



— **Developmental Preschool** —

5948 Fisher Road
 Fayetteville, NC 28304
 Phone (910) 425-3100
www.discoveryplayground.com

Preschool Registration Form

Monday-Friday 8:30am-12:00pm

Registration Fee: \$50.00 per family (waived for Therapy Playground clients)

Potty Trained Rates:	
	Sibling Discount:
2 classes per week: \$160.00/month	2 classes per week: \$136.00/month
3 classes per week: \$230.00/month	3 classes per week: \$195.50/month
5 classes per week: \$355.00/month	5 classes per week: \$301.75/month

Non Potty Trained Rates:	
	Sibling Discount:
2 classes per week: \$170.00/month	2 classes per week: \$146.00/month
3 classes per week: \$245.00/month	3 classes per week: \$210.50/month
5 classes per week: \$380.00/month	5 classes per week: \$326.75/month

Tuition is due prior to the first month attending the preschool. Tuition should then be paid by the 5th of each month. Please call us to arrange for drop-in care 48 hours prior to needing the service.

Please select the class option to be enrolled:

Option 1:	Monday	Tuesday	Wednesday	Thursday	Friday
Option 2:	Monday		Wednesday		Friday
Option 3:		Tuesday		Thursday	

Student Information

Name: _____
Preferred Name: _____
Age: _____ Date of Birth: _____
Home Address: _____
City: _____ State: _____ Zip: _____
Home phone: _____
Lives with: _____

Any Diagnosis: _____

Does your child have an IFSP or IEP? YES/NO

Allergies and Medications: or other important medical conditions (be specific):

Parent / Guardian Information

Name: _____ Relationship to child: _____

Email address: _____

Home: _____ Work Phone: _____ Cell phone: _____

Name: _____ Relationship to child: _____

Email address: _____

Home: _____ Work Phone: _____

Cell / Text phone: _____ Cell provider: (Verizon, Sprint, etc _____)

Other Contact Information

Name: _____ Relationship to child: _____

Home: _____ Work Phone: _____

Cell / Text phone: _____ Cell provider: (Verizon, Sprint, etc _____)

Emergency contact (yes / no) Child drop off / pick up (yes / no)

Name: _____ Relationship to child: _____

Home: _____ Work Phone: _____

Cell / Text phone: _____ Cell provider: (Verizon, Sprint, etc _____)

Emergency contact (yes / no) Child drop off / pick up (yes / no)

Name: _____ Relationship to child: _____

Home: _____ Work Phone: _____

Cell / Text phone: _____ Cell provider: (Verizon, Sprint, etc _____)

Emergency contact (yes / no) Child drop off / pick up (yes / no)

***Please note that a picture ID will be required for the persons listed above.**

I, _____ give Discovery Playground permission to allow my child to:

_____ play in an unfenced area in back of the building under adult supervision.

_____ have computer time under adult supervision.

Parent / Guardian Signature

Contract

- Registration fee is due at the time of registration and is non-refundable.
- The first month's tuition is due prior to the first day of school. Tuition for the following months will be due by the 5th of the month. Tuition rates for the three programs are listed above. We do offer credit card authorization forms that can be completed to have your payment charged on a monthly basis. Refunds will not be given for classes missed. A late fee of \$5.00 will be charged for each week that tuition is late. Returned checks will be charged a \$25.00 fee. After two returned checks, checks will no longer be accepted as payment for the remaining school year.
- In cases of unexpected illness or emergency, make-up days will not be provided.
- In the event of inclement weather, families will be notified by phone.
- In the event you cannot be contacted immediately, medical treatment can be administered to your child in the case of accident or emergency and Discovery Playground will be held harmless.
- Discovery Playground takes every precaution to ensure the safety of our preschool. Discovery Playground/staff is not liable for any unforeseeable accidents and/or injuries.
- Discovery Playground staff is available to discuss any questions or concerns that you may have.
- In the event you find it necessary to remove your child from Discovery Playground Preschool, we require a 30 day notice in writing. You will be responsible for payment through the end of your notice.
- I read and understand the behavior/discipline policy.

I have read the above statements and will abide by the statements as listed in this contract with Discovery Playground.

