



Student Contact Form

(Please Write Clearly)

Name of Child _____

Birthdate ___/___/___

Nick Name (if applicable) _____

Sex: M F (circle one)

Primary language(s) spoken at home: _____

Parent/Guardian Name _____	Relationship _____	Cell# _____
Home Street Address _____		Home Phone# _____
City _____	State _____	Zipcode _____
Email address (for school announcements): _____		
Employer _____	Work Phone# _____	

Parent/Guardian Name _____	Relationship _____	Cell# _____
Home Address (if different) _____		Home Phone# _____
City _____	State _____	Zipcode _____
Email address (for school announcements): _____		
Employer _____	Work Phone# _____	

Emergency Contacts and Persons Authorized To Pick Up Child (Other than Parents):

Check all that apply

Name _____ Relationship _____ Phone# _____ pick-up emergency

Name _____ Relationship _____ Phone# _____ pick-up emergency

Name _____ Relationship _____ Phone# _____ pick-up emergency

Name _____ Relationship _____ Phone# _____ pick-up emergency

Out of Area/state Contact Name, if available (in case of natural disaster):

Name/relationship _____ Address _____ Phone# _____

In case of emergency or a serious illness, when parents cannot be reached immediately, I hereby authorize the provider to obtain emergency medical care and/or to provide emergency transportation for my child.

Signature of Parent or Guardian

Date ___/___/___

Office Use only:

Enrollment Date ___/___/___ Classroom: _____ Schedule _____ Extended Care: Yes NO Times: _____



Student Health Assessment

(Please Write Clearly)

Name of Child _____ Birthdate ____/____/____

Check All that Apply:

Does your child have any allergies or sensitivities to:

	Yes	No	If yes, please list
Medications	<input type="checkbox"/>	<input type="checkbox"/>	_____
Foods	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other	<input type="checkbox"/>	<input type="checkbox"/>	_____

Dietary Restrictions

Please list any food that your child is unable to eat for reasons besides allergies:

Illness or Medical Conditions:

Does your child have any of the following:

	Yes	No		Yes	No
Asthma	<input type="checkbox"/>	<input type="checkbox"/>	Visual Impairment	<input type="checkbox"/>	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	Developmental Delays	<input type="checkbox"/>	<input type="checkbox"/>
Seizures	<input type="checkbox"/>	<input type="checkbox"/>	Physical Impairment	<input type="checkbox"/>	<input type="checkbox"/>
Heart Problems	<input type="checkbox"/>	<input type="checkbox"/>	Behavioral or Emotional Problems	<input type="checkbox"/>	<input type="checkbox"/>
Hearing Impairment	<input type="checkbox"/>	<input type="checkbox"/>	Other _____		

Potty Trained: Yes No In Progress

List any additional health information or special instructions you feel we need to be aware of:

List any regular medications you child takes: _____

Name of Child's Medical Provider _____ Phone # _____

Signature of Parent/Guardian _____ Date ____/____/____

(For Future Use)

Reviewed and/or updated ____/____/____ Parent/Guardian Signature _____

Reviewed and/or updated ____/____/____ Parent/Guardian Signature _____

Reviewed and/or updated ____/____/____ Parent/Guardian Signature _____



Policy Notice

11221 Copper Rock Dr.
South Jordan, UT 84095

Child(ren)'s Name(s) _____

This form must be signed prior to enrolling your student(s). These are policies that Daybreak Academy (aka the Academy) adheres to strictly, so please make sure that you understand each policy.

I, AS A PARENT OR LEGAL GUARDIAN, AGREE TO:

