

Kiddie Korner Christian Day Care and Preschool
Medication Administration Form

ANNUAL SUNSCREEN PERMISSION FORM

Today's date_____

NAME OF CHILD/CHILDREN_____

I hereby give permission for Kiddie Korner to apply sunscreen to my child when going outdoors.

Parent/Guardian Name_____

The staff at Kiddie Korner will apply sunscreen to your child throughout the summer months.



Please provide your own bottle of sunscreen labeled with your child's name. Spray is recommended.

STUDENT REGISTRATION INFORMATION

Child's name _____ Age _____

Name of parent or guardian _____

Phone _____ Start Date _____

DAYS ATTENDING

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

Arrival Time _____ Pick-up Time _____

Registration Fee \$ _____ Date Paid _____

Activity Fee \$ _____ Date Paid _____

Door Key Fob \$ _____ Date Paid _____

PAPERWORK ON FILE

Enrollment Form

Information Card

Contract

Health Form

Disaster Form

STUDENT REGISTRATION INFORMATION

Child's name _____ Age _____

Name of parent or guardian _____

Phone _____ Start Date _____

DAYS ATTENDING

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

Arrival Time _____ Pick-up Time _____

Registration Fee \$ _____ Date Paid _____

Activity Fee \$ _____ Date Paid _____

Door Key Fob \$ _____ Date Paid _____

PAPERWORK ON FILE

Enrollment Form

Information Card

Contract

Health Form

Disaster Form

KIDDIE KORNER CHRISTIAN DAY CARE AND PRESCHOOL
OF FIRST BAPTIST CHURCH
1602 N Custer Rd Monroe, MI 48162 734-243-6397

DAYCARE CONTRACT

I hereby enroll _____, age _____

Birth date _____, in Kiddie Korner Daycare Center for care and instruction.

Kiddie Korner will provide a program of daily activities and relationships that offer opportunities for the growth of each child in physical, social, emotional, and intellectual development.

Upon signing this contract, I agree to the following terms:

1. A \$50.00 per family, non-refundable registration fee is to be paid at the time of enrollment.
2. A \$40.00 annual, non-refundable Supply fee is to be paid at the time of enrollment if your child will be attending a preschool class.
3. Payment is due on the first day you attend each week.
4. Payments should be paid by cash, check or money order in our money drop box or to the secretary in the office.
5. Payments not made on time may result in dismissal of your child.
6. Charges will be based on your current schedule or actual attendance if greater. Any changes in your schedule must be given no later than noon on Thursday for the upcoming week.
7. For those enrolled in the 3-year-old class a two-day minimum charge is required throughout the school year (September through May). A three-day minimum charge is required for those enrolled in the 4-year-old class.
8. A late fee of \$10.00 per each 15 minutes or portion thereof will be assessed beginning the first minute after closing time.
9. A \$30.00 charge will be assessed for all returned checks.
10. A key fob is required for the security door entry system. A \$20.00 deposit for each fob is refundable when it is returned.
11. I agree to accept financial responsibility of all daycare charges for my child.

I agree to bring my child inside the center and present him/her to a worker. (We will not accept responsibility until the child has been presented to us.) I agree to supply my child with a sack lunch daily.

I have read and accept ALL the conditions set forth in this contract.

Signature _____ Signature _____
Parent/Guardian Kiddie Korner Director

KIDDIE KORNER CHRISTIAN DAY CARE AND PRESCHOOL
OF FIRST BAPTIST CHURCH
1602 N Custer Rd Monroe, MI 48162 734-243-6397

SCHOOL AGED CHILDREN CONTRACT

I hereby enroll _____, age _____

Birth date _____, in Kiddie Korner Daycare Center for care and instruction.

Kiddie Korner will provide a program of daily activities and relationships that offer opportunities for the growth of each child in physical, social, emotional, and intellectual development.

