

Centerville Church Preschool  
Enrollment Checklist

Child's Name: \_\_\_\_\_ Session: \_\_\_\_\_

Birthdate: \_\_\_\_\_

Child File Information	OK	Needed	Comments
1) Enrollment Form			
2) Identification & Emergency Information (x2) <i>(1 copy for file &amp; 1 copy for Emergency Backpack)</i>			
3) Admission Agreement			
4) Child's Preadmission Health History			
5) Physician Report			
6) Immunization Record ( <i>photocopy</i> )			
7) Parent's Rights			
8) Consent for Medical Treatment (x2) <i>(1 copy for file &amp; 1 copy for Emergency Backpack)</i>			
9) Personal Rights			
10) Discipline Policy			

Ongoing Child File Information	OK	Needed	Comments
Ouch Reports			
Family/School Communications			
Assessments			

Parent Information	OK	Needed	Comments
Caregiver Background Check Process (CDSS)			

\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\*

Parents given:  Copy of Admission Agreement       Parent Handbook  
 Parents/Personal Rights                       other info

Non-Refundable  
 Application/Activity Fee: Check # \_\_\_\_\_ Amt. \$ \_\_\_\_\_

May Tuition Deposit: Check # \_\_\_\_\_ Amount. \$ \_\_\_\_\_

Notes: \_\_\_\_\_