

This package has all the documents required by the NC Child Development Division for Licensed Day Care or preschool programs.

As of June 2016, it's the policy of Apex Peak Schools that all documents must be filled, signed and returned to school by the first day of attendance.

Please note specifically the following:

Children's Medical Report: needs to be filled and signed by the pediatrician or another NORTH CAROLINA registered healthcare provider. Under special circumstances an exception could be made for this document however it has to be filled, signed appropriately and filed at school within 30 days of first day of attendance. Please note that without this document I will have to deny access to your child to the classroom after the 30 days grace period. It's the law.

- **Immunization History:** You can fill this form, or simply attach a copy of the most updated immunization record you have or can obtain from your pediatrician.
- **Child's Application for Child Care :** NC Official Format, on this 1 page form the NC Childcare Division does not accept your Hospital Preference as "Closest" although that's what Emergency services will do, so you need to fill out with the actual hospital name and phone. The closest is:
Wake Med Apex, Address : 120 Healthplex way, Apex NC 27502 phone # 919-350-4300.
- **Off Premise ,and Outside Fenced area Activity Authorizations:**
We don't have any off premises activity nor do we go outside of the fence to play, these forms are however required in case of emergencies, or emergency drills.
- **Nutrition Opt Out:** This is because we are not part of the mandatory nutritional standards and we don't request or receive government subsidies. Parents provide for their children, all snacks and meals.

Keep for your records the two pages with the schools policies and a copy of the NC Childcare Law Summary

• **ACKNOWLEDGEMENTS OF RECEIPT (4 forms) that need to come back to school.**

- 1) **Discipline policy** that's formally adopted from the NC Child Division
- 2) **NC Child Care Law Summary** the one with the line for your signature and name.
- 3) **Apex Peak Schools Emergency contacts and release form and Operational Policies agreement, (two page document)**

4) THIS PAGE!

PARENT NAME: _____

SIGNATURE: _____

DATE: _____