



Infant ~ Toddler ~ Preschool

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Email: [ouatcc@gmail.com](mailto:ouatcc@gmail.com)

Start Date: \_\_\_\_\_

Finish Date: \_\_\_\_\_

Program: \_\_\_\_\_

Days Needed: \_\_\_\_\_

Full or Half Days: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

## Registration Form

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ City/Town: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Child's Legal Guardians: \_\_\_\_\_

### Mother

### Father

Full Name: \_\_\_\_\_

Full Name: \_\_\_\_\_

Address if different: \_\_\_\_\_

Address if different: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Cell Number: \_\_\_\_\_

Cell Number: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Driver's Licence or SIN: \_\_\_\_\_

Driver's Licence or SIN: \_\_\_\_\_

Please make sure this form is filled out completely. This information is very important to us while your child is in our care. We invoice and accept scheduling via email as well as in person and over the phone.

I, the legal guardian of above child have fully read and understand the policies and guidelines in the parent handbook that accompany this registration package and agree to adhere to the same.

Mothers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fathers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Is there anyone, other than the parents listed on first page of this form that will be allowed to pick up your child? Please note we will only release to a person listed on this record unless otherwise stated by parents. Picture ID will be requested at pick up until our staff is familiar with the person(s). Please also check, in the box provided the person(s) that we can contact in case of emergency if the parents cannot be reached.

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Relationship To Child: \_\_\_\_\_

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Relationship To Child: \_\_\_\_\_

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Relationship To Child: \_\_\_\_\_

Medical History – Child’s Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City/Town: \_\_\_\_\_

Health Card Number: \_\_\_\_\_

Allergies: Food \_\_\_\_\_ Drug \_\_\_\_\_ Other \_\_\_\_\_

Does your child suffer from Anaphylactic Shock? No \_\_\_\_\_ Yes \_\_\_\_\_

➤ If yes please make an individual plan with office.

Does your child have an EpiPen? No \_\_\_\_\_ Yes \_\_\_\_\_

Does your child have any physical disabilities? No \_\_\_\_\_ Yes \_\_\_\_\_

➤ If yes please explain: \_\_\_\_\_

Does your child have any chronic health problems? No \_\_\_\_\_ Yes \_\_\_\_\_

➤ If yes please explain: \_\_\_\_\_

Does your child have any emotional disorders or behaviour problems? No \_\_\_\_\_ Yes \_\_\_\_\_

➤ If yes please explain: \_\_\_\_\_

Does your child take any medication regularly? No \_\_\_\_\_ Yes \_\_\_\_\_

➤ If yes please explain: \_\_\_\_\_

Which of the following childhood diseases has your child had: Measles \_\_\_\_\_ Rubella \_\_\_\_\_

Chicken Pox \_\_\_\_\_ Whooping Cough \_\_\_\_\_ Scarlet Fever \_\_\_\_\_ Other \_\_\_\_\_

### Sunscreen, Diaper Cream and Lip Balm Permission (Supplied By Parents)

Sunscreen  Diaper Cream  Lip Balm - Please check the boxes for permission to apply to your child if provided. Expired products will not be used and sent home.

### Parent Consent

I understand that every attempt will be made to contact a parent or guardian in case of emergency; however, if they cannot be reached I give Once Upon A Time Child Care Centre permission to hospitalize and or seek treatment at their discretion for my child.

Name of Child: \_\_\_\_\_

Mothers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fathers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Consent for Walks

During the day the children may be taken off the property to go on supervised walks in the neighbourhood or on walking field trips to parks or community run events in the area. Do you give permission for your child to participate? Please note if children are taken on a field trip you will be notified and asked to fill out a separate permission form stating the date, time and place.

Name of Child: \_\_\_\_\_

Mothers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fathers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Videotape/Photography

I give permission for the staff of Once Upon A Time Child Care Centre to Photograph or videotape my child for the purpose of the children's entertainment and for display within the centre.

Name of Child: \_\_\_\_\_

Mothers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fathers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### City of Windsor – Subsidy Application Form

Online child care fee assistance is now available to parents/guardians who wish to apply for child care subsidy. Just go to [onehsn.com/windsor](http://onehsn.com/windsor). You must register and create an account with Windsor OneHsn. Follow the steps online, if needed we have a step by step flyer we can provide you with.

Thank You for Choosing Once Upon A Time for your Child Care needs!



## Getting to Know Your Child!

Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Welcome to our Once Upon A Time Family. To make your child's stay here a comfortable and enjoyable one we'd like you to take the time to fill out this brief form. This will move along with your child until they begin school to help with transitions within our centre. You know your child best, let us get to know them too!

1. Does your child have any nick names? \_\_\_\_\_
2. Does your child have a favourite song/lullaby? \_\_\_\_\_
3. Does your child have a comfort item? (Blanket, soother, etc.) \_\_\_\_\_  
\_\_\_\_\_
4. What is your child's eating habits? \_\_\_\_\_
5. What is your child's sleeping routine? \_\_\_\_\_
6. Ways to comfort your child when they're upset. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please add any information that will help us make your child's transition to child care as smooth as possible. Thank you for choosing Once Upon A Time Child Care Centre.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Admission RECE Signature: \_\_\_\_\_



Social Media Permission Form

July 4<sup>th</sup>, 2018

We are broadening our horizons here at Once Upon A Time Child Care Centre with all this “newfangled” technology. We are asking our parents to help out and bear with us as we figure it all out!

New to us:

1. Check out our website at [www.ouatchildcare.com](http://www.ouatchildcare.com) We can stay up to date with pictures of our wonderful staff, families and children as well as welcome in the new friends and families. Use our new website for a quick reference of our daily rates, parent handbook and for suggesting our services to someone in need of quality child care.
2. Look us up on Facebook, “Onceuponatime Childcare” Here we can show our families and friends just how much fun we have from day to day. We are able to keep up to date with events at our centres and in our community. Also show you pictures of the teams/school’s we sponsor and other businesses we team up with for good causes! We are one BIG child care family and have lots to brag about!!
3. I heard from a little birdie that Twitter is cool!! Send us a Tweet! OnceUponATimeChildCare@OnceCare -Let’s stay in contact with all our friends we’ve met along the way. Look what we are up to and what’s going on in our OUAT world!

We do currently have permission, as per our Registration Packages, for “OUR” children to have pictures taken and share them **in-house**, at our child care centres only, for our bulletin boards, birthday boards, Learning Stories, HI MAMA App and Documentation Panels. This is for our parents, grandparents, other family members and guardians to enjoy when they pick up and/or drop off their children. Now with this new technology it’s time to reflect and see who is open to having pictures of their children more publicly shared. Once Upon A Time Child Care will not post pictures of any child without consent from the parents/guardian. All pictures that are shared will be approved by Management and can be removed at the parent’s request. Only pictures, no names will be mentioned on our public social media groups and pages without addition permission from parents/guardians.

I, \_\_\_\_\_ will allow pictures of my child/ren, \_\_\_\_\_ to be posted on Once Upon A Time Child Care’s social media pages, (Ex: Facebook, Twitter) and on the new website.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Comments:

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