



# Little Badger Christian Preschool

*A ministry of Faith Baptist Church*

## REQUIRED STUDENT FORMS

The following forms are required and must be filled out and turned in to the Center Administrator by the due dates listed below. Please note that there is a **late fee** for forms turned in past the due dates. **Late fees- per student:** 1 day-29 days late: \$25; 30 days-59 days late: an additional \$75; 60 days or more: an additional \$100. After 60 days, we may have to terminate the student since these forms are required by the State of Wisconsin and part of our licensing agreement.

### UPON REGISTRATION:

1. ***Child Care Enrollment***
2. ***Child Information Card***
3. ***Health History & Emergency Care Plan***
4. ***Photo/ Video Release Form***
5. ***Tattoo Permission Form***
6. ***Weekly drop-off and pick-up schedule***
7. ***Preschool Enrollment Contract***

### NO LATER THAN SIX WEEKS AFTER CHILD'S FIRST DAY OF SCHOOL:

1. ***Child Care Immunization Record***

### NO LATER THAN THREE MONTHS AFTER CHILD'S FIRST DAY AT SCHOOL:

1. ***Child Health Report-*** Please note that the physical exam may take place from one year prior to three months after the child's first day of school. If an exam has taken place already, you must take this form to your physician to have him fill it out, sign and date it, then turn it in to the Center Administrator no later than three months after your child has begun school. ALSO- a follow-up exam is required at least once every two years thereafter. In the case of a follow-up exam, a new ***Child Health Report*** form must be filled out and submitted.

### AS NEEDED:

1. ***Authorization to Administer Medication-*** Please note that this form must be filled out for each individual medication, and each time your child must be given medication at the preschool.
2. ***Field Trip Permission Form***
3. ***Informed Consent for Observation or Testing***
4. ***Alternate Arrival/Release Agreement***