

ABC Preschool

3017 Union Avenue – Altoona, PA 16602
(814) 942-2131 / abc.prek@yahoo.com
Amanda Treon, Director

REGISTRATION FORM AND APPLICATION

In order to secure your child's enrollment, please complete all sections of this form and return it in person to the Altoona Bible Church office or by mail. To be considered complete, all applications must be accompanied by a \$50.00 registration fee and proof of up-to-date immunizations.

Child's First, Middle & Last Name: _____	
Preferred Name: _____	Date of Birth: _____ <input type="checkbox"/> M <input type="checkbox"/> F
Address: _____	
_____ Home Phone: _____	

Mother's Name: _____	Cell Phone: _____
Address: _____	
_____ Email: _____	
Employer Name & Address: _____	
_____ Work Phone: _____	

Father's Name: _____	Cell Phone: _____
Address: _____	
_____ Email: _____	
Employer Name & Address: _____	
_____ Work Phone: _____	

Emergency Contact: _____	
Cell Phone: _____	Relationship to Child: _____
Additional persons (not including parents and emergency contact) to whom your child may be released:	
1. _____	Relationship to Child: _____
2. _____	Relationship to Child: _____

Child resides with: Both Parents Mother Father Foster Parents Other: _____

Names & ages of other children in your household: _____

Home Church (if applicable): _____

If your child has any special disabilities, please describe them: _____

If your child has any special medical or dietary needs, please explain: _____

Additional information about your child and/or family that we may need to know: _____

IMPORTANT INFORMATION TO REMEMBER:

- Classes are held on Tuesdays, Wednesdays and Thursdays from 10:00 AM – 2:00 PM.
- Children must at least turn four (4) years old by September 1st of the current school year and able to use bathroom facilities independently to be eligible for enrollment.
- Tuition is \$150.00 per month. Payments are due on or before the 5th of each month. Tuition received after the 10th will be subject to a \$15.00 late fee. Payment arrangements must be made before your student can return to school if tuition is not received by the 15th of the month. If tuition is more than one month overdue, your child will be unable to attend until paid in full.
- All tuition payments should be made by cash or check payable to Altoona Bible Church. Payments must be delivered via the payment envelope provided by the preschool.
- There will be no refund if your child is absent from school due to illness, family vacation or personal reasons. Although enrollment is for a full academic year, we recognize that special circumstances may occur and necessitate the withdrawal of a child before the end of the year. In this event, you must notify the school at least 30 days before the child is to be withdrawn. Fees are to be paid through the end of the month during which withdraw occurs.

Your signature below indicates that you have read and understand this application and that you are willing to abide by the terms thereof.

Signature: _____

Date: _____

Relationship to Child: _____

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PARENTAL CONSENT FOR MEDICAL CARE

Child's Name: _____

Staff members of the Altoona Bible Church Preschool are certified in CPR and basic first aid. In case of a minor injury or accident, our staff will administer basic first aid. Injuries not requiring immediate parental notification will be reported at dismissal. If a non-emergency injury occurs but needs prompt medical attention or in the event of a true medical emergency, we will contact you immediately.

I, _____, give ABC Preschool my permission to:

- Provide basic first aid, as needed
- Seek emergency medical care, if necessary
- Provide transportation to the nearest emergency room, if necessary

PARENTAL CONSENT FOR PERSONAL CARE

While we will focus on encouraging independence and age-appropriate self care, we understand the majority of preschoolers may occasionally struggle with clothing, hand washing and other basic care needs. Our staff will always be available to help your child with appropriate basic care needs should they require it.

I, _____, give ABC Preschool my consent to assist my child with basic personal care needs should it be required during class hours.

Your signature below indicates that you have read and understand this Parental Consent Agreement and that you are willing to abide by the terms thereof.

Signature: _____

Date: _____

Relationship to Child: _____

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PHOTOGRAPHY RELEASE

It is our desire to keep up with the demand for technology and social media. ABC Preschool has a Facebook page and section of the Altoona Bible Church website. We plan on having a camera ready for candid shots every day in the classroom and during special events. Photography taken of your child will only be used for the purpose of documenting and sharing activities at the preschool, including crafts, school projects, advertising and sharing our daily experiences. In order to maintain respect of your privacy, please choose one of the following statements.

I, _____, give permission for photography taken of my child while attending ABC Preschool to be used at the discretion of the director.

I, _____, do not give permission for photography taken of my child while attending ABC Preschool to be used outside of the preschool program. I do give permission to take and use photography of my child for projects and crafts and special events within the preschool program.

Signature: _____

Date: _____

Relationship to Child: _____

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HANDBOOK ACKNOWLEDGMENT

I, _____, have received ABC Preschool's Parent Handbook and reviewed its contents entirely. I agree to abide by the policies and procedures stated within.

Signature: _____

Date: _____

Relationship to Child: _____