

Tender Spirits Childcare

Registration Documents



General Information

TSCC must have a completed and accurate registration form for you and your child at all times. This record is not only a requirement for all Licensed Family Childcare Providers but also essential in the event of an Emergency. The Parent agrees to complete this form to the best of his/her knowledge and agrees to notify the Caregiver of any changes to employment, address, phone numbers, subsidy changes etc.

Child's Information					
First Name:		Nickname:		Last Name:	
DOB:	Age:	Sex:	Spoken Language:	Other Languages:	
Custody agreement in effect (if yes attach a copy):			Lives in the Home of (Mother/Father etc.):		
PHN/Care Card #: (attach a photocopy)			Extended Medical:		
Health Conditions/ Alerts/Medications:			Allergies:		
Doctor:		Practice Name:		Phone Number:	
Dentist:		Practice Name:		Phone Number:	
Is your child up to date with his/her vaccinations? (attach a photocopy of the health passport)				Blood Type (if known):	
Parent Information: Mother / Father / Other _____					
First Name:		Last Name:		Marital Status:	
DOB:	Age:	Sex:	Spoken Language:	Other Languages:	
Address:				Postal Code:	
Home Phone:		Cell:		Email Address:	
Work Phone:		Job Title:		Company Name:	
Work Address:				Postal Code:	
Work Schedule:	Monday	Tuesday	Wednesday	Thursday	Friday
Parent Information: Mother / Father / Other _____					
First Name:		Last Name:		Marital Status:	
DOB:	Age:	Sex:	Spoken Language:	Other Languages:	
Address:				Postal Code:	
Home Phone:		Cell:		Email Address:	
Work Phone:		Job Title:		Company Name:	
Work Address:				Postal Code:	
Work Schedule:	Monday	Tuesday	Wednesday	Thursday	Friday

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Alternate or Emergency Release Person(s)

In an emergency, the parent will be contacted to pick up the child, if the parent cannot be reached the next person on the alternate or emergency release person(s) list will be called and the child will be released to them. No child will be allowed to leave with anyone except the parents unless indicated on this alternate or emergency release person(s) list. Alternate pick-up persons must be at least 16 years old. Any person unfamiliar to the educator will be required to **show picture identification and state the code word**. Under no circumstances will the child be released to anyone, other than those listed here, without WRITTEN permission.

Alternate or Emergency Release Person							
First Name:		Last Name:		Relationship:			
Home Phone:		Cell:		Email Address:			
Work Phone:		Job Title:		Company Name:			
Alternate or Emergency Release Person							
First Name:		Last Name:		Relationship:			
Home Phone:		Cell:		Email Address:			
Work Phone:		Job Title:		Company Name:			
Alternate or Emergency Release Person							
First Name:		Last Name:		Relationship:			
Home Phone:		Cell:		Email Address:			
Work Phone:		Job Title:		Company Name:			
Alternate or Emergency Release Person							
First Name:		Last Name:		Relationship:			
Home Phone:		Cell:		Email Address:			
Work Phone:		Job Title:		Company Name:			
Code Word: _____							
Any Person(s) UNAUTHORIZED							
First Name:		Last Name:		Relationship:			
First Name:		Last Name:		Relationship:			
Authorization							
I, the parent, authorize the persons above to pick up my child when I am unavailable or in the event of an Emergency.							
Authorization:		YES / NO		Signature:		Date:	



Authorization & Permissions

Authorization & Permission for Local Walking Trips

I, the parent, authorize Tender Spirit Childcare, Monica Andersen, and any of her employees **to take my/our child on walking trips, special outings, neighbourhood walks and excursions to nearby public parks or school playgrounds/facilities for activities, exercise, exploration and outdoor play.** I, the parent, understand all such trips are under adult supervision and that health and safety precautions are taken in compliance with Fraser Health Authority (Emergency Permission Cards and a 1st Aid kit are carried, along with my cell phone) and the daycare handbook. I understand that my permission for any trips requiring a train, bus, or private vehicle will be given as needed with a field trip permission form.

Authorization:	YES / NO	Signature:	Date:
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Authorization & Permission for Outdoor Play

I, the parent, authorize Tender Spirit Childcare, Monica Andersen, and any of her employees **to take my/our child to play outdoors with the other children.** I am aware that the provider must be within sight or hearing of the children at all times and that there will be water, gym and or playground equipment/structures (slides, climbers, swings etc.) involved frequently. I understand that the educator will follow all policies as set out in the daycare handbook. I release Tender Spirits Childcare, Monica Andersen and any of her employees, from any and all liability for injury and or accidents resulting from outdoor play.

