



Start Date: _____

Registration

CHILD'S

INFORMATION

Child's Full Name: _____ Boy/Girl: _____

Preferred Name: _____ Date of Birth: _____

Child's Home Address: _____

City: _____ State: _____ Zip: _____

Child's Home Phone Number: _____

Email Address _____

PARENT OR GUARDIAN INFORMATION

Father's Name: _____

Father's Address: _____ City: _____ State: _____ Zip: _____

Home Phone Number: _____ Cell: _____ Work: _____

Occupation: _____ Place of Employment: _____

Special Instructions to reach you at work: _____

Mother's Name: _____

Mother's Address: _____

City: _____ State: _____ Zip: _____

Home Phone Number: _____ Cell: _____ Work: _____

Occupation: _____ Place of Employment: _____

Special Instructions to reach you at work: _____

FAMILY INFORMATION

People who live with the Child:



Brothers	Sisters	Others (Relationship to Child)	Age

PICK-UP

Persons authorized to pick up child:

Name: _____ Phone: _____ Phone: _____

Address: _____

Relationship to Child: _____

Name: _____ Phone: _____ Phone: _____

Address: _____

Relationship to Child: _____ **Persons**

NOT authorized to pick up child:

Name: _____

Relationship to Child: _____



It is required that a Court Order be on file for a natural parent not to be able to pick up a child. A copy must be on file at the school. Please submit a copy if necessary.





Personal History

Has your child had a previous group or preschool experience? _____ If so, when and where?

Does he/she have any medical problems that we should be aware of? _____

Does your child have any **allergies**? _____

Are there any special food or eating instructions you would like us to know? _____

What words does your child use for toileting? _____

Does your child have any bowel or bladder irregularities? _____

Are there any special sleeping or napping instructions? _____

Is your child right or left handed? _____

Is there any additional information such as comforting, child's communication, discipline, and so on that you would really like us to know that will help us make your child more comfortable?





Health Care Permission

Child's Full Name: _____ Date of birth: _____

Child's Physician: _____ Phone: _____

Address: _____

Child's Dentist: _____ Phone: _____

Address: _____

Father's Name: _____ Phone: _____

Mother's Name: _____ Phone: _____

Another Authorized Person: _____

Relationship to Child: _____ Address: _____

Phone: _____

Persons NOT authorized to pick up child:

Name: _____

Relationship to Child: _____



It is required that a Court Order be on file for a natural parent not to be able to pick up a child.
A copy must be on file at the school. Please submit a copy if necessary.



In the event of an emergency, I authorize MunchkinLand staff to provide any first aid or care deemed necessary for my child.

Parent Name: _____ Date: _____

Signature: _____

Emergency Care SEP

In the event of an emergency in which I cannot be reached, the Child's Physician and the local hospital are hereby authorized to provide any emergency care deemed necessary for my child.

Signature: _____ Date: _____

Health Record Transfer

In the event of an emergency, I hereby authorize the transfer of my child's health record to the local hospital.

Signature: _____ Date: _____





Wellness Policy

Nutrition & Physical Activity Education

We provide age appropriate, curriculum based nutrition and physical activity education at least 3 times per year. Children are taught about healthy foods, and the pleasure of eating during informal opportunities at least once per day.

Our staff receives professional development on nutrition for children and physical activity for children at least twice every year.

All staff is encouraged to lead healthy lifestyles.

Education on healthy lifestyles is offered to parents many times throughout the year. Parents will receive copies of the center wellness policy upon enrollment.

Food & Beverage Practices & Behaviors

Children with special dietary needs are considered when preparing, handling, and serving food. Cultural and religious aspects of food are discussed thoroughly with families to avoid conflict and confusion.

During toddler and preschool mealtimes, teachers sit with children, model appropriate conversations and help children to recognize hunger/fullness cues. Children are encouraged to serve themselves and are allowed to pace their own eating. Meal time is relaxed and calm.

