



Child's Name _____ Child's Date of Birth _____

Please check the box to indicate your program selection ☒

Space is limited and only completed registration packets will be processed on a first-come, first-served basis. We will make every effort to accommodate your requests but cannot guarantee your first choice will be available.

☐ **Child Care Program: Babies, Toddlers, PreK-2 8:30am-12:00pm**

- 12 months - 36 months (must be 1 year old by September 1st)
- Please indicate your 1st, 2nd, & 3rd choice
 - _____ 2 days a week (Tuesday and Thursday)
 - _____ 3 days a week (Monday, Wednesday and Friday)
 - _____ 5 days a week (Monday-Friday)
- Early Drop off available 8:00-8:30am; Extended Care available daily until 4:00pm

☐ **PreK-3 Program 8:30am-12:00pm**

- 3 years old before September 1st
- All children must be potty trained by start of class
- Please indicate your 1st, 2nd choice
 - _____ 3 days a week (Monday, Wednesday and Friday)
 - _____ 5 days a week (Monday-Friday)
- Early Drop off available 8:00am-8:30am; Extended Care available daily until 4:00pm

☐ **VPK Program 8:30am-12:15pm**

- Certificate of Eligibility from Hillsborough County required
- 4 years old before September 1st
- 5 days a week (Monday-Friday)
- Early Drop off available 8:00am-8:30am; Extended Care available daily until 4:00pm

☐ **VPK Enrichment Program 2 days/week 12:00pm-2:00pm**

- Please indicate your 1st, 2nd choice
 - _____ Tuesday and Thursday
 - _____ Wednesday and Friday

☐ **Kindergarten Program 8:15am-2:00pm**

- 5 years old before September 1st
- 5 days a week (Monday-Friday)
- Early Drop off available 8:00am-8:30am; Extended Care available daily until 4:00pm

LAKE MAGDALENE CHRISTIAN SCHOOL REGISTRATION FORM

Office Use
Only

STUDENT'S Name: _____ Male ☐ Female ☐

Name you prefer your child to be called at school: _____

Date of Birth: _____

Home Address: _____

City/State/Zip: _____

Race: [] White, Non Hispanic [] Black, Non Hispanic [] Hispanic [] Asian/Pacific Islander [] American Indian/Alaska Native [] Multiracial

Language spoken at home _____

T-Shirt size for School Shirt: (circle size) 2T 3T 4T YS YM YL AS AM

FAMILY INFORMATION

Mother's Name: _____

Primary Phone #: _____

Alternate/Work # _____

Occupation: _____

Employer: _____

Father's Name: _____

Primary Phone #: _____

Alternate/Work #: _____

Occupation: _____

Employer: _____

Email(s) for school communication: _____

CUSTODY OF CHILD: (circle one) BOTH PARENTS FATHER ONLY MOTHER ONLY

Please note: If parental rights change during the year, legal documentation will need to be provided to LMCS.

If parents are divorced or separated and have joint custody, please provide name and address of parent not living at child's address:

Name: _____

Address: _____

SIBLINGS: Name, Age & School _____

Parents members of Lake Magdalene Church? Yes ☐ No ☐

Previous preschool/daycare experience: _____

EMERGENCY CONTACTS: 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 pickup the child from school in case of illness, accident or emergency if the parent cannot be reached:

Name

Phone

Relationship

	Name	Phone	Relationship
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____

Please read and initial each of the areas below:

NO REFUNDS

I am aware and acknowledge that all **FEES AND TUITION** are **NON-REFUNDABLE & NON-TRANSFERABLE**.

INITIAL HERE: _____

PHOTO RELEASE PERMISSION

I understand that the School may, at times, photograph or video my child and use the images for bulletin boards, special projects, school program slideshows, DVD recordings of school programs, tracking student progress and the school website or Facebook.

I hereby authorize the School the use of my child's image or likeness as described above and hereby waive and release the Church, School or other parents from any and all liability whatsoever that may arise in connection with such use.