1. Pay a one-time initial registration fee of \$125.00 per student. A \$100.00 materials fee will be due thereafter at the beginning of each new school year. These fees are non-refundable.
2. Pay advance tuition for the program in which my child is enrolled. The tuition is due by the first day of each month with no deductions for absence. If the tuition is not paid on time, a late charge will be assessed of \$15.00 a day. If tuition is not paid by the 5th, I understand that Daybreak Academy may disenroll my student and fees will still be owed.
3. A late pick-up charge will be assessed for children not picked up at their scheduled time. The fee is \$1.00 per minute per child. We do offer a 15 minute "grace period" (unless it is after 6:00pm). As soon as you realize that you will be late, please call us. We have affordable options for families to occasionally extend their student's schedule, if we are given advance notice. We wish to be as helpful as possible and love having your students with us, but student safety comes first. We must ensure that we are properly staffed at all times, and this is difficult to do if students are dropped off earlier or later than their scheduled drop-off/pick-up times.
4. A fee of \$25.00 to be charged if any check is returned to Daybreak Academy for any reason. If two checks are returned, tuition must be paid in cash from that point forward.
5. Give Daybreak at least thirty (30) days written notice prior to any withdrawal or schedule change. If I do not give proper written notice, I understand that I will still owe the tuition for the 30 days after my student leaves or changes schedule. We are unable to refund any difference in tuition without at least thirty days (30 days) notice. We do not refund or give credit for scheduled "no school" days as that has already been factored into the annual tuition pricing for each program.
6. In case of injury or illness, I, as the parent/guardian, authorize Daybreak Academy to obtain immediate medical care if any emergency occurs. I hereby understand and agree that any medical or transportation expenses incurred on behalf of my child are my responsibility as the parent or legal guardian.
7. Daybreak Academy has the right to disenroll any student due to student or family behavior etc (i.e non-cooperation of the parent, maladjustment of a student, failure to provide necessary or correct enrollment information, behavioral or physical issues that our staff does not have the expertise to handle, poor or disrespectful communication, dangerous or harmful behavior, etc.) Two-weeks notice will be given by Daybreak Academy when possible, UNLESS doing so would put staff or other students at risk for emotional or physical harm, or cause undue hardship for staff or students.
8. If my student is taking medication, I must fill out a form for any medication I want administered by the staff at the Academy. All medication must be brought to the Academy in its original container with the prescription label and/or dosage instructions attached. Medications that are not picked up by the parents within 14 days of end of treatment will be disposed of by the Academy. Daybreak Academy must have a written notice, signed by a physician, to administer prescription medication.
9. Daybreak Academy should be able to contact me at any time during the day. The necessary information is given at the time of enrollment, however, sometimes parents move, change jobs, home or work numbers change, doctor's number, etc. I am required to inform the Academy if I encounter any of these changes, so that their contact records are always accurate.
10. For the good of my student and in fairness to other students and their parents, I am required to keep my student out of the Academy if my child shows symptoms of illness. Symptoms that are cause for keeping my student home are: fever (child must be fever free without the use of medication like Tylenol etc.), vomiting, diarrhea, unidentified rash, swollen glands,

any contagious conditions (parasites, etc.), heavy nasal discharge and ear-ache, lethargy/fatigue, excessive crying or any physical condition that impairs a child from being able to participate in regular classroom activities. I understand that Daybreak Academy does not have provisions to care for ill and recovering students.

11. If my student becomes ill during any part of the day with any of the symptoms listed in #10 above, I will be notified to make arrangements to have my student picked up within 1 hour. If my student is diagnosed with a contagious condition, I am required to have a note from my student's physician stating that it is medically safe to bring my student back to Daybreak Academy before returning to school. This is for the safety and health of all students and staff.
12. I must inform the Academy immediately after my child or any member of the immediate household has developed any "reportable communicable disease", as defined by the State Board of Health.
13. If I would like someone to pick up my student, other than those listed on my enrollment form, I must give written notice. If that is not possible, I must call the Academy directly. The Academy will need proof of identification from the individual picking up the child. The Academy will call the emergency contact people listed on my student's application in case of emergency situations, including but not limited to, inclement weather or natural disasters, if unable to reach parents.
14. Daybreak Academy requires that I escort my student into and out of the building and log the student in and out daily. I am also required to see that the staff is aware of my student's whereabouts before leaving.
15. By enrolling my child(ren) at the Academy, I give consent for my child(ren) to go on occasional walking field trips to learn about local plant and wildlife, and also for exercise and fresh air. Teachers keep a phone on them at all times to be quickly reached during an emergency. If you would like your child to wear sunscreen and/or a hat on these walks (or during outside play), please send items in to keep in their cubby and let their teacher know.
16. By enrolling my child at the Academy, I give consent for my child(ren) to be included in photos and videos of school events, classroom activities, etc. that may appear on the school blog, official social media, or other official school media publications. For privacy & security, we do not use the full names of students when we post pictures online. However, as a courtesy, will promptly remove any picture from our media publications upon request.
17. I understand that the school year goes from the beginning of August through the end of June. The month of July is the Academy's only optional summer camp month for family vacations etc. Students do not need to attend in July and do not have to pay tuition for July only (if advance 30-day notice is given than my child will not be attending summer camp). I understand that should I choose to disenroll from school prior to July (in mid-June for example), I would still need to pay full tuition for the remainder of the school year in order to retain a guaranteed spot for the coming school year.
18. As written above, fees are payable in advance. However, if Daybreak Academy must resort to measures to collect on an overdue account by way of collection agency or any other legal action, I will be responsible for not only the account balance due but also the costs incurred by Daybreak Academy for such action, including attorney fees.

