

Step By Step SUMMER CAMP Registration Form

Year Date: _____

FOR OFFICE USE:		
Registration Fee Paid?	Yes	No
Amount: _____	Cash	or Check: _____
Start Date: _____		

Child's Full Name: _____ Nickname: _____

Birth date: _____ Age: _____ Grade JUST completed : _____ Gender: _____

Child's Social Security Number: _____

Parent Information:

Child lives with (circle one): Both Parents Mother Father Other: _____

Custodial Parent Name(s) _____

Address: _____ City: _____ Zip code: _____

Phone Numbers:

Home: _____

Father Cell: _____ Do you receive texts? Yes or No

Mother Cell: _____ Do you receive texts? Yes or No

Number you would prefer we call **first*** in case we need to get in contact with a parent?

*If we cannot reach you on your preferred number, we will continue trying with other numbers provided.

(Circle one) Home Father Cell Mother Cell Father Work # Mother Work #

Father's Place of Employment _____ Work # _____

Location: _____ Father's Email: _____

Mother's Place of Employment _____ Work # _____

Location: _____ Mother's Email: _____

Non-Custodial Parent Information (if applicable):

Name: _____ Relationship: _____

Address: _____ City: _____ Zip Code: _____

Phone Numbers: Home: _____ Work: _____ Other: _____

Medical Information:

I hereby grant permission for the staff of Step by Step to obtain emergency medical care for my child if warranted.

Physician's Name, Address, & Phone: _____

Insurance Company: _____ Policy Number: _____

Policy Holder's Name: _____ Hospital Preference: _____

List any allergies, chronic illnesses, medications taken regularly, physical conditions, fears or other important information this school should be aware of, including physical & emotional health issues (attach separate sheet if necessary):

(Please complete and sign second page on reverse)

Emergency Contact Information... IF parent cannot be reached

List information of friends and relatives who can be reached in case of emergency and who have previously agreed to pick up your child if necessary. Child will be released only to the custodial parent or legal guardian and the persons listed below. The following people will also be contacted and are authorized to remove the child from the facility in case of illness, accident or emergency, if for some reason, the custodial parent or legal guardian cannot be reached. *Efforts will be made to reach the parent/guardian first.*

1. Name: _____
Phone # _____
Address: _____
Relationship: _____

2. Name: _____
Phone # _____
Address: _____
Relationship: _____

3. Name: _____
Phone # _____
Address: _____
Relationship: _____

4. Name: _____
Phone # _____
Address: _____
Relationship: _____

5. Name: _____
Phone # _____
Address: _____
Relationship: _____

6. Name: _____
Phone # _____
Address: _____
Relationship: _____

Persons NOT authorized to pick up the child (if any):

If a non-custodial parent or other person has been denied access to a child by court order, Step by Step requires a copy of the court order regarding this matter to be maintained in the child's file in the Step by Step office. Please attach a picture or detailed descriptions of persons not permitted to pick up the child.

1. Name: _____ Relationship: _____
Detailed Description: _____

2. Name: _____ Relationship: _____
Detailed Description: _____

Signature: _____ **Date:** _____

*All registrations must be complete including parent contract and field trip permission form, and registration fee of \$85.00 paid before child can attend Summer Camp at Step By Step. Tuition must be current and paid in full before a child can return each week. Tuition is due by Monday of week attending.