



# Step Ahead Early Education & Childcare Center

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## PRE-ENROLLMENT REGISTRATION FORM

Date Of Tour: \_\_\_\_\_

Thank you for your interest in **Step Ahead Early Education & Childcare Center**. Choosing a quality child care program is one of the most pertinent decisions you will make. We take your decision seriously and are committed to living up to the important responsibility of caring for your child.

When your registration form is received, along with your registration fee of \$50 per child, you will be placed on a waiting list. You will be contacted regarding the availability of space and the enrollment process. Prior to enrollment, the Center Director will schedule a time for you to meet with your child's primary caregivers to learn more about Step Ahead Early Education & Childcare Center and develop a visitation schedule for you and your child. The director will review the parent/guardian policies/procedures and enrollment forms at that time.

Child's name: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender: \_\_\_\_  
Child's name: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender: \_\_\_\_

Parent/Guardian Information: *(Please use BLOCK letters)*

Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Address: \_\_\_\_\_

Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Address: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Employer: \_\_\_\_\_  
Work Phone: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Employer: \_\_\_\_\_  
Work Phone: \_\_\_\_\_

Days and Hours Desired:

Mon \_\_\_ to \_\_\_ TUE \_\_\_ to \_\_\_ WED \_\_\_ to \_\_\_ THU \_\_\_ to \_\_\_ FRI \_\_\_ to \_\_\_

What date would you like enrollment to begin? \_\_\_\_\_

How did you hear about SAECC? \_\_\_\_\_

Will you be using or applying for a Child Care Voucher? \_\_\_\_\_

We will do everything possible to meet your needs, but we are unable to guarantee start dates. Enrollment is based upon availability and is subject to priority enrollment rules of Step Ahead Early Education & Childcare Center. Registration fee is nonrefundable and is due annually on or before September 1 when your child is enrolled in the program.

Please return the enrollment form to:

**Step Ahead Early Education & Childcare Center (Please Check One of the following locations)**

\_\_\_\_\_ 30 South Main Street, Randolph MA 02368

\_\_\_\_\_ 605 Hancock Street, Suite 202, Quincy MA 02170

\_\_\_\_\_  
(Parent/Guardian's Signature)

\_\_\_\_\_  
(Date)

**Thank you for choosing Step Ahead Early Education & Childcare Center**

For Administrative Use: Date Registration Received: \_\_\_\_\_ Sib New SAECC Sub

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