

Kingdom Kids Preschool

Assessment Form

Child's Name _____ Birthdate _____

Health

Does your child have any allergies? _____ Yes _____ No

If yes, please list allergies _____

Do you have an emergency plan in place for reaction? _____ Yes _____ No

If yes, please explain the emergency plan

Does your child have a chronic illness? _____ Yes _____ No

If yes, please explain _____

Does your child have any impairments? Vision, Hearing or Speech

Is your child taking any medication? _____ Yes _____ No

Is the medication prescribed for continuous use? _____ Yes _____ No

Are there any side effects we should be aware of? _____ Yes _____ No

If yes, please explain _____

Behavior

How does your child express their needs or wants? (Gestures, Verbally, etc.)

Does your child have any specific fears? _____ Yes _____ No

If yes, please explain _____

Does your child have any special needs? _____ Yes _____ No

If yes, please explain.

Will your child need special attention for their needs? _____ Yes _____ No

If yes, please explain

Please describe your child's temperament.

How does your child react to change or new situations?

How does your child respond to adults? (friendly, shy, etc.)

How does your child play with others? (friendly, shy, bossy, etc)

How does your child react when they do not get their way?

How do you discipline your child? What is your child's response?

Do you have behavioral values that you would like to see developed further?

When your child gets upset, what helps him/her calm down?

Does your child nap? _____ Yes _____ No

Eating Preferences

Does your child require a special diet?

What are your child's favorite foods?

Does your child choke easily while eating? _____ Yes _____ No

Toilet Training

Does your child need assistance with toileting? _____ Yes _____ No

If yes, please explain your child's toilet training routine.

Activities

What activities does your child enjoy?

What activities does your child enjoy when playing with other children?

How does your child respond to other children?

What does your child like to do when he is playing alone?

Family History

Please give a brief summary about your family. (child’s parents, siblings, grandparents and other extended family.)_____

Additional information that would be important for Kingdom Kids about your child._____

Conduct

In the event that the school is unable to meet the development needs of your child (emotional, social or academic) Kingdom Kids reserves the right to terminate the acceptance of your child at any time.

Parent/Guardian Signature _____ Date_____

Parent Agreement

This is an agreement between Kingdom Kids Preschool/Kindergarten and _____ for the acceptance of my child/children _____ beginning _____ .

This agreement is for the _____/_____ school year.

Enrollment Requirements:

The following documents and fees will be required upon your child/children's admission in school.

- Immunization records.
- Health care professional statement signed by the child's physician.
- Completed school application for enrollment.
- First month tuition of _____.
- One-time registration fee of _____ and a yearly supply fee _____ are due upon acceptance and are non-refundable.

Tuition and Payment Policies:

- Tuition payments are on a monthly basis. Payments are due on the first of each month. Payments not received by the first will be assessed a \$30.00 late fee. If tuition and late fee are not paid by the 10th of the month, the child(ren) will not be able to return to school until tuition is caught up. If you have any questions or concerns about tuition payment, please contact Misty Peavy.
- Tuition is not prorated for any reason. I agree to pay the full amount each month, even though my child/children may not attend some days during the month and regardless of the number of days missed or reason for the absence.
- Sibling discount of 15% will be applied towards the tuition of the youngest child.
- Tuition includes 2 snacks daily. Lunches are provided by the parent. Breakfast may be provided by the parent as well.
- No reductions in tuition for early withdrawals, holidays, family vacations, teacher work days, non-academic days or emergency closings.
- Hours of operation are Monday through Friday, 7:30am – 4:30pm. Class begins promptly at 9:00am.
- A late pick-up fee of \$5.00 after scheduled pick up time.
- Habitual late pick-up may be grounds for termination.
- Tuition is paid by cash or check.
- **I have read all terms and acknowledge this agreement**

Signature of Parent or Guardian

Date

Emergency Authorization

Child's Name _____ Date of Birth: _____

Parent or Guardian Name: _____

Address _____ City _____ Zip _____

Home Phone _____ Alternate Phone _____

Work Phone: Mother _____ Father: _____

If a parent cannot be contacted in case of an emergency, Kingdom Kids has my permission to contact the following persons in the order listed. The individuals listed are reliable persons who have time and transportation available during the child's school hours. These individuals are persons that this child knows well, and who can be called upon an emergency to pick up this child from school and care for him or her.

