

ENROLLMENT CHECKLIST

Child's Name: _____ Desired Start Date: _____

Allergies: _____

File Checklist for All Children:

- Enrollment Form
- Medical History Form
- Immunization Record
- Physical Date: _____
- Sunscreen Permission
- Tuition Express Form
- Getting to know my child
- Statement of understanding

Four-Year-Old Preschool

- Copy of birth certificate
- SWVPP Form

School Age

- Field Trip Permission Form
- School Age Health Record

Photo Release:

I give Key West Early Childhood Center to take photo/video of my child for the following uses: (check all that apply)

- Classroom Use
- Center run social media accounts
- Promotional Materials
- No photo or video may be taken of my child.

Care Needed:

- Infant and Toddler Care
- Two-Year-Old Full Time
- Two-Year-Old Part Time
- Three-Year-old Full Time
- Three-Year-old Part Time
- Four-Year-old Full Time
- Four-Year-old Part Time
- Four-Year-old Preschool ONLY
- School Age: Non School Days Summer Part Time Summer Full Time

Intended Schedule: *

Monday: _____ to _____

Tuesday: _____ to _____

Wednesday: _____ to _____

Thursday: _____ to _____

Friday: _____ to _____

**It is important that you are as accurate as possible when giving your child's schedule, as it will determine availability as well as staffing.*

By signing below, I agree to enroll my child in Key West Early Childhood Center. I have read and understand the parent handbook and agree to abide by all policies within. I understand that should I decide not to enroll my child, my deposit and registration fee will not be refunded.

Parent Signature: _____ Date: _____