Only water and 1% milk is served to children.

Safe, fresh drinking water is available and easy to find for children to serve themselves at all times.

Teachers offer water to children and model drinking water throughout the day. Parents are encouraged to provide healthy meals and snacks for their children. Written instructions are provided to families to guide selection of foods brought from home.

Physical Activity & Screen Time

For toddlers: At least 60-90 minutes of active playtime are provided each day.

For preschoolers: At least 120 minutes of active playtime are provided each day.

Teachers lead and participate in active play, such as games and activities, during indoor and outdoor time set aside for physical activity.

Indoor and outdoor play areas meet or exceed recommended safety standards for large muscle activities. These include running, jumping, climbing, marching, dancing, hopping, kicking, and skipping.

Physical education, physical activity, and/or active play are not withheld as punishment for a child's misbehavior.

Families are provided with weekly opportunities for their children to participate in extra physical activity with programs such as the TumbleBus.

Physical education, physical activity, and/or active play are not withheld as punishment for a child's misbehavior.

Children are not provided with any screen time during their time at MunchkinLand. ^{SEP}

Other Activities

The center director, along with a Wellness Advisory Council, will conduct a regular yearly review of the wellness policy to determine what, if any, changes are needed.





Weekly Tuition Rates

2-3 year olds	5 Days (M-F)	3 Days (M,W,F)	2 Days (T&Th)
Full Day	\$350	\$290	\$265
3 years and older	5 Days (M-F)	3 Days (M,W,F)	2 Days (T&Th)
Full Day	\$330	\$275	\$250

Annual Registration Fee: \$100 for one child/ Due upon enrollment and each September
\$150 for two children

Tuition is due every other Friday for the following two-week period. A late payment fee of \$20 will be assessed on all accounts with an outstanding balance after Tuesday.

We prefer to have all payments done via auto draft from Tuition Express, however we will also accept checks or money orders for payment in advance.

A returned check fee of \$35 will be charged for all returned checks.

MunchkinLand will be open Monday thru Friday **7:30 am to 5:30 pm** except on our scheduled closures.

Regular tuition will be due throughout the year including holiday weeks. Each family may utilize one vacation week per calendar year in which tuition will be reduced to 50%.

A two-week written notice will be required prior to withdrawing a child from school.

I have read and understand MunchkinLand Preschool's tuition and payment policies.

Parent Signature: _____ Date: _____





Holiday Calendar

2026

October 12th (2026)

Indigenous Peoples Day

October 30th (2026)

Nevada Day

November 11th (2026)

Veterans Day

November 26th - 27th (2026)

Thanksgiving Break

December 23rd - January 1st (2026-
2027)

Christmas/New Years Break

January 19th (2026)

Martin Luther King Jr. Day

February 16th (2026)

President's Day

April 3rd - April 6th (2026)

Easter Break

May 25th (2026)

Memorial Day

June 19th (2026)

Juneteenth

July 3rd (2025)

Independence Day Observed

August 7th (2026)

Teacher Work Day

September 7th (2026)

Labor Day



Off-Site Activities Permission Form

School Year: _____

Dear Parents / Guardians,

As part of our preschool curriculum, children may participate in supervised neighborhood walks and off-site educational activities throughout the school year. These outings provide opportunities for outdoor learning, community exploration, nature observation, and physical activity.

Activities will take place within walking distance of the preschool. Children may walk or ride in our multi-child stroller ("Bye-Bye Bus"), as appropriate for their age and developmental needs.

During all neighborhood walks and off-site activities, MunchkinLand Staff will:

- Maintain required Nevada Child Care Licensing staff-to-child ratios.
- Provide direct supervision by preschool staff and/or approved adult volunteers.
- Follow established safety procedures, including regular head counts.

Parent/Guardian Authorization

I understand that my child, _____ may participate in supervised neighborhood walks and educational activities outside the preschool building during the _____ school year.