Name _____ Daytime Phone _____

Address _____ Driver's License _____

In the event that medical attention is required before either a parent, or guardian, or one of the Emergency contacts can be reached, the following physician may provide or authorize any emergency medical treatment.

Physicians Name _____ Phone _____

Address _____

In case of emergency, when neither a parent, an emergency contact, nor the above physician can be reached, Kingdom Kids has my permission to take my child by car or by ambulance to the nearest hospital. The hospital personnel have my permission to perform treatment as necessary.

Signature of Parent or Guardian

Date

Release Authorization

Please list the name, address, relationship, phone number and driver's license of individuals, other than parent, to whom Kingdom Kids is authorized to release your child.

Name: _____ Phone Number: _____

Address: _____

Relationship: _____ Driver's License No. _____

Name: _____ Phone Number: _____

Address: _____

Relationship: _____ Driver's License No. _____

Discipline and Guidance Policy for Kingdom Kids Preschool

- ❖ Discipline must be:
 - (1) Individualized and consistent for each child.
 - (2) Appropriate to the child’s level of understanding; and
 - (3) Directed toward teaching the child acceptable behavior and self-control.

- ❖ A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:
 - (1) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior.
 - (2) Reminding a child of behavior expectations daily by using clear, positive statements;
 - (3) Redirecting behavior using positive statements; and
 - (4) Using brief supervised separation or time out from the group, when appropriate for the child’s age and development, which is limited to no more than one minute per year of child’s age.

- ❖ There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:
 - (1) Corporal punishment or threats of corporal punishment;
 - (2) Punishment associated with food, naps, or toilet training;
 - (3) Pinching, shaking, or biting a child;
 - (4) Hitting a child with a hand or instrument;
 - (5) Putting anything in or on a child’s mouth;
 - (6) Humiliating, ridiculing, rejecting, or yelling at a child;
 - (7) Subjecting a child to harsh, abusive, or profane language;
 - (8) Placing a child in a locked or dark room, bathroom, or closet with the door closed;
and
 - (9) Requiring a child to remain silent or inactive for inappropriately long periods of time for the child’s age.

Texas Administrative Code, Title 40, Chapters 746 and 747, Subchapters L, Discipline and Guidance

My signature verifies that I have received and read a copy of the discipline and guidance policy.

Child Name _____

Parent/Guardian Signature _____ Date _____

Photo Permission Slip

Kingdom Kids has been working on their school website and Facebook page to be more informative and useful to you.

In doing so, we have opportunities to add pictures of our students on the web page, video/display in the classroom, newspaper articles, and advertisements. We are excited to be able to share these photos of what goes on at Kingdom Kids Preschool with everyone.

In order to publish a photo of your child, we must have your permission to do so. Your child's name will never be published.

You may use my child's image on the following:

(circle all that apply)

Website Facebook Video Newspaper Advertising

Child's Name _____ Date _____

Parent Signature _____

Child's File Checklist for Parents

	APPLICATION FOR ADMISSION – SIGNED
	HEALTH STATEMENT – SIGNED BY PHYSICIAN
	DISCIPLINE POLICY- SIGNED
	RECEIPT OF PARENT HANDBOOK- SIGNED
	CURRENT IMMUNIZATION RECORD- SIGNED BY PHYSICIAN
	HEARING & VISION -SIGNED BY PHYSICIAN
	PHOTO PERMISSION SLIP- SIGNED

Please Sign Below:

Signature of Parent or Guardian

Date

Signature of Director or Co Director

Date

I understand that my child will not be considered accepted until all forms are fully completed and accepted in writing by Kingdom Kids School Office.

What You Need to Bring

2 Year Old

Backpack

Sippy cup

Pacifier- if needed

Diapers for the day

Change of clothes in case of an accident

SMALL blanket for nap time. We will be providing nap mats

Sack Lunch- Please pack foods that will not need to be heated/prepared
Kingdom Kids will provide snacks daily

3 Year Old, 4 Year Old and Kindergarten

Backpack

Sack Lunch- Please pack foods that will not need to be heated/prepared

Change of clothes in case of an accident.

SMALL blanket for nap time. We will be providing nap mats

Kingdom Kids will provide snacks daily