



Learning Is Fun Preschool Child Information Form

Enrollment Date:	Discharge Date:
Teacher:	Days/Hours of Attendance:

Child's Name _____ Name Known By _____

Address _____ City _____

Email Address _____

School Where Your Child Will Attend Kindergarten _____

Birthdate _____ Age _____ Gender _____

Ages of Brothers _____ Ages of Sisters _____ Any Pets? _____

PARENT INFORMATION

Mother's Name _____ **Cell Phone** _____

Home Address _____ Marital Status _____

Business Name _____ Phone _____

Business Address _____ Work hrs./Days _____

Father's Name _____ **Cell Phone** _____

Home Address _____ Marital Status _____

Business Name _____ Phone _____

Business Address _____ Work hrs./Days _____

Emergency Contact Information

List two persons to call in case of Emergency (other than guardians listed above)

Name	Home Phone and Cell	Address/City
1. _____	_____	_____
2. _____	_____	_____

Physician Name _____ Physician Phone _____

Physician Address _____

Carpool/Pick-Up Contacts

List at least two persons to whom your child may be released for pick-up after school. Other names for pick-up can be added on the back or at a later time. These names may be the same or different from the Emergency Contacts.

Name	Address/City	Cell Number
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- _____

 - _____

 - _____

 - _____
-

Developmental Information

Does s/he dress self? _____ Hand preference? _____

Previous or current group experiences _____

Any activities s/he is currently enrolled in? _____

Does your child currently receive school district or private therapy services? (i.e. Speech, PT, OT) Yes / No

If yes, what services? _____

Does your child have any speech concerns? _____

Are there any concerns regarding toilet needs? _____

How would you describe your child's personality? _____

Favorite play activities/toys? _____

Do you plan to send him/her to kindergarten next year? _____

Any food restrictions or allergies? _____

Any other information, concerns or goals for your child? _____

Learning Is Fun Preschool retains the right to dismiss from the group any child who, after a reasonable trial, demonstrates an inability to participate in or benefit from the school, or whose presence is detrimental to the group. Please read the Discipline and Guidance policy on page for more information on this policy.

PARENT SIGNATURE _____

DATE _____

DCFS SUMMARY OF LICENSING STANDARDS SIGNATURE PAGE

Please read through the Summary of Licensing Standards found under Resources -> Forms section at: <https://learningisfunpreschool.com>

CFS 581
Rev. 12/2000

State of Illinois
Illinois Department of Children and Family Services

VERIFICATION OF RECEIPT

I/WE, _____
Please Print Name(s)

parent(s) of _____, hereby certify that I/we have
Name(s) of Child(ren)

received a copy of a summary of licensing standards printed by the Illinois Department of Children and Family Services.

Signature of Parent

Date

Signature of Parent

Date

THIS COMPLETED FORM IS TO BE PLACED IN EACH CHILD'S FILE AT THE DAY CARE FACILITY.

ACKNOWLEDGEMENT OF RECEIPT OF LIF PARENT HANDBOOK

Please read through the Learning Is Fun Parent Handbook found under Resources -> Forms section at: <https://learningisfunpreschool.com>

I/WE, _____ parent(s)/guardian(s) of
_____, hereby acknowledge review of the Parent Handbook and the policies and guidelines of Learning is Fun Preschool. We acknowledge that we have read and understand all policies and guidelines and intend to be bound by them. With my/our signature(s) as proof, I/we agree to abide by all the policies and requirements contained within the Parent Handbook.

Please read and initial each statement:

- Families must give a two-week notice of termination of their child or they will be responsible for paying tuition for the entire month after your child has left our program. _____
- Any registration fees paid at time of enrollment along with and other fees are non-refundable. _____
- Prepaid tuition is non-refundable. _____
- If a child is unenrolled and there is an account balance, it must be paid in full prior to your child's last day. If your balance is not paid at the time of being unenrolled, Learning is Fun Preschool will forward your information to our attorney and your account will go to collections. _____
- Be advised that if payment is not received after being contacted by our attorney, your case will go to small claims court. Any and all charges and fees incurred throughout the entire process will be your responsibility, including but not limited to attorney fees and court costs. _____

PARENT/GUARDIAN SIGNATURE _____ DATE _____

Tuition Payment Policy

Please read and initial each statement. Your signature at the bottom of this policy indicates that you fully understand this policy and it will be placed in your child's file.

- Tuition payments are due on the 1st day of the month. I agree to send in a check or pay through Procure by this date. _____
- If payment is not received by the 1st of the month, a \$15.00 late charge will be applied. _____
- Please notify the Director immediately, at least a week before tuition is due, if a payment will be late and/or if you need to make special payment arrangements. The Director will make the final decision if an arrangement can be accommodated. _____
- If I pay through Procure with a debit or credit card, I understand I must also pay an additional transaction fee each month on top of the regular tuition cost. _____
- Missed days due to: Covid-19 quarantine time, vacation or illness, are not able to be made up and you will **not** receive a reduction of tuition for any missed days. _____
- All federal holidays, closures for building repairs, professional development days for the staff, staff work days, church funerals, school closures due to weather, and other unexpected closures are days that are figured into your tuition and will **not** be discounted. _____

PARENT/GUARDIAN SIGNATURE _____ DATE _____

Procure, Social Media, Photo and Video Consent

Most of our communication is through our private Procure App. We will post pictures through the app to keep you connected to your child during our day. Learning Is Fun also has a private Instagram page for all of the families of the children that are currently enrolled in our program. We may post pictures of your child(ren) on this social media website. In addition, we have a website and public Facebook page on which we post periodically.

