

*Children's House of Durango*  
*Montessori Education*

1689 West Third Avenue  
Durango, CO 81301  
970-259-1089

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

**AUTHORIZATION FORM**

Authorization for emergency medical care must be obtained from the parent of each student. I/We \_\_\_\_\_  
\_\_\_\_\_ hereby given my/our permission to Children's House  
Staff to call a doctor for medical or surgical care for my/our child, \_\_\_\_\_  
should an emergency arise. It is understood that a conscientious effort will be made to locate me/us  
before emergency action will be taken, but if this is not possible, the expenses of emergency  
treatment or care will be accepted by me/us.

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

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

**Emergency Phone Numbers:**

Parent/Guardian Name: \_\_\_\_\_

\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)

Parent/Guardian Name: \_\_\_\_\_

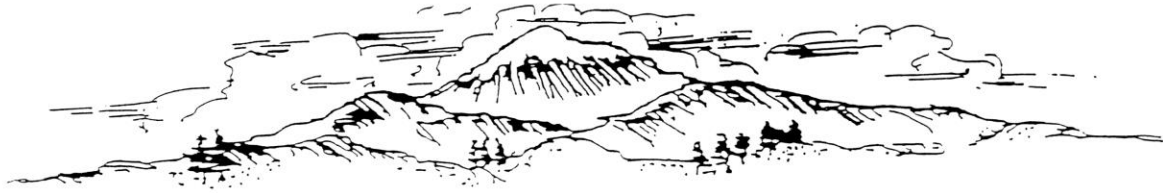
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)

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

\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)

Name and number of child's physician: \_\_\_\_\_

Name and number of child's dentist: \_\_\_\_\_



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**AUTHORIZED PICK-UP LIST**

I hereby authorize the following people to pick up my child:

1. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)
2. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)
3. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)
4. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)

I understand that my child \_\_\_\_\_ will be released only to the persons on this list. The school must be contacted in writing to make any changes or additions to the authorized pick-up list.

Signature \_\_\_\_\_

Date \_\_\_\_\_



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

**GENERAL INFORMATION**

Child's name: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Age: \_\_\_\_\_ Birth date: \_\_\_\_\_

Mother's name: \_\_\_\_\_

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

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Father's name: \_\_\_\_\_

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

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Are there any special concerns in the areas of vision, hearing, speech, motor abilities, etc., that we should be aware of to best serve your child?

Is your child receiving any services through San Juan BOCS or does he/she require an aide in the classroom? If so, please attach a copy of your child's evaluation.

To give us a better working knowledge of your child as an individual, we ask that you share with us the following "out of school" information.

Socializing:

Has your child attended other preschools? \_\_\_\_\_ Where? \_\_\_\_\_

Does your child participate in children's groups or other extracurricular activities?

\_\_\_\_\_

What are the ages of your child's regular playmates? \_\_\_\_\_

What are the names and ages of all brothers and sisters?

\_\_\_\_\_

Will your child be dependent on school for most of his socializing? \_\_\_\_\_

Does your child enjoy playing alone? \_\_\_\_\_

Eating Habits:

Does your child have a large or small appetite? \_\_\_\_\_

Is she/he used to frequent snacking? \_\_\_\_\_

Does your child readily accept breakfast in the morning?

usually \_\_\_\_\_ always \_\_\_\_\_ never \_\_\_\_\_ seldom \_\_\_\_\_

Does your child try or willingly accept new foods? \_\_\_\_\_

Responsibilities:

Does your child dress him/herself?

not at all \_\_\_\_\_ partially \_\_\_\_\_ completely \_\_\_\_\_

Does your child have regular duties at home such as picking up toys, making the bed or feeding pets? \_\_\_\_\_

\_\_\_\_\_

**CONFIDENTIAL HEALTH RECORD**

Has your child had any type of surgery? \_\_\_\_\_ If yes, please explain:

Is your child on any regular medication? \_\_\_\_\_ If yes, please explain:

Has your child had chicken pox? \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

If yes, what year? \_\_\_\_\_

Does your child have any allergies to food? \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

If yes, please list what food(s): \_\_\_\_\_

Please give a detailed description of your child's reaction to the food(s) listed above:

Is your child allergic to any medication? \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)

If so, please list: \_\_\_\_\_

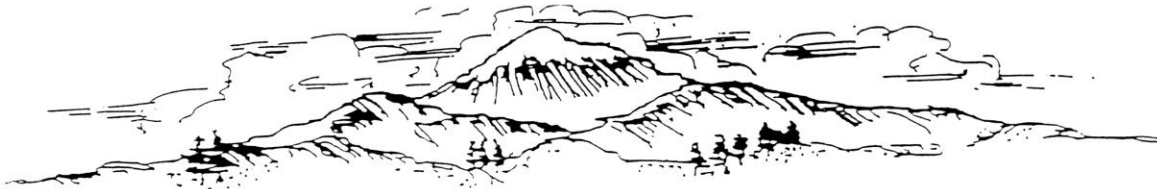
Does your child have any other allergies or illnesses that may arise at school such as asthma?  
\_\_\_\_\_ If so, please explain:

To help us better serve your child please describe any childhood illnesses or condition that may effect their behavior or you feel is pertinent:

Has your child ever had a vision or hearing exam? \_\_\_\_\_ Date? \_\_\_\_\_

Results? \_\_\_\_\_

**Please remove the "Child's Medical Statement" from this packet and submit it to your to your child's primary care provider to complete and sign. You can return the form directly to the school or have the doctor's office fax it to Children's House at 970-259-1089 along with a copy of your child's immunization record.**



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**AUTHORIZED PICK-UP LIST**

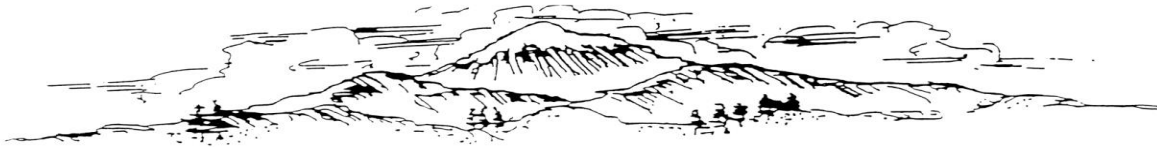
I hereby authorize the following people to pick up my child:

1. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)
2. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)
3. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)
4. Name: \_\_\_\_\_  
\_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work)

I understand that my child \_\_\_\_\_ will be released only to the persons on this list. The school must be contacted in writing to make any changes or additions to the authorized pick-up list.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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### **SUNSCREEN**

Children's House staff members will be applying sunscreen to children 30 minutes prior to outdoor activities. We also recommend a sun hat as another way of providing protection and it can be kept in your child's bin. Please label the hat with your child's name if you choose to keep one here at school.

*\*Please sign under **one** of the following options:*

#### **School Will Provide**

A Children's House staff member has my permission to assist with applying or to apply a minimum of **SPF 30** sunscreen to my child's exposed skin 30 minutes before outdoor activities.

\_\_\_\_\_  
Signature

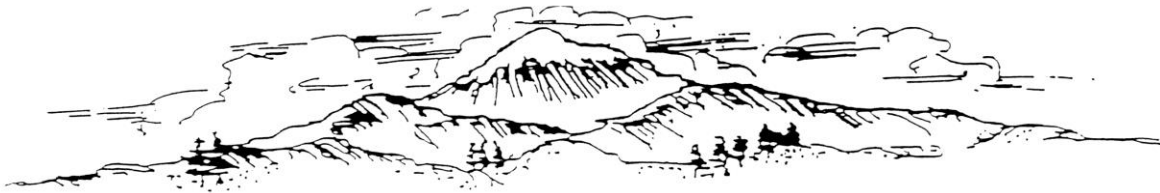
\_\_\_\_\_  
Date

#### **Parent Will Provide**

I choose to supply Children's House with a designated sunscreen for my child and a Children's House staff member has my permission to assist with applying or to apply this sunscreen to my child's exposed skin 30 minutes before outdoor activities. I understand that the sunscreen container must include my child's first and last name and will be kept at school in his/her bin. Children's House will notify me when the sunscreen is low so that I may provide a replacement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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**POLICIES AND PROCEDURES**

I/We have read and agree to the policies and procedures of Children's House, as explained in the Parent Handbook.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PERMISSION TO SHARE PHONE NUMBER, EMAIL AND/OR ADDRESS**

I give \_\_\_ I do not give \_\_\_ Children's House permission to release my child's name, my name, my address and phone number to other Children's House families on an address list, which will be located on the parent bulletin board. This information will not be released to any other individuals not associated with Children's House. (This is so parents can send out birthday invitations or make play dates etc.)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PERMISSION TO GO ON FIELD TRIPS AND WALKS AT CHILDREN'S HOUSE**

My child \_\_\_\_\_ has permission to leave Children's House for scheduled activities including field trips and walks. I understand that I will be notified in advance of any field trips. My child's car seat or booster (in accordance with Colorado State Law) will be used when traveling in cars. Emergency information and supplies will be brought with Children's House Staff

\_\_\_\_\_

\_\_\_\_\_





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**MATERIAL USE**

I, \_\_\_\_\_, understand that as part of the Montessori curriculum, small educational materials and breakable items such as glass and ceramics are accessible to children in the classroom environment. I give permission for my child, \_\_\_\_\_, to receive lessons in the use of these materials and to use these materials independently while attending Children's House of Durango.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PHOTO PERMISSION**

