

Building Blocks Enrollment Requirements

1. [Enroll](#) via Procure.
2. Parents signed up in **Procure** with the Registration link emailed information provided. You can access this system through a web browser or an app! This will be how we communicate with parents who are actively enrolled.
3. Parent and Child information completely filled in to Procure with **address, phone numbers, emergency contacts, approved pickups, and Emergency Treatment Information for Medical and Dental Care. If you have not already done so in Procure, please provide physician and dentist information as it is a STATE REQUIREMENT.**
4. \$25 Registration Fee per child will be billed to the family via Procure. To be considered on the waitlist for enrollment, this must be paid. If not paid, your child will not be registered or on the waitlist
5. Medication Release Form (as needed, provided at medication drop-off). We require action plans for [Asthma](#) or [Anaphylaxis](#) signed by physicians for emergency medication, such as inhalers or EpiPen's! We also need a [Diet Modification Form](#) for any food allergies.
6. [Parent-Provider Contract](#) including:
 - a. -Attendance Contract
 - b. -Photo Release
 - c. -Sunscreen Permission
 - d. -Payment Agreement
 - e. -Parent Handbook Agreement
7. [Physical Examination](#) signed by a physician
8. [Immunizations Certificate](#) : IMMUNIZATION RECORDS DO NOT COMPLETE THIS REQUIREMENT! We need the certificate per State signed by your physician.
9. For any child under the age of 12 months please complete [Infant Care Plan](#)

Are you eligible for Child Care Assistance? Check [here](#)!