

The Kids' League

10 Church St. ~ Westford, MA 01886 ~ (978)-692-6733

www.kidsleaguwestford.com

SCHOOL YEAR REGISTRATION FORM 2019-2020

CHILD'S NAME _____ SCHOOL _____ GRADE _____

FIRST DAY OF ATTENDANCE _____

PLEASE SELECT PROGRAM:

After School Program (circle days attending)

MON

TUE

WED

THU

FRI

Drop-in Program

* Advance notice requested

* Payment due on day of attendance

Please **CHECK OFF** and **return** to us the following:

This Registration Form

Child Information Form (must be filled out once a year per state regulations)

Tuition Express payment form

\$35 School Year Registration Fee per family (automatically withdrawn through **Tuition Express**)

Medication Forms (if applicable. Please include a photo of your child.)

How did you hear about the Kids' League? _____

I understand that payment for the After School Program is made in ten **equal** monthly payments withdrawn on the **first Monday** of each month. I also understand that **no tuition refunds will be given for absences, illness, change of plans, or vacations.**

Signature _____ Date _____

Child's Name _____ Age at Admission _____ Date of Birth _____
 Home Address _____ (City) _____ (State) _____ (Zip) _____
 Home Phone _____ Sex _____ Height _____ Weight _____ Hair Color _____
 Eye Color _____ Skin Color _____ Identifying Marks _____

Mother's/Guardian's Name _____	Father's/Guardian's Name _____
Address _____	Address _____
Home Phone _____	Home Phone _____
Cell Phone _____	Cell Phone _____
Business Phone _____	Business Phone _____
<u>Best</u> phone to reach parent __ Home __ Cell __ Business	<u>Best</u> phone to reach parent __ Home __ Cell __ Business
E-mail _____	E-mail _____
Business Name _____ City _____	Business Name _____ City _____
Hours at Work _____	Hours at work _____

HEALTH INFORMATION

Child's Physician _____ Address _____ Phone _____
 Chronic health conditions/special limitations or concerns (if none write "none") _____
 Allergies (if none write "none") _____ **Is an EpiPen needed?** _____
 Medications in use **at home** _____

PLEASE NOTE: If your child needs an **EpiPen, inhaler, etc., at home**, then one **MUST** be supplied to the Kids' League along with the following forms **1)** Medication Consent Form **2)** Individual Health Care Plan Form (available online or at the KL)

EMERGENCY CONTACT & PICK-UP CONSENT (Required)

I hereby authorize the Kids' League to contact or release my child to the following persons (other than parent).

#1 Name _____ Relationship to Child _____
 Address _____ (City) _____ (State) _____
 Home Phone _____ Cell Phone _____ Most reachable phone __ Cell __ Home

#2 Name _____ Relationship to Child _____
 Address _____ (City) _____ (State) _____
 Home Phone _____ Cell Phone _____ Most reachable phone __ Cell __ Home

FIRST AID & EMERGENCY MEDICAL CARE CONSENT

I authorize staff at the Kids' League to give my child first aid when appropriate. I understand that every effort will be made to contact me in the event of an emergency requiring medical attention for my child. However, if I cannot be reached, I hereby authorize the program to transport my child, and to secure necessary medical treatment for my child at:

Emerson Hospital (nearest) Lowell General Hospital Other _____

DOCUMENTATION OF PHYSICAL EXAM

I certify that documentation of a physical exam and immunization in accordance with public school health requirements, and lead poisoning screening in accordance with public health requirements, are on file at my child's school.

Child's School _____ Parent/Guardian initials _____

NON-EMERGENCY PICK-UP CONSENT (optional, but still a good idea)

I hereby authorize the Kids' League to release my child to the following persons (other than parent).

#1 Name _____ Relationship to Child _____

Address _____ (City) _____ (State) _____

Home Phone _____ Cell Phone _____ Most reachable phone __Cell __Home

#2 Name _____ Relationship to Child _____

Address _____ (City) _____ (State) _____

Home Phone _____ Cell Phone _____ Most reachable phone __Cell __Home

PARENTAL LEGAL AGREEMENTS

Are there any custody agreements, court orders, or restraining orders pertaining to your child that you feel we should be aware of? Yes No If **yes**, copies must be provided to verify agreements.

TRANSPORTATION PLAN AND AUTHORIZATION

The After School Program will be a **Public School bus** drop-off and **Parent** pick-up.

The Summer Program will be a **Parent** drop-off and **Parent** pick-up.

I understand that the above will apply to my child UNLESS I note other arrangements below.

Other anticipated arrangements are noted here:

PHOTO PERMISSION (Optional) I do I do not give permission for my child's photos or videos to appear on the Kids' League website, Facebook Page or on material such as brochures and flyers. I understand that their names will **not** be used.

PARENT HANDBOOK ONLINE

The Kids' League Parent Handbook is available online at www.kidsleaguestford.com, or you may request a copy at any time. Our handbook is an important tool for parents because it outlines our policies and procedures. By signing on the last line on page 3 I agree that I am responsible to read the handbook and abide by the policies and procedures as outlined in the handbook.

Play Area Permission

I give permission for my child to walk from the church property to the fenced- in play area or any adjacent properties related to outdoor picnicking or club activities.

I understand that the above will apply to my child UNLESS I note other arrangements below.

KIDS LEAGUE TOOTH BRUSHING PERMISSION

We are required by MA **to offer the option** of having your child brush his/her teeth while in child care when: (1) a meal is eaten at the center; or (2) a child is at the center 4 hours or longer. However, **parents may choose NOT to have their children participate in tooth brushing while at the Kids' League.**

PLEASE CHECK BELOW:

NO I do not wish for my child to participate in tooth brushing while at the Kids' League.

YES I authorize the Kids' League staff to provide an opportunity for my child to brush his/her teeth after eating lunch at the Kids' League.

I understand that my child is required to bring a **labeled** toothbrush and a **labeled** toothbrush cover/holder with air vents and toothpaste every day that he/she eats lunch at the Kids' League.

BEHAVIORAL OR EMOTIONAL ISSUES

In order to better serve you and your child, it is very helpful for us to be aware of any emotional or behavioral issues your child may have. If there are any such issues, would you briefly let us know in the lines below? (Issues could include emotional meltdowns, resistance to following instructions, cries easily, outbursts of anger, difficulty sharing with other children, etc.) _____

Parent/Guardian Signature

Date