Upon signing this contract, I agree to the following terms:

1. A \$50.00 per family, non-refundable registration fee is to be paid at the time of enrollment.
2. Payment is due on the first day you attend each week.
3. Payments should be paid by cash, check or money order in our money drop box or to the secretary in the office.
4. Payments not made on time may result in dismissal of your child.
5. Charges will be based on your current schedule or actual attendance if greater. Any changes in your schedule must be given no later than noon on Thursday for the upcoming week.
6. A late fee of \$10.00 per each 15 minutes or portion thereof will be assessed beginning the first minute after closing time.
7. A \$30.00 charge will be assessed for all returned checks.
8. A key fob is required for the security door entry system. A \$20.00 deposit for each fob is refundable when it is returned.
9. I agree to accept financial responsibility of all daycare charges for my child.

I agree to bring my child inside the center and present him/her to a worker. (We will not accept responsibility until the child has been presented to us.)

I have read and accept ALL the conditions set forth in this contract.

Signature _____ Signature _____
Parent/Guardian Kiddie Korner Director

KIDDIE KORNER CHRISTIAN DAY CARE AND PRESCHOOL
OF FIRST BAPTIST CHURCH
1602 N Custer Rd Monroe, MI 48162 734-243-6397

PRESCHOOL CONTRACT

I hereby enroll _____, age _____

Birth date _____, in Kiddie Korner Daycare Center for care and instruction.

Kiddie Korner will provide a program of daily activities and relationships that offer opportunities for the growth of each child in physical, social, emotional, and intellectual development.

Upon signing this contract, I agree to the following terms:

1. A \$50.00 per family, non-refundable registration fee is to be paid at the time of enrollment.
2. A \$40.00 annual, non-refundable Supply fee is to be paid at the time of enrollment if your child will be attending a preschool class.
3. If two children are enrolled at the same time, the second tuition is one-half off.
4. Monthly payments are due the first day of each month. The monthly fee remains the same each month, regardless of absences or class cancellations.
5. Monthly payments not received by the ninth of each month will incur a \$10.00 late fee.
6. Payments should be paid by cash, check or through Tuition Express in our money drop box or to the secretary in the office.
7. Payments not made on time may result in dismissal of your child.
8. A \$30.00 charge will be assessed for all returned checks.
9. A key fob is required for the security door entry system. A \$20.00 deposit for each fob is refundable when it is returned.
10. I agree to accept financial responsibility of all daycare charges for my child.

Monthly fees are as follows:

3-year-old class - \$130.00 per month due the first day of the month.

4-year-old class - \$160.00 per month due the first day of the month.

I agree to bring my child inside the center and present him/her to a worker. (We will not accept responsibility until the child has been presented to us.)

I have read and accept ALL the conditions set forth in this contract.

Signature _____ Signature _____

Parent/Guardian

Kiddie Korner Director

KIDDIE KORNER CHRISTIAN DAY CARE AND PRESCHOOL OF FIRST BAPTIST CHURCH
1602 N Custer Rd Monroe, MI 48162 734-243-6397

ENROLLMENT FORM

Name of Child _____ Nickname _____

Birth Date _____ Gender _____

Address _____

Cell Phone # _____ E-mail _____

Mother's Name _____ Employer _____

Father's Name _____ Employer _____

Marital Status: _____ Parents married and living together _____ Separated

_____ Parents unmarried and living together _____ Divorced _____ Single Parent
(Please check one. This helps us understand problems and to know how to deal with situations as they occur.)

Do you have a church home? _____ Yes _____ No

Social Relationships:

By nature is your child: _____ Friendly _____ Outgoing _____ Shy _____ Withdrawn

Has your child been in a large group situation before? _____ Yes _____ No

Has your child had experience in playing with other children? _____ Yes _____ No

List any special problems: Physical, fears, allergies, mannerisms _____

I wish to enroll my child for the following Daycare program:

_____ Infant/Toddler _____

Please indicate schedule needed - Days and times.

_____ 3's & 4's (preschool age) _____

Please indicate schedule needed - Days and times.

_____ Before/After School (Manor school only) _____

Please indicate schedule needed - Days and times.