I understand that these activities:

- Will occur within walking distance of the preschool.
- Will **not** involve transportation by motor vehicle and be on foot.
- May include the use of the preschool's multi-child stroller ("Bye-Bye Bus") when appropriate.
- Will be supervised by preschool staff and/or approved adult volunteers.
- May include normal, everyday risks associated with walking and outdoor activities. I understand that, to the extent allowed by law, I will not hold the child's caregiver, the facility, its staff, or any participating adults responsible for accidents or injuries that may occur during these activities.

By signing below, I authorize my child to participate in these neighborhood walks and off-site educational activities for the duration of the school year.

- ☐ YES, I give permission.
☐ NO, I do not give permission.

Emergency Medical Authorization

In the event of an illness or injury during an off-site activity, and I cannot be reached, I authorize the preschool to obtain emergency medical care for my child if deemed necessary.

Parent/Guardian Name (Print): _____

Signature: _____

Date: _____

Primary Phone: _____

Emergency Contact (if different): _____

Emergency Contact Phone: _____

PERMISSION TO RELEASE INFORMATION

Date: _____

I understand that the time my child, _____
is in the facility, that the director may be asked for information regarding my child.

I hereby give permission to release information to official persons only, who identify themselves, such as schools, health care personnel, welfare or other governmental officials.

Signature of Parent/Guardian

Date

I do not give permission to release information about my child as set forth in the aforementioned statement. I realize that Child Care Licensing has access to my child's record as the licensing agent.

Signature of Parent/Guardian

Date

PERMISSION TO RELEASE INFORMATION

Date: _____

I understand that the time my child, _____
is in the facility, that the director may be asked for information regarding my child.

I hereby give permission to release information to official persons only, who identify themselves, such as schools, health care personnel, welfare or other governmental officials.

Signature of Parent/Guardian

Date

I do not give permission to release information about my child as set forth in the aforementioned statement. I realize that Child Care Licensing has access to my child's record as the licensing agent.

Signature of Parent/Guardian

Date



WASHOE COUNTY

"Dedicated to Excellence in Public Service"

DEPARTMENT OF SOCIAL SERVICES
Child Care Services

SOUTH CENTER STREET, 3rd FLOOR POST OFFICE BOX 11130
RENO, NEVADA 89520-0027
PHONE: (775) 337-4470

PHYSICAL EXAM FOR CHILD CARE ATTENDANCE

(Please complete and return to the Daycare Facility the child attends.)

Child's Name: _____ Date of Birth: _____

Name of Daycare the child attends: _____

Significant Health History (major health problems, etc.):

Allergies: _____

Current Medications: _____

Over-the-counter medication this child

Type

Frequency

Dosage

A physical exam was performed on: _____

This child may attend child care/preschool.



Food Brought from Home

Here at MunchkinLand Preschool, we understand that children form lifelong eating habits based on food and beverages served to them when they are young. In our efforts to provide a healthier environment for the children in our care, we have created guidelines for all meals and snacks brought from home:

- Please report any possible food allergies or food intolerances your child may have.
- Food and beverages high in sugar, fat or sodium are **not recommended**. •

Lunch: Include items from each food group...

Protein Fruits & Vegetables Grains Dairy

- Provide your child with Milk or Milk substitute every day for lunch.
- Lunchables are **not recommended**.
- Snacks: Select two items from within the above four food groups.
- We strongly encourage you to provide water for your child to drink throughout the day.
- **Be sure to clearly print your child's name on all containers and belongings.**



Comments: _____

Signature of Physician or Registered Nurse _____ Date _____

(WASHOE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER WCDSS 334 Rev. 08/10)



Photo/Video & Social Media Release

We love to capture photos and videos of our children while at school or special events. We also like to share these photos with you via printed photos, yearbooks, bulletin boards, our website, blog and social media. It's a great way to see some of the fun things that the kiddos are up to each day and even share with family and friends. Below is a list of social media venues we will be utilizing to share these photos:

- MunchkinLand Facebook Page
- MunchkinLand Instagram
- MunchkinLand Pinterest
- MunchkinLand Blog found on the website
- MunchkinLand Website

We would like to have your permission to photograph/ video your child and utilize the photos/videos for these purposes. Please sign and indicate your preference below.

