

APPLICATION FOR ADMISSION

**REDEEMER LUTHERAN PRESCHOOL
AND CHILD CARE CENTER**
9400 REDBRIDGE ROAD
RICHMOND, VA 23236-3598
272-7824

For Office Use Only	
<input type="checkbox"/> Accounting	<input type="checkbox"/> Director
Registration Fee Paid _____	Start Date: _____
Check # _____	Program: _____
Date: _____	

Student Information:

Child's Complete Name _____ Nickname _____ Sex _____ Birth Date _____
 Complete Home Address _____ Home Phone _____

Is the child potty trained? Yes No
 (Children entering the threes and fours must be potty trained by the first day of preschool.)

How did you hear about our facility? _____
 Name of prior childcare or preschool facility _____
 Dates Attended _____

Parent/Guardian Information:

Father's Name _____ Home Phone _____
 Complete Home Address _____
 Email Address _____ Cell Phone _____
 Father's Employer _____ Business Phone _____

Mother's Name _____ Home Phone _____
 Complete Home Address _____
 Email Address _____ Cell Phone _____
 Mother's Employer _____ Business Phone _____

Legal Guardian _____ Home Phone _____
 (if other than parents)
 Complete Home Address _____
 Email Address _____ Cell Phone _____
 Employer _____ Business Phone _____

Billing Information:

Primary Responsible "bill to" person:

Address: _____ Phone Number _____

If different from parent(s) or guardian(s)

I understand that if my account is referred to an attorney for collection, upon said referral I agree to pay attorney's fees in the amount of thirty-three and one-third (33 1/3 %) of the total outstanding indebtedness (which includes, but is not limited to, principal, accrued interest and late charges) then due, and all costs of collection. I agree to pay the aforesaid attorney's fees and costs of collection whether or not the attorney files suit.

Signature _____

Date _____

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Preschool / Child Care Registration
(Please choose one option)

Child Care Options:

Option #1: (6:30 am – 6:00 pm, includes morning preschool)

- | | | | |
|-------------------------------------|---------|--|---|
| <input type="checkbox"/> 2 Year Old | 2 Days: | <input type="checkbox"/> Mon, Thurs | <input type="checkbox"/> Tues, Fri |
| or | 3 Days: | <input type="checkbox"/> Mon, Wed, Thurs | <input type="checkbox"/> Tues, Wed, Fri |
| <input type="checkbox"/> 3 Year Old | 4 Days: | <input type="checkbox"/> Mon, Tues, Thurs, Fri | |
| | 5 Days: | <input type="checkbox"/> Mon – Fri | |
-

- | | | |
|-------------------------------------|---------|---|
| <input type="checkbox"/> 4 Year Old | 4 Days: | <input type="checkbox"/> Mon, Tues, Thurs, Fri (9:30 – 12:30 Preschool) |
| | | <input type="checkbox"/> Mon, Tues, Thurs, Fri (9:30 – 2:00 Preschool) |
| | 5 Days: | <input type="checkbox"/> Mon – Fri(9:30 – 12:30 Preschool) |
| | | <input type="checkbox"/> Mon – Fri (9:30 – 2:00 Preschool) |
-

Option # 2 (6:30 am – 1:30 pm, includes morning preschool)

- | | | | |
|-------------------------------------|---------|--|---|
| <input type="checkbox"/> 2 Year Old | 2 Days: | <input type="checkbox"/> Mon, Thurs | <input type="checkbox"/> Tues, Fri |
| or | 3 Days: | <input type="checkbox"/> Mon, Wed, Thurs | <input type="checkbox"/> Tues, Wed, Fri |
| <input type="checkbox"/> 3 Year Old | 4 Days: | <input type="checkbox"/> Mon, Tues, Thurs, Fri | |
| | 5 Days: | <input type="checkbox"/> Mon - Fri | |
-

- | | | |
|-------------------------------------|---------|---|
| <input type="checkbox"/> 4 Year Old | 4 Days: | <input type="checkbox"/> Mon, Tues, Thurs, Fri (9:30 – 12:30 Preschool) |
| | 5 Days: | <input type="checkbox"/> Mon – Fri(9:30 – 12:30 Preschool) |
-

Preschool Options:

- | | | | |
|-------------------------------------|---------|-------------------------------------|------------------------------------|
| <input type="checkbox"/> 2 Year Old | 2 Days: | <input type="checkbox"/> Mon, Thurs | <input type="checkbox"/> Tues, Fri |
|-------------------------------------|---------|-------------------------------------|------------------------------------|
-

