren Name: _____ Name on card: _____

Type of Card (circle): Mastercard— Visa— Discover— American Express

Card Number: _____ Exp. Date: _____

Signature: _____ Date: _____ Contact Number: _____

Billing Zip Code: _____

I UNDERSTAND THAT BY CHOOSING THIS OPTION I WILL BE CHARGED A 6% MERCHANT SERVICES FEE EACH TIME MY CARD IS RUN.

(PARENT/GUARDIAN SIGNATURE)

I UNDERSTAND THAT A \$50 SERVICE FEE WILL BE APPLIED TO MY LITTLE SCHOOL ACCOUNT FOR ANY DECLINED PAYMENT.

(PARENT/GUARDIAN SIGNATURE)

I UNDERSTAND THAT IF MY CARD DECLINES AND AN ALTERNATIVE PAYMENT HAS NOT BEEN RECEIVED WITHIN 5 BUSINESS DAYS FROM THE DATE OF DECLINE, I WILL BE CHARGED A 6% LATE FEE.

(PARENT/GUARDIAN SIGNATURE)

THE LITTLE SCHOOL AT KIDS COTTAGE

Emergency Treatment Card

Childs Name: _____ DOB: _____

Teacher: _____

Home Address: _____

Street/PO

City

Zip

Home Phone: _____

Parent/ Guardian Name: _____ Cell Phone: _____

Parent/ Guardian Place of Employment: _____ Work Phone: _____

Parent/ Guardian Email: _____

Parent/ Guardian Name: _____ Cell Phone: _____

Parent/ Guardian Place of Employment: _____ Work Phone: _____

Parent/ Guardian Email: _____

Family Physician: _____ Phone: _____ Family Dentist: _____

Indicate Student's Serious Medical Problems: _____

Student is allergic to: _____

Medical Insurance: _____

Name and phone number(s) of the adults authorized to pick up and transport child(ren) (i.e., babysitters, grandparents, childcare provider, friends, etc.):

1. _____ Phone: _____
2. _____ Phone: _____
3. _____ Phone: _____

Emergency Contact: In the event of an emergency, and the Parents/Guardians listed above cannot be reached, the following individual(s) should be contacted and have authority to transport the child(ren) if necessary:

1. _____ Phone: _____
2. _____ Phone: _____
3. _____ Phone: _____

School Emergency Procedures

Your school has adopted the following procedures in caring for a student when he/she becomes sick or injured at school. In case of an emergency and/or need of medical or hospital care:

1. The school will call all numbers listed on the front of this emergency card for the parent, and/or guardian. If there is no answer:
2. The school will call the other telephone number(s) listed on the emergency card and the listed physician.
3. If necessary, the school will call an ambulance to transport the student to a local medical facility.
4. Based upon the medical judgement of the attending physician, the student may be admitted to a local medical facility.
5. The school will continue to call the parents, guardians, and physician until one is reached.

If I cannot be reached and the school authorities have followed the procedures described, I agree to assume all expenses for moving and medically treating this student. I also hereby consent to any treatment, surgery, diagnostic procedures or the administration of anesthesia which may be carried out based on the medical judgement of the attending physician.

Parent/Guardian Signature: _____ Date: _____

the little school at Kids Cottage LLC

Indemnity Agreement

Child's Name: _____

1. **ACKNOWLEDGEMENT OF RISK:** I (the "INDEMNIFIER") understand and acknowledge the risks and dangers associated with my child's participation in the programs and services offered by the little school at Kids Cottage, LLC (hereinafter referred to as the "PROGRAMS"). These risks include, but are not limited to, the following: the dangers of falling off playground equipment, collision with other children, aggression by other children, choking, and other dangers associated with the facility, active play, and/or the equipment or materials at the facility.
2. **INDEMNIFICATION:** I agree to HOLD HARMLESS, RELEASE, DEFEND AND INDEMNIFY the little school at Kids Cottage LLC and its owners, affiliates, employees, successors, assigns and agents (hereinafter referred to as the "INDEMNITEES"), for any liability, claim, suit, expense, or loss arising from my child's participation in the PROGRAMS, including those claims based on any INDEMNITEES alleged or actual negligence. I acknowledge and agree that I am freely and expressly assuming any and all risks of property damage, personal injury, or death resulting from my child's participation in the PROGRAMS.
3. **SEVERABILITY:** If any parts of this Agreement shall be held unenforceable for any reason, the remainder of the Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.
4. **BINDING EFFECT:** The covenants and conditions contained in this Agreement shall apply to and bind the INDEMNIFIER and the INDEMNITEES and their heirs, legal representatives, successors and permitted assigns.
5. **GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State of Delaware.
6. **WAIVER:** The failure of either the INDEMNITEES or the INDEMNIFIER to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

