



MOORINGS PRESBYTERIAN PRESCHOOL REGISTRATION FORM



SCHOOL YEAR 20____/____

- | | | |
|--|--|---|
| <input type="checkbox"/> 5 Day/18m-24m - (M-F) | <input type="checkbox"/> 3 Day/18m-24m - (M/T/W) | <input type="checkbox"/> 2 Day/18m-24m - (Th/F) |
| <input type="checkbox"/> 5 Day/2 Year Olds - (M-F) | <input type="checkbox"/> 3 Day/2 Year Olds - (M/T/W) | <input type="checkbox"/> 2 Day/2 Year Olds - (Th/F) |
| <input type="checkbox"/> 5 Day/3 Year Olds - (M-F) | <input type="checkbox"/> 3 Day/3 Year Olds - (M/T/W) | <input type="checkbox"/> 2 Day/3 Year Olds - (Th/F) |
| <input type="checkbox"/> 5 Day/4 Year Olds - (VPK) | <input type="checkbox"/> 5 Day/4 Year Olds - (Non VPK) | |
- Aftercare Needed**
☐ 5 days ☐ 3 days ☐ 2 days

Student Information

First Name _____ Last Name _____

Sex: Male Female

Date of Birth: _____

Current Address

Address (Line 1) _____

Address (Line 2) _____

City _____ State _____ Zip _____

Parent Information

Mother

Name: _____

Cell Phone: _____

Home Phone: _____

Work Phone: _____

Employer: _____

Father

Name: _____

Cell Phone: _____

Home Phone: _____

Work Phone: _____

Employer: _____

Emergency Contact

(1) Name: _____ Cell Phone: _____ Child Relation: _____

(2) Name: _____ Cell Phone: _____ Child Relation: _____

Additional Information

Special Needs/Allergies: _____

Has this child ever been referred to for testing of any kind or participated in therapy? (Speech, OT, etc.)

N **Y** If yes: please describe: _____

Circle One:

With whom does the child resides with: Both Parents Just Mom Just Dad other: _____

Who has custodial rights of this child: Both Parents Just Mom Just Dad other: _____

Please list previous preschool experience if any: _____

Siblings

Name(s):

Ages:

Permission to list email & phone in class directory? Y N

Permission to list email & phone in school directory? Y N

Additional Parent Information

Are you a Moorings Church member? _____

If so, have you been members for 6 months prior to application? _____

Any other concerns that you would like us to be aware of: (list below)

ADMISSION AGREEMENT NON VPK

I understand that to complete this registration, I will pay a **\$350 non-refundable registration** fee. I understand my registration fee will be retained regardless of my choice to accept the space offered to my child. No reduction or release from payment will be made for **absences, withdrawals, or dismissals**.

Parent Signature: _____

Date: _____

ADMISSION AGREEMENT FOR VPK

I understand that to complete this registration, I will pay a **\$350 non-refundable** registration fee. I understand my child must be present 80% of the scheduled school days for Moorings Preschool to receive reimbursement from the State of Florida.

Parent Signature: _____

Date: _____

Section 7.1 and 7.2, of the Child Care Facility Handbook, requires a current physical examination (Form 3040) and immunization record (Form 680 or 681) within **30** days of enrollment.

Section 7.3 of the Child Care Facility Handbook, requires that parents receive a copy of the Child Care Facility Brochure "**KNOW YOUR CHILD CARE FACILITY**" (CF/PI 175-24)

Section 2.8 of the Child Care Facility Handbook requires that parents are notified in writing of the disciplinary practices and dismissal policy used by the preschool facility.

By signing below, I verify that I have received the above items and that all information on this enrollment form is complete and accurate. I hereby grant permission for **MPP** personnel to have access to my child's records.

Signature of Parent/Guardian

Date

Print of Parent/Guardian

Date

FOR OFFICE USE ONLY

Cash Amt Received: _____ Date: _____

Check #: _____ Amt: _____ Date: _____

\$350 Non-refundable Registration Fee received: _____

\$350 Non-refundable Mothers Afternoon Out Fee received: _____

First month's tuition received: _____ Aftercare tuition received: _____



PARENTAL CONSENT- PHOTO RELEASE FORM



Moorings Presbyterian Church Preschool
791 Harbour Drive
Naples, FL 34103

Please fill out and sign the appropriate statement to either give or to decline permission to use pictures of you or your child on the church/preschool website or Facebook page and/or for other church/preschool publicity. Please return this form to the Preschool Office.

