



765 Sanders Road  
Northbrook, IL 60062  
(847) 272-4646

Dear Parents,

Welcome to Little Ones Nursery School! A great experience awaits you and we are delighted that you and your family will be a part of the fun and excitement. Prior to the start of the school year, it is important that you complete and return the following forms. All forms should be filled out by a parent or guardian and **mailed back** to Little Ones **no later than August 1**. We understand that it can be time-consuming to fill out the numerous forms; however, The Department of Children and Family Services requires complete files, and all of the information helps us provide the best experience for your child.

The following forms are required:

- (1) Family Profile Form (new preschool children)/Family Profile Update (returning preschool children)
- (2) Authorization for Pick-Up
- (3) Program Permission Form
- (4) DCFS Medical Form\*
- (5) Childhood Lead Risk Assessment Questionnaire
- (6) Emergency Card
- (7) Medical Insurance Information Card
- (8) Parent Handbook Receipt Form
- (9) Child Care Choices Receipt Form (new preschool children)
- (10) Certified Birth Certificate-must be original with seal (new preschool children)

\* Please note that if your child is new to the program, his/her medical must be dated within 6 months of starting.

**Parent Handbook/ Educational Goals & Objectives /Parking Lot Safety Information and Child Care Choices Pamphlet from The Illinois Department of Human Services**

Please make sure that you download and thoroughly read the Parent Handbook, Educational Goals, Parking Lot Safety Information and Child Care Choices Pamphlet so that you are aware of all the school policies, educational goals, parking lot safety rules, etc. Understand that all of the policies and procedures are in place to ensure the safety and well being of your child. **Even if you are a returning parent, please make sure that you read all of the above information.**

**Calendar/Tuition Information/School Supply List**

Please download and review the 2011/2012 school calendar, tuition payment information, and the school supply list. Make sure that you post the calendar and payment information in a place where you can refer to it frequently. Post your supply list in a place to remind you to get the supplies before the first day of school. **Please note that your first payment and the remainder of lunch program fees are due July 1<sup>st</sup> and should be mailed to the school address. If you did not sign up for lunch program, there are limited spaces available. So sign up now!**

Please call us anytime at (847) 272-4646 with any questions and/or concerns. We're looking forward to having your family as a part of Little Ones this year and in years to come.

Sincerely,  
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