I do give consent _____

I do not give consent _____

MEDICAL INFORMATION

ALLERGIES: _____

EPI Pen Required? _____

MEDICAL CONDITIONS: _____

SPECIAL DIETARY NEEDS: _____

Describe any physical/emotional/behavioral/developmental concerns: _____

When registering a child with special needs, the family must inform LMCS of disability(s) and work together to place the child in the appropriate class. Does your child have any special needs that LMCS needs to know more about? ☐ yes ☐ no

MEDICAL TREATMENT PERMISSION

As parent of _____, I hereby give permission to Lake Magdalene Christian School personnel to submit my child for emergency treatment at a hospital in the event that I cannot be reached. I accept financial responsibility for payment of any costs incurred in providing emergency medical treatment for my child. I attest that all information on this application is accurate and complete and I will notify the school of change

STUDENT'S PHYSICIAN: _____ PHONE: _____

HOSPITAL PREFERRED: _____ PHONE: _____

All applicants are considered regardless of race, gender, color, creed, or national or ethnic origin. The School reserves the right to dismiss any student/family who does not respect its spiritual standards or cooperate in the education process.

FOR OFFICE USE ONLY:

Registration Fee/Tuition: _____

Date: _____

Receipt/Check #: _____



BEHAVIOR MANAGEMENT POLICY

Hillsborough County Ordinance 86-35, Section 1.06 (2), requires that parents are notified in writing of the disciplinary practices used by the child care facility. The parent's or legal guardian's signature verifies that the parents or guardians have been notified in writing of the disciplinary practices of the child care facility.

I have read the **Lake Magdalene Christian School Parent Handbook** (that is linked on the school website at lakemagdaleneccs.org), which states on page 15 the disciplinary practices used by the child care facility.

CHILD CARE FACILITY FOOD ORDINANCE

I grant permission for my child to participate in food related activities such as special occasions and learning activities that include food consumption. Restrictions will be strictly enforced for any student with food allergies documented in writing by parent or guardian.

CHILD CARE FACILITY BROCHURE

My signature below verifies receipt of the brochure "Know Your Child Care Facility".

INFLUENZA GUIDE TO PARENTS BROCHURE

My signature below verifies receipt of the brochure on the Influenza virus, "The Flu, A Guide for Parents".

DISTRACTED ADULT BROCHURE

My signature below verifies receipt of the brochure "When Life Happens...Don't Be a Distracted Adult".

Child's Name: _____

Parent's Name: _____

Parent Signature: _____

Date: _____



Automatic Payments Enrollment Authorization

I hereby authorize my financial institution to make periodic payments on my behalf from the checking, savings, or credit account listed below and transfer it to Lake Magdalene Christian School. I understand that I am in full control of my payments, and I will notify both my financial institution and Lake Magdalene Christian School if at any time I decide to make any changes, discontinue this service, or change or close my credit card or bank account.

Parent's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Signature: _____ Date: _____

Please select only one option below (bank account OR credit card).

Bank Account Information

Name of institution: _____

Account number: _____

Routing Number (or attach voided check) _____

Credit Card

Visa or Mastercard ONLY

Credit Card Number: _____

Expiration: Month/Year: _____ CVC/CVV 3-digit number: _____



Lake Magdalene
Christian School

2025-2026

TUITION

Childcare: Babies, Toddlers, PreK-2 (must be 1 year old by 9/1/25)

5 days a week	\$650 monthly
3 days a week (MWF)	\$400 monthly
2 days a week (T/TH)	\$300 monthly

PreK-3 (3 years old by 9/1/25)

5 days a week	\$650 monthly
3 days a week (MWF)	\$400 monthly

VPK (4 years old by 9/1/25)

State funded VPK (M-F)	\$0
Self pay VPK	\$650 monthly

Enrichment & Lunch (VPK students)

2 days a week 12:00-2:00pm	\$175 monthly
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Kindergarten (5 years old by 9/1/25)

5 days a week	\$850 monthly
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FEES

Registration Fee (Non-Refundable)

\$250 / 1st child
\$175 / 2nd child

Supply & Curriculum Fee (due September 1, 2025)

\$80 / PreK-2
\$135 / PreK-3
\$175 / Kindergarten

Security Fee (due September 1, 2025)

\$200 (or \$20 monthly payment plan)

Extended Care Fee

\$12 an hour for drop in care

Early Drop Off Fee (8:00-8:30am)

\$10 per day

The registration fee and prorated August tuition are due at the time of registration.

Tuition is due the 1st of every month. A \$25 late fee will be added to your account if payment has not been received by the 6th. Payments are made September 1st – May 1st.

Florida Voluntary Pre-Kindergarten (VPK): 144 days of our 170 day calendar qualify for VPK funding. The VPK funded portion of our school year tentatively runs August 18th - April 17th. If you would like your child to attend the additional school days, a tuition payment of \$650 is due no later than April 1st. Monthly payment plans are available.

