

1710 E Seltice Way

Post Falls, ID 83854

208-773-2525

Director: Erika Starkey

[manager@kinderpreplearningcenter.com](mailto:manager@kinderpreplearningcenter.com)

Hours of Operation:

Monday through Friday

6am-6pm

**Classroom Philosophy**

Our program is focused on building a solid foundation for your child’s big imagination and providing an environment that is safe, friendly, and engaging for every age group. We value the bond that teachers and children form through continual education and a nurturing support system that allows children to explore and discover. Our focus is to promote healthy and age appropriate development at each stage of your child’s learning experience.

Our teachers are multi-faceted and have experience in different forms of curriculum, which we use to foster learning through creative curriculum. Each teacher develops a rotating curriculum, allowing children to join at any time and still have the ability to thrive and learn with their peers. Our focus is the child as a whole, and we work everyday to nurture positive interactions and interactive learning experiences.

**Meet the director**

Welcome to kinder prep learning center!

My name is Erika Starkey and I am the Director at Kinder Prep! I am a mom of two rambunctious boys, wife to a loving husband, a student at North Idaho College and a lover of life and all it has to offer! I am an Air Force Veteran and served three years in Italy as a Community Health technician. I have an educational background in Public Health, Medical Assisting and Child Development and have attended the University of Idaho, North Idaho College and Carrington College. I love spending time outside with my family camping, swimming, going to the park and traveling! I am passionate about education in all stages of development and strive to offer the best preschool experience for your children through enriching activities and introducing new concepts and materials for the children to explore.

**Non discrimination policy**

Kinder Prep Learning Center admits students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to all students. We do not discriminate on the basis of race, color, national or ethnic origin in administration of our educational policies, admission policies, scholarship or other school administered programs. We are an equal opportunity provider.

**Enrollment requirements**

**Please Note:** *All documents and pre-payment Must be provided before the start of enrollment. No exceptions*

-Enrollment and Financial Agreement Packets

-USDA Food Program Paperwork

-Copy of child’s current immunization records OR immunization exemption form

-Allergy documentation

-Supplies from supply list

-Registration Fee $100 one time non-refundable

-Copy of state issued ID

**Payment policies**

We are a pre-pay facility, so payment is due PRIOR to receiving care. Payments are due in full on the 1st of the month or you have the option to split your bill, payments for this option are due on the 1st and 15th of each month. If these dates fall on a weekend, they are due the following business day. There is a 3-day grace period, after the grace period is reached a $35 late fee will be applied and you will not be able to drop your child off until your account is current.

We are a biweekly payment facility, so your payments are based on 2-week increments. We do not give credit for federal holidays when we are closed and each family is given one week (5 days) of vacation credit per year. If you plan on taking off more time than this you are still responsible for the remaining balance for the month.

**tuition rates**

Waddler Class (18months-2years)

Full Time $700

Part Time NOT AVAILABLE

Toddler Class (2years-3years)

Full Time $650

Part Time $500 (if available)

Early Pre K (3years-4years)

Full Time $575

Part Time $450

Pre K (4-5years)

Full Time $575

Part Time $450

**Vacation credit**

As a courtesy, we allow each family one-week vacation credit per year. We require two weeks’ notice prior to the start of vacation. Your invoice for the month will be prorated and your payment will be due on the date agreed upon in your Financial Agreement. If your child will be gone on the payment date you are required to submit payment before leaving or you will be responsible for the late fee, should it accrue . We will accept checks that are post dated for the payment date.

**ICCP**

We are certified to accept ICCP payments through the Department of Health and Welfare. Adherence to the policies set by the state for parents is mandatory and the state has the right to summon records to verify compliance from Kinder Prep Learning Center. Copays are determined by ICCP and are due on the same financial schedule (\*see PAYMENT POLICIES) In the event that your benefits are cancelled, payment is your personal responsibility. Please notify the Director of any changes to your status and to set up a payment plan. Late fees and discontinuation of care may occur on delinquent accounts. It is your responsibility to follow up with ICCP on renewals and Kinder Prep Learning Center is not responsible for verifying your ICCP status. (Please read through your ICCP agreement and Terms with the Department of Health and Welfare)

**Child accounts and ein tax forms**

We understand that some financial accounts will have multiple payees, please understand that tuition accounts are PER CHILD and will not be separated for multi family households. Any payee may request an invoice or breakdown of tuition payments made during the duration of their enrollment at Kinder Prep. At the end of each year a tax statement will be provided and it will include ALL payments made for the year, they will not be separated according to who paid different amounts. It is not the responsibility of Kinder Prep to decipher which parent or guardian receives the end of year tax statement.

