



Enrollment Checklist

- _____ Name, nickname (if any), gender
- _____ Date of Birth
- _____ Parent's Name
- _____ Address and phone number
- _____ Parent's place of employment and phone number
- _____ Parent's social security number
- _____ Name of child's physician and phone number
- _____ Name, address and phone number of two people to call in case of an emergency.
- _____ Names of person's authorized to pick up your child/ren
- _____ Allergies and intolerance to food, medication, or any other substances and actions to take in an emergency situation.
- _____ Chronic physical problems and pertinent developmental information and any special accommodations needed.
- _____ Health information (ie: Shot record, physical)
- _____ Written agreements between parent and center
- _____ Previous child care and school attended by child/ren
- _____ Proof of identity (birth certificate, birth letter)
- _____ Parent handbook