

HOLD A SPOT PAPERWORK CHECKLIST



This checklist contains a list of documents that are required to be completed to hold the spot at the Fred S. Keller School in Yonkers. As a reminder, these forms should only be completed if you received an acceptance letter and would like to hold the spot while touring other programs. **We can hold a spot for five business days** upon completion of these forms.

DOCUMENT	RESPONSIBILITY	IMPORTANT NOTES
<input type="checkbox"/> General Consent Form	Parents	
<input type="checkbox"/> Parental Agreement for Emergency Procedures	Parents	

END OF CHECKLIST

Please forward all completed forms to info@fredskeller.com.



General Consent Form

Child's Name: _____

Parent/Guardian: _____

If the child is placed at the Keller School:

Yes/No

Permission to:

Photograph or videotape my child for "within-school" purposes only (e.g. class pictures, teacher training, parent education, ect.). Special permission must be gained if any photographs, slides, or video tapes are to be used for other purposes (presentations, etc.).

Provide copies of my child's progress reports to other agencies which have contact with my child (other preschools, day care facilities, social agencies, etc.)

Signature

Date



PARENTAL AGREEMENT FOR EMERGENCY PROCEDURES

Child's Name: _____

Parents Name: _____

In case of a medical emergency occurring while my child is at the Fred S Keller School, I understand that the procedures outlined below will be followed:

1. The school will call 911 to obtain emergency assistance.
2. The school will attempt to contact me at home, work, or emergency numbers.
3. An ambulance will transport my child to the hospital closest to the school.

Signature

Date