

SWI Child Care Request

Please complete and save this form then attach it to an email and send it directly to:

Andy Huber at ahhuber@sbts.edu starting on January 1.

(We will also accept hard copies sent to SWI Box 244 if you do not have email access.

Anna will be leaving us once her baby is born but email sent to her will be automatically forwarded to her replacement.)

This form may not be submitted until **JANUARY 1** in fairness to our new students.

Our child care space is limited. Please try to make alternate plans if possible to allow us to take the maximum number of children.

SWI Childcare Information Form

1. Mother's Name:
2. Mother's email address:
3. Which term(s) will you be needing childcare for?

Thurs. PM: Term III Term IV Both Weds. AM: Term IV

4. Is your husband working or in class during this time?

5. Are you requesting standing reservations for each week such that you will contact us if you do not need child care?

OR... Are you requesting occasional reservations such that you will contact us by the Monday prior to class to request childcare?

6. Children's info:

Name	Sex	Age	DOB (month/day/year)
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

7. If I cannot be reached in an emergency, please call

Name/ Phone:

Health Concerns:

Name		List / Further Information
_____	Severe Allergies (list them)	_____
_____	Asthma (any medications?)	_____
_____	High Blood Pressure	_____
_____	Congenital Heart Problems	_____
_____	Orthopedic Concerns (list them)	_____
_____	Seizures (such as)	_____
_____	Other	_____

Reminders: *Make sure to be prompt in picking up your child/children

* Make sure children have appropriate, closed-toed athletic shoes.

* Bring and label all sippy- cups and diaper bags.

* Bring extra diapers and changes of clothes if necessary.

* If your child has a food allergy please make sure to include an appropriate snack for your child to eat during snack time.

*Remember to pay the nominal fee of \$1 per child/per week and pay it directly to childcare personnel and not SWI.

If you email this form, it will be assumed that you have read this form and affirm that the allergies and information are correct for your child/children.

In the event that you cannot be contacted, you authorize the Children's Coordinator or Recreation center staff to obtain emergency medical care for your child/children.