

Enrollment Checklist

Welcome to Living Word Early Learning Center!

Below is a list of documents that will need to be completed and returned to the center director at least 3 days prior to your child's first day of school. Forms may be picked up at the LWELC office and are also available online at livingword-church.org under the Apply Today section.

- Signed Application for Enrollment & Financial Agreement **(to be discussed with director)**
- Signed parent handbook acknowledgement
- Medical Record (CCL. 029)
- Child Health Assessment (CCL. 029a) **(must be less than 6 months old)**
- Authorization for Emergency Medical Care (CCL 010) **(must be notarized)**
- History of Immunizations **(Please include doctor's record)**
- Transportation Permission Form
- Picture and Sunscreen Permission Form
- Parental Permission Form for Off-Premises Trips (CCL 034)
- Parent Questionnaire
- Handbook Agreement
- Allergy & Asthma Form if child has severe allergy, Epi-Pen Prescribed (if applicable)
- Custody Documents if applicable
- Authorization for Dispensing Medication (if applicable)

Here is a list items you will need to supply for your child's first day:

All Students

- Extra set of clothes (underwear, socks, pants, long and short sleeve shirt)
- Water Bottle (labeled)
- Backpack (optional)
- Sunscreen

Full Day Session Attendee's

- Twin Size Cot Sheet (or Twin Size Fitted Sheet) with your child's name on it
- Toothbrush and toothpaste (in plastic baggie in lunch box.)
- Small Blanket with your child's name on it
- Bring cold, nutritious lunches (include a fruit, veggie, protein, grain). LWELC will provide 2% milk during lunch for all Full Day Students.
- Please label your child's lunch box and water bottle

***We will inform you if any of these essentials need to be replenished.