



Pre-Enrollment

CHILD'S FULL NAME:	CHILD'S BIRTHDATE OR DUE DATE:	RELATIONSHIP TO CHILD: <input type="checkbox"/> MOTHER <input type="checkbox"/> FATHER <input type="checkbox"/> GUARDIAN
HOME ADDRESS:	CITY:	ZIP CODE:
PHONE # 1: _____	ENROLLMENT DATE REQUESTED:	PARENTS/ GAURDIANS FULL NAME
<input type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> OTHER		
PHONE # 2:		
<input type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> OTHER		

1. I must leave and pick my child up within the hours established by the facility. A late fee of \$5.00 will be charged if a child is picked up late during the first 5 minutes and \$1.00 per minute charge thereafter. CHANGE E Academy reserves the right to terminate the enrollment of a child who is picked up late four (4) times within a school year.
2. My child will be free of fever and/or any contagious conditions when I bring my child to the child care. I will follow the health standards of TDFPS Minimum Standards for Child Care Centers.
3. I must provide all diapers, hygiene items and change of clothing necessary for my child's cleanliness.
4. The child is considered to be enrolled until two-weeks written notice of withdrawal is received by the director.
5. Once accepted, the parent agrees to complete all necessary registration forms upon enrollment and comply with all requirements of CHANGE E Academy, and policies of the Texas Dept. of Family and Protective Services.
6. On behalf of myself and my child, I release CHANGE E Academy and its agents, trustees, officers, employees, and volunteers from any liability for injuries or other damages I or my child may incur as a result of their acts, omissions, or decisions in providing this child care service.
7. On my behalf, I affirm that I have will comply with CHANGE E Academy's Operational Policies, and TDFPS Minimum Standards for Child Care Centers.

Parent/Guardian _____ Date _____

Email Address _____