



Norfolk Early Learning Center

NORFOLK NAVIGATORS 2019 ENROLLMENT APPLICATION

Date of Application: _____ Start Date: _____

Child's Name: _____ Child's Date of Birth: _____

Child's Address: _____ City: _____ Zip Code: _____

Child Resides with: _____ Child Allergies? _____

Parent or Guardian Information

Parent Name: _____ Address: _____

City: _____ Zip Code: _____ e-mail address: _____

Home Telephone #: (____) _____ Cell #: (____) _____

Parent Employer: _____ Work #: (____) _____

Parent Employer Address: _____ City: _____ Zip Code: _____

Parent Name: _____ Address: (if different) _____

City: _____ Zip Code: _____ e-mail address: _____

Home Telephone #: (if different)(____) _____ Cell #: (____) _____

Parent Employer: _____ Work #: (____) _____

Parent Employer Address: _____ City: _____ Zip Code: _____

Enrollment Schedule

Please indicate weeks you wish to enroll and include hours of attendance for each day. You will be charged for weeks you have selected unless two weeks notice is provided. Last minute sign up will be subject to our drop in fees. A registration fee of \$25 will be due at time of enrollment for summer and there is a \$10 field trip fee per week.

____ Week One, June 17th-June 21st – *Classic Camp*

____ Week Two, June 24th-June 28th – *Myths & Legends*

____ Week Three, July 1st-5th-*All American Summer* (NELC is CLOSED July 4th & 5th)

- _____ Week Four, July 8th-12th – *Sensational Science*
- _____ Week Five, July 15th-19th – *The Wide World of Sports*
- _____ Week Six, July 22nd-26th – *Chopped!*
- _____ Week Seven, July 29th-August 2nd – *The Mystery of History*
- _____ Week Eight, August 5th-9th – *Masterpieces in the Making*
- _____ Week Nine, August 12th-16th – *Unplugged*
- _____ Week Ten, August 19th-23rd – *Summer Splish Splash*

*More details on field trips and visitors to be announced!

Monday	Tuesday	Wednesday	Thursday	Friday
AM	AM	AM	AM	AM
PM2	PM	PM	PM	PM

Based on the enrollment information you provided, your weekly tuition rate will be _____.

- Payment is due on Mondays for the current week. A late payment fee of \$10 will be applied immediately. Children will not be permitted to attend if tuition account is not current.
- You will be charged based on your enrollment schedule. Credit will not be given for children who are absent.
- Each family will receive one week of Vacation, in which you will receive a 50% tuition discount. All other vacations will be charged at full rate.
- Two week notice is required for the following:
 - Change in care schedule
 - Vacation time
 - Disenrollment from the program

A security deposit of one week’s tuition and a \$25 Registration fee will be due at time of enrollment to secure your child’s spot. Security deposit will be held and used towards your child’s last week of care.

I, _____, understand the payment terms outlined by the Norfolk Early Learning Center and agree to the terms listed above.

Parent Signature _____ Provider Signature _____ Date _____

For Office Use Only

Weekly Tuition _____ Care 4 Kids Family ID _____

Registration Fee _____ Cash _____ Check # _____

Initial: _____ Date _____

Persons to Call Case of Emergency or Release Child to (if parent(s) cannot be reached)

This list will also serve as your authorized pick-up list. Individuals listed below will be permitted to pick up your child from NELC.

Name: _____ Address: _____

Phone #: _____ Relationship: _____

Name: _____ Address: _____

Phone #: _____ Relationship: _____

Name: _____ Address: _____

Phone #: _____ Relationship: _____

Permissions

My child _____ has permission to take walking trips, with Norfolk Early Learning Center.

Parent/Guardian Signature

My child _____ has my permission to travel to/from Tobey Pond and on field trips in the NELC Van.

Parent/Guardian Signature

My child _____ has my permission to travel on the All-Star Transportation bus for scheduled field trips.

Parent/Guardian Signature

My child _____ has permission to have his/her picture appear in the following places
(please circle all that apply):

Local Newspaper

Website

Facebook

Advertising

Parent/Guardian Signature

Norfolk Early Learning Center has my permission to apply the following non-prescription medications as needed
(please circle all that apply):

Sunscreen

Bug Spray

Parent/Guardian Signature

Please share any other information you would like us to know about your child or your family:
