



APPLICATION FOR ENROLLMENT 2019-2020

**Date
of Enrollment: August 12, 2019**

Student Information:

Full Name: _____
Last First Middle Nickname

Child's Physical Address: _____

Date of Birth: _____ Age: _____ Male: _____ Female: _____

Parent Information:

Mother's Name: _____ Employer: _____

Email Address: _____

Home Phone: _____ Work Phone: _____ Cell: _____

Father's Name: _____ Employer: _____

Email Address: _____

Home Phone: _____ Work Phone: _____ Cell: _____

If guardian is not a parent, please state relationship: _____

Siblings:

Name: _____ Age: _____ Name: _____ Age: _____

Name: _____ Age: _____ Name: _____ Age: _____

Do you regularly attend church? _____ Where? _____

Authorized adult (other than parent) to pick-up my child:

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Medical Information:

Physician: _____ Phone: _____

Insurance: _____ Policy: _____

Please list any medical conditions / allergies: _____

Parent's Statement

By completing and signing this application, I understand and agree to:

1. CavKidz exists to provide an environment that is centered around Jesus Christ and His love for us.
2. My child's photo may be posted on our monitored preschool page or used on bulletin boards, etc.
3. If my child becomes ill or injured, CavKidz will contact the child's physician and follow his instructions if neither parent can be reached. The undersigned will be responsible for any medical/legal fees.
4. Monthly fees are due the first day of the month.
5. A charge of \$20.00 and any bank charges will be applied for any checks returned. After two non-sufficient funds checks, CavKidz reserves the right to require other form of payment.
6. The following items are required before the first day of school:
 - a) Signed application
 - b) Immunization record signed by a certified Florida physician
 - c) Record of Health Examination signed by a certified Florida physician
7. I have received a copy of the Parent Information Packet and agree to its terms.
8. I have received a copy of the Distracted Adult form and agree to its terms.
9. I have received a copy of the Child Care Facility Brochure, "Know Your Child Care Facility".

10. I have received a copy of the Influenza Virus Brochure.

Parent/Guardian Signature

Date

Emergency Care Plan

In case an evacuation is necessary, teachers will calmly and quickly escort the children outside of the building thru doors E and F, walk together to the designated marshalling areas where a parent or guardian will be called to pick up their child. In the case of a lockdown, teachers will be notified by the director. They will lock their doors using their classroom key and move the children away from all doors and windows. A parent or guardian will be notified when it is safe to pick up their child. CAV will follow the discretion of the Brevard School System to close, dismiss early or to delay school if severe inclement weather occurs during school hours.

Discipline Policy

CavKidz Preschool strives to provide your child with a safe and nurturing place during the week. When disciplinary issues arise, our goal is to encourage positive self-discipline by providing positive reinforcement to each child.

In cases where a child has a disciplinary problem and is disrupting the classroom routine, the Director will request a parent conference. If the discipline problem cannot be corrected, the child will be dismissed from the program.

According to CavKidz and state guidelines, we will **not use** the following:

- Severe and frightening discipline
- Punishment associated with food
- Spanking or any physical punishment

We have the right to remove any child from the program at any time for any reason.

I understand and agree to the Discipline Policy used at CavKidz.

Parent/Guardian Signature

Date



Regarding Payment:

Each month you will receive an invoice with the option to “pay now”. If you choose, you can use credit card, debit card or have it directly drafted from your account (choose “Bank” option). By choosing the last option, you will save the preschool from having to pay extra fees so it is preferred. Of course, if you would like to bring a check or cash in to the preschool, that remains an option. If you have any questions, please feel free to contact me. Also, if you do not receive an invoice, please see me as we may have your email address wrong in our system.

Carrie Jackson
Director of Preschool Ministries
Church at Viera
321-259-3454 x 14