By signing this agreement is your guarantee that you will abide by and support its contents. This also serves as acknowledgement that you have access to the Parent Policy Manual to read (either in print or online) and that you understand and agree with our school policies. An online PDF of our full policy manual can be found at www.daybreakacademy.com/resource/family

Signature of Parent/Guardian _____ Date _____

(For Future Use)

Reviewed and/or updated ___/___/___ Parent/Guardian Signature _____

Reviewed and/or updated ___/___/___ Parent/Guardian Signature _____

Reviewed and/or updated ___/___/___ Parent/Guardian Signature _____

Benefits of Arts Enrichment

It's been demonstrated in scientific studies that early exposure to the creative arts benefits children in the following ways:

Music

Do you want your children to do well in math? Then enroll them in a good quality music program! It has been shown that students who get keyboard (piano) training perform up to 30% better in math than their non-musical peers.

- Improves math skills and general test scores
- Early musical training helps develop brain areas involved in language and reasoning
- Early music education can provide a permanent IQ bump
- Students of the arts learn to think creatively and to solve problems by imagining various solutions
- Students who study the arts are more successful on standardized tests such as the S.A.T.
- Provides children with an internal glimpse of other cultures
- Learn the value of sustained effort to achieve excellence and the concrete rewards of dedication
- Music study enhances teamwork skill and discipline
- Music provides children with a means of healthy self-expression
- Music performance teaches young people to conquer fear and to take risks
- Assists children in learning a tonal language (such as Chinese)

Martial Arts

Martial arts therapy embodies unique traits that other therapies don't offer. For example, children with low self-esteem can simultaneously develop areas such as self-defence skills (to defend against physical bullying), physical fitness, and advanced instruction on how to handle stressful scenarios in a physical or mental context, which boosts security and self-confidence.

- Martial Arts have been shown to increase homework completion, academic performance, and classroom preparation while improving classroom behaviour and learning.
- Martial arts practice has been found to actually decrease feelings of aggression and hostility
- Martial arts students experience lower rates of anger, and are better able to cope with anger
- Martial arts training is correlated with students experiencing greater feelings of inner security and are less vulnerable to attack
- Martial arts training leads to an increase in self-confidence
- Martial arts training increases self-esteem & improved feelings of self-worth
- Self-control is found to improve among students who receive regular martial arts training.

Visual Arts, Arts History, & Creative Tech

Children that participate in the Visual Arts gain a unique world perspective on the value and meaning of art through the ages, among many other wonderful creative and academic benefits.

- Helps children master other subjects -from math & science, to language arts & geography
- Nurtures inventiveness and creativity
- Aids in the development of self-esteem, self-discipline, cooperation, and self-motivation
- Gives the tools necessary for understanding human experience
- Gives the ability to adapt to and respect others' ways of working and thinking
- Helps develop problem-solving skills
- Helps their ability to communicate thoughts and ideas in a variety of ways
- Working with their hands can improve well-being and reduce stress

Chinese

Children understand intuitively that language is something to explore, to play around with, and to enjoy. The joy and ease with which children explore their first language makes childhood the ideal time to acquire a second (or third or fourth!) language. Studying a second language can also lead to:

- Higher test scores
- Better and more advanced reading skills
- Greater confidence
- Increases IQ
- Natural-sounding, native-like accent
- Greater opportunities for college and careers
- Bigger view of the world & greater grasp of one's first language—including a richer vocabulary
- Building and keeping cultural connections

