



“AMIGUITOS” BILINGUAL PRESCHOOL & “CLUB DE NIÑOS” REGISTRATION

Student's name _____

New student (Referred by: _____) Current student Former student

PLEASE CHECK HERE IF ALL CONTACT INFORMATION IS THE SAME AS PREVIOUS
(If checked above, you do not need to fill out contact info again below in box)

Nickname: _____ Gender: M F Age _____

Parents' name _____

Phone #s: Home _____ Work _____ Cell _____

Email address (main) _____

Email address (secondary) _____

Schedule: Five Days Three Days Two Days One Day

Mon. & Wed Tues. & Thurs. Mon. ,Wed. & Fri. Fri.

8:30-11:30 8:30- 2:30 Other _____

Start date: August 2012 Other _____

Language to be learned= **Spanish**

How motivated is your child to attend the program? 0 1 2 3 4 ?
Circle a number or question mark. (not) (very) (don't know)

If you circled the question mark, please explain _____

Are one/ both parents able to read some Spanish? Yes No

Are one/ both parents able to speak some Spanish? Yes No

Has your child ever attended another Preschool? Which one? _____

Which Preschool is your child currently attending? _____

Payment plan: Full Payment _____ or Monthly Payments _____ (see Page 5 Agreement)

Enclosed please find \$ _____ check # _____ cash

X _____ Date _____

Signature of parent or guardian

=====

For Office Use Only

Class ID _____ Instructor _____

Entered in Add. B. G_ I_C_ Exc. C. _____ Exc. D. _____ Inv # _____ and date sent _____

Target completion date for class _____

Forms received in person _____ by mail _____ Date _____



CHILD'S PERSONAL DATA SHEET

Today's Date: _____

1. NAME OF CHILD _____ BIRTH DATE _____

Home Address _____

City _____ State _____ Zip _____

Phone _____

Mother's name _____

Phone #s: Home _____ Work _____ Cell _____

Email address _____

Employer _____ Work hours _____

Father's name _____

Phone #s: Home _____ Work _____ Cell _____

Email address _____

Employer _____ Work hours _____

Why do you want your child to learn a second language? _____

Could you describe in a few words your child personality? _____

If we have to change the existing schedule what other day would you prefer?

Day _____ Time _____

_____ Date _____

Signature of parent or guardian



2. OTHER CONTACT IN CASE OF EMERGENCY:

Name _____ Relationship _____

Phone #s: Home _____ Work _____ Cell _____

Address _____

City _____ State _____ Zip _____

Is this person authorized to take the child from the center? Yes No

List all other adults who are authorized to take the child from the center:

_____	_____	_____	_____
Name	Relationship	Name	Relationship

_____	_____
Address	Address

_____	_____	_____	_____
City	State	Zip	City

_____	_____
Phone	Phone

3. MEDICAL INFORMATION:

Child's Physician or emergency treatment facility _____

Address _____ City _____ State _____ Zip _____

Phone _____

I, _____ (father/mother/guardian) of _____ (Child's name) do hereby give my consent to the Director of Larson's Language Center, or her duly appointed representative, for said child to receive medical or surgical aid as may be deemed necessary and expedient by a duly licensed or recognized physician or surgeon in case of an emergency when the parents cannot be reached. Consent is also given for the director or her duly appointed representative to transport said child for emergency medical treatment, if the parents cannot be reached.

Signature (X) _____ Date _____

Witness (X) _____ Date _____

I hereby give _____ /do not give _____ the Director of the Larson's Language Center, or her appointed representative permission to give _____ (Child's name) acetaminophen. I understand I will be notified that the medication has been administered.

Signature (X) _____ Date _____



4. IMMUNIZATIONS: Please provide a copy of your Child's Immunization Records. (If your child is in one of our programs held outside of our school, we do not need Immunization Records)

Verified by Health Department Record _____ Physician's Record _____ Other _____

5. DISEASE HISTORY: LIST THE DATES OF EACH:

Measles _____ Mumps _____ German Measles _____

Chicken Pox _____ Whooping Cough _____

Contracted Tuberculosis: Yes _____ No _____ Frequent Ear Infections: Yes _____ No _____

Frequent Throat Infection: Yes _____ No _____ Defective Heart: Yes _____ No _____

Other Conditions or Comments _____

6. CHILD'S DEVELOPMENTAL NEEDS:

Physical or emotional problems the child might have:

Child's special food needs: Formula _____ Diabetic diet _____

ALLERGIES _____

Special problems: Medications _____

ALLERGIES _____ Temper Tantrums _____ Diabetes _____ Frequent colds _____ Biting _____ Sun

Sensitivity _____ Seizures _____ Fainting Spells _____ Bed wetting _____

Other _____

Favorite: Games _____ Toys _____ Foods _____

Siblings: Yes _____ No _____ Name(s) _____

Other useful information: _____

Does your child require help in:

Dressing _____ Un-dressing _____ Toileting _____ Eating _____ Washing hands _____

Is child toilet trained? _____ Words used in toileting _____

Type of child care used before: _____

Does your child take a nap? _____ At what time? _____ For how long? _____

7. I, the parent or guardian of this child, understand that I may ask for a conference with the Director and/or instructors as needed.

