



# Delaware Christian Academy

2280 Marysville Road Delaware, Ohio 43015

Phone (740) 369-2524

Fax (740) 369-2279

Dear Parent,

Thank you for choosing Delaware Christian Academy! Our goal is to create a safe, loving, educational and Christian environment for all children enrolled in our various programs. As Director, it is my personal goal to minister to both the children and families of DCA. Generally, my hours will be from 8 to 5 pm. Please know that my door is always open to you to discuss questions or concerns. If you need to see me and I am unavailable, please call to schedule an appointment.

Enclosed with this letter is an enrollment packet which includes the necessary paperwork that is required by our licensing agency, the Ohio Department of Job & Family Services, and also by Delaware Christian Academy. Forms must be completed and returned prior to the first day of enrollment, unless otherwise noted.

\_\_\_\_ Child Enrollment & Health Information

\_\_\_\_ Child Release Permission Form

\_\_\_\_ Child Medical Statement (due 30 days after the first day of attendance) or due by the following date: \_\_\_\_\_.

\_\_\_\_ Application

\_\_\_\_ Child's Information Verification

\_\_\_\_ Photo Release Form

If you have any questions about the paperwork or our program, feel free to contact us.

We are so glad you have chosen Delaware Christian Academy and are looking forward to providing a a quality learning experience for your child.

Sincerely,

Traci Bender  
Director

Encl.

# 2017-2018 DCA ENROLLMENT

Please complete this form and return it along with a non-refundable \$35 registration fee.

Children enrolled in a part-time preschool program must be fully toilet trained. A toilet trained child is defined as a child who is no longer in a diaper or pull-up and uses the restroom on his/her own, without being asked or reminded.

Part and Full Time Preschool includes the following days:

Class	Days	Time	Child's Age	Tuition
3/4 AM (Sept-May)	T TH	9:00 – 11:30	3 by 09/01/17	\$175 monthly
4/5 AM (Sept-May)	M W F	9:00 – 11:30	4 by 09/01/17	\$205 monthly
Pre-K AM (Sept-May)	M-F	9:00 – 11:45	5 by 12/31/17*	\$240 monthly
Full Time Program (Year round)	M-F	7:00-6:00	18 months-5 years old	\$185 weekly (potty trained) \$195 weekly (non-potty trained)
School Age Summer Program (May 30 <sup>st</sup> -Aug. 11 <sup>th</sup> )	M-F	7:00-6:00	Kindergarten- 4 <sup>th</sup> grade (completed)	\$155 weekly no sibling \$130 weekly sibling in program

\* Children who are age 4 by August 1, 2017 may be eligible for the Pre-K program. Please contact us for further information.

**\*\* Please note the tuition rate changes. The changes will be effective when our fall program begins Monday, August 14<sup>th</sup> for full time program and Sept. 5<sup>th</sup> for part time program.**

Child's Name: \_\_\_\_\_

Child's Birthday: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Child's Age/Grade \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Address: \_\_\_\_\_

Street

City

Zip Code

Parent Phone Number: \_\_\_\_\_

Parent Email Address: \_\_\_\_\_

Circle the program that you are interested in for the 2017 – 2018 program year.

3 / 4 AM

4/5 AM

Pre-K AM

Full Time Program

School Age Summer Program





## Delaware Christian Academy Child Release Permission Form

As the legal custodial parent/guardian of \_\_\_\_\_,  
 I give permission to Delaware Christian Academy to release my child into the care of any of the individuals listed below. I understand that this individual will be asked to present photo identification. If this individual is unable to do so my child will be unable to be released. I also understand that my child will not be released into the care of any individual not listed on this form, unless prior written notification, signed and dated by myself is given to Delaware Christian Academy. All individuals listed must be sixteen years old.

Individual my child may be released to:	Individual's relationship to my child:
1.	<b>Mother</b>
2.	<b>Father</b>
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

\_\_\_\_\_  
 Signature of parent/guardian

\_\_\_\_\_  
 Date

***In the case of special custody arrangements, formal custody or restraining order papers must be on file. Delaware Christian Academy cannot restrict a parent from a child or the facility without court documentation with specific limitations listed.***

# DELAWARE CHRISTIAN ACADEMY

## Delaware Christian Academy Child's Information Verification

As the legal custodial parent/guardian of \_\_\_\_\_, I understand that it is my responsibility to keep all information on any required paperwork current during my child's enrollment at Delaware Christian Academy. This paperwork includes the enrollment application, child release permission form, child enrollment and health information form, and the child's medical statement. I also understand that I may change any information originally given, as needed, throughout my child's enrollment at Delaware Christian Academy. I also verify that all information on the above-mentioned forms is currently up-to-date.

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Signature of parent/guardian

Date

# DELAWARE CHRISTIAN ACADEMY

## Photo Release Form

for

\_\_\_\_\_

Name of child

I give permission for photographs and video to be taken of my child for purposes deemed appropriate by Delaware Christian Academy, such as, but not limited to, program slideshows, media, and DCA website.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

I do not give permission.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_