



HIDDENWOOD PRESBYTERIAN PRESCHOOL

414 Hiden Boulevard, Newport News, VA 23606
 Telephone: 757-595-8351 Fax: 757-596-4932
 Website: www.hiddenwoodpreschool.org

4s REGISTRATION FORM 2023-2024

(Please Print)

Child's full name _____ Sex _____

Name child is called _____ Date of birth ____/____/____

Parent name _____ Cell # (____) _____ Work # (____) _____

Parent name _____ Cell # (____) _____ Work # (____) _____

Street Address _____ Home # (____) _____

City, State, Zip _____

E-mail Address(es) _____

*** Prioritize the classes listed below *** Select ONLY those choices which fit your needs or schedule. ***

Class Options	Days	Deposit due at Registration	Monthly Tuition
	3 day - MWF	\$215.00	\$215.00
	5 day - M-F	\$330.00	\$330.00

The director of the Preschool will decide, based on space and requests, which classes will be formed.

Please initial each policy below to indicate that you have read them:

- _____ If you wish to request a certain teacher or have any other requests or concerns, please contact the Preschool office for a confidential request form. Requests are honored whenever possible.
- _____ Parents MUST present an original birth certificate with this form, if this is the child's first year of attendance. Information is verified from the birth certificate; birth certificates are not copied or kept.
- _____ The Commonwealth of Virginia School Entrance Health Form MUST be completed and turned in BEFORE your child enters the Preschool in September.
- _____ I understand that if WRITTEN notice of withdrawal is received by April 30th, the deposit will be refunded minus a \$50 administrative processing fee. If WRITTEN notice of withdrawal is received by May 31st, half of the deposit will be refunded. No refunds are given after June 1st. If withdrawal is necessary during the school year, thirty days WRITTEN notice is requested. Payment is by cash or check.
- _____ I understand that my child must be potty-trained before starting school. Please refer to the Preschool Potty-Training Policy

I have read the Policies of the Preschool and agree to the provisions stated therein.

Parent Signature _____ Date _____

We offer before school care and after school care for 3 and 4-year olds on the days your child is in school.

Would you like to receive registration materials for Extended Day? Yes _____

For Office Use Only

Birth Certificate Information

Place of Birth _____ Date of Birth _____ Birth Certificate # _____ Date Issued _____ Initialed By _____



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Email: hpp@hidenwood.org

PERSONALITY FORM

Child's full name _____ Sex _____

Name child is called _____ Date of birth ____/____/____

*Parent 1 _____

Parent 2 _____

Date of birth _____

Date of birth _____

Education/Degree _____

Education/Degree _____

Occupation _____

Occupation _____

*Employer _____

Employer _____

*Phone Number _____

Phone Number _____

*Employer Address _____

Employer Address _____

*Required

Why did you choose Hidenwood Preschool? _____

Does child live with both parents? _____ If not, please explain _____

Siblings (name, age, sex) _____

Describe child's experience with child care providers _____

Group experiences (school, daycare, church, lessons, etc., - past & present) _____

Church affiliation of family _____

Usual bedtime _____ Naps _____

Explain any allergies or other medical conditions _____

Do you have any concerns about your child's development, behavior, etc.?

If so, explain _____

Special interests (books, stories, play activities, TV, etc.) _____

Types of discipline most frequently used _____

Stage of toilet training (for 2s and 3s) _____

Is child active & outgoing or quiet & passive? _____



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EMERGENCY & IDENTIFICATION FORM

Full Name of Child _____

Name child is called _____

Parent	Home Phone	Cell Phone	Work Phone
--------	------------	------------	------------

Parent	Home Phone	Cell Phone	Work Phone
--------	------------	------------	------------

Other persons you authorize to be responsible for your child if we are not able to contact you in case of emergency. You must provide at least 2 names; one may be out of town.

Name	Relationship to child	Work Phone	Cell Phone
------	-----------------------	------------	------------

Home Phone	Home Address
------------	--------------

Name	Relationship to child	Work Phone	Cell Phone
------	-----------------------	------------	------------

Home Phone	Home Address
------------	--------------

Name	Relationship to child	Work Phone	Cell Phone
------	-----------------------	------------	------------

Home Phone	Home Address
------------	--------------

Please list below the names of other individuals who have permission to pick up your child from school.