To GRANT permission to use your child's pictures:

I, _____ (Please print your name) **GRANT** permission for Moorings Presbyterian Church Preschool to publish pictures of my child, _____ (Please print child's name), as well as my own image on the church/preschool's website, Facebook page or in the church/preschool press releases, publicity information, newsletters or bulletins, and/or audio recordings. I further state that I have the right to give this permission as I am the child's parent or legal guardian. I understand that if I give notice to Moorings Presbyterian Church Preschool that I object to any specific picture on the website, it will be removed as soon as possible.

SIGNED: _____ **Dated:** _____

Publication of these photos may include names for identification purposes unless I sign here that I do not give permission for names to be used.

SIGNED: _____ **Dated:** _____

To REFUSE permission to use your child's pictures:

I, _____ (Please print your name) **REFUSE** to grant permission for Moorings Presbyterian Church Preschool to publish pictures of my child, _____ (Please print child's name), as well as my own image on the church preschool website, Facebook page or in press releases, publicity information, newsletters or bulletins and/or audio recordings. I further state that I have the right to give this permission as I am the child's parent or legal guardian.

SIGNED: _____ **Dated:** _____

FOR OFFICE USE ONLY

Cash Receipt # _____ Amt: _____

Check # _____ Amt: _____ Date: _____

Online Payment _____ Amt: _____ Date: _____

\$125 Non-refundable Registration Fee received _____

\$60 Supply Fee received _____

First month's tuition received _____

Referral discount? _____

Referred by: _____

Policy for Discipline

Moorings Presbyterian Preschool believes that it is very important to a child's development that he or she be nurtured through caring, patience, and understanding. We teach our students to make appropriate choices that are fair and considerate to everyone. With the use of consistent expectations and rules for behavior and conduct, both personally and in a group setting, students will learn basic human values such as respect, trust, honesty and caring. We will reinforce and repeat these rules often in a multitude of settings. When conflicts arise among students, we will work with the students to think and talk through the conflict to reach a desirable outcome for all involved. Should students need assistance with verbalization during this process, staff will provide appropriate language.

At MPP, We Practice These Kind and Respectful Behaviors:

- We are kind and respectful to others
- We take care of things like books, toys, and classroom tools
- We use kind hands to help, give gentle hugs, **but not for hurting**
- We use kind words to speak gently and nicely
- We use our listening ears to hear and follow directions

The list below outlines the techniques to help Support Positive Behavior in Children:

- Anticipate potential issues and take proactive steps to limit problematic behaviors
- Gently remind children of appropriate behaviors
- Use positive reinforcement to encourage desired behaviors
- Model appropriate behavior in a positive and consistent manner
- Offer acceptable and realistic alternative choices
- Acknowledge and compliment positive behaviors
- Clearly communicate messages, rules, and expectations
- Help children understand the natural or logical consequences of their actions
- Provide time and space for the child to refocus through quiet, individual activities
- Provide love and emotional support when needed
- Involve the Director in discussions when necessary

Guidance for Managing Aggressive Behaviors

At MPP, we understand that for many children, this may be their very first experience in a group social setting. It's completely normal at this age for children to be learning how to express their feelings and interact with others—and sometimes, this can include challenging behaviors such as *hitting, biting, or pinching*.

When a child engages in behavior that hurts another child or staff member, we take the following steps to ensure safety, learning, and support:

1. First Warning:

The child will be gently told that the behavior was not appropriate, along with a simple explanation of why it is hurtful. They will be reminded of better choices and informed that a repeat of the behavior will result in time apart from others.

2. **Second Offense:**

The child will be given a short time apart from the class or activity to calm down and reflect in a quiet, supervised area.