Extended care is available for all ages from 12:00-4:00pm. The full hour is automatically charged for the FIRST hour (regardless of the actual time used). Any additional hours will be charged by the quarter hour.



GENERAL INFORMATION

BIRTH CERTIFICATE

Verification of birth date is REQUIRED for all children not previously enrolled in Child Care or Preschool classes. Registration cannot be processed without this documentation. You must have a copy or a picture of their birth certificate at the time of registration.

REGISTRATION FEE & PRORATED AUGUST TUITION

At the time of registration, the registration fee and the prorated August tuition is due. The registration fee is non-refundable/non-transferrable. If your child is previously enrolled, we can add these 2 fees to your monthly Procure statement. If your child is new to the school, you can pay in cash or check.

HEALTH RECORD REQUIREMENTS

Health records, current for the 2024-25 school year, are required for ALL STUDENTS attending. There are two required forms: 1) DH3040 - School Entry Health Exam; and 2) DH680 Certification of Immunization. Contact your child's pediatrician for these forms.

First Time Enrollees

Health records for "first time" enrollees are due in the school office between June 1, 2025 and July 31, 2025. Any health records for "first time" enrollees received after July 31, 2025 will be assessed a \$50 late fee. Before leaving your physician's office, please confirm that the forms are complete and that the expiration date will be valid through the end of our school year. (The only exception is a student who will require immunizations during the school year; new forms will be issued at that time.)

Re-Enrollees

As a courtesy to re-enrollees, unexpired health records currently on file will be transferred to the next school year. The school office will notify you one month before the expiration date of your child's health records. New health records must be submitted prior to the expiration date. You will be assessed a \$50 fee if updated health records are not submitted before the expiration date. Before leaving your physician's office, please confirm that the forms are complete and that the expiration date will be valid through the end of our school year. (The only exception is a student who will require immunizations during the school year; new forms will be issued at that time.)

LATE FEES

Extended Day fees accrue monthly and are due at the end of each month; any payments not received by the 6th of the following month are subject to a late fee. All balances must be paid by the LAST DAY of school, to avoid a year-end late fee.

In addition, any child not picked up by our 4:00 p.m. closing time will be assessed a \$20 late pick-up fee and \$1/minute after that.

MEET THE TEACHER

Meet the Teacher for our Kindergarten students is Tuesday, August 12th. Child Care and Preschool classes will be Wednesday, August 13th and Thursday, August 14th. You will receive an email from the school in the beginning of August confirming the date, classroom assignment and your child's teacher.

Parent's Role

A parent's role in quality child care is vital:

- Inquire about the qualifications and experience of child care staff, as well as staff turnover.
- Know the facility's policies and procedures.
- Communicate directly with caregivers.
- Visit and observe the facility.
- Participate in special activities, meetings, and conferences.
- Talk to your child about their daily experiences in child care.
- Arrange alternate care for your child when they are sick.
- Familiarize yourself with the child care standards used to license the child care facility.

Quality Child Care

Quality child care offers healthy, social, and educational experiences under qualified supervision in a safe, nurturing, and stimulating environment. Children in these settings participate in daily, age-appropriate activities that help develop essential skills, build independence and instill self-respect. When evaluating the quality of a child care setting, you should consider the facility's quality indicators related to activities, caregivers, and environment.

Quality Activities

- Activities are children initiated and teacher facilitated.
- Activities include social exchanges with all children.

Quality Caregivers

- Caregivers are friendly and eager to care for children.
- Caregivers accept family cultural and ethnic differences.

Quality Environments

- Environments are clean, safe, inviting, comfortable, and child-friendly.
- Environments provide easy access to age-appropriate toys.



For additional information, please visit www.myflfamilies.com/childcare or contact your local licensing office.

This brochure was created by the Department of Children and Families in consultation with the Department of Health.

KNOW YOUR CHILD CARE FACILITY

Know Your Child Care Facility - General Requirements

Every licensed child care facility must meet the minimum state child care licensing standards pursuant to s. 402.305, F.S., and ch. 65C-22, F.A.C., which include, but are not limited to, the following:

- Valid license posted for parents to see.
- All staff appropriately screened.
- Maintain appropriate transportation practices (if transportation is provided).
- Provide parents with written disciplinary and expulsion practices used by the facility.
- Provide access to the facility during normal hours of operation.
- Maintain minimum staff-to-child ratios.