**Extracurricular activity fees**

We offer extracurricular activities and mini camps throughout the year, the extra price will always be posted on the sign up sheet and notices will be posted throughout the center. The fees are always due prior to the beginning of the activity and is paid to the sponsoring business. If your child does not participate in these activities there are alternate activities planned for them during the scheduled times. We also sponsor sports teams throughout the year through the city Parks and Rec program. Fees and paperwork will be provided at our center for your convenience but all logistics will be made by the outside agency and questions and concerns may be directed to them.

**Withdrawal**

Our center requires a two week notice to withdrawal your child from our center so we can allow time to fill their spot. You will be responsible for those last two weeks tuition regardless if you choose to bring your child. Any unpaid balance will be due immediately and any balance left unpaid will be turned over to a collection agency.

**90 Day Introductory Probationary Period**

One of our primary goals is to ensure that our learning center is a good fit for your child. Because our center focuses on following a structured schedule, we will allow the first 90 days of enrollment to be a transition and adjustment period. If we feel your child is not adjusting well or may be a better fit in a different environment, we reserve the right to terminate enrollment effective immediately, or at any time during enrollment.

This determination could be for any of the following but not limited to:

Aggressive behavior, foul language, constant signs of discomfort or lack of interest, lack of parent assistance, etc.

**Immunizations**

Current immunization records\* must be provided within 2 weeks of your child’s first day and will be kept in your family file. Any immunizations your child receives after they start attending need to be given to us to update your file within 5 business days. Failure to provide proper documentation can result in termination or a break in service until proper paperwork is provided to us.

When available, we will do our best to provide reminders of updates needed by utilizing IRIS. Any immunizations not listed in IRIS for your child will need to be provided by you, and can be brought to us hard copy, mailed, faxed or emailed.

\*The law allows for the following exemptions: Life or health-endangering circumstance, religious beliefs or personal philosophy.

\*\*Immunization Exemption Forms are available upon request and must be completed in full (front and back) and properly signed by the proper authority.

**Teacher to Child Ratios**

Per state regulations we follow a point system to determine our classroom teacher to child ratios. Each age group is assigned a number of points and each teacher is allowed a maximum of 12 points in their care at any given time.

18 months- 2.5 years of age 8 children to 1 caregiver Each child is 1.5 points

3yrs-4 years of age 12 children to 1 caregiver Each child is 1 point

5-6 years of age 24 children to 1 caregiver Each child is .5 points

\*\* Please note that many classrooms have a mixture of ages, depending on the advancement of each child through our program, therefore we use the point system to determine how many children may attend each day.

**Absence and attendance**

If your child will not be attending school due to illness, please notify our office at 208-773-2525 by 9:30am so we can note the illness should it be contagious. Your agreed upon rates will not change due to absence and we do not credit for missed days.

We ask that you please accompany your child to your child’s class and teacher when arriving at school, provide your signature and fingerprint at the touch pad and bring your child according to their scheduled time. It is important that your child is on time! Children coming in late disrupts class. In addition, your child misses out on important class time and this affects consistency in learning. Curriculum starts everyday at 8:30am.

We DO NOT allow drop offs after 9:30am, as we have already done our lunch count and attendance records. Should you need childcare for the day you will be allowed to drop off after 2:00pm.

**Departure**

When picking up your child, please sign out at the kiosk and make sure your child’s teacher knows that you are leaving. Please do not allow your child to leave the building unaccompanied or run around the parking lot unsupervised!

**Center hours**

We open our doors at 6:00am and close at 6:00pm. You are required to exit the center by 6:00pm. Should the occasional or unexpected late pick up occur, please call our center to notify staff. Should this become a weekly or monthly occurrence you will incur a late fee. Your late fee must be paid at pick up the day you are late or at arrival the next time you drop off. Fees are $15 for the first 15 minutes and $5 per minute after that. It is important that our staff leave at their scheduled time and the facility closes at the time listed. If this becomes a habitual issue we reserve the right to withdrawal your child(ren) from our center.