Applied Sciences

Children want to learn, and they naturally seek out problems to solve. Participating in scientific discovery sparks ideas in kids' minds that one day they will be capable of creating great solutions to big problems and:

- Learn about the way the world works
- Form their own opinions rather than taking those of others for granted
- Increase verbal skills and listening to others to help develop patience
- Explore their physical environment around them

Balance & Movement

Working on skills that improve Balance & Movement (at the Academy we rotate between dance & gymnastics) will benefit a child greatly in life. Whether they end up being a neurosurgeon or an athlete, developing their fine and gross motor skills will be of benefit in many ways.

- Maintains Flexibility and Strengthens Growing Bodies
- Enhances Concentration
- Increases Self-Esteem
- Teaches Present Moment Awareness
- Gives Tools for Stress Management
- Encourages Peer and Social Interactions
- Enhances positive Body Awareness
- Teaches Discipline and Responsibility

Creative Literature

There are an endless number of hidden benefits in exposing children to a diverse selection of poetry at an early age including:

- The easy-to-learn patterns and rhythms also helps children improve other skills, such as counting, vocabulary building, imagination-stretching, memory, and simply helps them fall in love with words—giving them the tools they need to become enthusiastic readers.
- By emphasizing the sound and rhythm of language, poetry builds children's phonemic awareness, or sensitivity to the smallest sounds of speech, laying a foundation for beginning reading.
- Poets' inventive, skillful use of language introduces children to new vocabulary words and concepts.

Sources: <http://www.aep-arts.org/wp-content/uploads/2013/04/Preparing-Students-for-the-Next-America-FINAL.pdf>
<http://www.aep-arts.org/wp-content/uploads/2013/04/Preparing-Students-for-the-Next-America-FINAL.pdf>
<http://www.pbs.org/parents/education/music-arts/the-benefits-of-music-education/>



Welcome to the Daybreak Academy Family!

We invite you to contact us with any questions you may have. This information packet contains the enrollment forms you'll need to get started.

Our dedicated team strives to make each and every day a wonderful experience for each student. You'll find that we do things differently here in both large and small ways. In everything we do, we consider the impact on the child's emotional, physical, and intellectual well-being.

We work hard to create a learning environment that is emotionally supportive, intellectually stimulating and physically healthy. That's why we serve nutritious, all-natural and organic-based snacks and meals. That's why we have security monitoring in every classroom. And that's why we provide every student with holistic daily academics, arts, and music enrichment.

We look forward to opening up new worlds of wonder and opportunity to your child. Research shows that early childhood arts and music instruction can raise your child's IQ, improve academic performance, and increase future earning potential, along with many other phenomenal benefits. We applaud you for making the choice to give your child these wonderful opportunities for growth and enrichment.

As part of the Daybreak Academy family, we're on the same team and we all want the same thing: For your child to enjoy school and have a happy, healthy experience. Communication is key. Let us know when concerns or issues arise. We are committed to working with our families to create the best outcomes possible for our students.

Thank you for giving us the privilege of serving you and your precious child. Please know that we do not take the honor of caring for your child lightly. We will always do everything we can to care for and educate your little one in a way that you would be pleased with.



What to Bring the First Day

Note: **Please label all items** with your student's first name and last initial. A Sharpie marker can work well, but may need to be periodically redone as it wears off. Washable, removable labels can also be purchased from several online vendors. (Try searching "washable preschool labels" online.) If you would like a recommendation, please see the front desk. Our lost and found gets full of great clothing and items with no label, so please make sure your items don't end up there! 😊

All Students:

- ❑ Copy of their immunization records, or you can have your pediatrician FAX it directly to us at (801) 214-1865.
- ❑ All enrollment forms filled out. Bring them in or FAX them to (801) 214-1865.
- ❑ Two changes of clothes (in case of a messy spill/accidents). If your child is in pre-K or older, one change is okay.
- ❑ Sippy cup or sports water bottle
- ❑ Prescription medications with usage instructions (if child takes medication)
- ❑ A small blanket and small pillow for quiet time on rest cots. You are responsible to take home these nap items to launder once a week.
Exception: If your child is in K-Prep (Chickadees or Parakeets), Kindergarten, First Grade or a Second Grade student that does not nap, then you do not need to bring a blanket/pillow.
- ❑ If your child has unique dietary needs or food allergies, we ask that you send them to school with their snacks and lunch to ensure your child's safety and wellbeing. If your student does not have dietary restrictions, we will provide lunch and snacks off of our monthly menu that can be found at DaybreakAcademy.com.

