Welcome to the 2017-18 School Year

Attached you will find the necessary paperwork required before your child can attend VHBC Preschool. We ask that you take your time and complete fully as we must ensure all proper documentation is in place before the school year begins.

If your child is **new** to our school, please be sure we have:

- Copy of Child's Birth Certificate
- School entrance form signed by **you** as well as completed by **physician**

If your child is a **returning** student, we already have your child's copy of birth certificate, and original school entrance form, but it is your responsibility to provide **updated immunization** records as you receive them. This is vital to our certification.

EVERY STUDENT MUST PROVIDE SIGNED COPIES OF THE **FOLLOWING DOCUMENTS** TO THE PRESCHOOL OFFICE.

- 2017-18 Student Information Sheet
- Family Handbook Acknowledgement Form
- Pick Up Permission Form
- Photo Consent/Field Trip Consent Form (please complete no matter the age of your child)

If you plan to use electronic funds transfer, or Before/Aftercare services, these additional forms will be due:

- Credit Card/Bank EFT authorization
- Before/Aftercare Registration

For your convenience, you can complete/scan/email: (**forms@vhbcpreschool.org**) or you can mail/drop off hard copies to the preschool office.

Thank you for your prompt attention to these matters, and we look forward to a great school year with your family!

Blessings!

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