Parent / Guardian Signature: _____ Date: _____

How did you hear about us? _____



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PHOTO / VIDEO RELEASE AGREEMENT

Whereas, Discovery Playground is engaged in a promotional video/photograph and

Whereas, I, the undersigned, have agreed to appear in the Video, and

Whereas, I understand that my or my child's voice and image will be recorded by various mechanical and electrical means of all descriptions (such recordings, any piece thereof, the contents therein and all reproductions thereof, along with the utilization of my name, shall be collectively referred to herein as the "Released Subject Matter"),

Therefore, I hereby freely and without restraint consent to and give unto Discovery Playground and its agents or assigns or anyone authorized by Discovery Playground, (collectively referred to herein as the "Releasees") the unrestrained right in perpetuity to own, utilize, or alter the Released Subject Matter, in any manner the Releasees may see fit and for any purpose whatsoever, all of the foregoing to be without limitation of any kind. Without limiting the generality of the foregoing, I hereby authorize the Releasees and grant unto them the unrestrained rights to utilize the Released Subject Matter in connection with the Video's advertising, publicity, public displays, and exhibitions. I hereby stipulate that the Released Subject Matter is the property of Discovery Playground to do with as it will.

I hereby waive to the fullest extent that I may lawfully do so, any causes of action in law or equity I may have or may hereafter acquire against the Releasees or any of them for libel, slander, invasion of privacy, copyright or trademark violation, right of publicity, or false light arising out of or in connection with the utilization by the Releasees or another of the Released Subject Matter.

I expressly stipulate that the Releasees may utilize the Released Subject Matter or not as they choose in their sole discretion without affecting the validity of this Release. This Release shall be governed by North Carolina law.

I hereby certify that I have read, understood, and agreed to the foregoing.

By signing below, the parent/guardian of _____
agrees to the above stated video agreement.

Parent / Guardian Signature

Date

Printed Name:



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Emergency Medication and Medical Care Form

I hereby give permission and hold harmless Discovery Playground Staff to administer my child _____ emergency medication (as provided by parent) and to acquire emergency medical care as deemed necessary.

I authorize basic first aid (washing cuts, applying band aids, etc.)

Parent / Guardian Signature

Date



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Discovery Playground Credit Card Authorization Form

I hereby authorize Discovery Playground Inc. to charge my credit card in the amount of: _____ monthly for my child's preschool fees.

I authorize Discovery Playground Inc. to deduct this payment each month on:

_____ (this date has to be between the 1st and 5th of the month)

Discovery Playground will provide you a receipt after your payment has been processed. These charges will continue until your child's account is paid in full.

Credit Card Information	
	<u>Select Card</u> <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Discover
Card No.	Exp. Date
3-4 Digit Security Code	Signature
Billing Address	

The responsible party and Discovery Playground, Inc. have executed this agreement on this date and agree to comply with the policies outlined.

Signature of Responsible Party: _____ Relationship: _____

Printed Name: _____ Date: _____

Child's Name: _____

CC Billing Address: _____ Zip Code: _____

Signature of DP Staff: _____ Position: _____



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Notes for Parents

- Children must be walked into and picked up in the Preschool Lobby.
- Children with special dietary needs will need to bring their snack.
- Children who are not potty trained must bring diapers, wipes and a change of clothes.
- Children who may require emergency medication or medical care must complete the appropriate medical form.
- Preschool Lesson Plans are designed to prepare the child for Kindergarten.
- Lesson plans are modified based on the child's individual need (ex. Some children may require more hand over hand assistance than others)
- Lesson plans are kept on site and parents may request to review them at anytime.
- Each child will be sent home with a note from the teachers of what the child worked on that day and any other information the parent may need to know about their child's day.



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Health, Safety & Care

Our entire staff is trained in CPR and Infant & Child First Aid. Our childcare professionals are thoroughly versed in children's issues, and most of them come to us with previous experience in the fields of childcare, child development, and education. Our staff has many years of experience working with a variety of children. We uphold the highest standards of care and the strictest guidelines for cleanliness and safety.

Photo ID Policy

A positive photo ID is required in order to pick up a child and we will keep a copy on file, and a child will only be released to persons designated on the registration profile. **No exceptions.**

Caregiver Ratios

Children are in good hands at Discovery Playground. There will always be one caregiver per every one to six children. Staff is scheduled daily to exceed these minimum requirements so that the children will have more personal attention and supervision.

