

Enrollment Form Checklist

The following forms must be submitted **PRIOR to your child's first day of preschool:**

- Enrollment Information Form
- Emergency Information Form (including dentist and doctor information)
- Payment Options Form
- Immunization Form*
- Health Care Summary*

For those eating lunch at Hartley: Lunch Beverage Permission Form* (with doctor's signature if needed)

**Returning children only need to submit the Immunization Form, Health Care Summary, and Lunch Beverage Permission Form if there are updates*

Submit if applicable PRIOR to your child's first day of preschool: Please download these forms from the preschool [website](#):

- Individualized Child Care Plan for allergies, medical conditions, or special needs
- Medication Administration Form for any prescription medications
- Over-the-counter Medication Administration Form for any self-care product (lotion, chap stick, ointment, sunscreen, bug spray, hand sanitizer, etc) that you would like your child to use while at preschool. Children cannot have these products in their backpacks or apply them independently due to our licensing regulations.

FULL DAY

Bring the following every preschool session:

- Seasonally appropriate outdoor clothing and footwear
- Healthy morning AND afternoon snacks each with at least TWO food groups
- Hearty, healthy lunch

**Please do not send a water bottle with your child.*

We provide water for snack and lunch.

Can be left at preschool:

- Small blanket and pillow for rest time inside a reusable shopping bag or similar sized bag
- Small comfort item for rest time (optional)
- Indoor shoes
- TWO complete changes of clothes

HALF DAY

Bring the following every preschool session:

- Seasonally appropriate outdoor clothing and footwear
- Hearty, healthy snack with at least TWO food groups

**Please do not send a water bottle with your child.*

We provide water for snack.

Can be left at preschool:

- Indoor shoes
- TWO complete changes of clothes



Hartley
Nature Center



HARTLEY NATURE
PreSCHOOL