



# early learning center

AT SAINTS PETER & PAUL LUTHERAN CHURCH

Thank you for your interest in  
the Early Learning Center!  
This form is to request an  
interview for enrollment.

## Identification

Child's name: \_\_\_\_\_

Child's age: \_\_\_\_\_ Child's birthdate: \_\_\_\_\_

Potty Trained?  No  Yes      Naps?  No  Yes

Has a medical condition we should be aware of:  No  Yes

## Allergies

Mark all that apply:  No  Yes  Has medication  Has EpiPen

**Note: If your child has allergies or food intolerances, you will have to fill out additional paperwork.**

## Parent/Guardian 1

Title/Role (i.e. mother): \_\_\_\_\_

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

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

Preferred phone: \_\_\_\_\_ Alternate phone: \_\_\_\_\_

Preferred email: \_\_\_\_\_

## Parent/Guardian 2

Title/Role (i.e. mother): \_\_\_\_\_

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

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

Preferred phone: \_\_\_\_\_ Alternate phone: \_\_\_\_\_

Preferred email: \_\_\_\_\_

## Family Structure

**Please explain the living/custody situation of the child, including all members of the household(s):**

---

---

---

**In the case of an emergency, if you cannot be reached, whom would you like us to contact?**

Emergency Contact 1

Title/Role (i.e. Stepfather): \_\_\_\_\_

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

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

Preferred phone: \_\_\_\_\_ Alternate phone:: \_\_\_\_\_

Preferred email: \_\_\_\_\_

Emergency Contact 2

Title/Role (i.e. Family friend): \_\_\_\_\_

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

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

Preferred phone: \_\_\_\_\_ Alternate phone:: \_\_\_\_\_

Preferred email: \_\_\_\_\_

**Do these emergency contacts also have authorization to pick up and/or drop off your child at the Center?**

- No     Yes, my emergency contacts may drop off and pick up my child.

**Enrollment procedure:**

A pre-enrollment interview will be arranged for families requesting registration. During this interview, topics such as feeding and allergies, potty-training, and sleep routines are discussed so the Center staff is aware of how these routines are handled at home, and how they may be continued or modified. The director will review the policies of the Center with the parent(s) and/or guardian(s), and answer any questions that they may have. Families are also invited to visit the Center at this time. The transition to the Center will be more pleasant if arrangements can be made for the parent and child to visit the Center prior to their starting date.

**Please note:**

Saints Peter and Paul Lutheran Church does not provide transportation to or from the Center; you will be responsible for picking up and dropping off your child(ren) throughout the year. Additionally, you will have to pack your child's lunch and snacks as food service is not available at this time.

A full Parental Handbook will be distributed at the interview for enrollment.

**\*\*Please see website for information about admission and withdrawal.\*\***

Please return this application to:  
Saints Peter and Paul Lutheran Church  
1010 Madeleine St. Houghton, MI 49931