the little school at Kids Cottage, LLC Medical Waiver

AUTHORIZATION TO ADMINISTER MEDICAL CARE: I authorize any owner or employee of the little school at Kids Cottage, LLC to administer first aid or CPR to my child if, in the opinion of the owner or employee, medical care is needed for the child. Further, I authorize any owner or employee of the little school at Kids Cottage to call for such medical care for my child or to transport my child to the appropriate clinic or hospital if, in the opinion of the owner or employee, professional medical care is needed for the child. My child will be accompanied by a designated employee according to this center's policy. Contacts will be made to the parent/ guardian or authorized persons. Information from my child's records at the center will be used to obtain necessary medical information. I agree to pay all cost associated with such medical care and related transportation for my child and INDEMNIFY and HOLD HARMLESS the INDEMNITEES from any cost incurred therein.

the little school at Kids Cottage, LLC Immunization Waiver

It is required by law that all children who are placed in a "drop in" facility have immunizations that are up-to-date. If your child's records are up-to-date, please sign below and bring his/her immunization records with you the next time you visit our center or within 30 days of your first visit, whichever comes first.

the little school at Kids Cottage, LLC Media Waiver

Children may engage in supervised educational computer/video game play during preschool and drop in. On occasion, children may watch G rated movies. I give my permission to allow my child to partake in this program.

Parents Right To Know Notice

Under the Delaware Code you are entitled to inspect, at any time, the active record and complaint files of any licensed child care facility. To review a child care facility's record contact the Office of Child Care Licensing: <http://www.apex01.kids.delaware.gov:7777/occl/> or call 302-7395487.

Unpaid Balances - The little school at Kids Cottage has the right to apply a 40% fee to overdue accounts that are turned over to a collections agency.

Please sign to confirm that you have read and agree to all the above terms and conditions.

Signature of Parent/Guardian

Date Revised 9/22



THE LITTLE SCHOOL AT KIDS COTTAGE PARENT CONSENT FORM

Dear Parents,

Under the new Delaware Child Care Licensing regulations we are required to have several parent consent forms on file. We have tried to make this more efficient by combining them on one sheet. Please read and initial each of the following statements and sign at the bottom to acknowledge that you are familiar with and agree to these Little School at Kids Cottage policies If you do not wish to have your child photographed or your home information shared please do not sign those statements. If you have any further questions, please talk to your child’s teachers or contact the office.

_____ I am aware that school buses will be used for all field trips and that my child must arrive at and leave each field trip with his/her class. I give permission for my child to attend field trips and to ride the school bus with his/her class.

_____ I am aware that computers may be used in the classrooms for educational purposes. I give permission for my child to use the classroom computers. I also give permission for my child to watch short movies/TV clips when shown for educational or entertainment purposes.

_____ I am aware that the LSKC website, www.thelittleschool.us, social media and the local media (i.e., newspapers, TV, etc.) may contain pictures of school activities and events. No names will be used with the pictures. I give permission for my child to be photographed and for those pictures to be used on the website, on social media and in the local media.

_____ I am aware that class lists may be shared to help parents in sending birthday invitations or setting up play dates. Information will only be shared with classmates and other LSKC families. I give permission for my name, address and telephone number to be shared.

_____ I have read and understand the Little School at Kids Cottage Parent Handbook located on the little school website.

_____ I have read and understand the Food Allergy policy as stated in the LSKC Parent Handbook.

_____ I am aware that under Delaware Code I am entitled to inspect, at any time, the active record and complaint files of any licensed child care facility. To review a child care facility record I may contact the Office of Child Care Licensing: <http://www.apex01.kids.delaware.gov:7777/occl/> or (302)-739-5487

The large playground equipment is intended for children ages 5-12. Please indicate below if you feel your child is capable of playing on this equipment safely.