If someone other than the persons named above will be picking up your child from preschool, please send a note to the teacher or notify the school office. We cannot accept verbal notification from students.

Please list medical, physical or emotional needs that the staff should be aware of such as allergies, regular medications, deployment and serious illness of child or family member, etc. Please inform us of any family situation regarding custody or visitation.

I understand the Preschool will notify the parent when a child becomes ill, and the parent will arrange to pick up the child as soon as possible. Furthermore, I will notify the Preschool within 24 hours if any member of the child's household has any contagious illness.

Parent/Guardian Signature

Date

Please complete the permission and emergency medical care information on the reverse of this form.



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PERMISSION FORM

Full Name of Child (Please Print) _____ Date of birth ____/____/____

Child's Physician _____ Physician's Phone _____

Health Insurance Company _____

Policy No. _____ Group No. _____

TO PARTICIPATE IN SCHOOL ACTIVITIES

I hereby grant permission for my child to use all of the play equipment and participate in all the activities of the school.

(Parent/Guardian Signature)

(Date)

PERMISSION TO USE VIDEO

I hereby grant permission for video of my child and his/her teachers to be used for onsite staff training at Hidenwood Presbyterian Preschool. No names will be used unless further permission is obtained.

(Parent/Guardian Signature) (Date)

PERMISSION TO PROMOTE

I hereby grant permission for my child's artwork or image to be used in the preschool and church facility or in print or electronic media to promote or publicize Hidenwood Presbyterian Preschool or Hidenwood Presbyterian Church. No names will be used unless further permission is obtained.

(Parent/Guardian Signature) (Date)

PERMISSION TO USE CHILD'S NAME IN MEMORY BOOK

I hereby grant permission for my child's name and image to be included in Hidenwood Presbyterian Preschool's Memory Book.

(Parent/Guardian Signature) (Date)

PERMISSION TO RECEIVE EMERGENCY MEDICAL CARE

I hereby grant permission for the Director, or someone authorized by the Director, to take steps to obtain emergency medical care for my child. The steps may include, but are not limited to:

- Attempt to contact the persons listed on the Emergency form
- Call paramedics (911)
- Any expenses incurred will be borne by the child's family

(Parent/Guardian Signature)

(Date)

PERMISSION TO SHARE EMAIL ADDRESS WITH CLASSROOM PARENTS

I hereby grant permission for my email to be shared with other classroom parents to be used for social events which occur outside of school.

(Parent/Guardian Signature)

(Date)



The School Entrance Health Form
is due before school begins

**COMMONWEALTH OF VIRGINIA
SCHOOL ENTRANCE HEALTH FORM**
Health Information Form/Comprehensive Physical Examination Report/Certification of Immunization

Part I – HEALTH INFORMATION FORM

State law (Ref. Code of Virginia § 22.1-270) requires that your child is immunized and receives a comprehensive physical examination before entering public kindergarten or elementary school. **The parent or guardian completes this page (Part I) of the form.** The Medical Provider completes Part II and Part III of the form. This form must be completed no earlier than one year before your child's entry into school.

Name of School: _____ Current Grade: _____

Student's Name: _____
Last First Middle

Student's Date of Birth: ___/___/___ Sex: _____ State or Country of Birth: _____ Main Language Spoken: _____

Student's Address _____ City _____ State _____ Zip Code _____

Name of Parent or Legal Guardian 1: _____ Phone: _____ - _____ - _____ Work or Cell: _____ - _____ - _____

Name of Parent or Legal Guardian 2: _____ Phone: _____ - _____ - _____ Work or Cell: _____ - _____ - _____

Emergency Contact: _____ Phone: _____ - _____ - _____ Work or Cell: _____ - _____ - _____

Hospital Preference: _____

Child's Health Insurance: None FAMIS Plus (Medicaid) FAMIS Private/Commercial/ Employer Sponsored _____