_____ Date _____

Signature of parent or guardian

Additional comments:



AGREEMENT BETWEEN "AMIGUITOS" BILINGUAL PRESCHOOL AND THE STUDENT'S PARENT

I, _____, parent of _____ and Larson's Language Center hereby agree to the following:

1. Parent agrees to encourage the student to participate in various activities outside of class where the second language is involved; for example, viewing TV programs and videos, using library programs, computer programs, books, etc.
2. Parent agrees to notify "Amiguitos" Bilingual Preschool prior to class start time via e-mail or telephone if the student is unable to attend school, even if the notification is "last minute".
3. Parent understands and agrees that when the Rogers public school district is closed due to weather, "Amiguitos" Bilingual Preschool classes will be cancelled and made up at a later date.
4. Parent agrees to notify "Amiguitos" Bilingual Preschool one month prior to withdrawing a student from the program. Parent understands that Parent is responsible for the tuition for the notification month.
5. Parent agrees that any registration fee(s) and/or tuition(s) paid is/are non-refundable.
- 6. Parent agrees that when picking up your child, if you are over 5 minutes late, you will be charged a fee of \$1 for every minute past the declared departure time.
(It is very important to write the exact time you get to the school on the sign in sheet.)**
- 7. Regarding tuition, Bilingual Preschool parents agree to make 10 MONTHLY PAYMENTS to cover the expenses that our school has for the entire year.**

These payments are under the following conditions:

New students: First monthly payment is due with registration.

Part time students: Tuition is to be paid on the 15th of each month. Parent agrees to pay "Amiguitos" Bilingual Preschool the monthly sum of \$_____ beginning on August 15th, _____ (or other start date _____); with the final payment to be made on May 15th _____.

Full time students: Tuition is to be paid on the 15th and 30th days of each month. Parent agrees to pay "Amiguitos" Bilingual Preschool the sum of \$_____ beginning on August 15th, _____ (or other start date _____); with the final payment to be made on May 30th, _____.

Parent understands that if Parent chooses to pay one year's tuition in full, in advance, then Parent will receive a 10% discount. A \$15 charge will be added for each returned check

By signing this agreement, both Parent and Larson's Language Center confirm their mutual agreement of the terms and conditions as set out above.

Signature of parent or guardian

Date: _____



PARENT'S CONSENT FOR PHOTOGRAPHY

Do we have your permission to include your child or children in photos or videos for TV or Newspaper coverage of our programs, or for promotional purposes? Yes No

I _____ will allow Larson's Language Center to include my child, _____ in photographs or videotape documenting our program activities for informational or promotional purposes.

_____ Date: _____
Signature of parent or guardian

OUR DISCIPLINE POLICY

Larson's Language Center uses the following methods of discipline:

- RULES ARE ESTABLISHED FOR THE BENEFIT OF THE CHILDREN
- POSITIVE RE-ENFORCEMENT WILL BE USED
- RE-DIRECTIONS WILL BE GIVEN TO THE CHILDREN.
- IF INAPPROPRIATE BEHAVIOR CONTINUES, A TIMEOUT MAY BE USED.

I have read and understand the discipline policy of Larson's Language Center. I give my permission for the use of all methods set out above.

_____ Date: _____
Signature of parent or guardian

If the parent or guardian disagrees with any disciplinary method above, please list method preferred:

_____ Date: _____
Signature of parent or guardian

PLEASE NOTE: Physical punishment shall not be administered to children.
(Minimum Licensing Requirements for Child Care Centers 500.2)
(Minimum Licensing Requirements for Day Care Family Homes 501.1)



Kindergarten Readiness Skills

We are required by Arkansas State law to provide a copy of the list of Kindergarten Readiness Skills, prepared by the Arkansas Department of Education, to the parents of all three and four year old children enrolled. (Act 825 of 2003).

Sign here to indicate that you have received a copy of the Kindergarten Readiness Skills, or will request one.

_____ Date: _____
Signature of parent or guardian

Child Interviews

In accordance with Arkansas Department of Health and Human Services, Division of Child Care and Early Childhood Education, Child Care Licensing Unit licensing requirements:

“Parents shall be informed in writing upon enrollment of their children that children may be subject to interviews by licensing staff, child maltreatment investigators and/or law enforcement officials for the purpose of determining licensing compliance or for investigative purposes. (Child interviews do not require parental notice or consent.)”

Sign here to indicate that you have read the preceding statement.

_____ Date: _____
Signature of parent or guardian