



ENROLLMENT PACKET

Registration day _____

CHILDREN INFORMATION

	Which Guardian Should be Called First?
	Contact Number
Last Name	First Name:
Middle Name:	Nickname:
Child's Physical Address:	
Entering grade:	DOB:
Birth City/State	Age:
City:	State:
Existing medical conditions, medications and/or special attention your child may require:	
Allergies:	
Helpful information about the Child	



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PRIMARY GUARDIAN INFORMATION

Child Lives With:

1st Primary Guardian		
Last Name	First Name	Relationship
Email Address		
Occupation		
Work Phone	Cell Phone	
Employer Work Address		

PRIMARY GUARDIAN INFORMATION

2nd Primary Guardian		
Last Name	First Name	Relationship
Email Address		
Occupation		
Work Phone	Cell Phone	



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Employer Work Address

Emergency Contacts:

Child will be released only to the custodial parent(s) or legal guardian(s) and the persons listed below. The following people will also be contacted and are authorized to remove the child from the facility in case of illness, accident, or emergency, if for some reason, the custodial parent(s) or legal guardian(s) cannot be reached:

ID/Passport MUST BE REQUIRED

Name: _____

Address: _____

Phone: _____

Work: _____

Name: _____

Address: _____

Phone: _____

Work: _____

Name: _____

Address: _____

Phone: _____

Work: _____

Name: _____

Address: _____

Phone: _____



Work: _____

Positive Discipline

Praise and positive reinforcement are effective methods of behavior management of children.

When children receive positive, nonviolent, and understanding interactions from adults and others, they develop good self-concepts, problem solving abilities, and self-discipline.

Based on this belief, Atelier Kids uses a positive approach to discipline and practices the following discipline and behavior management techniques.

WE DO:

- Communicate to children using positive statements.
- Communicate with children on their level.
- Talk with children in a calm quiet manner.
- Explain unacceptable behavior to children.
- Give attention to children for positive behavior.
- Praise and encourage the children.
- Reason with and set limits for the children.
- Apply rules consistently.
- Model appropriate behavior.
- Set up the classroom environment to prevent problems.
- Provide alternatives and redirect children to acceptable activity.
- Give children opportunities to make choices and solve problems.
- Help children talk out problems and think of solutions.
- Listen to children and respect the children's needs, desires, and feelings.
- Provide appropriate words to help solve conflicts.
- Use storybooks and discussion to work through common conflicts.



Health & Safety Measures

- Groups of 10 or less (includes kids & adults)
- Handwashing every hour, before meals, after toileting and diapering
- Zero Symptoms Policy
- Isolation area for kids who develop symptoms and immediate pick up policy
- Sanitize all play areas before use
- Shoes must be left at the main entrance before entering the areas.
- Touch- free temperature at the door (100 or above will be turned away)
- Hand Sanitizer before entering a new area
- Staff will wear face shields all the time
- 1 adult per family allowed in drop off and pick up
- UV Light Air Sanitizer throughout facility to kill bacteria and viruses
- Most of the activities will be done outdoors