

Registration Form

The following form is to collect general information about a child enrolling in CEI Preschool.

GENERAL INFORMATION

Operation's Name: CEI Preschool (Spanish Immersion Preschool)

Student's Name:	Child's Date of Birth:
Does your child have diagnosed allergies: Yes / No	Allergies details:
Child Lives with: <input type="checkbox"/> Both parents <input type="checkbox"/> Mom <input type="checkbox"/> Dad <input type="checkbox"/> Guardian	Child's Home Address:
Date of admission:	Date of withdrawal:
Mother's Name:	Father's Name:
Phone Number:	Phone Number:
Email Address:	Email Address:
Home address (if is different form the child's):	Home address (if is different form the child's):
Guardian's Name:	School' Name:
Phone Number:	School's Address:
Email Address:	School's Phone Number:
Home address (if is different form the child's):	Pick up Time:

CONSENT INFORMATION

Transportation

I give consent for my child to be transported and supervised by the operation's employees:

For emergency care to and from school to and from home on field trips

My child is normally in care on the following days

Days of Week:

Monday Tuesday Wednesday Thursday Friday

 (512) 621-3202

 Administrator@ceipreschool.com

 2381 Bebee Rd. Kyle TX, 78640

 www.ceipreschool.com

CONSENT INFORMATION

WATER ACTIVITIES:

I give consent for my child to participate in the following water activities:

Water table play Sprinkler Play Splashing/wading pools Swimming pools Aquatic playgrounds

Check all that apply:

Make sure you have read the “Parent’s Handbook” before checking the boxes below.

<input type="checkbox"/> Discipline and Guidance	<input type="checkbox"/> Procedures for release of children
<input type="checkbox"/> Suspension and Expulsion	<input type="checkbox"/> Illness and exclusion criteria
<input type="checkbox"/> Emergency Plans	<input type="checkbox"/> Procedures for dispensing medications
<input type="checkbox"/> Procedures for conducting health checks	<input type="checkbox"/> Immunization requirements for children
<input type="checkbox"/> Safe Sleep Policy	<input type="checkbox"/> Meals and food services
<input type="checkbox"/> Procedures for parents to discuss concern with the director	<input type="checkbox"/> Procedures to visit the center without securing prior approval
<input type="checkbox"/> Procedures for parents to participate in operation activities	<input type="checkbox"/> Procedures for parents to contact Child Care Licensing, DFPS, Child Abuse Hotline, and DFPS website

ADMISSION REQUIREMENT

If your child does not attend pre-kindergarten or school away from the childcare operation, one of the following must be presented when your child is admitted to the childcare operation or within one week of admission.

Make sure to check only one option:

- HEALTH CARE PROFESSIONAL’S STATEMENT:** I have examined the above-named child within the past year and find that he or she is able to take part in the day care program.

Health Care Professional’s Signatures:

Date Signed:

- A signed and dated copy of a health care professional’s statement is attached.
- Medical diagnosis and treatment conflict with the tenets and practices of a recognized religious organization, which I adhere to or am a member of. I have attached a signed and dated affidavit stating this.
- My child has been examined within the past year by a health care professional and is able to participate in the day care program. Within 12 months of admission, I will obtain a health care professional’s signed statement and submit it to the childcare operation.

Name and Address of Health Care Professional:

Parent or legal Guardian’s Signature:

Date Signed:



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EMERGENCY CONTACTS

Do not add parents' or guardians' information; our daycare's first emergency contact is parents and guardians. In case our daycare cannot reach parents/guardians, we will contact the emergency contacts below. Options considered as an emergency contact are Uncle, Aunt, Grandparents, and others.

Emergency Contact Name:

Emergency Contact Phone Number:

Relationship to the child:

Emergency Contact Name:

Emergency Contact Phone Number:

Relationship to the child:

RELEASE CONTACT INFORMATION

I authorize the childcare operation **to release** my child to leave the childcare operation **ONLY** with the following persons. Please list name and telephone number for each. Children will only be released to a parent or guardian or to a person designated by the parent/guardian after verification of ID.

