

Enrollment Checklist

Our goal is to ensure a smooth transition for your enrollment with us. Please review the checklist below to ensure readiness for your child's first day. Please ensure all documents are submitted by the specified deadline for a seamless enrollment process.

DOCUMENTS REQUIRED ONE WEEK PRIOR TO START DATE

- Application for Enrollment: Filled out.
- Parent Handbook Agreement and Consent Forms: Signed.
- Financial Agreement: Filled out and signed.
- Tuition Express Automated Payment Processing Authorization Form: Filled out and signed.
- Current immunization certificate.
- Well child statement.
- Food allergy action plan (if your child has allergies)

INFANT LIST OF ITEMS REQUIRED BY FIRST DAY OF ENROLLMENT

- **ENSURE ALL ITEMS ARE LABELED WITH YOUR INFANT'S NAME**
- Infant Feeding Plan (form included in application)
- Feeding approval note (applicable for infants younger than 6 months who are fed solids.)
- Diapers and wipes (please ensure there are enough diapers and wipes for at least 2 weeks)
- Diaper cream (consent form signed in application for enrollment)
- Set of two (2) changes of clothing
- Infant sleep sack for nap time (please refer to Nap / Rest Period in parent handbook for blanket guidelines.)
- Prepared bottles with lids (Both lid and bottled must be labeled with infants first and last name)
- Prepared solids for the day.
- Pacifier (if applicable)

TODDLER LIST OF ITEMS REQUIRED BY FIRST DAY OF ENROLLMENT

- **ENSURE ALL ITEMS ARE LABELED WITH YOUR CHILD'S NAME**
- Diapers and wipes (please ensure there are enough diapers and wipes for at least 2 weeks)
- Diaper cream (consent form signed in application for enrollment)
- Sunscreen (consent form signed in application for enrollment)
- Set of two (2) changes of clothing
- Blanket for nap time (please refer to Nap / Rest Period in parent handbook for blanket guidelines.)
- Reusable water bottle
- Cold lunch: Prepared to serve your child and ensure appropriate storage. (No refrigeration or facilities to heat lunches on site)
- Proper seasonal attire such as jacket, hat, gloves (if needed)

PRESCHOOL LIST OF ITEMS REQUIRED BY FIRST DAY OF ENROLLMENT

- **ENSURE ALL ITEMS ARE LABELED WITH YOUR CHILD'S NAME**
- Diapers and wipes (please ensure there are enough diapers and wipes for at least 2 weeks)
- Diaper cream (consent form signed in application for enrollment)
- Sunscreen (consent form signed in application for enrollment)
- Set of two (2) changes of clothing
- Blanket for nap time (please refer to Nap / Rest Period in parent handbook for blanket guidelines.)
- Reusable water bottle
- Cold lunch: Prepared to serve your child and ensure appropriate storage. (No refrigeration or facilities to heat lunches on site)
- Proper seasonal attire such as jacket, hat, gloves (if needed)