

PLC LLC Enrollment Checklist

Child's Name _____

All children **must be enrolled at PLC before attending**. Once the decision to enroll is made, families must complete the following, sign where applicable, and return to PLC management **prior to the child's first day of attendance**:

- ___ * **Signed** Parent Policy & Contract Agreement
- ___ * **Signed** Child Information Sheet
- ___ * **Signed** Compliance File Notification
- ___ * **Signed** Field Trip Permission Form
- ___ * **Signed** Sunscreen/Insect Repellent Permission Form
- ___ * **Signed** Parent Emergency Consent Form
- ___ * **Signed** Photo Permission Form
- ___ * **Signed** Child Nutrition Program Application – if applicable
- ___ * **Current** Immunization Record
- ___ * **Tuition** for following week/month

As long as a child remains enrolled at PLC, all information in the file must be updated annually and kept current or enrollment may be subject to termination.