

TM**PRE-ENROLLMENT REGISTRATION FORM**

Date Of Tour: _____

Thank you for your interest in **Step Ahead Early Education & Childcare Center**. Choosing a quality child care program is one of the most pertinent decisions you will make. We take your decision seriously and are committed to living up to the important responsibility of caring for your child.

When your registration form is received, along with your registration fee of \$50 per child, you will be placed on a waiting list. You will be contacted regarding the availability of space and the enrollment process. Prior to enrollment, the Center Director will schedule a time for you to meet with your child's primary caregivers to learn more about Step Ahead Early Education & Childcare Center and develop a visitation schedule for you and your child. The director will review the parent/guardian policies/procedures and enrollment forms at that time.

Child's name: _____

Date of Birth: ____ / ____ / ____

Child's name: _____

Date of Birth: ____ / ____ / ____

Gender: _____

Gender: _____

Parent/Guardian Information: (Please use BLOCK letters)

Name: _____

Name: _____

Relationship: _____

Relationship: _____

Address: _____

Address: _____

Home/Cell Phone: _____

Home/Cell Phone: _____

Email Address: _____

Email Address: _____

Employer: _____

Employer: _____

Work Phone: _____

Work Phone: _____

Days and Hours Desired:

Mon ____ to ____ TUE ____ to ____ WED ____ to ____ THU ____ to ____ FRI ____ to ____

What date would you like enrollment to begin? _____

How did you hear about SAECC? _____

Will you be using or applying for a Child Care Voucher? _____

We will do everything possible to meet your needs, but we are unable to guarantee start dates. Enrollment is based upon availability and is subject to priority enrollment rules of Step Ahead Early Education & Childcare Center. Registration fee is nonrefundable and is due annually on or before September 1 when your child is enrolled in the program.

Please return the enrollment form to:

Step Ahead Early Education & Childcare Center (Please Check One of the following locations)

____ 30 South Main Street, Randolph MA 02368

____ 605 Hancock Street, Suite 202, Quincy MA 02170

(Parent/Guardian's Signature)

(Date)

Thank you for choosing Step Ahead Early Education & Childcare Center

For Administrative Use: Date Registration Received: _____ Sib New SAECC Sub

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