

### THE LEARNING CENTER REGISTRATION CHECKLIST

DATE OF ENROLLMENT: \_\_\_\_\_ STUDENT NAME: \_\_\_\_\_

TEACHER: \_\_\_\_\_ AGE: \_\_\_\_\_ PROGRAM: \_\_\_\_\_ Days Attending: \_\_\_\_\_

The following items are required to enroll your child in The Learning Center Preschool:

- The Application for Admission and Contract – include current e-mail address
- Registration fee \$150 for individual child  \$50 for Sibling
- Print and sign Influenza Brochure (regarding FLU control)
- State of Florida Physical form #3040 (yellow)
- State of Florida Immunization Record form #680 (blue)

On the first day your child attends The Learning Center, please provide the following:

- Register on the attendance tracker (VPK students need a bypass code)
- Get the door code from the office  Please send a 2.5 inch binder to school for portfolio documents
- Ask administrator to send you a test e-mail from the school database
- A healthy, nutritional lunch placed in a lunch box or lunch pack. A thermos can be used to keep foods hot and an ice pack can be used to keep items cold
- A complete change of clothing, including underwear, socks, pants or shorts, and a shirt
- A standard size crib sheet to be laundered weekly. You may also send a blanket and cuddly toy
- Please send your child in closed toes shoes daily
- A box of tissues

**Additional Information: If your child will be attending TLC in the Pre-K building and you drop off between 8:00am-9:00am or pick up between 5:00pm-5:30pm you must use our carpool service available at the front door of the building.**

The following items are required for children in diapers:

- A full two day supply of diapers (please do not send more than what fits into your child's cubby)
- A full container of wipes (if your child is 2 years old or older, the wipes will be used to sterilize the potty after use)
- Gallon size zip-lock baggies
- Diaper cream (if needed)  \*Please be sure to label all of your child's personal belongings -even utensils\*