Box 1. Pre-Existing Conditions					
Condition	Yes	Comments	Condition	Yes	Comments
Allergies (food, insects, drugs, latex) Please list Life Threatening Allergies:			Diabetes: Type 1		
			Diabetes: Type 2		
			Insulin pump		
Allergies (seasonal)			Head injury, concussion		
Asthma or breathing conditions			Hearing conditions or deafness		
Attention-Deficit/Hyperactivity Disorder			Heart conditions		
Behavioral/Psych/ Social conditions			Lead poisoning		
Developmental conditions			Muscle conditions		
Bladder conditions			Seizures		
Bleeding conditions			Sickle Cell Disease (not trait)		
Bowel conditions			Speech conditions		
Cerebral Palsy			Spinal injury		
Cystic fibrosis			Surgery		
Dental Health conditions			Vision conditions		
Describe any other important health-related information about your child (<input type="checkbox"/> Feeding tube , <input type="checkbox"/> Trach , <input type="checkbox"/> Oxygen support, <input type="checkbox"/> Hearing aids, <input type="checkbox"/> Dental appliance, <input type="checkbox"/> Wheelchair, Hospitalizations, etc.):					

Box 2. Medications			
List all prescription, emergency, over-the-counter, and herbal medications your child takes regularly (Home/ School):			
Medication Name	Dosage	Time Administered (Home/School)	Notes
1.			
2.			
3.			
4.			
Additional Medications (Name, Dose, Time Administered, Notes)			

Check here if you want to discuss confidential information with the school nurse or other school authority. Yes No Please provide the following information:

	Name	Phone	Date of Last Appointment
Pediatrician/primary care provider			
Specialist			
Dentist			
Case Worker (if applicable)			

I _____ (do) (do not) authorize my child's health care provider and designated provider of health care in the school setting to discuss my child's health concerns and/or exchange information pertaining to this form. This authorization will be in place until or unless you withdraw it. You may withdraw your authorization at any time by contacting your child's school. When information is released from your child's record, documentation of the disclosure is maintained in your child's health or scholastic record.

Signature of Parent or Legal Guardian: _____ Date: ___/___/___

Signature of Interpreter: _____ Date ___/___/___

**COMMONWEALTH OF VIRGINIA
SCHOOL ENTRANCE HEALTH FORM
Part II - Certification of Immunization**

Check if the student's Immunization Records are attached using a separate form signed by HCP

Section I

See Section II for conditional enrollment and exemptions.

A copy of the immunization record signed or stamped by a physician or designee, registered nurse, or health department official indicating the dates of administration including month, day, and year of the required vaccines shall be acceptable in lieu of recording these dates on this form as long as the record is attached to this form. Form must be signed and dated by the Medical Provider or Health Department Official in the appropriate box. Please contact your local health department for assistance with foreign vaccine records.

Student Name: _____ **Date of Birth :** / / **Sex:** _____
Race (Optional): _____ **Ethnicity:** **Hispanic** **Non-Hispanic**

IMMUNIZATION	RECORD COMPLETE DATES (month, day, year) OF VACCINE DOSES GIVEN				
	1	2	3	4	5
Diphtheria, Tetanus, Pertussis Vaccine (DTP, DTaP)					
Diphtheria, Tetanus (DT) or Tdap or Td Vaccine (given after 7 years of age)					
Tdap Vaccine booster					
Poliomyelitis Vaccine (IPV, OPV)					
Haemophilus influenzae Type b Vaccine (Hib conjugate) only for children <60 months of age					
Rotavirus Vaccine (RV) only for children < 8 months of age					
Pneumococcal Vaccine (PCV conjugate) only for children <60 months of age					
Varicella Vaccine			Date of Varicella Disease OR Serological Confirmation of Varicella Immunity:		
Measles, Mumps, Rubella Vaccine (MMR vaccine)					
Measles Vaccine (Rubeola)			Serological Confirmation of Measles Immunity:		
Rubella Vaccine			Serological Confirmation of Rubella Immunity:		
Mumps Vaccine			Serological Confirmation of Mumps Immunity:		
Hepatitis B Vaccine (HBV) <input type="checkbox"/> Merck adult formulation used					
Hepatitis A Vaccine					
Meningococcal ACWY Vaccine					
Meningococcal B Vaccine					
Human Papillomavirus Vaccine (HPV)					
Influenza (Yearly)					
Other					
Other					

Certification of Immunization

I certify that this child is **ADEQUATELY OR AGE APPROPRIATELY IMMUNIZED** in accordance with the MINIMUM requirements for attending school, child care or preschool prescribed by the State Board of Health's *Regulations for the Immunization of School Children* (Reference Section III).

