

COMMUNITY CHRISTIAN PRESCHOOL

5500 18TH STREET EAST

BRADENTON, FL 34203

Office: (941) 756-8748 / Fax: (941) 753-7057

FOR OFFICE USE ONLY

Nur _____	Reg Billed _____	Med _____
K2 _____	Reg Paid _____	BC _____
K3 _____	Tut Billed _____	Fin Agr _____
K4 _____	Reg Date _____	
N/R _____	Start Date _____	

ENROLLMENT APPLICATION

RETURNING STUDENTS

1. Please complete the *Enrollment Application* in detail. (PLEASE PRINT)
2. Return the **signed** *Enrollment Application*, including the Financial Agreement, **with the registration fee**.

NEW STUDENTS

New students must provide:

- (1) a copy of their birth certificate;
- (2) a current Student Health Examination Form (HRS Form DH 3040—Physical) (must be updated every two years).
- (3) a Florida Certification of Immunization (HRS Form DH 680—Immunization) (immunization records must list the month, day and year of the student's immunizations).

** STUDENT INFORMATION **

Child's Name _____
(Last) (First) (Middle) (Nickname)

Parent E-Mail _____

Address _____ City _____ Zip _____

Home Phone _____ Birth Date _____ Age _____ Sex _____ Race _____

Birth Place _____ County _____

Grade last attended _____ Any grade repeated _____ Entering Grade _____

Church Attending _____

Child's Physician/Phone _____

**May the school call another physician if unable to contact the above? _____

Any physical disability? No _____ Yes _____ Explain: _____

Any allergy condition? No _____ Yes _____ Explain: _____

** PARENT / GUARDIAN INFORMATION **

Marital status (Circle one): Married Separated Divorced Single

LIST THE NAMES OF PEOPLE WITH WHOM CHILD LIVES:

Parent / Guardian #1: Name _____ Work Phone _____

Relation to Child _____ Cell / Pager _____ Employer _____

Parent / Guardian #2: Name _____ Work Phone _____

Relation to Child _____ Cell / Pager _____ Employer _____

Legal Custody (in divorce cases) belongs to _____

Languages spoken in home: English _____ Other: _____

May we use your name and phone number for car-pooling? Yes No

Person(s) permitted to take student from school campus and/or to be notified in case of illness or accident when parents cannot be reached.

Name _____	Relationship _____	Home Phone _____
Address _____		Work Phone _____
Name _____	Relationship _____	Home Phone _____
Address _____		Work Phone _____
Name _____	Relationship _____	Home Phone _____
Address _____		Work Phone _____

**FOLLOWING INFORMATION REQUIRED IF PREVIOUS
PRESCHOOL WAS NOT CCS)**

Name of previous daycare _____

Address _____

City _____ State _____ Zip _____

Phone _____

MEDICATION / COMMUNICABLE DISEASE POLICIES

***** Medication *****

1. CCS does administer non-prescription medicine (Tylenol, Advil, cough syrup, etc.) and prescription medicine. Preschool personnel will dispense all medication. Prescription medication will not be given unless sent to school in the original container with the child's name and prescription written on it. The school's *Authorization for Medication Form*, available in the offices, must be completed for each prescription or non-prescription medicine.
2. CCS will put bandages on cuts, administer ice on a bruise or cut, take temperatures, and put the child on a cot if sick.

***** Communicable Disease *****

It is the policy of CCS not to admit a student if he has a communicable disease or is a known carrier of a virus or ailment that causes infectious disease. For example, this would include Head Lice or Nits as well as Chicken Pox, Measles, Infectious Mononucleosis, AIDS, Mumps, Hepatitis, Impetigo, Conjunctivitis (Pink Eye) and any other type of communicable disease which could be a threat to the health of the student body and faculty/staff. **Please see complete list of reportable communicable diseases in the *Parent-Student Handbook*.**

FINANCIAL AGREEMENT

In this agreement between Community Christian School and *Person(s) responsible for paying the account*, the following:

NAME _____

MAILING ADDRESS _____

CITY, STATE, ZIP _____ PHONE _____

My child will be attending half day ____ or full day _____. (please check only one)

My child will be starting on (date) _____

I agree to pay:

	Child's Name	Age	Monthly Rate
1			
2			
3			
	Less Multi-Child Discount		
TOTAL DUE MONTHLY			