I hereby grant Learning is Fun Preschool the irrevocable and unrestricted right to use and publish photographs or other images of me/my child, in which I/my child may be included, in any print, electronic, digital or other social media' and to alter the same without restriction. I further acknowledge that my participation is voluntary and that I will not receive financial compensation of any type associated with the taking or publication of these images. I irrevocably assign such images' rights and uses to Learning is Fun Preschool into perpetuity. I hereby release Learning is Fun Preschool and its legal representatives and assigns from all claims and liabilities relating to said images.

_____ I **DO** allow Learning Is Fun Preschool to post pictures and/or videos of my child(ren) on the Learning Is Fun Preschool Procure App, Facebook page, Instagram page, and Website.

_____ I **DO** allow Learning Is Fun Preschool to post pictures and/or videos of my child(ren) on the Learning Is Fun Preschool **Procure App ONLY**.

_____ I **DO NOT** allow Learning is Fun Preschool to post pictures and/or videos of my child(ren) on the Learning is Fun Preschool Procure App, Facebook page, Instagram page, and website.

PARENT/GUARDIAN SIGNATURE _____ DATE _____

Discipline and Guidance Policy

It is very important that a child's development is nurtured through caring, patience and understanding. However, while caring for children, we may have to respond to your child's misbehavior. Hitting, kicking, spitting, hostile verbal behavior and other behaviors which will hurt another child are not permitted.

In response to these behaviors, we **will not** use:

- Threats or bribes
- Physical punishment, even if requested by the parent
- Deprive your child of food or other basic needs
- Humiliation or isolation.

In response to misbehavior, we **will**:

- Respect your child
- Establish clear rules
- Be consistent in enforcing rules
- Use positive language to explain desired behavior
- Speak calmly while bending down to your child's eye level
- Give clear choices
- Redirect your child to a new activity

Our positive approach to discipline increases children's self-esteem, allows children to feel cooperative, motivates children to change strategy rather than to blame others, helps children to take initiative, relate successfully to others and solve problems. Our goal is to create an environment that allows all children to develop self-control and to assume responsibility for their own behavior, while ensuring the safety of all children. Our teachers communicate their behavioral expectations in a language that children are able to understand in order to redirect inappropriate behavior. In an effort to support the emotional development of children, limits are set in a calm and reasonable manner. Additional resources referrals can be made to outside agencies that can provide evaluations and other services to families and children.

If, after working with a child and family, the child does not appear to be benefitting from the program or the child is seriously jeopardizing the ability of other children to benefit from the program, we shall inform families of such concerns. We will cooperate with the family and appropriate specialists to determine the child's current needs; identify the setting and services most suited to meeting those needs; and assist the family in placing the child in an appropriate setting.

Close communication with parents is essential to providing quality care and education. If our staff feel that a child should be evaluated, such recommendations will be made to the parents. It is the responsibility of the parents to have an evaluation scheduled and completed within a determined amount of time set at the meeting or you risk the decision of your child being disenrolled.

When a child has already been evaluated by outside professionals and/or the school district, then we expect and require the parents to share with us the most recent evaluations so that we can work together to achieve agreed upon goals. Copies of IEPs are required to be placed in your child's file as soon as you are given the report. Failure to do this may result in your child being removed from our program. We strive to develop healthy relationships with families and specialists so that there is consistency for the child.

PARENT/GUARDIAN SIGNATURE _____ DATE _____

Additional Consents & Procedures

Please read each statement carefully. If you agree with the statement, initial on the line following each statement.

- I hereby grant permission for my child to be involved in observations of his or her class by college students who are enrolled in early childhood education courses. We will be notified by the center director if/when this happens so as not to be alarmed should we notice someone in the classroom that we aren't familiar with.

Initial: _____

- I hereby grant permission for Learning Is Fun staff to perform basic first aid on my child if he/she should need it. If my child should need to be taken to the hospital and I cannot be reached, I authorize Learning Is Fun to call 911 for an ambulance and the costs incurred will be mine.

Initial: _____

- I hereby grant permission for a staff member who is certified in Pediatric First Aid or CPR to perform such techniques for my child, if necessary.

Initial: _____

- I have read, understand and agree to abide by the policies set forth in the Parent Handbook including our **Carpool and Late Pick-Up Policy** on pg. 8, and the **Integrated Pest Management Policy** on pg. 13.

Initial: _____

- I understand and agree to abide by the **NO Peanut/Tree-nut Policy** at Learning is Fun for the safety of the students.

Initial: _____

- I give my permission for classroom teachers to share my email with other parents for the purposes of arranging playdates and invitations.

Initial: _____

- I hereby grant permission for my child to use all play equipment and to participate in all the activities of the school.

Initial: _____

The signature and initials on this form confirm that the parent(s)/ guardians(s) have read each statement and agree with the procedures and policies of the center.

PARENT/GUARDIAN SIGNATURE _____ *DATE* _____