Signature of Medical Provider or Health Department Official: _____ **Date (Mo., Day, Yr.):** ___/___/___

Section II
Conditional Enrollment and Exemptions

Complete the medical exemption or conditional enrollment section as appropriate to include signature and date.
This section must be attached to Part I Health Information (to be filled out and signed by parent).

Student's Name: _____ Date of Birth: |____|____|____|
Parent or Legal Guardian Name: _____
Parent or Legal Guardian Name: _____
Phone Number: _____

MEDICAL EXEMPTION: As specified in the *Code of Virginia* § 22.1-271.2, C (ii), I certify that administration of the vaccine(s) designated below would be detrimental to this student's health. The vaccine(s) is (are) specifically contraindicated because (please specify):

DTP/DTaP/Tdap :[____]; DT/Td:[____]; OPV/IPV:[____]; Hib:[____]; PCV:[____]; RV:[____]; Measles :[____];

Mumps:[____]; Rubella :[____]; VAR:[____]; Men ACWY:[____]; Men B:[____]; Hep A:[____]; HBV:[____]

This contraindication is permanent: [] , or temporary [] and expected to preclude immunizations until: Date (Mo., Day, Yr.): |____|____|____|.

Signature of Medical Provider or Health Department Official: _____ **Date (Mo., Day, Yr.):** __/__/__

RELIGIOUS EXEMPTION: The *Code of Virginia* allows a child an exemption from receiving immunizations required for school attendance if the student or the student's parent/guardian submits an affidavit to the school's admitting official stating that the administration of immunizing agents conflicts with the student's religious tenets or practices. Any student entering school must submit this affidavit on a CERTIFICATE OF RELIGIOUS EXEMPTION (Form CRE-1), which may be obtained at any local health department, school division superintendent's office or local department of social services. Ref. *Code of Virginia* § 22.1-271.2, C (i).

CONDITIONAL ENROLLMENT: As specified in the *Code of Virginia* § 22.1-271.2, B, I certify that this child has received at least one dose of each of the vaccines required by the State Board of Health for attending school and that this child has a plan for the completion of his/her requirements within the next 90 calendar days. Next immunization due on _____.

Signature of Medical Provider or Health Department Official: _____ **Date (Mo., Day, Yr.):** |____|____|____|

Section III Requirements

For Minimum Immunization Requirements for Entry into School and Day Care, consult the Division of Immunization web site at
<http://www.vdh.virginia.gov/epidemiology/immunization>

Children shall be immunized in accordance with the Immunization Schedule developed and published by the Centers for Disease Control (CDC), Advisory Committee on Immunization Practices (ACIP), the American Academy of Pediatrics (AAP), and the American Academy of Family Physicians (AAFP), otherwise known as ACIP recommendations (Ref. *Code of Virginia* § 32.1-46(a)).
(Requirements are subject to change.)

Part III -- COMPREHENSIVE PHYSICAL EXAMINATION REPORT

A qualified licensed physician, nurse practitioner, or physician assistant must complete Part III. The exam must be done no longer than one year before entry into kindergarten or elementary school (Ref. Code of Virginia § 22.1-270). Instructions for completing this form can be found at www.vahealth.org/schoolhealth.

Student's Name: _____ Date of Birth: ____/____/____ Sex: M F

Health Assessment	Date of Assessment: ____/____/____ Weight: _____ lbs. Height: _____ ft. _____ in. Body Mass Index (BMI): _____ BP _____ <input type="checkbox"/> Age / gender appropriate history completed <input type="checkbox"/> Anticipatory guidance provided	Physical Examination 1 = Within normal 2 = Abnormal finding 3 = Referred for evaluation or treatment														
		1	2	3	HEENT	1	2	3	Neurological	1	2	3	Skin	1	2	3
					Lungs				Abdomen				Genital			
				Heart				Extremities				Urinary				
Tuberculosis Screening																
Check the box that applies:																
<input type="checkbox"/> No risk for TB infection identified					<input type="checkbox"/> No symptoms compatible with active TB disease					<input type="checkbox"/> Risk for TB infection or symptoms identified						
Test for TB Infection: TST IGRA Date: _____ TST Reading _____ mm TST/IGRA Result: <input type="checkbox"/> Negative <input type="checkbox"/> Positive CXR required if positive test for TB infection or TB symptoms. CXR Date: _____ <input type="checkbox"/> Normal <input type="checkbox"/> Abnormal																
EPSDT Screens Required for Head Start – include specific results and date:																
Blood Lead: _____ Hct/Hgb _____																

