

Truro Preschool & Kindergarten

2018-19 Forms Packet



*Please print this packet, complete it,
and bring it to the TPK office no later than your Open House day.*

In this packet, you will find...

- An acknowledgment that you have read the TPK Parent Handbook (at the bottom of this page).
- A pickup authorization form (this form is **required** for every family).
- A volunteer interest form (this is helpful to us, so please fill out if you're interested!)
- A before- and after-school program registration (only if you want your child to attend these programs).

To-Do List for All Families

- Have your child's Virginia School Entrance **Health Form** completed by your child's doctor (we need a new one every year; you can download that from truropreschool.org)
- If your child has **allergies** or needs **medication** kept at school, contact Kathy for forms
- Have we seen your child's **birth certificate** or passport? It's a Virginia requirement. If you're not sure, please call the Preschool office.
- Sign up for your **FACTS** account (see "Some Notes from Our Administrator" for more info).
- Register for **Afternoon Programs** or **Breakfast Bunch** if you want your child to attend (registration is open now, first-come first-served; the form is in your forms packet).

...and enjoy the rest of the summer with your family!

FAMILY NAME (PLEASE PRINT): _____

I/we have read the Truro Preschool and Kindergarten Parent Handbook for the 2018-19 School Year and agree to abide by the policies and procedures contained within.

Parent/Guardian Signature _____

Parent/Guardian Signature _____

TPK Pick-up Authorization Form

One form needs to be completed by every TPK family.

On this form please list all people authorized to pick up your child from TPK (including yourself). Include parents, grandparents, or others who may pick up your child either regularly or occasionally.

Changes can be made to this form at any time. Visit the Preschool office to make changes.

Family Last Name: _____

Child's First Name: _____ Teacher/Class: _____

Child's First Name: _____ Teacher/Class: _____

<i>Name</i>	<i>Relationship</i>	<i>Home Phone</i>	<i>Cell Phone</i>
	Parent/Guardian		
	Parent/Guardian		

If there is anyone who is NOT allowed to pick up your child, please put their name(s) here:

Remember to come to the office to sign a Pickup or Going Home Note each time your child's schedule differs from what you have listed above. If you wish to pick up your child early from the classroom or playground, an Early Release Form must be issued by the Preschool Office before you pick up your child from their classroom or our playground.

Parent/Guardian Signature _____ Date: _____

For Office Use Only: Teacher: _____ Date received: _____ Updated: _____
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2018-19 | Additional Programs Registration

Child's Full Name: _____ Date of Birth ____/____/____ M F

Name to be called in school: _____ Preschool Class: _____

List any allergies here: _____ Need to have medication kept at school? YES NO

List any other health conditions here: _____

Program details:

Breakfast Bunch 8-9 a.m. Monday-Friday All ages \$10/day Relaxed playtime before the school day begins.	Lunch Bunch 1-2 p.m. Monday-Thursday 3's and older \$10/day Lunch (parent provided) and playtime.
Imagination Factory 1-3:30 p.m. Mon-Thurs 4's and older \$20/day Lunch (parent provided), creative curriculum, playtime.	Friday Stay and Play 1-3:30 p.m. Fri 3's and older Pickup by 2: \$10/day; pickup by 3:30: \$20/day Extended care with playtime and lunch (parent provided).

Please circle the day(s) of each program in which you wish your child to participate:

Breakfast Bunch (8-9am, Mon-Fri)	Monday	Tuesday	Wednesday	Thursday	Friday
Lunch Bunch (1-2pm)	Monday	Tuesday	Wednesday	Thursday	Friday Stay & Play
Imagination Factory (1-3:30pm)	Monday	Tuesday	Wednesday	Thursday	

Contact information:

	Mother	Father
Full Name		
Home Phone		
Cell Phone		
Work Phone		
Email		
	Emergency Contact #1	Emergency Contact #2
Full Name		
Relationship		
Home Phone		
Cell Phone		