Health Related Requirements

Emergency procedures that include:

- Posting Florida Abuse Hotline number along with other emergency numbers.
- Staff trained in first aid and pediatric cardiopulmonary resuscitation (CPR) on the premises at all times.
- Fully stocked first aid kit.
- A working fire extinguisher and documented monthly fire drills with children and staff.
- Medication and hazardous materials are inaccessible and out of children's reach.



Age of Child

Infant	4:1
1 year old	6:1
2 year old	11:1
3 year old	15:1
4 year old	20:1
5 year old and up	25:1

Child: Teacher Ratio

4:1
6:1
11:1
15:1
20:1
25:1

Training Requirements

- 40-hour introductory child care training.
- 10-hour in-service training annually.
- 0.5 continuing education unit of approved training or 5 clock hours of training in early literacy and language development.
- Director Credential for all facility directors.

Food and Nutrition

Post a meal and snack menu that provides daily nutritional needs of the children (if meals are provided).

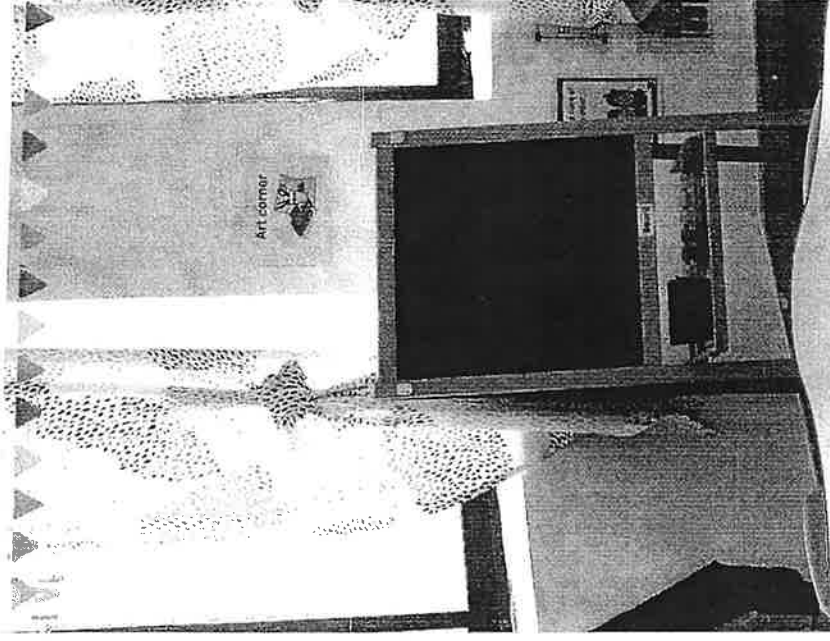
Record Keeping

Maintain accurate records that include:

- Children's health exam/immunization record.
- Medication records.
- Enrollment information.
- Personnel records.
- Daily attendance.
- Accidents and incidents.
- Parental permission for field trips and administration of medications.

Physical Environment

- Maintain sufficient usable indoor floor space for playing, working, and napping.
- Provide space that is clean and free of litter and other hazards.
- Provide sufficient outdoor play area.
- Maintain sufficient lighting and inside temperatures.
- Equipped with age and developmentally appropriate toys.
- Provide appropriate bathroom facilities and other furnishings.
- Provide isolation area for children who become ill.
- Practice proper hand washing, toileting, and diapering activities.



To report suspected or actual cases of child abuse or neglect, call the Florida Abuse Hotline
1.800.962.2873

What is the influenza (flu) virus?

Influenza ("the flu") is caused by a virus which infects the nose, throat, and lungs. According to the US Centers for Disease Control and Prevention (CDC), the flu is more dangerous than the common cold for children. Unlike the common cold, the flu can cause severe illness and life threatening complications in many people. Children under 5 who have the flu commonly need medical care. Severe flu complications are most common in children younger than 2 years old. Flu season can begin as early as October and last as late as May.

How can I tell if my child has a cold, or the flu?

Most people with the flu feel tired and have fever, headache, dry cough, sore throat, runny or stuffy nose, and sore muscles. Some people, especially children, may also have stomach problems and diarrhea. Because the flu and colds have similar symptoms, it can be difficult to tell the difference between them based on symptoms alone. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.



THE FLU

A Guide for Parents



For additional information, please visit
www.myfloridafamilies.com/childcare or contact
your local licensing office.

