



**Preschool - Registration Form**

2746 Ocean Beach Highway, Longview, WA 98632  
360-270-1348 www.smartstartelclongview.com

Student's Name \_\_\_\_\_ Male or Female \_\_\_\_\_

Preferred Name \_\_\_\_\_ Birthdate \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

*Preferred Class Session, please circle ONE:*

Morning, 8:45-11:45 AM:      **T/Th am (2 days)**      **M/W/F am (3 days)**      **M-F am (5 days)**  
Afternoon, 12:45-3:45 PM:      **M/T/W pm (3 days)**      **M-Th pm (4 days)**

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

First phone number to call if we need to reach you(\_\_\_\_\_) \_\_\_\_\_

Father's Name \_\_\_\_\_ Cell(\_\_\_\_\_) \_\_\_\_\_

Employer \_\_\_\_\_ Work(\_\_\_\_\_) \_\_\_\_\_

Mother's Name \_\_\_\_\_ Cell(\_\_\_\_\_) \_\_\_\_\_

Employer \_\_\_\_\_ Work(\_\_\_\_\_) \_\_\_\_\_

Parents (please circle one):      Married      Divorced      Separated      Other

Custodial Parent/Guardian \_\_\_\_\_ Home Phone(\_\_\_\_\_) \_\_\_\_\_

Do you attend church? If yes, where? \_\_\_\_\_

Names and ages of other children in the family: \_\_\_\_\_

Child tends to be left- or right-handed? \_\_\_\_\_

Doctor's Name \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Emergency Contacts (if parents cannot be reached):

Name \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Persons, other than parents, authorized to pick up your child:

Name \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Any medical concerns, allergies, or special needs?

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Please list any special skills or hobbies that are of interest to your child.

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One of the ways Smart Start ELC communicates with its families is through email. Your email address will not be distributed outside of our center. Please legibly print the address(es) where we may email school information.

**Email** \_\_\_\_\_

Referred by (if applicable) \_\_\_\_\_

I have read and agree to the terms of Smart Start ELC's Policies (located on website Enrollment page or hardcopy of handbook provided upon request).

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

I understand that my child's enrollment at Smart Start ELC is not complete and there is no guarantee of my desired class session until the following have been received by the office:

- Non-refundable registration fee (\$75.00 new Smart Start student or \$40.00 returning Smart Start student)
- Completed and signed Registration Form (BOTH sides)
- Completed and signed Parent/Tuition Contract (BOTH sides)
- Completed and signed Photo Release Form
- Immunization Checklist and current immunization paperwork

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

I will not hold Smart Start Early Learning Center or its staff liable for any accident or injury that may occur while my child is attending school. I hereby authorize Smart Start ELC to obtain emergency medical care for my child if it is not possible to reach a parent/guardian. I agree to pay such emergency fees if incurred.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# Smart Start Early Learning Center

## PreSchool - Parent/Tuition Contract

I \_\_\_\_\_ understand that I have enrolled my child/children \_\_\_\_\_ in a Smart Start Early Learning Center program. I understand that **this is a ten-month program** at a yearly tuition rate of (circle one): Two-Day @ \$1,350.00; Three-Day @ \$1,800.00; Four-Day @ \$2,300.00; Five-Day @ \$2,800.00. Smart Start is able to operate its private, nonprofit school because parents commit to enroll their child/children for the entire school year.

**Please choose and initial ONE payment option below.**

\_\_\_\_\_ Smart Start ELC will accept the full \$\_\_\_\_\_ less a \$50.00 discount for payment in full by August 20, 2019.

\_\_\_\_\_ Smart Start ELC will accept two equal payments of \$\_\_\_\_\_. First payment is due by August 20, 2019. The second payment will be less a \$25.00 discount for payment received by January 20, 2020.

\_\_\_\_\_ Smart Start ELC will accept 10 equal payments of \$\_\_\_\_\_ to be paid by the 20<sup>th</sup> of each month starting August 2019 and ending May 2020, regardless of the number of days school is in session from September to June.

**Please read and initial the following statements (continued on the back).**

\_\_\_\_\_ My child's spot in a Smart Start ELC program is reserved once the non-refundable registration fee of \$75.00 (new Smart Start student) or \$40.00 (returning Smart Start student) is paid in full.

\_\_\_\_\_ If I have more than one child enrolled in a Smart Start program during the same academic year, my account will be credited \$40.00 per additional child enrolled. This is the only multiple-child discount available at Smart Start ELC.