PRESCHOOL CLASSES

_____ 3-year-old class, 9:00-11:30, Tuesday and Thursday (must be 3 by Dec 1 & potty-trained)

_____ 4-year-old class, 9:00-12:00, Monday, Wednesday, & Friday (must be 4 by Dec 1 & potty-trained)

Signature of Parent or Guardian _____ Date _____

DISASTER PLANS

AUTHORIZATION FOR STUDENT PICK-UP

I authorize the Kiddie Korner Staff to take the advice of the Emergency Management Division in case of an incident at Enrico Fermi Nuclear Power Plant, a chemical spill (which could result in remaining inside from contaminated air and securing infiltration from entering the building by blocking cracks or opening with towels, etc.) or any such event in which the Emergency Management Division advises evacuation (or isolation) of building evacuation (fire, explosion, etc.) I authorize Kiddie Korner to take my child/children to the YMCA.

Authorization for Student Pick-up:

I hereby authorize that _____
(Name of student)

may be picked up for early dismissal or during evacuation by:

_____ (Mother) _____ (phone #)

_____ (Father) _____ (phone #)

_____ (Step-mother) _____ (phone #)

_____ (Step-father) _____ (phone #)

Or _____ (phone #) _____
(Other authorized person)

School officials should not release my child to anyone else unless proper authorization is received from me.

_____ Date _____
(Signature of parent/legal guardian)

KIDDIE KORNER CHRISTIAN DAYCARE AND PRESCHOOL

First Baptist Church
1602 N Custer Rd Monroe, MI 48162
734-243-6397

Dear Parents,

Kiddie Korner has developed a response plan should an incident at Enrico Fermi Nuclear Power Plant or other disasters such as chemical spills, radiation, etc. arise. Should an incident occur while your child is in our care, we have been assured that the Monroe Public School System will alert us and our children will be evacuated with the Monroe Public Schools. It is important that parent/guardians refrain from trying to pick up their children at Kiddie Korner in order to keep driveways and access roads open for buses. We will wait to be alerted by the Monroe County Emergency School Services official.

Our children and workers will be transported to Bedford High School located at Jackman and Dean Roads in Bedford Township unless otherwise advised by the Emergency Management Officials. Listen to NASH icon (FM 98.3) or WJR (AM 760). Be assured our staff will accompany our children to Bedford during the evacuation and will remain with them until all children have been picked up.

In the event of a building evacuation (fire, explosion, etc.), Kiddie Korner has an agreement with the Monroe YMCA, located at 1111 W Elm, to serve as a host area facility until parents/guardians pick up their children. Kiddie Korner staff will remain with the children at the YMCA until parent/guardian pickup.

Parents, legal guardians, or any other person(s) you list on the next page would then be contacted to pick up their children at Bedford High School or the Monroe YMCA as soon as possible.

Your cooperation will be appreciated to assure the proper safety of your child.

Kiddie Korner Director

KIDDIE KORNER CHRISTIAN DAY CARE AND PRESCHOOL

1602 N. CUSTER RD MONROE, MI 48162
734-243-6397

OUR PROGRAM

The First Baptist Church of Monroe established Kiddie Korner Christian Day Care and Preschool in 1975. The center is a State Licensed non-profit organization.

Your child's needs will be met through the exploration of daily hands-on experiences in the following areas: Science, Math, Physical Movement, Language Arts and Reading Readiness Skills. The activities and lessons will be adapted to the different age levels and learning styles. Weekly or monthly themes will be used for consistency, familiarity and increased learning retention.

OUR MISSION

Our mission is to provide high quality care and education for young children within a safe, nurturing and Christian environment. We strive to provide parents with assistance and guidance in the growth, development and welfare of the children. We work to provide opportunities for children's spiritual growth and development of Christian values.

OUR PHILOSOPHY

Our philosophy is to provide developmentally appropriate learning in all areas such as physical, social, emotional and intellectual. Each child is viewed as an unique individual with different levels of ability, development and learning styles. We believe in working with the children and encouraging each child to use active problem solving to increase their skills at making good choices. The introduction of Christian values gives children an inner strength to provide a solid foundation for their future.

