

! ALLERGY ALERT ! _____

Child's doctor: _____ Office phone: _____

Child's Alberta Health Care number: _____

Name and location (city, town, province) of last community health clinic attended:

Medical problems we should know about (be specific):

Hospitalization (date and diagnosis):

Medical or emotional condition (requiring or receiving treatment or supervision, explain):

Medication taken at home on a regular basis:

Immunization up to date: yes or no (circle one)

It is the policy of the Glenbrook Community Preschool to first contact parents/guardians, or others designated by the parents/guardians, to authorize medical treatment in the event of an emergency. It is also our policy to move children in need of immediate professional medical care by way of ambulance to the Alberta Children's Hospital. Therefore, the Glenbrook Community Preschool requests that parents/guardians sign the following consent to medical treatment for use in an emergency in the event that the child's parent(s)/guardian(s), or others designated by parents/guardians, are unavailable:

I, _____, parent/guardian of the child _____, born _____, do hereby authorize the Glenbrook Community Preschool to secure such medical advice and services in my absence as it deems necessary for the health and safety of my child. I shall be financially responsible for such advice and services.

Child's Alberta Health Care No. _____

Dated: _____ Signed: _____
(day/month/year)

Release, Waiver of Claim and Assumption of Risk

I waive any claim I may have against the Glenbrook Community Preschool, its employees and volunteers arising from my child's participation in the preschool program and agree to indemnify and save harmless the preschool, its employees and volunteers for any claim whatsoever, including any claim for medical services, arising from my child's participation in the program.

I freely and voluntarily assume any risks and hazards inherent in participating in the preschool program and accordingly, my child's participation in the program shall be entirely at his/her own risk.

This Release, Waiver of Claim and Assumption of Risk is binding on myself, my heirs, my executors, administrators, personal representatives and assigns.

Dated: _____ Signed: _____
(day/month/year)

My child hereby applies for registration with the Glenbrook Community Preschool. I understand that my failure to provide complete or accurate information can invalidate this application.

Parent's/Guardian's signature

Volunteer Requirement

The Glenbrook Community Preschool is parent-run and requires volunteers to continue its success. There are a wide variety of volunteer jobs available. Most positions only require 1-2 volunteer hours per month. Please review the positions below and indicate three (3) positions (in order of preference) that you or another adult in your family would be able to fill as a volunteer. Previous experience is not required and new volunteers will receive orientation at the annual "Hand Off" Parent Advisory Committee meeting in June.

Please note: For this application to be complete, this Volunteer Requirement sheet must be completed.

Chairperson : Chairs monthly meetings and oversees the operation of the preschool

Vice-Chair: Assistant to chair and liaison between Parent Advisory Committee and Parents

Registrar: Enrolls students in preschool

Assistant-Registrar: Retrieves voice messages and answers questions regarding registration at preschool

Treasurer: Monitors and maintains financial record of preschool

Cash Manager: Responsible for deposits and other financial transactions for the preschool.

Payroll Administrator: Monitors and maintains staff payroll

Secretary: Records and circulates meeting notes for Parent Advisory Committee

Volunteer Coordinator: Recruits and fills volunteer positions

Newsletter Editor: Creates monthly school newsletter

Fundraising Coordinator: Plans and implements fundraisers

Snack Coordinator: Plans, purchases and delivers snacks to the preschool

Web Manager: Maintains and updates website

Community Liaison: Liaises between Preschool and Glenbrook Community Association

Advertising Coordinator: Arranges advertising as needed

Purchasing Coordinator: Purchases classroom materials and equipment

Playdoh Coordinator: Posts playdoh sign-up sheet and makes weekly calls to confirm playdoh for classes

Library Coordinator: Picks up books from public library for classroom use

Photocopier: Makes photocopies for teachers

Social Coordinator: Organizes preschool events including the annual end-of-year party

Scholastic Coordinator: Collects and tallies monthly orders for Scholastic Book Club

Room Parents: Liaison between teachers and Parent Advisory Committee

Lucky Duck: Assists the teacher or teachers assistant in the classroom in the event one of our staff is unable to attend due to illness

Volunteer Position Sign-Up (please indicate in brackets name of the family member that will be volunteering and a contact number.)

	Position	Name of Volunteer	Phone Number
1.			
2.			
3.			

Please indicate any skills or education that might benefit the preschool (ie. carpentry, database programming, website maintenance, bookkeeping skills, desktop publishing, previous fundraising experience etc.)