**Discipline**

Our most effective form of discipline is firm redirection. Our teachers strive to maintain consistency in a setting that has age appropriate limits that are verbalized and demonstrated to the children in our care. We encourage children to respect the feelings of others, use good manners and communicate with kind words to their peers and teachers. We want the children to know that parents and teachers are working together to demonstrate the behaviors they want displayed in and out of the classroom and ask that parents take any feedback about their child’s behavior at school seriously.

Persistent disruptions and outbursts in the classroom may call for additional support. This will include a parent conference to discuss the options and come up with a plan that is acceptable for both our center and your family. We have resources that include Idaho Stars, Child Care Resource team and the Idaho Department of Health and Welfare. We know that setting your child up for a healthy, engaging and positive preschool experience is important and we will work to come up with a plan that benefits everyone involved, especially your child.

**Aggression towards others**

In the event that your child shows aggressive behavior towards our staff or the other children in our care, you will be notified to come pick them up, They must be picked up within 1 hour. Because we have a responsibility to protect all of the children in our care it is extremely important that this is taken seriously. We have a three strike policy when it comes to aggression. If the aggression continues we reserve the right to withdraw them from our care. We will give every effort to give 2 weeks’ notice to find alternate care, but this will depend on the degree of the aggressive behavior.

**Family and child resources**

We are more than just a childcare facility, we are an extension of your family and we believe that it is our job to provide families with the help and support they need wherever we can be of assistance. Our resource center offers brochures and pamphlets for a wide range of family issues, medical and health resources, child developmental stages and much more from a wide range of companies and organizations. Your child’s teachers and administrative staff are also trained through Idaho Stars and offer a great wealth of knowledge on where to find the resources you need.

**illness policy**

It is our intention to provide a healthy learning environment for each child, so it is imperative that parents adhere to our illness policy. Children who exhibit signs of illness to include fever, vomiting, diarrhea, bad cough, pink eye, head lice, rash etc should stay home from school and school staff should be notified. If your child becomes ill at school or a once over of the child determines that they are not feeling well, parents will be notified and must pick their child up within 30 minutes of being notified. This helps keep our center free from contagious viruses and other illnesses that are easily spread among young children.

**Medication**

If your child has medication that needs to be administered while they are attending school, parents must fill out a Medication Administration Form, to include the name of the medication, the dose to be given and date and time you approve the administering of the medication. Medication must be given to your child’s teacher, not be left in your child’s lunch box, cubby, diaper bag etc. We will place it in a plastic bag, label it and store it in our medication bin. Any special instructions should be given to the teacher both verbally and written.

**Nap/rest/safe sleep**

Our center provides individual cots for nap time, which is scheduled after lunch time. Each parent is responsible for bringing a blanket and crib sheet (to cover the cot) and an optional pillow for the older children in care. Blankets must be taken home on Fridays to be laundered and brought back the following week for use. We follow safe sleep practices, pamphlets are available in our resource center about the guidelines for safe sleep.

\*Kindergarten classes will not partake in nap time.

**Meals**

We are a proud participant in the USDA Food Program sponsored by St. Vincent de Paul. We offer breakfast, am snack, lunch and pm snack and provide healthy, balanced meals that encourage children to learn about different food groups and discover new favorites! Families are required to fill out Food Program Enrollment Forms at registration and must document any allergies to allow for substitutions to the monthly menus. All meals are served “family style”, this means that the food is prepared and displayed in the center of the table and children are given the utensils and tools they need to serve themselves. The benefit of this is giving the children the option to choose which foods they try and to serve themselves as much or as little as they would like, with the help and guidance of their teacher.

**Diapering and toileting**

It is the parents responsibility to provide an adequate supply of diapers, wipes, special ointments and spare changes of clothes depending on which stage of potty training your child is in. If your child wears a diaper, our staff will change your child’s diaper every TWO hours, regardless if it is wet or dry, furthermore, we will check it every hour and change it as it becomes soiled, no exceptions. Your child’s teacher will keep a diaper log with the time and initials next to the time it was changed. We will also write the time the diaper was changed on the diaper the child is wearing to ensure adequate changing throughout the day.

