

Please bring the following to Back to School Night:

1. Completed Student Registration Form (provided in this packet)
2. Completed Permission and Release Form (provided in this packet)
3. First month's tuition cash or check (made payable to Growing Minds Preschool)
4. School Supplies - except items listed below to be brought on the first day of school
5. Copy of child's birth certificate - even if child has attended GMP in the past
6. Copy of child's immunization records - even if child has attended GMP in the past
7. Two family pictures for your child's teacher to keep and use in the classroom.
These can be pictures of anything or anyone important to your child.

School Supplies **TO BE BROUGHT ON THE FIRST DAY OF SCHOOL - All Students**

1. Regular sized backpack with your child's first name clearly labeled on the outside (a regular sized folder must fit inside when zipped)
2. One water bottle with flip top lid labeled with child's first and last name - this will be taken home in your child's backpack each day.
3. One Zip-Loc bag with a complete change of clothes (underwear, socks, shirt and bottoms) for your child in case of an accident. Child's first and last name must be written on the Zip-loc bag. This will stay in their backpack and come home each day.
4. Completed Parent Questionnaire (will be given to you on Back to School Night)

What should my child wear to school?

- We ask that **all children wear tennis shoes to school everyday**. We climb, jump, run and play each day at preschool and tennis shoes work best in our active environment. We ask that tennis shoes fit well and will stay on your child's feet when running. Velcro shoes work best for most children.
- Children should wear clothes which they can easily manage on their own in the restroom. Please avoid belts, difficult buttons, one piece rompers, or anything that is difficult to manage while sitting on a toilet.
- Children should not wear accessories: belts, watches, jewelry - anything that can be a distraction at school.
- We get messy at preschool. Children may get paint, play-doh and markers on their clothes while at school.

Drop off and pick up procedures

It is very important that your child use the restroom before being dropped off at school.

Drop Off

- Arrive at your child's assigned door (listed in the BTS letter) promptly at the start time of their class.
- Teacher and/or assistant will come outside and take your child's temperature. If your child's temperature is 100.4 or higher, they will not be allowed to come to school.
- Please be prompt for daily drop off.
- If you arrive late, please text or call **your child's teacher**. They will come to the door when they are able to leave the classroom to take your child's temperature and escort them to class. If you are running late, you may have to wait a few minutes for them to come to the door.

Pick Up

- Children will be brought to their assigned door at the end time of their class.
- All parents should line up at the door, children will be released one at a time.
- Teacher will ask for your child's code word (you submitted this at online registration)
- Please be prompt for daily pick up.
- If we do not recognize the person coming to pick up, they must know your child's code word in order for your child to be released to them.

Before Care Drop Off Procedures

Growing Minds offers Before Care Monday-Thursday beginning at 7:15am. You may drop off your child anytime between 7:15-8:15am. The cost is \$5 per day, and you do not need to register for this in advance.

- Arrive at Door D with your child. The Before Care teacher will meet you at the door. Please sign your child in at the desk and pay \$5.
- The Before Care Teacher will take your child's temperature before entering the building.

Late Pick Up Fine Policy:

Excluding emergencies, if a parent is late picking up a child at the end of the school day a fine of \$5 for the first 10 minutes and \$1.00 per minute after will be assessed. Should you find yourself in an emergency, please call/text your child's teacher immediately.

Tuition Information

- Tuition is due on the first of each month and will be considered late if not paid by the 10th of the month. A \$25 late fee will be assessed after the 10th of the month.
- Tuition may be paid by cash, check, on our website (with a processing fee) or by signing up for ACH withdrawal from a checking account.
- The first tuition payment is due at Parent Only Night. (This is the September Tuition payment)
- Each child paying by cash or check on a monthly basis will receive a tuition envelope sent home each month in your child's folder. Please put the tuition inside the tuition envelope and inside your child's folder when paying.
- If paying by check, please make the check payable to Growing Minds Preschool and write your child's name in the memo section.
- There will be a \$25 returned check fee for any bounced check.
- Tuition is paid in 9 EQUAL monthly payments regardless of days in school for that month.
- Tuition is non-refundable and is due regardless of sick days or vacations.

Class	Monthly Tuition (9 equal payments September through May)
2 year old (one day per week)	\$ 80
2 year old (two days per week)	\$160
3 year old	\$180
4/5 year old (three days per week)	\$210
4/5 year old (two longer days per week)	\$215
4/5 year old (four days per week)	\$240
4/5 year old extended (M-Th)	\$275
Stretch Class	\$345
Borden Class (ages 3-5)	\$220
Extended day for Stretch Class only	\$100

Snacks

Growing Minds teachers will assign each child to a certain number of snack days throughout the year. On this day, your child will be responsible for providing healthy snacks for the entire class. Snacks must and store bought still be sealed in the original packaging when brought to school.