Authorization:	YES / NO	Signature:	Date:
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Authorization & Permission for Water Play

I, the parent, authorize Tender Spirit Childcare, Monica Andersen, and any of her employees **to allow my/our child to participate in water play activities such as but not limited to playing in a water table, sensory table, sprinkler, hose, pool, slip and slide, bucket car wash play etc.** I understand that the children will be supervised at all times and that the educator will follow all policies as set out in the daycare handbook. I release Tender Spirits Childcare, Monica Andersen and any of her employees, from any and all liability for injury and or accidents resulting from water play.

Authorization:	YES / NO	Signature:	Date:
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Authorization & Permission for Risky Play

I, the parent, authorize Tender Spirit Childcare, Monica Andersen, and any of her employees **to allow my/our child to participate in risky play activities such as but not limited to playing, constructing, climbing and jumping on and off of tires, wooden planks, wooden spools, wood stumps etc.** I understand that the children will be supervised and that the educators will follow all policies as set out in the daycare handbook. I release Tender Spirits Childcare, Monica Andersen and any of her employees, from any and all liability for injury and or accidents resulting from risky play.

Authorization:	YES / NO	Signature:	Date:
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Authorization & Permission for Loose Parts Play

I, the parent, authorize Tender Spirit Childcare, Monica Andersen, and any of her employees **to allow my/our child to participate in loose parts play activities. Loose parts are materials that can be moved, carried, combined, redesigned, lined up, and taken apart and put back together in multiple ways.** Loose parts can be used alone or combined with other materials. I understand that the children will be supervised and that the educator will follow all policies as set out in the daycare handbook. I release Tender Spirits Childcare, Monica Andersen and any of her employees, from any and all liability for injury and or accidents resulting from loose parts play.

Authorization:	YES / NO	Signature:	Date:
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Authorization & Permission Skin Care Products

I, the parent, authorize Tender Spirit Childcare, Monica Andersen, and any of her employees **to apply Band-Aids, Sunscreen, Diaper Cream/ Vaseline, Baby powder to my child as necessary.** I release Tender Spirits Childcare, Monica Andersen and any of her employees, from any and all liability for injury and or accidents resulting application of these products.

Authorization:	YES / NO	Signature:	Date:
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Authorization & Permission for StoryPark, Photographs & Video

I, the parent, authorize Tender Spirit Childcare, Monica Andersen, and any of her employees **to capture, use, post and display any photographs or videos that my child appears in, as indicated in the below permissions.** No inappropriate pictures or videos will ever be captured, used, posted or displayed. These pictures/videos are for daycare use only, arts or crafts, as gifts, in daycare photo albums etc., and with permission, the photos and videos will be shared with the public; for example on the daycare Facebook page, bulletin board, or in an email to parents. I, the parent, also give full copyright of these pictures or videos to Tender Spirit Childcare, Monica Andersen. I agree that this authorization will remain in effect during the term of my child's enrollment unless written notification is given to the daycare provider. The daycare provider reserves the right to photograph the children for curriculum purposes without specific parental consent. *Please also see the daycare handbook for the daycare photograph and video policy.

Authorization for daycare use; arts, crafts, gifts, photo albums etc.	YES / NO	Signature:	Date:
Authorization for in daycare use; posted in the facility - pedagogical documentation, name tags, bulletin boards etc.	YES / NO	Signature:	Date:
Authorization for Social Media use; Tender Spirits Childcare Facebook Page/ Instagram Page / Website	YES / NO	Signature:	Date:
Authorization for StoryPark use; Parent protected website used to share what's happening in daycare: pedagogical documentation, photos etc.	YES / NO	Signature:	Date:
Authorization for Newsletter use; Occasionally celebration photos may be used (birthday announcements, sports day etc.)	YES / NO	Signature:	Date:
Authorization for Google Photo Sharing; TSCC might share daycare photos (that could include any/all children) through google photos – permissions are given to all parents so that they can view and/or save photos.	YES / NO	Signature:	Date:

Handbook Acknowledgment/ Statement of Receipt and Agreement

I have read, understand and agree to abide by and familiarize myself with all of the terms and conditions as outlined in the "Parent Handbook of Policies and Procedures" for Tender Spirits Childcare. I also agree that Tender Spirits Childcare may make changes to the "Parent Handbook of Policies and Procedures", any policies, rules, consents or contracts as needed. The policy, rules, contracts, consents, and forms will be reviewed and updated annually and as needed. If needed, TSCC will update parent contracts to comply with any changes, and parents will need to sign the new contracts to continue care.

Current Handbook Copy Parent Received:	Version June 2022	Signature:	Date:
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