3. **Documentation & Communication:**

Every incident will be documented and will require parent or guardian acknowledgment. Open and ongoing communication is key to helping the child succeed.

4. **Family Collaboration:**

A teacher may request a meeting with the child's parents or guardians to discuss the behavior and to partner on strategies for reinforcing positive behavior both at school and at home.

5. **Additional Support (if needed):**

If appropriate, we may recommend the involvement of outside specialists such as a speech therapist, occupational therapist, or behavioral therapist to help address any underlying developmental needs.

Our goal is to support each child with love, patience, and understanding as they learn to navigate their emotions and relationships with others. MPP administration will make every attempt to follow the policy as outlined; *however*, in cases where the severity of behaviors creates an unsafe and/or disruptive environment for students, staff, and/or the school, we may take more direct action, which may include immediate dismissal (***please reference the Dismissal Policy***).

We (I) have read the above Policy for Discipline and hereby agree with the rules:

Parent/Guardian Signature: _____

Date: _____

Student's Name: _____

*Policy can be amended at the will of the Preschool or the Church. Each family shall be provided with a copy of any revisions. Any revisions shall supersede all previously published policies.



Moorings Presbyterian Preschool

Information and Annual Liability Release Form
791 Harbour Drive Naples, FL 34103



Valid from June 1, 20__ to July 31, 20__

Child full/legal Name: _____

Child Health Information: Physician: _____ Phone: _____

If child **does not** have medical insurance, check here _____

If child is insured, complete the following information:

Name of Insured: _____ Group/Policy Number: _____

Insurance Company: _____ Phone: _____

Circle any and all condition(s) relevant to your child, then on the lines below offer any necessary explanation (attach additional pages if needed):

A.D.D. / A.D.H.D.	Medication Allergies	Chronic Illness or ongoing medical condition
Asthma	Food Allergies	Under the care of a mental health professional
Bedwetting	Diabetes	Operations or serious injuries
Fainting	Eating Disorder	Skin problems (acne, rash, other)
Seizures	Heart problems	Taking medication (ongoing only – list meds)
Sleepwalking	Back problems	Any special condition that limits physical activity
Joint problems	Biting Issues	Recent broken bones or frequent broken bones

Other: _____

Liability Release

We (I), in consideration of our child attending Moorings Presbyterian Church and/or Preschool activities and being under the age of 21, do hereby release, forever discharge and agree to hold harmless Moorings Presbyterian Church and/or Preschool and the directors thereof from any and all liability, claims of demands for personal injury, sickness or death, as well as property damage and expenses, of any nature whatsoever which may be incurred by the undersigned and the child-participant that occur while said child is participating in Moorings Presbyterian Church and/or Preschool trips and activities.

Furthermore, we (I) [and on behalf of our (my) child-participant] hereby assume all risk of personal injury, sickness, death, damage and expense as a result of participation in recreation and related activities involved therein. Further, authorization and permission is hereby given to said church/preschool to furnish any necessary transportation, food and lodging for this child.

The undersigned further hereby agree to hold harmless and indemnify said church and/or preschool, its directors, employees and agents, for any liability sustained by said church/preschool as a result of negligent, willful or intentional acts of said child, including expenses incurred attendant thereto.

We (I) are the parent(s) or legal guardian(s) of this child, and hereby grant our (my) permission for her/him to participate fully in Moorings Presbyterian Preschool and Church, and hereby give our (my) permission to take said child to a doctor or hospital and hereby authorize medical treatment, including but not in limitation to emergency surgery or medical treatment, and assume the responsibility of all medical bills and related expenses, if any.

We (I) agree to allow our (my) child to participate in neighborhood walks. I understand that I may withdraw my permission for a walk if I so desire. We (I) grant permission for my child to participate in the activities and in the use of the equipment at the Preschool.

Both parents must sign. If divorced or separated, custodial parent or legal guardian must sign. This form is valid June 1, 20__ through July 31, 20__.

Mother's Signature: _____ Date: _____

Father's Signature: _____ Date: _____

Information update or revocation of this document is the responsibility of the parent or guardian and must be received in writing at Moorings Presbyterian Church, 791 Harbour Drive Naples, FL, 34103