Healthy Snack List

- Cheese Sticks
- Yogurt
- Pretzels
- Applesauce
- Granola Bars
- Goldfish
- Muffins
- Crackers or Graham Crackers

Children will drink water from the water bottles they bring to school each day in their backpacks. Please bring 16 napkins and 16 healthy snacks on your child's snack day.

Birthday Treats

At Growing Minds, we look forward to celebrating your child's birthday with them at school. Each teacher has a different way to celebrate in the classroom but children are welcome to bring a treat to celebrate with their classmates. All treats must be store bought and in original packaging.

Birthday Treat List

- Cookies
 - Brownies
 - Little Debbie Snacks
 - Individual Ice Cream Cups
 - Rice Krispies Treats
 - **NO CUPCAKES PLEASE**, these create too much of a mess with 16 little ones.
- Thank you!!

Student Registration Form 2021-2022

Child's Full Name: _____

Name Child is Called: _____ Child's Gender: Male _____ Female _____

Will your child be transported by a daycare: Kid's Connection New Dawn DayCare

Code Word:(same as listed online) _____ Date of Birth: _____

Allergies:

Health or Speech Concerns:

Is your child currently in speech therapy: Yes No

If Yes, please list where they are receiving services below.

Full Address: _____

Child's Pediatrician Name and Number: _____

Parents Names:

Parents Cell Numbers:

Parents Email Addresses:

Parent's Occupation/Employer:

Siblings and Ages: _____

Child Lives With: _____

Custody Issues: _____

My child can be picked up by the following adults: _____

Emergency Contact #1 Name and number:

Emergency Contact #2 Name and number:

Emergency Contact #3 Name and number:

Any Additional Information that we may need to know:

PLEASE READ AND INITIAL ALL SECTIONS

Permission and Release Form

Student's Name _____

Emergency Release Consent to Medical Care and Transportation: In the event that I cannot be reached immediately, medical treatment can be administered to my child in case of an accident or emergency. I hereby give permission that my child may be given emergency treatment by a staff member of Growing Minds Preschool. I give permission for my child to be transported by ambulance to an emergency room for treatment, and agree to hold Growing Minds Preschool and its employees harmless.

Media Release: I grant permission for my child to be included in the documentation of programs and activities at Growing Minds Preschool through the use of photography, video, social media, website, and printed materials as is presumed appropriate by school personnel. The forms of documentation may include but are not limited to promotional literature published by Growing Minds, articles and /or photographs to be published in area newspapers, and photographs for school web pages, Facebook, and Instagram. _____

Educational Needs: I understand that if Growing Minds Preschool staff feel that they can not meet the specific educational needs of my child and or keep my child and others safe, it may be recommended that my child find an alternate preschool setting to better meet his/her needs. _____

Sick Policy: I understand that my child should not attend or return to school until they are completely well including no fever(including fever reducing medication for 24 hours), diarrhea, or vomiting for at least 24 hours from typical preschool related illnesses. _____

Returned checks: We will charge a \$25.00 fee for each returned check. Our banking institution charges us and we must pass this charge along to you. _____

Late Fee: Excluding emergencies, if a parent is late picking up a child at the end of the school day a fine of \$5.00 for the first 10 minutes and \$1.00 per minute after that will be assessed. Should you find yourself in an emergency, please call or text your child's teacher to let us know that you are delayed. _____

Parking Lot Procedures: Please help us be great neighbors. Please DO NOT block driveways of the area businesses and homes. For the safety of the children attending Growing Minds Preschool, please drive slowly. Please exit the back lot by turning right on Penn Avenue. _____

Records: We must have a copy of your child's birth certificate and current shot records on file. My child is up to date on all immunizations or you must provide us with an exemption. _____

Medical and Allergies (Food or Other): Please confirm you have listed all of your child's medical and allergy (food or other) in the student's medical information section located on the online registration form. Children with food allergies may need to provide their own snack each day. _____

Restroom: I understand my child must be potty trained to attend Growing Minds Preschool. (Children do not need to be potty trained for the two year old program).

Tuition: Tuition is paid in 9 equal monthly payments - September through May. Tuition is due the first week of the month. After the 10th of the month there will be a \$25.00 late fee assessed to your tuition. **There is no reduction in tuition for absenteeism, vacations, snow days, or other weather related missed days.** Please make all checks out to Growing Minds and put your child's name in the memo section.

To be signed by both parents or legal guardians.

Signature _____ Date _____

Signature _____ Date _____