This brochure was created by the
Department of Children and Families in
consultation with the Department of Health.

What should I do if my child gets sick?

Consult your doctor and make sure your child gets plenty of rest and drinks a lot of fluids. Never give aspirin or medicine that has aspirin in it to children or teenagers who may have the flu.

Call or take your child to a doctor right away if your child:

- Has a high fever or fever that lasts a long time
- Has trouble breathing or breathes fast
- Has skin that looks blue
- Is not drinking enough
- Seems confused, will not wake-up, does not want to be held, or has seizures (uncontrolled shaking)
- Gets better but then worse again
- Has other conditions (like heart or lung disease, diabetes) that get worse



How can I protect my child from the flu?

A flu vaccine is the best way to protect against the flu. Because the flu virus changes year to year, annual vaccination against the flu is recommended. The CDC recommends that all children from the ages of 6 months up to their 19th birthday receive a flu vaccine every fall or winter (children receiving a vaccine for the first time require two doses). You also can protect your child by receiving a flu vaccine yourself.



What can I do to prevent the spread of germs?

The main way that the flu spreads is in respiratory droplets from coughing and sneezing. This can happen when droplets from a cough or sneeze of an infected person are propelled through the air and infect someone nearby. Though much less frequent, the flu may also spread through indirect contact with contaminated hands and articles soiled with nose and throat secretions.

To prevent the spread of germs:

- Wash hands often with soap and water.
- Cover mouth/nose during coughs and sneezes. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
- Limit contact with people who show signs of illness.
- Keep hands away from the face. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.



When should my child stay home from child care?

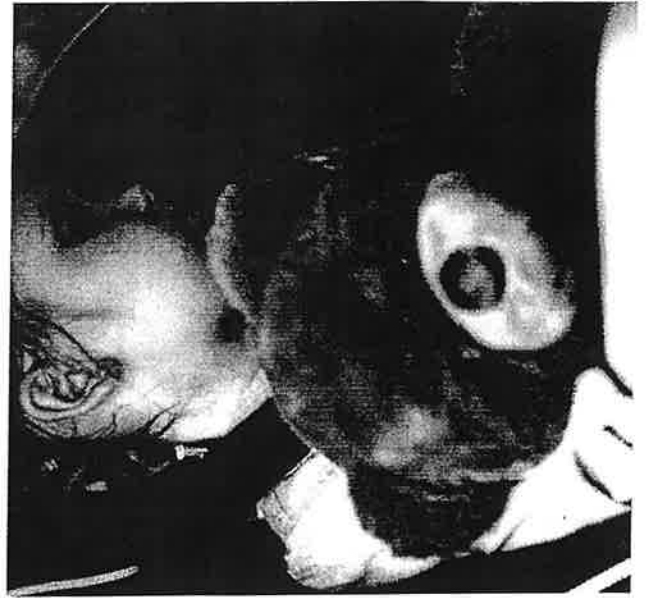
A person may be contagious and able to spread the virus from 1 day before showing symptoms to up to 5 days after getting sick. The time frame could be longer in children and in people who don't fight disease well (people with weakened immune systems). When sick, your child should stay at home to rest and to avoid giving the flu to other children and should not return to child care or other group settings until his or her temperature has been normal and has been sign and symptom free for a period of 24 hours.



During the 2009 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes provide parents with information detailing the causes, symptoms, and transmission of the influenza virus (the flu) every year during August and September.

For additional helpful information about the dangers of the flu and how to protect your child, visit: www.cdc.gov/flu/ or www.immunizeflorida.org/

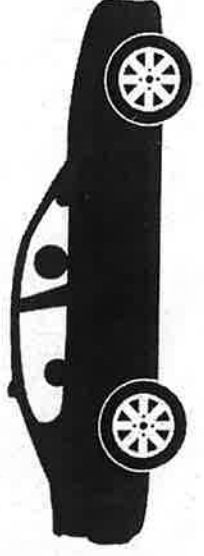
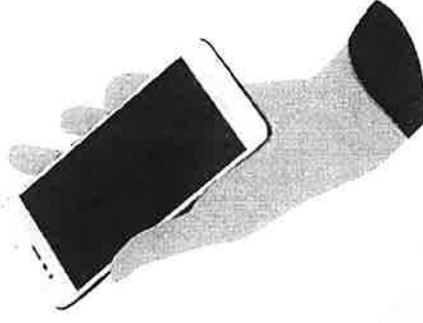
A change in daily routine,
lack of sleep, stress,
fatigue, cell phone use, and
simple distractions are some
things parents experience and
can be contributing factors as
to why children have been left
unknowingly in vehicles...