Name:

Phone Number:

Name:

Phone Number:

EMERGENCY MEDICAL ATTENTION

I give consent for the facility to secure all necessary emergency medical care for my child. In the event I cannot be reached to make arrangements for emergency medical care, I authorize the person in charge to take my child to:

Name of Physician

Address:

Phone Number:

Name of Emergency Care Facility:

Address:

Phone Number

SIGNATURE

Child's Parent or Legal Guardian:

Date signed:

Center Designee:

Date Signed:



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PARENT HANDBOOK ACKNOWLEDGMENT FORM

By the signature given below, Parent/Guardian acknowledges having received the Parent Handbook / Policies and Procedures 2021-2022 for CEI Preschool and the acknowledgment and permission forms that follow.

Parent/Guardian acknowledges understanding the terms of care provided by the Childcare center, and if these policies require an amendment, it will be provided in writing to the Parent/Guardian. I authorize the Credit Bureau or Better Business Bureau can receive a copy of this form after being signed in case of default.

Parent/Guardian Signature

Date

Signature of CEI Preschool Staff

Date



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PERMISSION FOR PHOTOGRAPHS

By providing a signature below, Parent/Guardian agrees to allow photographs or videos were taken of the child at CEI Preschool (Spanish Immersion School) while to be shared with families of other children in care, to have a record of their art and crafts and for advertising purposes.

Parent/Guardian Signature

Date

Signature of CEI Preschool Staff

Date



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PARENT AKNOWLEDGMENT OF EMERGENCY PREPAREDNESS PLAN AND EVACUATION

By the signature given below, Parent/Guardian acknowledges receiving information of the Emergency procedures that will take place in case of evacuation or relocation of the childcare home. Parent/Guardian also permits CEI Preschool (Spanish Immersion School) staff to transport children in a personal vehicle to the designated area for safety due to evacuation or relocation. If a fire, severe weather, or any other incident may cause the child/staff/home to be in danger, the goal is to have the children and staff in a safe and secure area. Parent/Guardian also understands that any updated information regarding contact information, address change or permission for the release of children to others is wholly made as changes occur

Parent/Guardian Signature

Date

Signature of CEI Preschool Staff

Date

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PARENT/GUARDIAN PERMISSION FOR WATER PLAY ACTIVITIES

By the signature given below, Parent/Guardian acknowledges permission to CEI Preschool (Spanish Immersion School) for the child in care to be involved in water activities. The water activities will allow children to play with water coming from a sprinkler, water toys, a water table, and a wading pool will be provided for children unable to walk on their own for safety purposes.

Parent/Guardian Signature

Date

Signature of CEI Preschool Staff

Date



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DISCIPLINE AND GUIDANCE POLICY FOR

Discipline must be:

- (1) Individualized and consistent for each child.
- (2) Appropriate to the child's level of understanding; and
- (3) Directed toward teaching the child acceptable behavior and self-control.

A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:

- (1) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior.
- (2) Reminding a child of behavior expectations daily by using clear, positive statements.
- (3) Redirecting behavior using positive statements; and
- (4) Using brief supervised separation or time out from the group, when appropriate for the child's age and development, which is

limited to no more than one minute per year of the child's age.

There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:

- (1) Corporal punishment or threats of corporal punishment.
- (2) Punishment associated with food, naps, or toilet training.
- (3) Pinching, shaking, or biting a child.
- (4) Hitting a child with a hand or instrument.
- (5) Putting anything in or on a child's mouth.
- (6) Humiliating, ridiculing, rejecting, or yelling at a child.
- (7) Subjecting a child to harsh, abusive, or profane language.
- (8) Placing a child in a locked or dark room, bathroom, or closet with the door closed; and
- (9) Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age.

Texas Administrative Code, Title 40, Chapters 746 and
747, Subchapters L, Discipline and Guidance TDPRS-
CCL 06/02/03

My signature verifies I have read and received a copy of this discipline and guidance policy.

Signature _____

Date _____

Check one please:

Parent

Employee/caregiver

Household member of child-care home



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