Parent / Guardian Signature

Date

1. The registration fee must accompany the *Enrollment Application*. **The registration fee is non-refundable once our child is accepted for enrollment.**
2. Students are enrolled for either half days or full days and cannot alternate from week to week.
3. A child must attend a minimum of three (3) days a week to reserve their place in the preschool. Their name will be dropped from the roll if absent for two (2) consecutive weeks unless prior arrangements have been made.
4. **Payments are due on the first of each month. If the payment is not in the office on or before the 10th of the month, a \$25.00 late fee will be added to your account.**
5. Any preschool tuition not paid by the 15th of the month necessitates that the student not be allowed to attend preschool/daycare. Notification of termination can be written or verbal and is not subject to any time interval. Reinstatement of the child to preschool can occur after all payments are up to date or firm arrangements are made to pay all amounts due.
6. A \$20.00 charge will be added to your account for each returned check. After two returned checks your personal checks will not be accepted for payment on your account – only cash, money order, or cashiers' check will be accepted. The student will not be allowed to attend preschool until the account is paid up to date.
7. Progress reports will not be issued unless accounts are paid up to date.
8. If in the event the school experiences difficulties in collecting past due accounts *after* a family does not place their child back in preschool, the collection process will be given to a third party agency. When collections are done by an agency it will appear on the family's credit report.
9. **There is a \$1.00 per minute late charge for any child not picked up by 6:00 pm (or by 12:15 pm if the child is half day preschool).**

STATEMENT OF COOPERATION

Thank you for considering Community Christian School (CCS) for your child. CCS is a ministry of Community Baptist Church (CBC). CBC is a conservative, independent Baptist church. The church guides our purpose, philosophy, and education.

Community Christian Preschool exists for parents who sincerely desire a Biblically based education. We believe that the responsibility of rearing children belongs to the parents. We also believe that the school is the agent of the parents and therefore an extension of the home. It is important that parents place their children in a school that has the same basic philosophy as their own.

The following should help you understand our philosophy and why we operate the way we do.

1) SCHOOL CONTROLS:

It is important to understand that a school setting is different from the home. In a school we are dealing with a larger number of young people than you do at home. Therefore, our system of control is different. Control in the classroom is conducive to good teaching; therefore, control must be established when the child arrives on the campus and must be maintained throughout the day.

2) STAFF AND PARENTS WORKING TOGETHER:

Parents and school personnel should be on the same side. A child can be very persuasive when it comes to explaining why the teacher was at fault for a correction that the student received. Our teachers and personnel are instructed never to side with the student against the parent. It will help if you do the same with your child in regard to the teacher and school personnel. If your child senses your disapproval of a teacher, confusion of loyalties results, which may cause your child harm. In matters like this, a good rule to follow is to check with the teacher; misunderstandings can be cleared up before a problem arises. A secure child will know that his parents want him to please his teacher.

3) DECISIONS BASED ON THE SCHOOL'S PHILOSOPHY:

Community Christian School exists for parents who want their children separated from certain activities that are contrary to the Christian faith. Our parents are committed to this philosophy and have entrusted their children to our care. Even though it is very difficult, we find it necessary, from time to time, to make unpleasant decisions protecting the integrity of the school. A student may be dismissed from school at any time if the student or parents are found to be out of harmony with the rules and policies of the school.

4) DISCIPLINE OF STUDENTS:

The primary responsibility of discipline belongs to the parents, not the school. The teacher and school personnel will maintain discipline while the child is on campus. Our job is to keep you informed when violations occur, but it is your obligation, as parents, to control your child's behavior. If a child continues to misbehave, we have a progression of corrective steps that we go through to get the problem reversed. We depend on the parents to get the

problem stopped. If we do not have parent cooperation or if we feel the parents have no control over their child, we then ask that the student be withdrawn.

The best prevention for misunderstandings is to annually read and fully understand the *Preschool Handbook*. If after you read the *Handbook*, and you still have questions, please check with our office and you will be put in touch with a person who can answer your questions.

** There probably has never been an organization where the entire constituency is in total harmony with all the rules and policies of that organization, and we know that this is true at CCS. What we ask is that you, as parents, agree to the following:

Although I may not be in complete agreement with all the rules and regulations, I do agree to instruct my child to abide by them and to cooperate with the school personnel while enrolled in Community Christian School. If I do disagree, I will not voice it among other parents or students but will go to the teacher or administration about the point of contention.

MY SIGNATURE INDICATES THAT I HAVE READ AND UNDERSTAND THE POLICIES IN THIS APPLICATION AND THE PRESCHOOL HANDBOOK; that I agree to all the terms and conditions of the Financial Agreement; that I agree to the Statement of Cooperation; that the application information is true; and that I agree to allow CCS to engage in the listed medication procedures.

Signature of Parent / Guardian

Date