

# Child Enrollment and Authorization

<b>Child's Last Name</b>	<b>Date Entered Care</b>
<b>Child's First Name</b>	<b>Age at Entry to Care</b>
<b>Child's Nickname</b>	<b>Date of Birth</b>

**ALLERGY ALERT:** Does child have allergies? **Yes**  **No**  If yes, list all allergies on back side of form

**Parent or Guardian Contact Information**

<b>Name (first, last)</b>	Relationship	
Home Address	City	Zip
Home Phone	Work Phone	
Employer and Work Hours	Cell Phone	
Work Address	City	Zip
<b>Name (first, last)</b>	Relationship	
Home Address	City	Zip
Home Phone	Work Phone	
Employer and Work Hours	Cell Phone	
Work Address	City	Zip

**Required Emergency Contact Information**-person other than parent or guardian that is authorized to pick up child

Name (first, last)	Phone	Relationship
Name (first, last)	Phone	Relationship

**Non-Emergency Contact Information**-person other than parent or guardian that is authorized to pick up child

Name (first, last)	Phone	Relationship
Name (first, last)	Phone	Relationship

**Medical/Dental Contact Information**

Insurance Provider and Policy Information (if applicable)	
Primary Physician Name	Phone
Dental Provider (if child is school-age. If none, list dental provider for child care facility)	Phone

**Parent or Guardian Authorization**

**Please list any restrictions to permission of the following:**

- My child** may be taken on field trips or excursions by bus or private motor vehicle, as well as on neighborhood walking excursions under required supervision (see special transportation arrangements section on back of form).
- My child** may participate in swimming or other water activities under required supervision (OCC requires approved lifeguard).
- My child** may be photographed for publicity or news purposes  On-site  Off-site
- My child** may be given non-prescribed medication as indicated on the container. This may include sunscreen, children's pain reliever, antibacterial first aid cream, and diapering ointment. Syrup of ipecac may be administered if deemed necessary by the poison control operator. The child's parent or guardian will be contacted prior to administering non-prescription pain relievers. Prescription medications must be current and a permission slip is required per each medication.

**In an emergency**, the child care facility has my permission to call an ambulance, or take my child to any available physician or hospital at my expense to obtain medical treatment. In most emergencies, 911 is called and the child is transported to the nearest hospital and treated by the on-call physician. The parent or guardian of the child is notified as soon as possible.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Continued on back (additional signature and date)**

# Child Information

Has your child previously been in child care?	If yes, what type of care and for how long?
---	---

Reason for requesting care

**Child General Information-** please include all information that will assist us in providing quality care for your child

Likes and Dislikes

Eating Habits and Schedule

Sleeping Habits and Schedule

Play

Fears

Special Words and their Meanings

**Child Medical Information**

Does your child have allergies? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has your child had chickenpox? <input type="checkbox"/> Yes <input type="checkbox"/> No
---	--

List all allergies or other health problems, including instructions for providing best possible care in regard to stated conditions. Do any of the medical conditions restrict the child's activities?

**Other Children in Home**

Name (first, last)	Nickname	Age	Gender
Name (first, last)	Nickname	Age	Gender
Name (first, last)	Nickname	Age	Gender
Name (first, last)	Nickname	Age	Gender

**Special Transportation Arrangements**

Office of Child Care requires a written plan of the transportation arrangements between the child care facility and the parent or guardian of the child for extracurricular activities. The following indicates the child care facility's transportation plan:

\_\_\_\_\_ (Child) attends \_\_\_\_\_ (school). He/she will be transported/escorted between the child care facility and the school by ( check applicable type): \_\_\_\_\_ school bus, \_\_\_\_\_ head start bus, \_\_\_\_\_ child care facility or \_\_\_\_\_ will arrive/depart unescorted with my permission. If my child is not at the designated pickup site, or does not arrive as planned, please contact (check applicable type): \_\_\_\_\_ parent or guardian, or \_\_\_\_\_ the school, in order to confirm the child's whereabouts, as well as devise a plan as needed to locate the child. My child also has permission to (**specify**, ie: work with teacher after school, attend an extracurricular class or meeting, depart for home at specific time, etc):

\_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_