☐ I give MunchkinLand PreSchool and staff permission to photograph & video my child.

☐ I do NOT give permission for MunchkinLand PreSchool and staff to photograph & video my child.

Parent Signature

Date



Financial Agreement

I am the parent or legal guardian of _____.

In order to record my understanding of my rights and responsibilities as parent, guardian or custodian of the above named child, who is enrolled in MunchkinLand PreSchool, I agree to abide by the requirements written below and all policies set forth in the Parent Handbook.

In return for this promise of continual fulfillment of all policies, MunchkinLand agrees to provide care for the above named child, which meets the standards and guidelines as set forth below and in the Parent Handbook.

The tuition fee as set forth herein will be in effect until I sign a new agreement. This fee will be paid in advance every other Friday as specified by the Director. I understand that my child will not be admitted without this advance payment.

I understand that a registration fee of \$100.00 is due at the time of registration. Check, money order or Tuition Express are accepted for tuition payments. Receipts will be given for payments if requested. A \$10.00 per day late fee will be charged to those accounts that are not paid by the Tuesday following the Friday that tuition was due.

If my child is not picked up by 5:30 p.m., I agree to pay the required late pick up fee of \$2.00 per minute after 5:30.

I understand that I may utilize one vacation week per calendar year in which tuition will be reduced to 50%.

I understand that my regularly scheduled tuition is due in full on the weeks that the school is closed for a holiday.

I understand that there is a returned check fee of \$35.00.

Two weeks advance written notice to the Director is required when withdrawing a child from MunchkinLand. If two weeks notice is not given, I will pay two weeks from the time that notice is given.

Parent/Guardian's Signature _____ Date _____

Director's Signature _____ Date _____



Parent Tips

from your Preschooler

- Be positive! Don't tell me that I'll have a great time at school and then tell grandma that you feel guilty about leaving me. I pick up on your feelings very easily! If you feel good about leaving... I'll feel good about staying.
- Don't mind me if the first day I love it, and the second day I hate it!! It's a new place, new kids, new teachers and new schedule. Keep my schedule consistent and I'll be fine!
- When you drop me off in the morning, give me a kiss and hug and leave!! When you linger for a while to see how I'm doing, It makes me feel uncertain because you feel uncertain. Then I don't want to stay... I want to go with you. If I'm crying the teachers will hold me. They love me too and want the best for me.
- Please take time to look at my artwork that I have created. Ask me to tell you about it and show enthusiasm. This will help to foster my creativity.
- Spend time with me after we get home at night. I know that you are tired and I'm full of energy because I took a nap. Let's go for a walk after dinner or play a game. I need time with my mom and dad too.
- Talk to me about starting preschool. Tell me about what I will do there. Visit the school with me before my first day. Talk to me about the children and the teachers we met and the toys we saw. Drive by the school and point it out to me so that I can get excited about it.
- Give me choices and allow me to do things by myself. I can get dressed by myself and I can choose what breakfast cereal I want to eat. Making decisions teaches me life skills and makes me feel very important.
- Sometimes I will tell you that I don't want to go to school. Just like sometimes you have to do things that you don't want to do. After I get there I will be just fine.



- Don't be upset if after I get adjusted I want to stay at school when you come to pick me up. Be glad that I love my teachers and my school.
- Please don't feel guilty about leaving me! I know that you love me and that you would never do anything bad for me. Take comfort in knowing that when I start kindergarten I will be better adjusted socially and emotionally due to my preschool experience. So thank you for doing what's best for me. We'll both be just fine!



MunchkinLand PreSchool



924 Lander Street Reno, NV 89509 (775) 324-2242

www.MunchkinLandPreschool.com