

Hello Families,

Here is your packet of enrollment materials.

This packet contains all the forms that need to be turned in prior to the start of school:

- Teacher Information Questionnaire (one per **child**)
- Health and Emergency Information & Permission Slip (one per **child**)
- Creative Discoveries Abuse Policy (one per **family**)
- Acknowledgement and Release of All Claims (one per **family**)
- Criminal History Verification Of Applicants (one for **every adult** who will volunteer in the classroom)
- Creative Discoveries Preschool Field Trip Information Form (one per **family**)
- Oregon Certificate of immunization Status (one per **child**)
- Tuition Payment Policy (one per **family**)

The rest of the information in this packet is yours to keep.

You must also complete an online Child Abuse Training Course and turn in the Certificate of Completion. It is a 30 minute, easy, online course and the link to the training is in this packet.

Your child **can not** attend school until these forms are completed and turned in! You **only** have plenty of time to get them done ***if you start right away.***

To return these forms you can:

- Mail them to the school (1444 Liberty St SE, Salem, OR 97302)
- Call the school's phone (503) 362-3938 and make an appointment to drop off your packet at the school between Aug. 23 and Aug. 25
- Bring forms to the school when you come for another meeting or purpose
 - Move-in and unpacking help: Aug 22, 4p-7p; Aug 23, 9a-3p
 - Individual family meetings: Aug 29 & 30 (scheduled separately)

I know this seems like a lot! And it is. Please reach out if you need help fulfilling our requirements, for any reason. Enjoy the rest of your Summer!

Wesley Hargrett

Membership Coordinator

wes@creativediscoveriespreschool.com

You can find all the forms from this packet online, should you need another copy of any of them for any reason. I can also provide you with additional blank copies of any enrollment form, if you email me your request (membership@creativediscoveriespreschool.com)

www.creativediscoveriespreschool.com/enrollment

You can also find our school year calendar in electronic form, on our website:

www.creativediscoveriespreschool.com/calendar
