



## REGISTRATION CHECKLIST

\_\_\_\_\_ Preference: \_\_\_\_\_ or \_\_\_\_\_  
Child's Name 2-Day 3-Day

**ALL FORMS MUST BE COMPLETED AND APPLICABLE FEES SUBMITTED FOR YOUR APPLICATION TO BE PROCESSED. FORMS ARE AVAILABLE ON THE MY SCHOOL WEBSITE OR A PACKAGE CAN BE PICKED UP AT THE SCHOOL**

- Application Form** - ensure Local Contact is completed.
- Emergency Contact Information Form** - print and complete.
- Child Medical Form** - print and complete. **For Immunization exemption**, speak to the staff.
- Adult Medical Form** – All persons participating in duty days - print and complete. This form must be completed by the June General Meeting. It can take weeks to complete, so please plan accordingly. Alumni parents are not required to complete a new Adult Immunization Form. Please indicate on the form that you are Alumni. **For Immunization Exemption**, speak to the staff.
- Collection of Personal Information Form** – All persons participating in duty days, print and complete.
- Toronto Police Vulnerable Sector Check Form** –  
All persons participating in duty days, print on legal sized paper and complete.  
Ensure Driver's License Number is included or write "N/A". The completed VSC will be mailed to your address. Submit at the September General Meeting. Consecutive Alumni (i.e. you currently have a child at My School) are not required to complete another PRC. Other Alumni are required to submit a new VSC.
- \$125 Registration Cheque - Payable to: "My School Cooperative Nursery Inc." (NO CASH)**
- \$25 for each Toronto Police Vulnerable Sector Check Form(VSC).** Can be combined with the above registration fee in one cheque. Please indicate on the cheque what is being included.
- Anaphylaxis Forms (if applicable)** - print and complete forms for children requiring an Epi-pen / Allerject., or request from the school. Children are not allowed to start school until this form is complete. Doctor's signature required.

**MULTIPLE DUTY PARENTS/CAREGIVERS:** Every person participating in duty days must complete the required forms. Add \$25 for each Duty Person to cover the cost of the VSC (as above).

**TWINS/MULTIPLE CHILDREN:** An Application Form and Child Medical Form is needed for each child. Only one registration fee per family is required.

Questions regarding this package or the school?  
Please contact [membershipchair@myschoolcooperative.org](mailto:membershipchair@myschoolcooperative.org)