



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF CHILDHOOD - CHILD CARE COMPLIANCE

CHILD CARE ENROLLMENT FORM

OFFICE USE ONLY
REG FEE PD _____
CODE:

FACILITY/PROVIDER NAME EAST GRAND COMMUNITY SERVICES		ADMISSION DATE	DISCHARGE DATE	SCHOOL CHILD ATTENDS
CHILD'S NAME		GENDER	GRADE	BIRTHDATE
ADDRESS				
SPRINGFIELD PUBLIC SCHOOLS SHINE PROGRAM INFORMATION				
FREE/REDUCED LUNCH QUALIFIED? YES <input type="radio"/> NO <input type="radio"/>			STUDENT ID NUMBER:	
IDENTIFYING INFORMATION				
MOTHER'S/GUARDIAN'S NAME			HOME PHONE	
ADDRESS OR CHECK IF SAME AS ABOVE <input type="checkbox"/>			CELL PHONE	
EMAIL ADDRESS				
EMPLOYER OR SCHOOL			WORK/SCHOOL SCHEDULE	
EMPLOYER/SCHOOL ADDRESS (STREET, CITY, STATE, ZIP CODE)			WORK PHONE	
FATHER'S/GUARDIAN'S NAME			HOME PHONE	
ADDRESS OR CHECK IF SAME AS ABOVE <input type="checkbox"/>			CELL PHONE	
EMAIL ADDRESS				
EMPLOYER OR SCHOOL			WORK/SCHOOL SCHEDULE	
EMPLOYER/SCHOOL ADDRESS (STREET, CITY, STATE, ZIP CODE)			WORK PHONE	
WHAT TIME WILL YOU USUALLY ARRIVE TO PICK UP YOUR CHILD?				
EMERGENCY CONTACT AND PERSONS AUTHORIZED TO TAKE CHILD FROM FACILITY (OTHER THAN PARENT) At least one required				
NAME		RELATIONSHIP TO CHILD	TELEPHONE NUMBERS	
ADDRESS (STREET, CITY, STATE, ZIP CODE)				
NAME		RELATIONSHIP TO CHILD	TELEPHONE NUMBERS	
ADDRESS (STREET, CITY, STATE, ZIP CODE)				
COMMENTS ON CHILD'S DEVELOPMENT (PERSONAL DEVELOPMENT, PATTERNS, HABITS, ALLERGIES, & INDIVIDUAL NEEDS)				
<input type="radio"/> My child is in good health, is able to participate in group care, and has no special health or medical requirements. <input type="radio"/> My child is able to participate in group care but has special health or medial requirements. Please list below any allergies, medial conditions, behavioral disorders, special needs, etc. (Additional form must be signed by doctor.)				
PARENT/GUARDIAN SIGNATURE: _____ DATE: _____				

AUTHORIZATION FOR EMERGENCY CARE

I UNDERSTAND THAT I WILL BE NOTIFIED AT ONCE IN CASE OF AN EMERGENCY WITH MY CHILD, AND I WILL MAKE ARRANGEMENTS FOR MEDICAL CARE OF MY CHILD WITH THE PHYSICIAN OR HOSPITAL OF MY CHOICE.

IF I CANNOT BE REACHED TO MAKE NECESSARY ARRANGEMENTS, OR IN A CRITICAL EMERGENCY REQUIRING MEDICAL CARE, I AUTHORIZE **EAST GRAND COMMUNITY SERVICES** TO CONTACT THE FOLLOWING PHYSICIAN OR HOSPITAL.

PHYSICIAN AND PREFERRED HOSPITAL TO BE USED IN AN EMERGENCY

DOCTOR OR CLINIC NAME	TELEPHONE NUMBER
PREFERRED HOSPITAL NAME	TELEPHONE NUMBER

T-SHIRT SIZE Yth small Yth medium Yth large Yth XL
 Adult small Adult medium Adult large

ACKNOWLEDGEMENTS - Please initial each section below

A.	I HAVE RECEIVED A COPY OF THIS FACILITY'S POLICIES PERTAINING TO THE ADMISSION, CARE, AND DISCHARGE OF CHILDREN	PARENT/GUARDIAN INITIALS
B.	I HAVE BEEN INFORMED THAT A COPY OF THE LICENSING RULES FOR THE CHILD CARE HOMES OR THE LICENSING RULES FOR THE GROUP CHILD CARE HOMES AND CENTERS IS AVAILABLE AT THIS FACILITY FOR REVIEW	PARENT/GUARDIAN INITIALS
C.	THE PROVIDER AND I HAVE AGREED ON A PLAN FOR CONTINUING COMMUNICATION REGARDING MY CHILD'S DEVELOPMENT, BEHAVIOR, AND INDIVIDUAL NEEDS.	PARENT/GUARDIAN INITIALS
D.	WHEN MY CHILD IS ILL, I UNDERSTAND AND AGREE THAT S/HE MAY NOT BE ACCEPTED FOR CARE OR REMAIN IN CARE.	PARENT/GUARDIAN INITIALS
E.	I UNDERSTAND THAT, BEFORE THE FIRST DAY OF ATTENDANCE BY MY CHILD, I WILL PROVIDE PROOF OF COMPLETED AGE-APPROPRIATE IMMUNIZATIONS OR EXEMPTION FROM IMMUNIZATIONS	PARENT/GUARDIAN INITIALS
F.	I <input type="checkbox"/> DO I <input type="checkbox"/> DO NOT GIVE PERMISSION FOR FIELD TRIPS/EXCURSIONS. I UNDERSTAND I WILL BE NOTIFIED WHEN THEY ARE PLANNED.	PARENT/GUARDIAN INITIALS
G.	I <input type="checkbox"/> DO I <input type="checkbox"/> DO NOT GIVE PERMISSION FOR THE FACILITY TO TRANSPORT MY CHILD	PARENT/GUARDIAN INITIALS
H.	I HAVE BEEN NOTIFIED THAT I MAY REQUEST NOTICE AT INITIAL ENROLLMENT OR ANY TIME THERE AFTER WHETHER THERE ARE CHILDREN CURRENTLY ENROLLED IN OR ATTENDING THE FACILITY FOR WHOM AN IMMUNIZATION EXEMPTION HAS BEEN FILED	PARENT/GUARDIAN INITIALS
I.	I <input type="checkbox"/> DO I <input type="checkbox"/> DO NOT GIVE PERMISSION FOR THE FACILITY TO TAKE OR POST PICTURES OF MY CHILD FOR SOCIAL MEDIA POSTS, FLYERS, BROSHURES, OR OTHER PURPOSES.	PARENT/GUARDIAN INITIALS
K.	WE CLOSE AT 6:00 PM EACH EVENING, LATE FEES WILL BE INCURRED IF A CHILD IS PICKED UP LATE	PARENT/GUARDIAN INITIALS
L.	WE WILL BE CLOSED ON SCHOOL HOLIDAYS, SNOW DAYS, AND TEACHER WORK DAYS, WE ARE NOT OPEN OVER THE SUMMER BREAK	PARENT/GUARDIAN INITIALS

PARENT/GUARDIAN SIGNATURE	DATE
----------------------------------	-------------