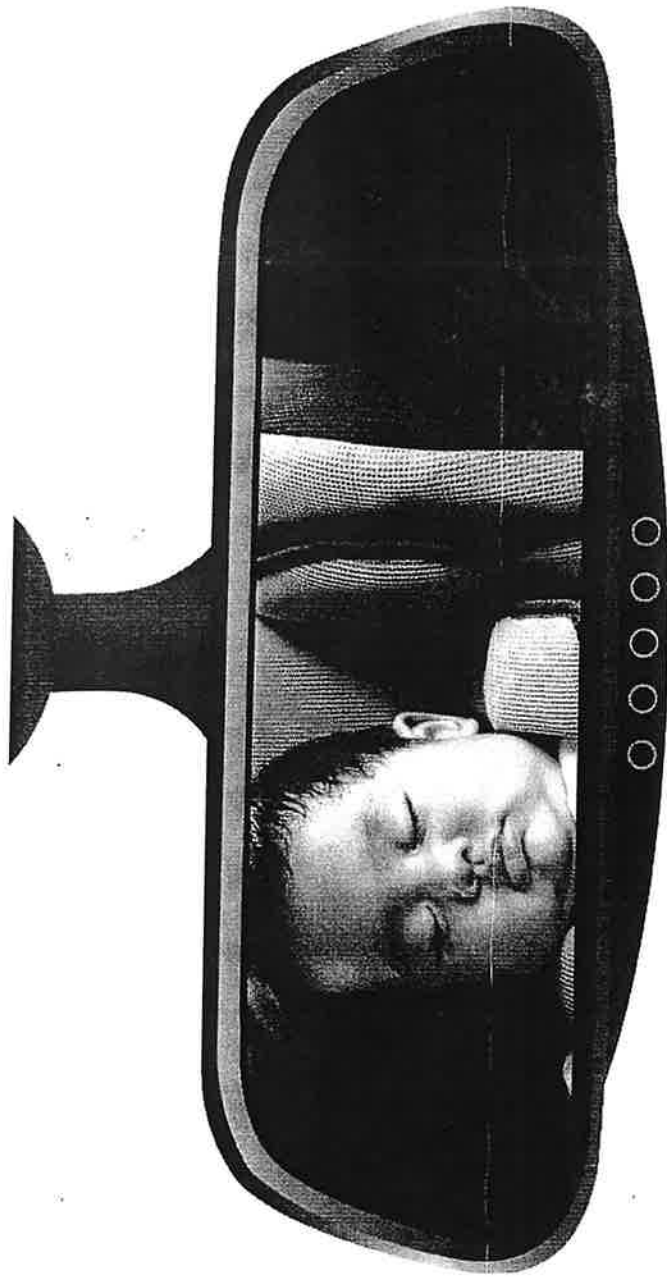


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your local licensing office.

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consultation with the Department of Health.

WHEN LIFE HAPPENS... DON'T BE A DISTRACTED ADULT





Distraction Prevention Tips:

- **Never** leave your child alone in a car and **call 911** if you see any child locked in a car!
- **Make a habit** of checking the front and back seat of the car before you walk away.
- **Be especially mindful** during hectic or busy times, schedule or route changes, and periods of emotional stress or chaos.
- **Create reminders** by putting something in the back seat that you will need at work, school or home such as a briefcase, purse, cell phone or your left shoe.
- **Keep a stuffed animal** in the baby's car seat and place it on the front seat as a reminder when the baby is in the back seat.
- **Set a calendar reminder** on your electronic device to make sure you dropped your child off at child care.
- **Make it a routine** to always notify your child's child care provider in advance if your child is going to be late or absent; ask them to contact you if your child hasn't arrived as scheduled.

During the 2018 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes to provide parents, during the months of April and September each year, with information regarding the potential for distracted adults to fail to drop off a child at the facility/home and instead leave them in the adult's vehicle upon arrival at the adult's destination.



Facts About Heatstroke:

- ⚠ It only takes a car **10 minutes** to heat up 20 degrees and become deadly.
- ⚠ Even with a window cracked, the **temperature inside a vehicle** can cause heatstroke.
- ⚠ The body temperature of a child increases **3 to 5 times faster** than an adult's body.

