

St. Martin's Lutheran Preschool  
Children's Records Evaluation 2009-2010

Student's Name \_\_\_\_\_ Birthdate \_\_\_\_\_

The following documents are required by Saint Martin's **EVERY** new school year:

- \_\_\_\_\_ Enrollment Form
  - Name/DOB/Address/Home Ph #
  - Date of Admission
  - Parent Information
- \_\_\_\_\_ Registration Form
  - Payment Information
- \_\_\_\_\_ Parent/Student Handbook Receipt (Will be handed out at Open House)
- \_\_\_\_\_ Help Us Know Your Child
- \_\_\_\_\_ Current Immunization Record
- \_\_\_\_\_ Vision and hearing records—All 4 and 5 year olds—current family's records will be moved up.
- \_\_\_\_\_ Pick-up and Emergency Form
  - Emergency Medical Authorization
  - Designated Contacts
  - Release Information
  - Directory Release Information
  - Special Needs
  - Picture Permission
  - Water Permission
  - Field Trip Permission
  - Transportation Permission
- \_\_\_\_\_ Permission for sunscreen/insect repellent/diaper cream/over the counter ointments—provided by the parents with child's name clearly labeled on the container and no age requirement.
- \_\_\_\_\_ Current picture

In addition, the following are required the **FIRST** time you enroll:

- \_\_\_\_\_ Health Requirements Form
  - Preschool Health Statement (One time only)
- \_\_\_\_\_ Illness Policy
- \_\_\_\_\_ Discipline Form
- \_\_\_\_\_ Copy of the Birth Certificate
- \_\_\_\_\_ Permission for emergency medical treatment