

# Family Emergency Information Daycare

Please Print

School Year: 2023-2024

**Father Information** **Not living with you**  
(Circle if true)

Full Name: \_\_\_\_\_  
   First  Last

Current Address \_\_\_\_\_  
   Street  City  State  Zip

Social Security Number: \_\_\_\_\_ Email Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Fax # \_\_\_\_\_

Religion \_\_\_\_\_ Occupation \_\_\_\_\_

Name of Employer or Business \_\_\_\_\_

Business Address \_\_\_\_\_

**Mother Information** **Not living with you**  
(Circle if true)

Full Name: \_\_\_\_\_ **Maiden Name** \_\_\_\_\_  
   First  Last

Current Address \_\_\_\_\_  
   Street  City  State  Zip

Social Security Number: \_\_\_\_\_ Email Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Fax # \_\_\_\_\_

Religion \_\_\_\_\_ Occupation \_\_\_\_\_

Name of Employer or Business \_\_\_\_\_

Business Address \_\_\_\_\_

**Parent/Guardian Information**

Married                     
  Married, but Separated                     
  Divorced                     
  Other

**Child resides with:**

Both                     
  Father                     
  Mother                     
  Other

**Who has legal custody?**

Both                     
  Father                     
  Mother                     
  Other

**Are there visitation or court restriction?**  No  Yes    If yes, it is important to provide documents to the Daycare director.

Name of Person(s) responsible for paying daycare fees and tuition:

**Children in Sacred Heart School Daycare Program:**

Name \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_

**In case of accident or illness when parents cannot be reached:**

(a) Do you authorize the school/daycare to act if medical services seem necessary? Yes \_\_\_\_\_ No \_\_\_\_\_

(b) Do you authorize the school/daycare to call for medical transportation if necessary? Yes \_\_\_\_\_ No \_\_\_\_\_

(c) If your child has a medical condition the school/daycare should know about, please explain.

Allergies/Additional Information: \_\_\_\_\_

**Permission to apply Sunscreen on your child** Yes \_\_\_\_\_ No \_\_\_\_\_

**All medications taken during school/daycare hours requires an  
“Authorization for Medication Administration” to be filled out by the parent/guardian**

(a) Please list names of nearest relative or near neighbor to whom your child may be sent if parents cannot be reached:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Doctor’s name & phone # \_\_\_\_\_

Dentist’s name & Phone # \_\_\_\_\_

Insurance Company: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Name/Names: \_\_\_\_\_

Your student(s) Name(s)

- My children have permission to participate in school/daycare sponsored field trips during the current academic year by walking, bus: under required supervision. Notice will be given.
- Sacred Heart School uses many different forms of media for exposure. Your child could be used as part of this exposure. Should you *not* want your child photographed, interviewed or videotaped, please notify the school in writing.
  - **By signing this contract you agree to the terms and conditions stated.**

**Parents Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please fill out completely

**Non-Emergency Pick-up**

Additional Names of Person's who have permission to pick-up your child from school:  
(If the same as above you do not need to fill this part out)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Comments about your child:**

**PLEASE MAKE SURE FORMS ARE COMPLETELY FILLED OUT  
AND SIGNED AND DATED BEFORE TURNING IN.**

**Registration Forms due:**

Family Emergency Forms

Schedule A Form

Voided Check

Fees

**If fees are not included they will be auto deducted on your  
first schedule withdrawal without further notice.**

**By signing this contract you agree to the terms and conditions stated.**

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_