If your child it potty training, please discuss your potty training techniques at home with the child’s teacher. Consistency is key, so having a plan that works at home and at school is the best way to create consistency and positive results. You are required to keep multiple spare changes of clothes in your child’s cubby, we do not provide spares. In the event that your potty training or potty trained child has an accident and there are no clothes in their cubby, we will put them in a pull up and contact you to bring spare clothes.

**open door policy**

we always encourage parents to stop by throughout the day, whether it is because of separation anxiety or curiosity about the day. Please be aware that if you do stop by that we ask that you observe out of sight of your child, as this causes upset and can be very distracting in the learning environment. We are happy to answer your questions about your child’s day via text and send pictures upon request, but please allow time for our staff to respond, as they have multiple children to care for and tend to and cannot always respond immediately. We will always respond at our earliest convenience.

**Reporting child abuse**

The staff at Kinder Prep Learning Center are required by law to immediately report any instance where there is reason to suspect the occurrence of physical abuse, child abuse, child neglect or abandonment to Child Protective Service. The notification and recommendation of this agency will be followed in all instances. Our center has implemented a policy for documenting and reporting suspected abuse and neglect and our staff is trained annually in this procedure. In addition, we will work diligently in supporting the prevention of any form of child abuse within our program as well as in the home by:

1. Designing our classrooms to avoid hidden and secluded areas
2. Ensuring interactions between children and staff can be observed and interrupted
3. Never forcing children to give affection
4. Require a background check for all staff
5. Develop positive, non-judgmental relationships with parents
6. Being alert to signs of stress in parents and struggles in the parent-child interactions
7. Communicating regularly with parents concerning a child’s progress
8. Provide education including offering tips for specific challenges families are facing
9. Provide opportunities for parents to become involved in their child’s care
10. Provide information about community resources
11. Model developmentally appropriate practices by allowing the parent observational opportunities to see their child interact with childcare staff
12. Provide an atmosphere for parents to share their experiences and develop support systems

**Parent involvement**

We offer many opportunities for parents to become involved, although all are voluntary! We will do everything in our power to ensure that these options are available and communicated to you. We will post any volunteer opportunities in our newsletter, at the front desk, on our Facebook page and our teachers will notify parents verbally when we need volunteers or parent involvement! We encourage parents to engage with their child’s teachers and welcome them into the classroom. We proudly display children’s work around the classroom, as well as pictures from past events, family time and group activities, so come in and check it out!

**Harassment policy**

Kinder Prep Learning Center strongly condemns and prohibits any type of harassment of individuals, whether verbal, physical, emotional or sexual by any person who is employed or served by our center. If there is a substantive case of harassment, that individual will be subject to discipline, up to and including expulsion or termination. Our staff works very hard to ensure each child is well cared for and they deserve to be treated as such. We do ask that parents maintain respect and courtesy towards our staff at all times, especially in the presence of children. We hold our staff to high standards and expect them to communicate respectfully with parents. The Director has the authority to terminate an agreement effective immediately if a parent is physically or verbally abusive to any of our staff at any time. In turn, if you feel you were treated poorly by our staff we urge you to report it to our director immediately so we can take action, as we take this very seriously.

Kinder Prep Learning Center will not tolerate any retaliation against an individual who reports an incident or harassment and we will keep any incident of harassment as confidential as possible. This policy covers all individuals employed or enrolled at Kinder Prep Learning Center, including those who volunteer time in officially sanctioned activities.

**Court documentation**

We strive to carry healthy relationships with all of our families and we understand that every families’ dynamic is different. Please note that we reserve the right to refuse writing affidavits and providing substantial amounts of information to be used in court cases without a subpoena.

**Dress code**

It is very important that each child is dressed in comfortable clothes that are easy for them to remove to use the restroom. We require all students to be dressed modestly Please remember, we will be painting, playing in mud, and participating in other messy activities. It isn’t our intention to ruin children’s clothes and we try to prevent spills and accidents, but we do ask that you bring your child in clothes that can get messy, along with spare clothing to change into. To prevent loss of clothing we also ask that you label your child’s clothing tags.

