

Kids R Us Childcare

10504-118 Avenue
Edmonton, Alberta
T5G-OP8
780 -471-5437

12140-103 street
Edmonton, Alberta
T5G 2J9



Registration Booklet

Name:

Start Date:

Finish Date:

-

Name of Child: _____

Date of Birth: _____

ADDRESS OF CHILD-

Child Lives With:		
Parent/Guardian(s) Name:	Home Phone Number:	Cell:
Address:		
Email:	Work Phone Number:	
Emergency Contact:		
Parent/Guardian(s) Name:	Home Phone Number:	Cell:
Address:		
Email:	Work Phone Number:	

EMERGENCY CONTACTS: Make sure fill the address column

1. Name:	Address:
1. Phone Number:	
1. Relationship:	
1. Authorization to pick up? YES or NO	
2. Name:	Address:
2. Phone Number:	
2. Relationship:	
2. Authorization to pick up? YES or NO	

NOTE: Kids 'R' Us has no legal authority to refuse the release of a child to either parent except in the case of a legally served court order.

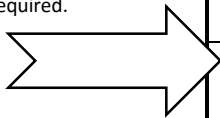
HEALTH INFO:

Alberta Health Care #:
Immunizations up to date? YES or NO
On Medication:
Any Allergy:
Physical, Emotional, or Behavioural Conditions:

CHILD'S HISTORY & RELEVANT INFO:

Prior Childcare Experience? YES or NO
Will arrive at:
Will depart at:

UPDATED - Please leave this box empty for 6 months or until required.



Parent	Signature	Date	Info Updated

Favorite activities:
Typical reaction to stress? -----
Typical reaction to illness? -----
Any particular fears? -----
Parent/guardian(s) method of discipline? -----
If applicable, is your child toilet trained? Yes or No _____
Marital Status-----
Are there any custody arrangements that we should be aware of?
Please attach current order yes/no._
How did you hear about us? -----

Cultural Background (optional)

What languages are spoken in your household? _____
What holiday and traditions are celebrated in your household?

How do you celebrate them?

Why are these holidays and traditions important to you?

What do they represent to your family?

What experience have your children had in celebrating holidays?

What do you want to see happen during the day within your child's program during a typical holiday seasons and special day such as Christmas, Easter, Mother's Day, and Valentine's Day and support your family lifestyle here at the centre?

What song languages, food, books, art material and toys could we include in our program to represent and support your family?

Would you be willing to come into the centre and share your tradition/celebrations with the staff or children?

What are your goals for child's learning in this daycare? Is there anything specific you want to achieve?

Updated new Goal

Documents Received

Parent Handbook
Choosing a Day Care Center – A Guide for Parents _____ Photography/Video Permission Form
Subsidy Information (if applicable) _____

Other Information:

Updated may 2012, June 2016

For Office Use Only

Total Fee: _____ Deposit: Subsidy:

S.W. name: -----

Number: -----

Office: -----

Arrangements: -----

Finish Date and Reason for leaving: -----

Admission Agreement Form

Please read the following carefully...

1. The parent/ guardian(s) agrees to verbally inform the Child Care Practitioners of their child's arrival and departure and sign their children in/out on a daily basis on the 'Child Attendance' form. The parent/guardian(s) understands that their child is not the responsibility of the center until the child is signed in by the parent/ guardian(s).

2. The parent/guardian(s) understands that their child will be released to the parent/guardian(s) only. If another individual is to pick up their child, the center must be notified in writing or by phone. Photo identification of the person picking up their child will be required. This is for your child's protection.

3. The parent/guardian(s) agrees to repor

All parents/Guardian are Required to Sign in/out children every day & Signature on weekend. Please make sure to hand – in child to staff. Upon departure, parents sign the child out. All children must be drop off by 10 a.m. & picked up by 6 p.m. it is important to make a personal contact with a staff member. Remember to close room or fence door drop-off & pick up times. Only designated pick-up person(s) on file will be allowed to take a child from daycare. Any change to the designated pick-up person (s) on file must be submitted in writing. We will **NOT** Released your child to unauthorized persons.

Note:-Even with Authority, if we are unfamiliar with the person picking up your child from daycare picture identification will be Requested. A phone call will be requested. A phone call is made if the childcare provider is still in doubt.

Kids”R”Us has no legal Authority to refuse the Release of a child to either parent except in the case of legally served court order. A copy of a Signed court order stating custodial assignment must be in a child file to refuse release to a parent. Any

Additional information or question regards these and related matter should be **discussed with the director.**t any changes to their child's ^Registration form' immediately. This will insure the information you have provided is current.

There will be a compulsory update in January and June of each year

4. The parent/guardian(s) agrees to supply appropriate clothing, inside shoes, diapers and wipes, infant food and any special foods required due to allergies or special diets. Otherwise the center will provide a nutritious lunch and two snacks on a daily basis.

5. The parent/guardian(s) understands that all of the children will be going outside daily, weather permitting and that their child needs to be dressed accordingly.