- | | | | |
|-------------------------------------|---------|--|---|
| <input type="checkbox"/> 3 Year Old | 2 Days: | <input type="checkbox"/> Mon, Thurs | <input type="checkbox"/> Tues, Fri |
| | 3 Days: | <input type="checkbox"/> Mon, Wed, Thurs | <input type="checkbox"/> Tues, Wed, Fri |
| | 4 Days: | <input type="checkbox"/> Mon, Tues, Thurs, Fri | |
| | 5 Days: | <input type="checkbox"/> Mon – Fri | |
-

- | | | |
|-------------------------------------|---------|---|
| <input type="checkbox"/> 4 Year Old | 4 Days: | <input type="checkbox"/> Mon, Tues, Thurs, Fri (9:30 – 12:30 Preschool) |
| | | <input type="checkbox"/> Mon, Tues, Thurs, Fri (9:30 – 2:00 Preschool) |
| | 5 Days: | <input type="checkbox"/> Mon – Fri(9:30 – 12:30 Preschool) |
| | | <input type="checkbox"/> Mon – Fri (9:30 – 2:00 Preschool) |

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Emergency Information:

Allergies: *(intolerance to food, medication, etc)*

Child's Physician: _____ Phone Number: _____
Hospital Preference: _____

Child's Dentist: _____ Phone Number: _____

Emergency Contact Information: *(in the event parents cannot be reached)*

Name: _____ Relation to Child: _____ Phone: _____
Cell: _____

Name: _____ Relation to Child: _____ Phone: _____
Cell: _____

Name: _____ Relation to Child: _____ Phone: _____
Cell: _____

Person(s) Authorized to Pick up Child

Name: _____ Relation to Child: _____ Phone: _____
Cell: _____

Name: _____ Relation to Child: _____ Phone: _____
Cell: _____

Person(s) **NOT** Authorized to **PICK UP** Child ***

Name: _____ Relation to Child: _____ Phone: _____
Cell: _____

Name: _____ Relation to Child: _____ Phone: _____
Cell: _____

***** Appropriate paperwork such as divorce decree shall be attached if a parent is not allowed to pick up the child.**

Is there a custody order affecting this child? Yes No
*(If yes, we must have a **certified copy of the court order.**)*

What is your church affiliation? _____

Are you actively involved? Yes No

Redeemer Lutheran Preschool and Child Care Center admits students of any race, color, sex, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of

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race, color, sex, national and ethnic origin in administration of its educational policies, admissions policies, and other school programs.

Agreements / Consents:

- The parent(s) / guardian(s) give authorization for the child to participate in all activities. Yes No
- I / We understand that even with the best supervision, injuries are still a possibility. I / We agree to hold harmless Redeemer Lutheran Preschool and Child Care Center, its school board, employees and representatives from any injury or damage which may occur during school sponsored activities. Yes No
- The parent(s) / guardian(s) give permission for the child to be photographed or videotaped by the school during parties and other school activities. These pictures may be used in advertising venues and in the yearbook. Yes No
- Redeemer Preschool and Child Care Center agrees to notify the parent(s) / guardian(s) whenever the child becomes ill. If the parent(s) / guardian(s) cannot be reached, the center will call emergency contacts. Yes No
- The parent(s) / guardian(s) agree to pick up the child as soon as possible when notified of an illness. Yes No
- The parent(s) / guardian(s) agree to provide Redeemer with the following information:
a) copy of birth certificate b) copy of child's immunization records. Yes No
- The parent(s) / guardian(s) authorize Redeemer to obtain immediate medical care for their child if any emergency occurs when the parent(s) / guardian(s) cannot be reached by phone. Yes No
- The parent(s) / guardian(s) authorize the distribution of child's address and/or telephone number to other parents of children enrolled in Redeemer Lutheran Preschool and Child Care Center. I understand that the address and phone number will not be given out for commercial purposes. (Most often for birthday party invitations.) Yes No

I have read, reviewed and had the opportunity to ask questions regarding this application for admission to Redeemer Lutheran Preschool and Child Care Center and wish to make application for my child. My **NON-REFUNDABLE** registration fee is enclosed. Applications submitted without the registration fee will be returned.

Signature of Parent or Guardian

Date

Please share any additional information which may help us work more effectively with your child. (Feel free to use an additional sheet of paper if necessary.)
