*Hidenwood Presbyterian Church member?*_____ *Start Date*_____ *Office Use*_____



# HIDENWOOD PRESBYTERIAN PRESCHOOL & KINDERGARTEN

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


## KINDERGARTEN 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) _____ _____

| Class Options | Days | Deposit due at Registration | Monthly Tuition |
|---|---|---|---|
| Kindergarten | 5 day – M-F | $460 | $460 |

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

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

- _____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 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 Kindergarten on the days your child is in school.
Would you like to receive registration materials for Extended Day? Yes_____ No _____

---

**For Office Use Only**

Birth Certificate Information

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

Revised 1/19/23

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# PERSONALITY FORM

Child's full name_____Sex _____

Name child is called_____Date of birth_____/_____/_____

*Parent 1_____

Date of birth_____

Education/Degree_____

Occupation_____

*Employer_____

*Phone Number _____

*Employer Address _____

Parent 2 _____

Date of birth_____

Education/Degree_____

Occupation_____

Employer_____

Phone Number _____

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) | | | Diabetes: Type 1 | | |
| Please list **Life Threatening Allergies**: | | | 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 (☐ Feeding tube , ☐ Trach , ☐Oxygen support, ☐ Hearing aids, ☐ Dental appliance, ☐ 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 | | | | |
|---|---|---|---|---|---|
| Diphtheria, Tetanus, Pertussis Vaccine (DTP, DTaP) | 1 | 2 | 3 | 4 | 5 |
| Diphtheria, Tetanus (DT) or Tdap or Td Vaccine (given after 7 years of age) | 1 | 2 | 3 | 4 | 5 |
| Tdap Vaccine booster | 1 | | | | |
| Poliomyelitis Vaccine (IPV, OPV) | 1 | 2 | 3 | 4 | 5 |
| Haemophilus influenzae Type b Vaccine (Hib conjugate) only for children <60 months of age | 1 | 2 | 3 | 4 | |
| Rotavirus Vaccine (RV) only for children < 8 months of age | 1 | 2 | 3 | | |
| Pneumococcal Vaccine (PCV conjugate) only for children <60 months of age | 1 | 2 | 3 | 4 | |
| Varicella Vaccine | 1 | 2 | Date of Varicella Disease OR Serological Confirmation of Varicella Immunity: | | |
| Measles, Mumps, Rubella Vaccine (MMR vaccine) | 1 | 2 | | | |
| Measles Vaccine (Rubeola) | 1 | 2 | Serological Confirmation of Measles Immunity: | | |
| Rubella Vaccine | 1 | 2 | Serological Confirmation of Rubella Immunity: | | |
| Mumps Vaccine | 1 | 2 | Serological Confirmation of Mumps Immunity: | | |
| Hepatitis **B** Vaccine (HBV) ☐ Merck adult formulation used | 1 | 2 | 3 | 4 | |
| Hepatitis **A** Vaccine | 1 | 2 | | | |
| Meningococcal **ACWY** Vaccine | 1 | 2 | | | |
| Meningococcal **B** Vaccine | 1 | 2 | 3 | | |
| Human Papillomavirus Vaccine (HPV) | 1 | 2 | 3 | | |
| Influenza (Yearly) | 1 | 2 | 3 | 4 | 5 |
| Other | 1 | 2 | 3 | 4 | 5 |
| Other | 1 | 2 | 3 | 4 | 5 |

**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_____

❑ Age / gender appropriate history completed

❑ Anticipatory guidance provided

**Physical Examination**

1 = Within normal 2 = Abnormal finding 3 = Referred for evaluation or treatment

| | 1 | 2 | 3 | | 1 | 2 | 3 | | 1 | 2 | 3 | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| HEENT | | | | Neurological | | | | Skin | | | | |
| Lungs | | | | Abdomen | | | | Genital | | | | |
| Heart | | | | Extremities | | | | Urinary | | | | |

### Tuberculosis Screening

Check the box that applies:

| ☐ No risk for TB infection identified | ☐ No symptoms compatible with active TB disease | ☐ Risk for TB infection or symptoms identified |
|---|---|---|

Test for TB Infection: TST IGRA Date: TST Reading mm TST/IGRA Result: ☐ Negative ☐ Positive

CXR required if positive test for TB infection or TB symptoms. CXR Date:_____ ☐ Normal ☐ Abnormal

**EPSDT Screens Required for Head Start – include specific results and date:**

Blood Lead:_____ Hct/Hgb _____

### Developmental Screen

| *Assessed for:* | *Assessment Method:* | *Within normal* | *Concern identified:* | *Referred for Evaluation* |
|---|---|---|---|---|
| Emotional/Social | | | | |
| Problem Solving | | | | |
| Language/Communication | | | | |
| Fine Motor Skills | | | | |
| Gross Motor Skills | | | | |

### Hearing Screen

❑ Screened at 20dB: Indicate Pass (P) or Refer (R) in each box.

❑ Screened by OAE (Otoacoustic Emissions): ☐ Pass ☐ Referred

| | 1000 | 2000 | 4000 |
|---|---|---|---|
| R | | | |
| L | | | |

☐ Referred to Audiologist/ENT ☐ **Unable to test – needs rescreen**

☐ Permanent Hearing Loss Previously identified: ☐ Left ☐ Right

☐ Hearing aid or another assistive device

### Vision Screen

☐ With Corrective Lenses (Check if yes)

| Stereopsis ☐ Pass ☐ Fail | | | | ☐ Not tested |
|---|---|---|---|---|
| Distance | Both | R | L | Test used: |
| | 20/ | 20/ | 20/ | |
| | | | | |

☐ Pass ☐ Referred to eye doctor ☐ **Unable to test-needs rescreen**

### Dental Screen

☐ Problems Identified: Referred for Treatment

☐ No Problem: Referred for prevention

☐ No Referral: Already receiving dental care

☐ **Unable to perform**

### Recommendations to (Pre) School, Child Care, or Early Intervention Personnel

**Summary of Findings (check one):**

☐ Well child; no conditions identified of concern to school program activities

Conditions identified that are important to schooling or physical activity (complete sections below and/or explain here):

_____

____**Allergy:** ☐ food:_____ ☐ insect:_____ ☐ medicine:_____ ☐ other:_____

*Type of allergic reaction:* ☐ *anaphylaxis* ☐ *local reaction* *Response required:* ☐ *none* ☐ *epinephrine auto-injector* ☐ other::_____

____I**ndividualized Health Care Plan needed** (e.g., asthma, diabetes, seizure disorder, severe allergy, etc)

____**Restricted Activity Specify:** :_____

____**Developmental Evaluation** ☐ Has IEP ☐ Further evaluation needed for: _____

____**Medication.** Child takes medicine for specific health condition(s). ☐ 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)** ☐ **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:**_____