



## Online Enrollment Packet Checklist 2010-2011

This online packet contains the TBS enrollment forms and informational documents for school year 2010-2011. All required forms are due on or before **Friday, July 30, 2010**. You may email your completed forms to [tbsforms@theberkeleyschool.org](mailto:tbsforms@theberkeleyschool.org). If you have questions, or concerns please email Registrar Cindy E. Schaub at [cschaub@theberkeleyschool.org](mailto:cschaub@theberkeleyschool.org).

**Please note:** The Class Placement Letter, Directory Update Page, TBS Important Dates Page, and your child's class directory have been mailed under separate cover (July 9, 2010 mailing).

### Enrollment Packet Contents:

- Class Placement Letter from Head of School** (*Informational; mailed under separate cover*)
- Directory Update Page** (*single-sided; mailed under separate cover*)
- Enrollment Packet Check list** (*Informational; available online*)
- Student Emergency Form** (*double-sided; available online*)
- Transportation Permission Form** (*single-sided; Elementary-Middle School only; available online*)
- Grandparent Information Form** (*single-sided & available online; return if information is new*)
- Field Trip Release Form** (*single-sided; available online*)
- Field Trip Expectations for Drivers/Chaperones** (*double-sided; informational; available online*)
- Release and Authorization to Use Student Image Form** (*single-sided; available online*)
- Emergency Preparedness** (*single-sided; informational; available online*)
- Guide To Immunizations Required For School Entry Grades K-12** (*informational; online link*)
- California Immunization Requirements For Child Care** (*informational for ECC; online link*)
- Report Of Health Examination For School Entry** (*bilingual, double-sided; all ECC, all new Elementary and Middle School, and all K & 7<sup>th</sup> grade students; online link*)
- Waiver of Health Examination For School Entry** (*bilingual, double-sided; all ECC, all new Elementary and Middle School, and all K & 7<sup>th</sup> grade students; online link*)
- Physician's Report-Child Care Centers or Waiver if excused** (*double-sided; ECC only; online link*)
- Child's Preadmission Health History-Parent's Report** (*single-sided; ECC only; online link*)
- Personal Rights Form** (*double-sided; ECC only; online link*)
- Child Care Center Notification of Parents Rights and Acknowledgement Form** (*double-sided; ECC only; online link*)
- Caregiver Background Check Process** (*ECC only; informational & online link*)
- Identification And Emergency Information Child Care Centers** (*ECC only; online link*)
- Consent For Emergency Medical Treatment- Child Care Centers** (*ECC only; online link*)

### A Reminder:

All required forms from the mailed and/or the online Enrollment Packet are due on **July 30, 2010**.