6. The parent/guardian(s) understands that natural wear and tear of toys is to be expected but sometimes children get into the habit of breaking toys continuously. If this happens on a frequent basis Kids 'R' we will be forced to ask the parent/guardian(s) to replace or cover the cost of the toy(s). In the chance that this situation does arise we would be happy to discuss the matter with the parent/guardian(s) to find a solution before accountability is applied. Kids 'R' Us carries its own insurance in cases of serious breakage like a window or a door, but the deductible will have to be covered by the child's parent/guardian(s).

7. The parent/ guardian(s) understands that medications will not be given to their child unless a ^medication form' from the parent/ guardian(s) has been filled in properly.

8. The parent/ guardian(s) gives permission for their child to be involved in supervised activities conducted off the premises. These activities by walking may include Park plaza, street around daycare,neighbourhood or any other facility open to the public. I understand, agree and accept KIDS “R”US daycare in any event is not responsible or liable for my child on or during public transportation.

9. The parent/ guardian(s) agrees to follow the *illness policy* outlined in the Parent Handbook and keep their child home if needed. Should your child become ill while at the center, you will be contacted immediately? If at any point your child cannot cope with the daily routine, you will be advised to take your child home and to consult a health professional.

10. The parent/ guardian(s) give permission for the director, or acting director to take whatever steps are necessary to obtain emergency medical treatment if warranted. These steps may include, but are not limited to the following:

- a) Attempt to contact parent/ guardian(s).

b) Attempt to contact the parent/ guardian(s) through any of the persons listed on the emergency contact list completed

c) If we cannot contact you or the child's emergency contact we will do any or all the following:

- Call another doctor or paramedics
- Call an ambulance; at the cost of parent/ guardian(s)
- Have the child taken to a hospital selected by the center in the company of a staff member

11. The parent/ guardian(s) understand the hours of operation are from 6:30 a.m. to 6:00 p.m. and that a late charge of \$2per child for every increment of 1minutes or portion thereof will be enforced after 6:00 p.m..if parent/Guardians do not contact us by 6;30. Children intervention Services will be contacted.

12. The parent/ guardian(s) agree that in lieu of one month's notice, a fee of one month will be charged. Should legal action be necessary all legal fees will be at the parent/ guardian(s) cost. . Fees remain same in effect regardless of absences due to illness or Vacation.

13.The parent/guardian(s) acknowledges that the center endeavors to provide the finest care possible for all children enrolled in its program. Accordingly, the parent/guardian(s) also acknowledges that the Director, in her sole discretion, reserves the right to refuse the enrollment or the continued enrollment of a child, should it be determined that the child poses a health, behavioral or management problem to the center's operation and/or staff.

14. The parent/guardian(s) understand that Kids 'R' Us may terminate services provided by this contract in the event of non-payment or irreconcilable differences between parents and the center.

15. The parent/guardian(s) understands that the fee for their child will be \$---- per month/week/day and that payment is due on or before the first day of each month. The Director reserves the rights to increase the fees after giving one-months, notice.

16. No reductions in fees are made for lost time due to illness or holidays. Subsidized parents are responsible for the full amount of the agreed upon monthly fee. It is their responsibility to ensure that subsidy is in place and maintained throughout the period of enrollment. The parent portion of the monthly fee is the difference between the full fee and the amount of subsidy paid by the government on their behalf. If for any reason, the amount of subsidy paid changes and the fee is not covered, the parent/guardian(s) will be responsible for paying the difference.

17.The parent/guardian(s) gives permission for at the center to use their child's personal information for "public display" at the center, (ex. Child's name on their locker, child's birthday on a birthday board, child's allergy or medication information, **child's picture posted on daycare website www.kidsr1daycare.com or at daycare's displays.etc...**)

18. The parent/guardian(s) understands that the information that has been collected on the *Child Registration' form will be us for any other purpose. It has been collected and shared in a manner that is compliant with the *Freedom of Information & Protection of Privacy Act.*

19. I give permission to KIDS "R" US daycare to screening to see how my child is developing.

20 Kids'R'Us reserve the right to terminate the childcare to a new child (within first month without any notice)who does not follow the daycare rule and does not respect the child care staff and the other children or any child have any other behavior problems.

The Kids;R'Us also reserves the right to give written notice of immediate termination where there are extreme circumstances that affect the well-being of the Staff or other children in attendance.

. Daycare is closed Saturdays and Sundays as well as all statutory holiday includes Easter Monday, civic holiday, Boxing Day &1 week during Christmas.

Year 2016 closed December 26th to January 2nd 2017.December 23rd is half day only

if your child is unable to participate in the normal activities of the daycare (including being able to play outside), then your child MUST stay home.*The Center will be closed on the Monday in lieu of any holiday

That falls on a Saturday or Sunday*

21.1 have received and read a copy of the operation procedures and policies in the parent handbook and agree to all the terms stated.

Your signature on this form is your agreement that you have read and understood the terms outlined in this Admission Agreement Form, and these terms are legal and binding.

Name of parent/guardian (print) -----

Signature of parent/guardian-----Date-----

THANK YOU. We are dedicated in providing loving and caring environment for you and your child!