INFORMATION

- Quality, Christian Preschool and Day Care Experience for infants through 13 years of age
- Hours: 6:00 am - 6:00 pm, Monday - Friday
- Caring, trained staff
- Licensed by the State of Michigan
- Nutritional snacks served
- Fenced playground
- Weekly Chapel Services
- Remodeled Rooms
- New Equipment

ADVISORY TO PARENTS

Dear Parent or Guardian:

The Kiddie Korner Daycare and Preschool center employs an Integrated Pest Management (IPM) approach to control pests. IPM is a pest management system that utilizes all suitable techniques with the intent of preventing pests from reaching unacceptable levels or to reduce an existing population to an acceptable level. Pest management techniques emphasize pest exclusion and biological controls. However, as with most pest control programs, chemical controls may also be utilized.

You have the right to be informed prior to any application of an insecticide, fungicide or herbicide made to the school grounds or buildings during this school year. In certain emergencies, such as an infestation of stinging insects, pesticides may be applied without prior notice to prevent injury to students, but you will be notified following any such application. If you need prior notification, please complete the information below and submit it to:

Kiddie Korner Christian Daycare and Preschool
1602 N Custer Rd Monroe, MI 48162
734-243-6397

PRIOR NOTIFICATION REQUEST

PARENT NAME: _____
STUDENT NAME: _____
ADDRESS: _____
PHONE: _____

Please Check:

_____ I wish to be notified prior to a scheduled pesticide application inside of the school building.

_____ I wish to be notified prior to a scheduled pesticide application on the outside grounds of the school building.

Signature

Date

FIFTH DISEASE ALERT

Dear Parents,

Date:

A confirmed case of Fifth Disease has occurred in the
_____ room.

Symptoms of Fifth Disease - A rash begins as a solid red area on cheeks ("slapped cheek" appearance), spreading to upper arms and legs, trunk, and hands and feet.

Contagious Period - Once the rash appears, children are no longer contagious and may attend school or day care. Usually no treatment needed.

If you are pregnant, please inform your doctor at once.

KIDDIE KORNER

BEHAVIOR REPORT

DATE: _____ TIME: _____

NAME OF CHILD: _____

DESCRIPTION OF INCIDENT: _____

TEACHER REACTION: _____

CHILDS' REACTION: _____

TEACHER FOLLOW-UP: _____

PARENT: _____

TEACHER: _____

DIRECTOR: _____

KIDDIE KORNER CHRISTIAN DAY CARE AND PRESCHOOL
OF FIRST BAPTIST CHURCH
1602 N Custer Rd Monroe, MI 48162 734-243-6397

CDC CONTRACT

I hereby acknowledge that my child _____, will be
attending Kiddie Korner (days)_____
(hours)_____.

Upon signing this contract, I agree to the following terms:

1. I will pay a weekly copay amount of \$25.00 for my first child, \$20.00 for my second child and \$15.00 for my third child enrolled at Kiddie Korner. This payment is due the first day of each week I attended.
2. If my child is dropped or has not been approved for benefits, I agree to pay the weekly tuition rate charged by the Kiddie Korner.
3. I realize that 360 absence hours are allowed per year. If I exceed that, I will pay Kiddie Korner the standard tuition rate.
4. If my child's(children's) schedule changes for any reason, I will inform the Kiddie Korner office of these changes.
5. I will contact the Kiddie Korner office if my child will be absent that day.

I have read and accept ALL the conditions set forth in this contract.

SIGNATURE _____ SIGNATURE _____

Parent/Guardian

Kiddie Korner Director

DATE _____

EMERGENCY CONTACT INFORMATION

Please list two individuals, in order of preference, to be contacted in an emergency.

Name _____

Phone _____

Relationship to you _____

Name _____

Phone _____

Relationship to you _____

EMERGENCY CONTACT INFORMATION

Please list two individuals, in order of preference, to be contacted in an emergency.

Name _____

Phone _____

Relationship to you _____

Name _____

Phone _____

Relationship to you _____