If your student is not yet fully potty-trained, then you should also bring:

- ❑ One-week supply (30+) of diapers, wipes, and any ointments you use. Please make sure everything is labeled with your student's name.

Thank you!

Separation Anxiety Tips for New Students

Please note that it is normal and expected for children to have some level of separation anxiety the first few weeks of a new school year—new friends, a new teacher, a new classroom—it's a lot to take in! In addition, some children simply have more anxious personalities by nature, and will always have short periods of discomfort during transitions, such as having to say goodbye to a parent. But that doesn't mean they won't have an awesome day full of learning and development, once they move past that initial anxiety. They will! The best thing you can do to help during the transition period is to be reassuring to the child, but also firm and consistent.

Introduce your child to the idea that change is coming in a very upbeat and positive way. Children take verbal and nonverbal cues from their parents. If they see that you are fine with the change, they will feel safer. You could say something like, "I'm so happy for you to get to have a new teacher this week. You will learn fun things this year and get to make new friends. I will always come back to get you!" Likewise, if you ever have any concerns about the teacher, classroom, or curriculum, make sure you address that privately with school administration (so we can help resolve your concerns ASAP) rather than mentioning your concern within ear-reach of a child. They pick up on more than you think!

Prolonged good-byes at the door or lingering in the classroom is usually not a good idea and will only lead to an anxious child getting even more upset and anxious. It's best for the child to learn that acting up will not keep a beloved parent sticking around longer. Saying, "I love you and I'll always be back to get you, but I have to leave now," and then leaving promptly is absolutely the right thing to do—even if you have to leave your sweet child crying in the arms of the teacher. It's hard to do, but it really will help your child feel better sooner and adjust to her new school much faster.

Remind yourself that he will calm down soon. When children realize that crying doesn't get them their way, it is remarkable how quickly they stop throwing tantrums. Often we have had parents walk away from a hysterical child and then observe their child from the lobby video monitor. It's usually quite surprising to the parents that their child has completely calmed down in just a few minutes—sometimes in just a few seconds! They'll ask, "How is that possible—she was so upset?! Was she faking it?" Well, the separation anxiety was real, but the crying is usually a natural and normal attempt to express their concern and to see how you'll respond. When you don't respond by staying, they will give up their effort to keep you around and will focus instead on having fun with their new friends!

Ask for help, if needed. We understand that well-intentioned parents are only trying to be kind when "easing" their child into the room—but try to remember that prolonged goodbyes usually create the opposite effect of what is intended and can actually make it more difficult for your child to transition. Teachers are usually pretty good about stepping in to help if they see your child is upset, but don't hesitate to ask for assistance if your child is being "clingy". Teacher don't mind holding your child and helping her calm down while you make a quick exit. They will often offer to take your child without even being asked, but if not, it doesn't hurt to ask for help.

It may also help to develop a simple "goodbye ritual" such as a special wave through the window or blowing a goodbye kiss. This should be short and sweet, but a fun way to let your child know that everything is okay, and you'll be back.

It is very rare for a child to not adjust within a few weeks of school. In general, the more days your child attends each week, the faster he will adjust (simply because he will have more regular exposure to his new friends and staff), so if your child only attends 2 days a week, for example, know that it is perfectly normal for the adjustment period to last a little longer, depending on your child's temperament. But the main thing is that your child will eventually adjust. If we felt your child was not adjusting within a reasonable time period, or that he or she is not yet mature enough to handle preschool, we will not hesitate to discuss this with you. We all want what's best for your student. Please feel free to discuss any concerns you have with your teacher or school administrators. We're here to help make sure your child has a good experience this year. We're on your team to help make sure that your child has a wonderful early childhood experience, full of learning and growth. Thank you!