



## **Welcome to the Coventry Early Childhood Center!**

Dear Parent(s)/Guardian(s),

Attached you will find forms which require your completion and signatures. These forms must be returned **prior to your child starting school**:

- **Dominant Language**
- **Photograph/Video Permission**
- **Parent Authorization for Student File Access**
- **Receipt of Family Handbook**
- **Parent Authorization for Child Profile Records to Kindergarten**
- **Parent Authorization for Allergy Posting(if applicable)**

Your **Family Handbook** and **CECC Calendar** are also included in this package.

If you have any questions regarding this information, please contact us directly at 860-742-5859 or email us at [cecc07@yahoo.com](mailto:cecc07@yahoo.com) . You may also visit our website at [www.CoventryECC.org](http://www.CoventryECC.org) for more information.

Sincerely,

Coventry Early Childhood Center, Inc.

**Preliminary Assessment of Dominant Language**

Connecticut State law requires that each school district conduct a preliminary assessment of dominant language of each student in its public schools. This assessment is made in order to ascertain the need to provide a required bilingual education program for students who are limited English proficient. Please complete the information below:

Student's Name: \_\_\_\_\_

- What language did your child learn to speak first? \_\_\_\_\_
- What is the primary language spoken by you or other persons in your home? \_\_\_\_\_
- What is the primary language spoken by your child when he/she is at home? \_\_\_\_\_

---

Parent/Guardian Signature

Date

\*\*\*\*\*

### **Photograph/Video Permission**

The CECC staff periodically photographs the children engaged in activities at school. The photographs are intended for documentation of the curriculum, open house, and/or are used in craft activities that come home to families (i.e. holiday greeting cards, etc). On rare occasions, a photographer from a local publication will visit our school and report on a special event. We've had the pleasure of seeing our children in the news!

\_\_\_\_\_ I give permission for my child to be photographed and/or videotaped.

\_\_\_\_\_ I do not give permission for my child to be photographed and/or videotaped.

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

### **Parent Authorization for Student File Access**

I, \_\_\_\_\_, authorize pertinent individuals representing the Coventry Early Childhood Center, Inc. such as the CECC Staff, State of CT officials, school nurse, NAEYC officials, etc. to have access to my child's student file for any required audit or review.

**Parent Authorization for Child Profile to Kindergarten**

I, \_\_\_\_\_, authorize CECC to forward my child's profile to the Kindergarten program listed below.

*(Please indicate where your child will be attending Kindergarten)*

**School:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\*\*\*\*\*

**Receipt of Family Handbook**

I, \_\_\_\_\_, received the Coventry Early Childhood Center Family Handbook on \_\_\_\_\_. I understand that this handbook will be enhanced and updated as the CECC is developing policies and procedures for NAEYC Accreditation.

\*\*\*\*\*

**Parent Authorization for Allergy Posting  
(if applicable)**

I, \_\_\_\_\_, authorize Coventry Early Childhood Center, Inc. to post allergy information about my child in the food preparation area and in areas of the facility the child uses so it is a visual reminder to all those who interact with the child during the program day.