

We accept children without regard to Race, Religion, Sex or National Origin.

PIN CODE: \_ \_ \_ \_ \_

<b>ENROLLMENT APPLICATION</b>		<b>Date of Enrollment:</b>	
<b>Child Name:</b>	<b>Birthdate:</b> /     /	<b>Sex:</b> M / F	
<b>Child Lives With:</b> Mother / Father / Both / Other		<b>Meals Provided:</b> Breakfast / Lunch / Snack	
<b>Primary Days of Care:</b> Mon / Tues / Wed / TH / Fri		<b>Primary Hours of Care:</b> to	

Family Info	Mother	Father
<b>Name</b>		
<b>Home Address</b>		
<b>Mobile Phone</b>		
<b>Employer</b>		
<b>Work Phone</b>		
<b>Email</b>		
<b>Driver License</b>	*****Need Copy*****	
<b>Legal Custody</b>	YES / NO	YES / NO
<b>If Neither Mother nor Father have Legal Custody, please indicate Legal Guardian below:</b>		

**Emergency Contacts**

The child named above will be released only to the custodial parent/legal guardian and contacts listed below. The following people may also be contacted and are authorized to remove the child from the center in case of illness, accident, or emergency, if for some reason the custodial parent or legal guardian cannot be reached. **INITIALS:** \_\_\_\_\_

Contact Name	Relationship	Cell Phone	Emergency Contact
			YES / NO
			YES / NO
			YES / NO
			YES / NO
			YES / NO

**Special Instructions regarding eating habits, toileting, or other areas of concern:**

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**Health & Emergency Permission Record**

Does child have any physical problems, mental health disorders, mental retardation, or developmental disabilities which would limit the child's participation in the centers program and activities?

YES	NO	Specify	
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**Does your child have allergies? (Food, medications, insects, etc.)**

YES	NO	Specify	
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**Are any special procedures required in caring for the child?**

YES	NO	Specify	
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**I hereby give permission to Planet Learning staff to have access to my child's record.** In the event of a Medical Emergency I hereby grant permission to Planet Learning Staff to call 9-1-1. If I cannot be reached and hold to harmless and release Planet Learning Academy, Inc and its employees from all liability. I further agree to keep the facility informed of changes in telephone numbers, etc., where I can be reached.



@myplanetlearningpreschool



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Kissimmee, FL 34744

Tel: 407-530-4500

DCF # C09OS0106

myplanetlearningpreschool@gmail.com

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**Planet Learning Emergency Procedure**

- 1) Contact Parent
- 2) Contact person listed as Emergency Contact.
- 3) Call Emergency Medical Team, if necessary.
- 4) Have Emergency Medical Team transport to Hospital. **INITIALS:** \_\_\_\_\_

PIN CODE: \_\_\_\_\_

We will seek medical attention from:

**Doctor:**

**Address:**

**Phone:**

**Medical Group:**

**Hospital of Preference:**

**Medical Insurance Policy #:**

**Physical Examination Record**

Chapter 65C-22.006 (2) of the Florida Administrative Code requires a current physical examination (Form 3040) and Immunization Record (Form 680 or 681) within 30 days of enrollment. (Not required for school-age children.) **INITIALS** \_\_\_\_\_

**Photos, Video & Internet Images**

For the safety and security of the children in our care Planet Learning has installed a camera system. Use of camera system is for security purposes only. Remote access via internet is not available. I give permission to Planet Learning to display and use photos and videos of my child for newspaper articles, websites, camera system and other publicity purposes. **INITIALS:** \_\_\_\_\_

**Uniform Policy**

<b>Shirts</b>	*Planet Learning Shirt must be worn daily during school year.
<b>Bottoms</b>	Navy-Blue Pants.
<b>Shoes</b>	Velcro Closed-toe shoes only.
<b>Jewelry</b>	No earring for boys allowed. Minimal jewelry, worn at own risk.
<b>Headwear</b>	No hats are permitted during class time.
<b>Other</b>	No temporary tattoos. No chains attached to clothing allowed. <b>INITIALS:</b> _____

**Disciplinary Practices**

Section 65C-22.006(3) (C)2 of the Florida Administrative Code Requires that parents be notified in writing of the disciplinary practices used by the childcare facility. Our student discipline policy is following State of Florida Child Care Statues; 402.305 Licensing Standards; Childcare Facilities, (12) Child Discipline (see below). Minimum standards for child discipline practices shall ensure that age appropriate, constructive disciplinary practices are used for children in care. Such standards shall include at least the following requirements:

- 1.) Children shall not be subjected to discipline which is severe, humiliating, or frightening.
- 2.) Discipline shall not be associated with food, rest or toileting.
- 3.) Spanking or anyother form of physical punishment is prohibited.

Planet Learning shall notify parents in writing of the disciplinary practices used by the facility. Planet Learning reserves the right to ask the parent to make alternative arrangements for the care of a child in the event that behavior becomes a problem that cannot be corrected. **INITIALS:** \_\_\_\_\_

**Parent Understanding of Policies and Guidelines**

I/We agree to abide by all policies and guidelines while my child is enrolled in this facility. I/We are aware and in agreement that failure to comply with any policies or guidelines may result in discontinuation of services. I am aware that Planet Learning has the right without prior notice, to modify, amend or terminate policies, practices and other institutional programs within the limits and requirements imposed by the law. By signing below, I verify that all the information on this enrollment form is true and accurate, that I have received a copy of the Child Care Facility Brochure "KNOW YOUR CHILD CARE CENTER" as required by Section 402.3125(5) of the Florida Statues, that I agree to abide by the terms in the Planet Learning Parents Handbook, and that I am responsible for payment of tuition and other fees as explained in the Planet Learning Tuition Contract. **INITIALS:** \_\_\_\_\_

**Name of Parent/Guardian:**

**Name of Parent/Guardian:**

**Signature:**

**Signature:**

**Date:**

**Date:**