



Christ Church Vero Beach

667 20th St., Vero Beach, FL 32960 • (772) 562-8670

E-mail: dgordon@christchurchvero.org

2018–2019 Registration Form

TOTS is an affordable, early-education enrichment program for 2—4-year-olds set in a loving Christian environment that includes Bible stories, unit lesson themes, crafts, snacks, and playtime. Our paid teaching staff provide a safe, stimulating, and nurturing environment that incorporates social development with the values of caring, sharing, and good manners while leading them to the heart of Jesus Christ.

Sept. 10, 2018 — May 21, 2019

9:30 a.m. — Noon (drop off begins 9:15)

Please provide all requested information. It remains confidential and is used only for TOTS purposes.

Child's Full Name: _____ Name most often used: _____

Child's date of birth: _____

Enrollment open for kids born by 10-15-16

Age on 09/10/18: _____ years

- | | |
|---|-------------|
| <input type="checkbox"/> Monday & Wednesday class | \$ 75/month |
| <input type="checkbox"/> Tuesday & Thursday class | \$ 75/month |
| <input type="checkbox"/> Monday — Thursday | \$150/month |

Parents' Names: _____

Primary Phone: _____ Cell phone Home

E-Mail Address (for TOTS news & updates): _____

Mailing Address: _____

City/State/Zip: _____

Siblings and ages: _____

Current interests for this child: _____

Please describe your child: _____

Contact info where parents/authorized guardians can be reached during TOTS if needed:

Mom's cell phone: _____ Dad's cell phone: _____

Emergency Contact: _____ Phone Number: _____

Other authorized person for pickup: _____ Phone Number: _____

CONTINUED ON THE BACK SIDE →

OFFICE USE ONLY: Registration Form, date received: _____
 \$30 fee received

Permission/Medical Release Form
 Allergies indicated _____

Do you want to receive our monthly TOTS newsletter at the email address previously listed? Yes No

Do you want a Facebook invitation to join the TOTS Group? It's a "secret group" to protect privacy. Yes No

Our TOTS staff is committed to the well-being of the children in our care. We limit sugar, food dyes, and high fructose corn syrup when possible. However, there are special occasions when other treats may be served that aren't on our standard snack list, i.e., cupcakes.

Standard snacks include: Pepperidge Farm goldfish crackers, vanilla wafers, Ritz crackers, animal crackers, fresh produce, organic yogurt, applesauce, pretzels, and Mott's fruit snacks. Water is our standard drink.



For food allergies, is the child permitted to eat standard snacks or will you be responsible to provide snacks from home on a regular basis? **I will bring snacks for my child** _____ **Standard snacks are fine** _____

Please list any **allergies or medical restrictions** for this child: _____

My child has a prescription for an EpiPen which I will supply. Yes* No

*If yes, please list the typical specific symptoms your child has during an allergic reaction: _____

A Registration Fee of \$30 is due along with this registration form to cover the administrative costs associated with enrollment and materials for each child. It is non-refundable after May 30, 2018.

The completed registration form and the \$30 fee can be dropped off to the church office or mailed to Debra Gordon c/o TOTS Ministry at 667 20th St, Vero Beach, FL 32960.

Online registration is also available, and the registration fee needs to be paid via our website (www.christchurchvero.org, click online giving tab, select TOTS fund).

The monthly program fee (\$75 or \$150) is due the first week of each month starting in September. For convenience and budgeting purposes, the full program cost has been divided into 9 equal payments, so we do not pro-rate shorter months or charge more for longer months.

We aim to provide a high-quality, low-cost early education program and are able to do so with the annual underwriting from Christ Church and your prompt monthly payments.

Thank you for supporting the TOTS Ministry at Christ Church.

Parent Signature: _____ Date: _____

Our TOTS Open House for 2018-2019 is scheduled for Sept. 5-6, 2018.
More details will be sent via e-mail and Facebook over the summer.



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Debra Gordon, Director

E-mail: dgordon@christchurchvero.org

FYI — INFO TO KEEP

2018-2019 TOTS Program

Dates: Sept. 10, 2018 — May 21, 2019

9:30 a.m. — 12 noon (*drop off begins 9:15*)

Open House: Sept. 5-6, 2018

Enrollment for current TOTS kids begins March 5th
to enable parents to obtain their preferred classes for next year.

Open enrollment for the public begins April 3rd
and all registrations will be considered in the order they are received.

What's next?

1. Parents submit these completed forms to a teacher or the Director:

- TOTS Registration Form
- Parents Permission & Medical Release Form
- \$30 registration fee

2. After the forms are processed, you will receive a **confirmation e-mail**. In the event you have registered for a class that is full, you will receive a phone call and be given the option to be put on a waiting list.

3. Over the summer you will receive more details about the **Open House** schedule and any special updates that might happen in the meantime. All items on the supply list should be brought with you to Open House.

4. In August, you'll be reminded to **send in a photo of your child** that we may print for uses such as name tags, cubby tags, classroom decorations, etc. We don't need a professional portrait, but please consider the factors of whether it's in clear focus, decent lighting on the face, and if your child will recognize it.

5. **Communication is super important.** We use e-mail to send documents and reminders as well as our private Facebook page. (If you're new to TOTS, an invitation will be emailed to you via Facebook to join the group.) Our KidCheck security software allows us to send text messages as well so we do try to cover all the ways people access information. Please notify us if any of your contact information changes.