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Paperwork Checklist

To meet the standards set by the Department of Social Services and the School's policy, children cannot be admitted to school without the following items.

By August 26, the following items must be submitted (Parts 1-9 via Adobe sigh, Parts 20-13 brought in on first day of attendance.):

1. ERS 2019-2020 Enrollment Agreement
2. Child Record Part A – Child Information Form
3. Child Record Part B – Family Information Form
4. Child Record Part C – Emergency Information Form
5. Provisions of the Emergency Preparedness and Response Plan
6. Liability Waiver and Indemnification
7. Policy for the Administration of Medication
8. Authorization to Apply Non-Prescription Topical Skin Products
9. Permission to Document Form
10. Commonwealth of Virginia School Entrance Health Form, immunizations, and physical examination report (**ALL new students** as well as those who need to update expired forms, who will be notified by us separately).
11. Proof of children's age (**ALL new students**) – please bring original birth certificate or, if applicable, a passport to show Program Director or Administrative Assistant on first day of school.
12. If applicable, signed Medication Authorization Release Form (signed by both parent AND physician) and medication in all original packaging with child's name on it. (Physician's signature and stamp required on lower half of form for prescriptions and/or long-term medications.)
13. If applicable, signed and completed Food Allergy Emergency Care Plan (signed by both parent AND physician) for any child with a food allergy or other allergy potentially requiring intervention during school hours. If medication is required, then a Medication Authorization Release Form (see above), is also required. Please note: If your child requires and Epi Pen, it needs to be renewed annually.



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Materials Checklist

On the first day of school – all children bring:

ALL ITEMS SHOULD BE CLEARLY MARKED WITH CHILD'S NAME OR SYMBOL

1. ERS approved backpack*
2. Wet bag* (waterproof-lined bag for storing wet clothes)
3. Dry bag* (large ziplock bag) filled with a complete and seasonally appropriate change of clothes (socks, shirt, pants/underwear)
4. Crocs or Natives are the preferred shoes for children to wear to school
5. Sun hat with large brim covering the back of the neck*
6. Rain boots (to remain at school)
7. Rain coat (to remain at school)*
8. Klean Kanteen* -- 12 oz. Bottle type water bottle with sports top
9. Nap mats*
10. One small stuffed animal/"lovey" may be provided for use during rest time. Stuffed animals may not be characters or character-based.

*Refer to the School Supplies Details list for more information

Potty Learning Children:

Training pants are required for all children who are still potty learning (please do not bring any diapers). If your child wears training pants, please bring chlorine-free training pants on the first day of each month. The following table lists the number you should bring:

<http://www.amazon.com/Seventh-Generation-Training-Pants-Count/dp/B006HT2T5M/ref=sr12?ie=UTF8&qid=14-6691992&sr=8-2&keywords=pull+ups+organic=chlorine=free>

Days/week attending ERS	Number of training pants to bring
2	24
3	36
5	60