_____ I **give** permission for my child to play on the large play equipment when he/she is at the Little School at Kids Cottage.

_____ I **do not give** permission for my child to play on the large play equipment when he/she is at the Little School at Kids Cottage.

Child’s Name:

_____ Teacher: _____

Parent/Guardian Signature

Date

**STATE OF DELAWARE
DEPARTMENT OF SERVICES FOR CHILDREN,
YOUTH AND THEIR FAMILIES
OFFICE OF CHILD CARE LICENSING**

Family Child Care
Large Family Child Care Home
Day Care Center

NAME _____

BIRTHDATE _____

CHILD HEALTH APPRAISAL

SECTION A: TO BE COMPLETED BY PARENT BEFORE PHYSICAL EXAMINATION

CHECK IF CHILD HAS PROBLEMS WITH ANY OF THE FOLLOWING: GIVE ADDITIONAL COMMENTS BELOW

<input type="checkbox"/> Allergies (food, medicine, bee sting etc.)	<input type="checkbox"/> Frequent Colds	<input type="checkbox"/> Fainting	<input type="checkbox"/> Physical Handicap
<input type="checkbox"/> Constipation/Diarrhea	<input type="checkbox"/> Hearing Difficulty	<input type="checkbox"/> Speech Difficulty	<input type="checkbox"/> Behavior Problem
	<input type="checkbox"/> Seizures	<input type="checkbox"/> Vision Difficulty	<input type="checkbox"/> Asthma

Other _____

Comments: _____

ADDITIONAL INFORMATION ABOUT YOUR CHILD (include serious illness, accidents, operations, medications, etc. with dates):

Parent/Guardian's Signature _____ Date _____

SECTION B: TO BE COMPLETED BY EXAMINING PHYSICIAN/PEDIATRIC NURSE PRACTITIONER

CODE: X - Within Normal Limits O - See Remarks Below

_____ Scalp, Skin	_____ Heart	_____ Vision	_____ Ear, Nose	_____ Lungs
_____ Hearing	_____ Throat	_____ Abdomen	_____ Blood Pressure	_____ Eyes
_____ Genitalia	_____ Teeth	_____ Extremities	_____ Neck, Glands	_____ Nervous System
_____ Height	_____ Weight			

REMARKS AND RECOMMENDATIONS: _____

IS CHILD PROGRESSING NORMALLY FOR AGE GROUP? _____

DTP/Hib 1 / /	DTP/Hib 2 / /	DTP/Hib 3 / /	DTP/ Hib 4 / /	DTaP/Hib 4 / /
DTP/DTaP 1 / DT / /	DTP/DTaP 2 / DT / /	DTP/DTaP 3 / DT / /	DTP/DTaP 4 / DT / /	DTP/DTaP 5 / DT / /
Td 1 / /	Td 2 / /	Td 3 / /	/ /	/ /
OPV/IPV 1 / /	OPV/IPV 2 / /	OPV/IPV 3 / /	OPV/IPV 4 / /	TB Screening 12 mo / /
MMR 1 / /	MMR 2 / /	HepB 1 / /	HepB 2 / /	HepB 3 / /
Hib 1 / /	Hib 2 / /	Hib 3 / /	Hib 4 / /	Hep B/Hib 1 / /
Hep B/Hib 2 / /	Hep B/Hib 3 / /	Varicella 1 / /	Varicella 2 / /	Influenza 1 / /
Influenza 2 / /	Pneumococcal Polysaccharide1 / /	Pneumococcal Polysaccharide 2 / /	Pneumococcal Conjugate 1 / /	Pneumococcal Conjugate 2 / /
Pneumococcal Conjugate 3 / /	Pneumococcal Conjugate 4 / /	Hep A 1 / /	Hep A 2 / /	Lyme Vax 1 / /
Lyme Vax 2 / /	Lyme Vax 3 / /	Other: / /	Lead Screening 12 mo / /	

Examiner's Signature _____ M.D. P.N.P. Date: _____

Printed Name: _____ Telephone: _____

DOC.NO. 37-06-10-01-01-01