Developmental Screen	<i>Assessed for:</i>	<i>Assessment Method:</i>	<i>Within normal</i>	<i>Concern identified:</i>	<i>Referred for Evaluation</i>
	Emotional/Social				
	Problem Solving				
	Language/Communication				
	Fine Motor Skills				
	Gross Motor Skills				

Hearing Screen	<input type="checkbox"/> Screened at 20dB: Indicate Pass (P) or Refer (R) in each box. <input type="checkbox"/> Screened by OAE (Otoacoustic Emissions): <input type="checkbox"/> Pass <input type="checkbox"/> Referred				<input type="checkbox"/> Referred to Audiologist/ENT <input type="checkbox"/> Unable to test – needs rescreen <input type="checkbox"/> Permanent Hearing Loss Previously identified: <input type="checkbox"/> Left <input type="checkbox"/> Right <input type="checkbox"/> Hearing aid or another assistive device
		1000	2000	4000	
	R				
	L				

Vision Screen	<input type="checkbox"/> With Corrective Lenses (Check if yes)					Dental Screen	<input type="checkbox"/> Problems Identified: Referred for Treatment <input type="checkbox"/> No Problem: Referred for prevention <input type="checkbox"/> No Referral: Already receiving dental care <input type="checkbox"/> Unable to perform																			
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="4" style="text-align: center;">Stereopsis <input type="checkbox"/> Pass <input type="checkbox"/> Fail</td> <td colspan="1" style="text-align: center;"><input type="checkbox"/> Not tested</td> </tr> <tr> <td style="text-align: center;">Distance</td> <td style="text-align: center;">Both</td> <td style="text-align: center;">R</td> <td style="text-align: center;">L</td> <td style="text-align: center;">Test used:</td> </tr> <tr> <td></td> <td style="text-align: center;">20/</td> <td style="text-align: center;">20/</td> <td style="text-align: center;">20/</td> <td></td> </tr> </table>						Stereopsis <input type="checkbox"/> Pass <input type="checkbox"/> Fail				<input type="checkbox"/> Not tested	Distance	Both	R	L	Test used:		20/	20/	20/						
	Stereopsis <input type="checkbox"/> Pass <input type="checkbox"/> Fail				<input type="checkbox"/> Not tested																					
Distance	Both	R	L	Test used:																						
	20/	20/	20/																							
<input type="checkbox"/> Pass <input type="checkbox"/> Referred to eye doctor <input type="checkbox"/> Unable to test-needs rescreen																										

Recommendations to (Pre) School, Child Care, or Early Intervention Personnel	Summary of Findings (check one): <input type="checkbox"/> Well child; no conditions identified of concern to school program activities <input type="checkbox"/> Conditions identified that are important to schooling or physical activity (complete sections below and/or explain here):	
	_____ Allergy: <input type="checkbox"/> food: _____ <input type="checkbox"/> insect: _____ <input type="checkbox"/> medicine: _____ <input type="checkbox"/> other: _____ Type of allergic reaction: <input type="checkbox"/> anaphylaxis <input type="checkbox"/> local reaction Response required: <input type="checkbox"/> none <input type="checkbox"/> epinephrine auto-injector <input type="checkbox"/> other:: _____ Individualized Health Care Plan needed (e.g., asthma, diabetes, seizure disorder, severe allergy, etc) _____ Restricted Activity Specify: _____ Developmental Evaluation <input type="checkbox"/> Has IEP <input type="checkbox"/> Further evaluation needed for: _____ Medication. Child takes medicine for specific health condition(s). <input type="checkbox"/> Medication must be given and/or available at school. Special Diet Specify: _____ _____ Special Needs Specify: _____ _____	
	Other Comments: _____ _____	
	_____ _____	
	_____ _____	
	_____ _____	

Health Care Professional's Certification (Write legibly or stamp) <input type="checkbox"/> By checking this box, I certify with an electronic signature that all of the information entered above is accurate (enter name and date on signature and date lines below). Name: _____ Signature: _____ Practice/Clinic Name: _____ Address: _____ Phone: _____ Fax: _____ Email: _____	
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