



## 2023-2024 Registration Form

### CHILD INFORMATION (Please print name exactly as it appears on the birth certificate.)

Child's name: Last	First	Middle
	Child's Date of Birth	Child's Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Child's home address and mailing address if different		
Child's home phone number		
Has your child been in another Pre-K or Daycare program: Previous school name:	Last Date of attendance:	

Child's living arrangement:     Both parents     Mother only     Father only     Other  
 Child's legal guardian:         Both parents     Mother only     Father only     Other

### 1st-PARENT/GUARDIAN INFORMATION

Parent/guardian name: Last	First	Middle
Home Address and home phone (If different from child):		
Cell Phone:	Email Address:	
Place of Employment:	Work Phone:	
Work address:		

### 2nd-PARENT/GUARDIAN INFORMATION

Parent/guardian name: Last	First	Middle
Home Address and home phone (If different from child):		
Cell Phone:	Email Address:	
Place of Employment:	Work Phone:	
Work address:		

## EMERGENCY CONTACT INFORMATION

People to contact if we can't get in touch with legal guardians. Names, phone number, and relationship to child

1-	
2-	
Child's doctor and phone number	Child's dentist and phone number
Date of last full health screening	

## CHILD RELEASE INFORMATION

Please list all people other than you who may pick up your child from the Holly Springs Center. Name, phone numbers, and relationship to your child. (Examples-grandparent, aunt, neighbor)

1-
2-
3-
4-
Is there anyone who specifically can NOT pick up your child?

What is the primary language spoken in your home?

Please describe your child's temperament:

Do you have any specific preferences regarding your child's care?

Is your child potty trained?

Does your child have any special needs (physical or social/emotional) or accommodations that will need to be met while at Preschool at Holly Springs?

Is your child currently on medication(s) prescribed for long-term, continuous use and/or have any allergy, illness or health concerns?

## ENROLLMENT AGREEMENT

### FEES and PAYMENT

#### Registration/Materials Fee

A **non-refundable** annual registration/materials fee of \$150/child or \$250/family is due and payable on the day this Agreement is made (date of enrollment) and thereafter before school begins, for each year your child is enrolled in the Holly Springs Center. A child is not considered enrolled and does not have a secured spot until this enrollment fee is paid. Checks can be made payable to Preschool at Holly Springs Center and mailed to Attn: Preschool 120-B Holly Springs School Rd, Pickens, SC 29671

#### Preschool Tuition

8:30AM-11:30AM daily - \$240/month

#### Kindercare Tuition

7:30-8:30 am - \$50/month

11:30-3:00 pm - \$160/month

3:00-5:30 pm - \$100/month

Full day tuition from 7:30-5:30 pm is

\$550/month

December Preschool and Kindercare will be discounted 25%.

**Preschool and Kindercare Tuition** is due on or before the 10th of each month unless prior arrangements have been made with the Co-Director. If you enroll your child in Preschool during the middle of a month, you will pay, on or before the first day your child attends the Center, a portion of the monthly tuition, prorated on a daily basis for the period remaining in the month.

**Occasional Use Kindercare Fees** will be billed during the first week of the next month and due 10 days after receiving the invoice.

#### Occasional Use Kindercare Fees:

(can be used up to 5 days per month per student)

7:30AM-8:30AM -\$3 per day

11:30AM-3:00PM - \$8 per day

3:00PM-5:30PM - \$6 per day

**Absences**

If your child is enrolled in our program, you are responsible for paying the full monthly tuition for each month your child is enrolled in the Center, even if your child is absent (due to illness or other cause) during the month. We will not give refunds for days missed or for early withdrawal from the program.

**Meals and Snacks**

The Center will provide breakfast to any student who arrives before 9 am, lunch to all Kindercare students who stay after 11:30 am, and a snack to anyone who stays after 3:30 pm. We follow CACFP for meal planning and nutrition requirements.

**Multi-child discount** - 5% of total charges

**Calendar** We will follow the SDPC calendar for start and end dates, holidays, workdays, and inclement weather. We are still in session when SDPC switches to virtual learning.

**Withdrawals** We request a 30-day notice to the director should it be necessary to withdraw your child from our program. This is a consideration for other children and families on our waiting list. We will not refund registration fees or partial monthly fees.

**PUBLICITY, SOCIAL MEDIA and OUTSIDE CONSULTANTS**

I **DO NOT** grant permission for my child to be photographed or interviewed for publicity or news purposes and included on the school's social media accounts. (ex. Facebook)

I **DO NOT** grant permission to have my child interviewed, observed, or tested by outside consultants who are specifically screened by the HSC center staff. (ex. speech)

**ON-SITE FIELD TRIPS**

Preschool occasionally takes "field trips" to other parts of the Holly Springs campus - the lower playground, the cafeteria, the library, and the main garden. By signing this agreement you give permission for your child to go on said trips.

**PROGRAM and HOURS OF CARE**

Please indicate all that you will need for your child(ren)

**Preschool**

Preschool (M-F-8:30-11:30 \$240/month)

**Kindercare**

Early Care (M-F 7:30-8:30am \$50/month)

Middle Care (M-F 11:30-3:00pm \$160/month)

Late Care (M-F 3:00-5:30pm \$100/month)

**Care needs can be changed as needed as long as there is space available in the desired slot.**

**A valid South Carolina Certificate of Immunization or official DHEC exemption is required for all children enrolled at Holly Springs Center.**

**Certification that All Information is Correct:** You agree to notify the Center and provide any additional documentation if there are any changes in the information you have supplied on the forms listed below: In signing this agreement, I (we) hereby certify that I am (we are) the sole legal guardian(s) of the child. **I (we) verify the above** information to be correct and understand that completion of this form does not guarantee placement in a Preschool class. I (we) understand that I (we) cannot register my child without appropriate age documentation. I (we) have attached a copy of appropriate age and immunization documentation to this registration form.

**Emergency Medical Release:** In the event of a medical emergency, I hereby authorize Preschool at HSC and/or Kindercare staff to seek emergency medical treatment for my child as necessary if I/we cannot be reached.

**Facility Agreement:**

I have read, understand, and agree to all center policies as written in the Preschool at Holly Springs Center Handbook. I have also reviewed the ABC Quality required Nutrition, Discipline, and Physical activity policies.

**Indemnification and Liability Waiver:**

ACTING ON BEHALF OF YOURSELF AND YOUR CHILD, YOU HEREBY WAIVE AND AGREE TO RELEASE ANY CLAIMS WHICH YOU, YOUR CHILD, OR YOUR CHILD'S HEIRS AND SUCCESSORS MAY HAVE AGAINST THE CENTER AND ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS FOR ANY AND ALL INJURIES, LOSSES OR DAMAGES TO YOUR CHILD, YOUR CHILD'S PERSONAL PROPERTY AND YOUR PERSONAL PROPERTY. BY SIGNING THIS ENROLLMENT AGREEMENT, YOU AGREE TO BE RESPONSIBLE FOR, INDEMNIFY, AND HOLD HARMLESS THE HOLLY SPRINGS CENTER FROM AND AGAINST ANY CLAIMS, SUITS, JUDGMENTS, OR COSTS THAT MAY BE BROUGHT AGAINST THE CENTER, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS FOR THE ACTUAL OR ALLEGED ACTS OR OMISSIONS OF YOU OR YOUR CHILD.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date