Clothing should not have explicit content or inappropriate messages for children (beer or cigarette brands for example.) We still take the children outdoors on snowy days, so please ensure they are prepared to go outside in cold temperatures (provide snow pants, gloves, hat, winter jacket and snow boots and extra shoes to change into when they come inside).

**Emergency procedure**

In the event of an emergency every attempt will be made to contact you, please keep your information profile current. If we cannot reach you we will contact other names you have provided in your enrollment paperwork.

In an extreme medical emergency your child will be transported to Kootenai Health Medical Center Emergency Room or Kootenai Urgent Care in Post Falls. In the event of another type of evacuation emergency your child will be taken to the closest secure place that is open, depending on the time of the evacuation. Our first location is the Post Falls Post Office on Greensferry Rd. Our second location is Discovery Zone Kids on Seltice and if those locations are not open or if we need to evacuate across Seltice Way we will be evacuating to McDonalds Play Place. \*\*See evacuation plan

**ACCIDENT/INCIDENT REPORT**

Name of Center:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Childs Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Incident/Accident: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time Accident Occurred: \_\_\_\_\_\_\_\_\_\_\_ am\_\_\_\_\_\_ pm \_\_\_\_\_\_ Accident Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervising Teacher:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Witness: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

O Injury (type of injury)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ O Non-Injury

Describe How Incident/Accident Occurred:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe First Aid/Treatment Given\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SupervisorSignature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARENT COPY- PLEASE PLACE IN CHILDS CUBBY OR MAILBOX FOR PARENT REVIEW**

**PHOTO CONSENT**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, give permission for Kinder Prep Learning Center to post pictures of my child/children \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on their web site and Facebook page. These are the only places Kinder Prep will post photos.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, do not give permission for Kinder Prep Learning Center to post pictures of my child/children.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sample Weekly Lesson Plan:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Theme: Ocean | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
|  |  |  |  |  |  |
| Music & Large Motor | Laurie Berkner: Let’s Go Swimming | Shark and Fish Tag (Outdoor) | Ocean Yoga | Story Box  Laurie Berkner: Let’s Go Swimming | Movie Day:  Magic School Bus Ocean Floor |
| Math & Science | Salt Water Experiment | Ocean Zone Charting | Ocean Animal Counting and Graphing | Octopus Counting  Pearls & Shells Number Counting | Special Snack:  Under the Sea  (Vanilla Wafers, Blue Jello, Swedish Fish) |
| Art & Fine Motor | Ocean Scene Foil Painting | Glitter Star Fish | Paper Bag Jellyfish | Sea Life Coffee Filter Animals | Finish Crafts |
| Reading, Writing, Language | Nemo Tracing Sheet  Story: Under the Sea by Anna Milbourne | Water Tracing Sheet  Story: Star of the Sea by Janet Halfmann | Number “9” Tracing  Bubble Name Tracing | “W” Tracing  Story: Tickly Octopus by Ruth Galloway |  |
| Sensory & Discovery | Ocean Discovery Box | Discovery Bottles: Ocean & Jellyfish | Great White Shark Measuring | Ocean Scene Play Dough Center | Outdoor Play- Water Sensory Table with Sand and Ocean Figurines |

Student Information:

Child’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DOB: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SEX: \_\_\_\_\_\_\_\_\_\_\_ Lives with: Both Parents? Mom? Dad? Other? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Allergies?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Special Needs? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are there any special circumstances we should be made aware of that may impact the child’s emotions or interactions with others (single parent home, military family, foster child etc?)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mothers Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fathers Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contacts:

NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_

NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_

NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_

**Medical Emergency Treatment Consent Form**

**I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of parent), give permission for Kinder Prep Learning Center to provide all necessary emergency medical, dental or other care**

**for\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of child). This care may be given under whatever conditions are necessary to preserve the life, limb or well-being of my dependent.**

**The provider is required to try to contact me, the other parent or legal guardian at one of the below telephone numbers. At no time will the provider attempt to drive the sick or injured child to an emergency medical facility.**

**A photocopy of my child's insurance information is attached.**

**Parent or Legal Guardian's Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(day)**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(evening)**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( other)**

**Parent or Legal Guardian's Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(day)**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(evening**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( other)**

**Emergency contact (Friend or relative NOT living in the home)**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**How do you know this person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(day)**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(evening**

**Telephone Numbers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( other)**