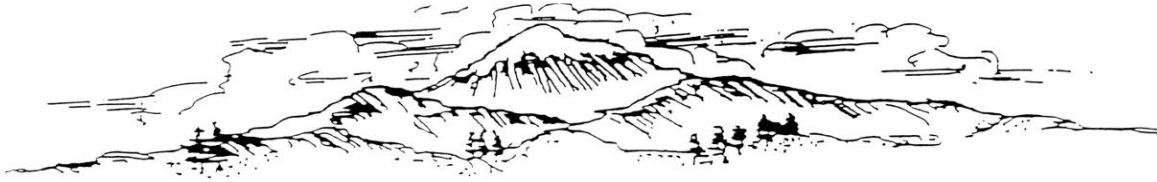
From time to time we take pictures during school activities. We would like your permission to use these pictures on our website, our school's Facebook page, in newsletters, and/or on our bulletin boards. We will never reference your child by name or provide any specific information regarding your child. Please take a moment to let us know your preferences regarding our use of photos of your children:

\_\_\_\_\_ YES. I grant permission to use photos of my child, \_\_\_\_\_, on the Children's House website & Facebook page (pictures only, no names), newspaper, bulletin boards, and /or newsletters.

\_\_\_\_\_ NO. Please do NOT take or use any photos of my child, \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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**NAP & QUIET TIME POLICY**

Please sign under **one** of the following options:

**Nap**

I would like for my child \_\_\_\_\_ to take a nap at school after lunch. I understand that I need to provide a blanket clearly labeled with my child's name to be kept at school. I also understand that I will be responsible for taking the blanket home to wash every other week.

\_\_\_\_\_  
Signature

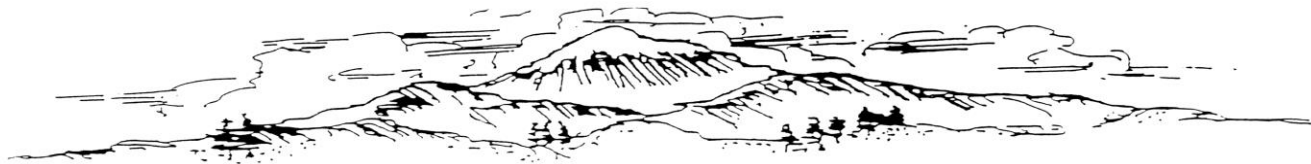
\_\_\_\_\_  
Date

**Quiet Time**

I do not wish my child \_\_\_\_\_ to take a nap at school. I understand that by signing below my child will have quiet time with stories and music from 1:00-1:45 p.m.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# *Children's House of Durango*

## *Montessori Education*

1689 West Third Avenue Durango, CO 81301

970-259-1089 (telephone & fax number)

### CHILD'S MEDICAL STATEMENT

**(To be completed by a licensed health care practitioner)**

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

Child's age: \_\_\_\_\_ Child's birth date: \_\_\_\_\_

Mother's name: \_\_\_\_\_ Father's name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Surgery: \_\_\_\_\_

Accidents: \_\_\_\_\_

Illnesses: \_\_\_\_\_

Chronic Health Problems: \_\_\_\_\_

Describe any physical condition requiring the facility's special attention:

Allergies: \_\_\_\_\_

Vision exam results: \_\_\_\_\_

Hearing exam results: \_\_\_\_\_

Physical findings: \_\_\_\_\_

Comments and recommendations to child care personnel: \_\_\_\_\_

**\*Please record immunizations and dates administered on the Colorado Department of Health Certificate of Immunization and attach to this form.**

Date: \_\_\_\_\_ Provider's Signature: \_\_\_\_\_

Provider's Phone: \_\_\_\_\_

# Permission for Medication Administration

Children's House of Durango, LLC \* 1689 West Third Avenue\* Durango, CO 81301\* 970-259-1089 (Phone & Fax)

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

Parent Contact Name and Phone Number: \_\_\_\_\_

Primary Health Care Provider: \_\_\_\_\_ Phone: \_\_\_\_\_

Medication: \_\_\_\_\_

Dosage: \_\_\_\_\_ Route: \_\_\_\_\_

Time(s) of day medication is to be given: \_\_\_\_\_

Possible side effects: \_\_\_\_\_

Purpose of medication: \_\_\_\_\_

Anticipated number of days it needs to be given at Children's House: \_\_\_\_\_

Medication stored in the refrigerator? \_\_\_\_\_ or at room temperature? \_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_  
Signature of Person with Prescriptive Authority

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## Parent/Guardian

I hereby give my permission for \_\_\_\_\_

to take the above prescription or over-the-counter medication at Children's House, as ordered by a provider with prescriptive authority. I understand that it is my responsibility to furnish the medication and any medication administration devices.

Date: \_\_\_\_\_  
\_\_\_\_\_  
Signature of Parent or Guardian

**Note:** The medication is to be brought to the childcare facility in its original pharmacy container appropriately labeled by the pharmacy or person with prescriptive authority along with the above permission form completed. A staff member, who has completed the Medication Administration Curriculum Training, given by a registered nurse, will administer medication to your child.