Health

It is Discovery Playground strict policy **NOT** to accept children who are ill. Reasonable precautions are taken to safeguard children against illness. Your cooperation is required, so please do not ask us to care for your children when they are sick. Please do not bring in your child to Discovery Playground with a cold, sore throat, rash, cough, diarrhea, pink eye or ring worm. **Do not** bring in a child who has had a fever, vomited, or diarrhea in the past 24 hours. If a child becomes sick during the course of their playgroup, the child will be separated from others (within eyesight and hearing of our staff) and the parents will be contacted immediately at the emergency phone number provided. Parents will be expected to pick up the sick child in a prompt manner. Discovery Playground staff has first aid training and will administer as necessary to minor cuts and bruises. In the event of a medical emergency, your child will be transported to an appropriate medical facility by the local emergency unit for treatment at the expense of the parents.

Incident Reports

Despite the training and best efforts of the Discovery Playground staff, accidents and incidents will inevitably occur. Should an incident occur during your child's stay you will receive a written "incident report." The staff member on duty will sign the report, ask you to review it with him or her, and ask you to sign it. If you have any questions at the time of the incident, please ask for clarification.

Medications & Allergies

Discovery Playground employees are unable to administer any medication with the exception of the following, to be used in life-threatening emergencies: such as EpiPens, inhalers, and insulin. Please let staff know when your child is on medication so that we may keep accurate information on file. If you have any additional questions about this policy, please ask us.

Staff Qualifications

Discovery Playground Lead Teacher's all have a **minimum** of a 4 year Bachelor's Degree and extensive experience working with a variety of children in various settings.



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Early Drop Off & Late Pick Up Policy

Drop off and pick up time is very busy and our dedicated teachers are preparing for the next class. Therefore, it is important that we adhere to the pick up and drop off times.

- Morning Class Drop off is 8:30am
- Morning Class Pick up is 12:00pm

If you are 10 minutes early or late for pick up or drop off, there will be a \$5.00 charge. There will be an additional \$1.00 charge for each minute over 10 minutes.

This policy is to ensure that staff has adequate time to set up, clean up and be prepared for the next classes.

Thanks,

Sheri Logan, ITS
Program Director



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Diapering/Diaper Cream Release Form

I _____ authorize employees of Discovery Playground to diaper my child _____ during the scheduled class session. I understand I must provide enough diapers/pull-ups and wipes for the entire sessions.

Parent / Guardian Signature

Date of Signature



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Behavior Policy

Discovery Playground has researched numerous discipline models for the classroom. We desire a discipline program that helps children realize they are in control of their own actions and can make positive choices. We want to reinforce positive behaviors while providing some rules for behaviors that interfere with the classroom instruction.

1. The rules will be discussed with the children. We don't spit, hit or bite one another, throw toys, or say hurtful things to one another.
2. Each child will have an animal on the behavior chart they will advance when they complete a task and move back when they break a rule.
3. When the child completes a task the animal will be moved forward. The child will be praised for their task completion.
4. When a rule is broken, a warning will be given. The next time a rule is broken, the child will move their animal back.
5. When the animal is moved back, the teacher will not speak excessively about the rule being broken. The child will be told the rule was broken and the animal needs to be moved. There will be no further discussion.
6. When the child gets to the animals home they will be rewarded with a special activity or reinforcer.

Please let us know if you have any questions or concerns. Please sign below to state your agreement with Discovery Playground using this behavior system with your child.

Parent / Guardian Signature

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Sick Policy

Dear Parents and/or Guardians,

If you, your child is sick, please keep them home until well. This will help eliminate some of the transfer of sickness/viruses, because as you well know, in a preschool setting, our little ones like to share.

Sickness includes:

- Fever within 12 hour period with no Tylenol
- Virus that may include vomiting and/or diarrhea
- Respiratory infection with mucus that is not of clear nature

Your child should be fever free for 24 hours without medication, have no vomiting or diarrhea for 24 hours in order to return to class.

Please help in the effort to eliminate spreading sickness / viruses to each other.

Thanks,

Sheri Logan, ITS
Program Director