\_\_\_\_\_ Payment is due to Smart Start ELC on or before the 20<sup>th</sup> of each month based on the payment option chosen.

\_\_\_\_\_ Payment received after the 27<sup>th</sup> of the month will incur a \$15.00 late fee and applied to my account.

\_\_\_\_\_ Payment returned for non-sufficient funds will incur a \$25.00 fee and applied to my account.

\_\_\_\_\_ Smart Start offers a lunch-hour option at the rate of \$5.00 per day, per child (child needs to bring a lunch, nut-free). If this option is chosen, \$5.00 per day attended will be applied to my account.

\_\_\_\_\_ If my child is picked up late from his/her Smart Start class, I understand that a \$5.00 late fee will be applied to my account for each incident.

Under certain circumstances, Smart Start Early Learning Center understands that a child may need to be removed from a Smart Start ELC program prior to school starting or during the school year.

\_\_\_\_\_ I understand that I am responsible for September's monthly tuition payment and agree to pay it in full (due August 20, 2019) if I choose to remove my enrolled child from Smart Start ELC after August 5, 2019.

\_\_\_\_\_ I understand that a 30-day written notice must be given to Smart Start ELC if my child must be withdrawn from Smart Start ELC and understand that I am financially responsible for that period.

\_\_\_\_\_ I understand that if the 30-day written notice is not received, the full year's tuition will be billed to my account, and I agree to pay the remaining balance in full. Additionally, I understand that each case will be evaluated individually, and Smart Start ELC retains the right to determine if the full year's tuition must be paid in the event a child must be withdrawn from any Smart Start program.

\_\_\_\_\_ I understand that this contract is binding, beginning on the date noted with my signature below and is intended for the duration of the 2019-20 school year at Smart Start Early Learning Center.

\_\_\_\_\_ **First tuition payment of \$\_\_\_\_\_ for the 2019-20 school year is due August 20, 2019**

Smart Start Early Learning Center can accept payment in the forms of cash, check, and through your financial institution's bill-pay service. Please make checks payable to Smart Start ELC. Payment can be left with Smart Start office staff, left in our onsite lock box, or mailed to Smart Start ELC, 2746 Ocean Beach Highway, Longview, WA 98632. However you choose to make your payment, please always be sure that your child's first and last name are identified along with the payment so that your account is properly credited.

My signature below indicates that I have read, understand, and agree to the terms of this contract with Smart Start Early Learning Center.

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Parent/Guardian Signature

Date

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Smart Start Office Staff

Date



# Immunization Checklist

*Please return with registration materials.*

School Year: 2019-20

Student's Name: \_\_\_\_\_

Please check one and attach appropriate paperwork (if applicable)

- Immunization record attached
  
- Current Smart Start student only: on-file and up-to-date; please use for the upcoming school year
  
- Will provide updated immunization record at a later date
  
- Other (please explain and/or attach)

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# Smart Start Early Learning Center

## Photo Release Form

Throughout the school year, with parental consent, we take photographs of all children to include in classroom projects and possibly also to include in print publications and online advertising. Please note that a child's name will never be included on advertising publications, though.

**Please initial the appropriate spaces below regarding your child and photographs taken by Smart Start ELC.**

\_\_\_\_\_ **I AGREE** to have my child's photo included in the yearly class picture that will be distributed to all who choose to purchase (children will be identified by first name only).

\_\_\_\_\_ **I AGREE** to have my child's photo taken for class projects, understanding that these photographs will be only for my family and will be sent home only with my child.

\_\_\_\_\_ **I AGREE** to have my child's photo taken to include in the slideshow at Smart Start's end-of-year program (child may be identified by first name only).

\_\_\_\_\_ **I AGREE** to grant permission to Smart Start Early Learning Center to post photographs of my child on his/her class Seesaw App. I understand that only Smart Start staff and families enrolled in my child's class have access to this space. I also understand that my child will be identified by first name only.

\_\_\_\_\_ **I AGREE** to grant permission to Smart Start Early Learning Center to publish photographs of my child on any and all advertising publications. This may include print advertising such as the school's handbook and online advertising, including our website and/or Facebook business page. I understand that Smart Start ELC will never identify a child by name on Facebook or on any other advertising publications.

\_\_\_\_\_ **I DO NOT AGREE** to have my child's photo taken by Smart Start Early Learning Center under any circumstance.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Student

\_\_\_\_\_  
Date