



The Growing Place Preschool

Before dropping off your forms be sure you have everything you need!

Registration Packet Checklist

- Child's Enrollment Record
- Registration Policy
- Emergency Medical Release
- Food Experience Permission Form
- Food Safety and Nutrition Policy
- Discipline and Expulsion Policy
- Distracted Driver Acknowledgement
- VPK Policies and Procedures
- Flu Brochure
- Parent Handbook Acknowledgement Form
- Copy of Certificate of Immunization (Returning Students do not need a new health form unless you are notified that the current form is expired)
- Copy of Student Health Examination (Returning Students do not need a new Immunization Record unless you are notified that the current form is expired)
- (New Students Only) Copy of Birth Certificate
- (Three Year Olds Only) Potty Training Policies

Before your child's first day of school all forms must be filled out and turned into the office. Please note the following guidelines:

- All lines on the Enrollment Form need to be filled in – no blank lines or “same as above” are acceptable.
- If your child does not have a dentist, please add your doctor's information again in that space.
- There must be 2 local emergency contacts that can be at the school in less than 30 minutes. Names, address and phone numbers are required.
- You may add additional names of adults that you authorize to pick up your child on a separate piece of paper. Names, address and phone numbers are required.
- The Emergency Medical Release form must be notarized, and all lines must be filled in. No blank lines will be accepted.
- **As of September 1st, 2015 exemptions are no longer accepted.** All Children enrolled must have current Immunization and Health Forms.

Forms can be downloaded at TGPHeritage.com/forms and returned to the office via email, regular mail or dropped off at the preschool. Please contact The Growing Place Preschool Office if you have any questions.

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