



ASH MERLYN INTERNATIONAL SCHOOL

▪ CRECHE ▪ NURSERY ▪ PRIMARY

New Road, Road 1 Victory Estate, Elelewon, Port Harcourt, Rivers State

Tel; 084-819916, 08033090068

E-mail: info@ashmerlyn.com Website; www.ashmerlyn.com

ADMISSION FORM

CHILD'S PERSONAL DATA

NAME OF THE CHILD: _____

PET NAME: _____ SEX: _____

AGED & BIRTH DATE: _____ HEIGHT: _____

WEIGHT: _____

NUMBER OF CHILDREN IN THE FAMILY: _____ CHILD'S POSITION: _____

INFORMATION ABOUT PARENTS

A. MOTHER

NAME: _____

OCCUPATION: _____

OFFICE ADDRESS: _____

TEL: _____

HOME ADDRESS: _____

TEL: _____

MOBILE PHONE NUMBER(S): _____

SIGNATURE: _____

A. FATHER

NAME: _____

OCCUPATION: _____

OFFICE ADDRESS: _____

TEL: _____

HOME ADDRESS: _____

TEL: _____

MOBILE PHONE NUMBER(S): _____

SIGNATURE: _____

WHO BESIDES YOU IS AUTHORIZED TO PICK UP CHILD/CHILDREN?

NAME: _____

PHONE NUMBER: _____

RELATIONSHIP TO CHILD: _____

NAME: _____

PHONE NUMBER: _____

RELATIONSHIP TO CHILD: _____

NOTE:

Photo identification with child's Collection Card will be required by these individuals in the process of picking up your child.

CHILD'S MEDICAL REPORT

- A copy of Immunization Card
- A copy of complete medical report on the child

Blood Group ☐ A ☐ B ☐ AB ☐ O
(Please tick)

- Genotype ☐ A+ ☐ A- ☐ AS ☐ SS

Does your child have any special health condition? ☐ NO ☐ YES

If YES please give details: _____

- Does your child have any allergies?

☐ NO ☐ YES

If Yes please give details: _____

OTHER INFORMATION

▪ CHILD'S CARE SERVICE PLAN

How long will your child stay in the Creche/School before pick up?

- OPTION**
- | | | |
|-----|--------------------|-----|
| (A) | (6:45am - 12:30pm) | [] |
| (B) | (6:45am - 2:30pm) | [] |
| (C) | (6:45am - 4:30pm) | [] |
| (D) | (6:45am - 6:30pm) | [] |

▪ AFTER SCHOOL CARE

- OPTION**
- | | | |
|-----|-------------------|-----|
| (A) | (1:00pm - 3:00pm) | [] |
| (B) | (1:00pm - 4:00pm) | [] |
| (C) | (1:00pm - 6:30pm) | [] |

REQUIREMENTS (FOR YOUR CHILD'S PERSONAL USE)

1. 5 packets of Pampers
2. 3 Baby Wipes
3. 1 Dettol (750ml)
4. 1 Face Towel
5. 2 Tablets of Soap
6. 1 Jar of Baby Powder and cream (for nappy rash)
7. 2 Toweling bibs
8. Change of clothes (at least 2 times daily)

NOTE: Items are replenishable

ATTENDANCE

Children are expected to be in the Creche/School early (at least 30 minutes after the centre/school is opened). There is no penalty for late coming but early arrival will enable the child/ward participate in morning devotion, which is crucial for the cognitive development of each child.

ABSENCE

Parents are expected to notify the Creche/School on time, preferably a day before. If the absence is related to an emergency, the Creche/School will appreciate a notification or a call in the morning of that day.

SNACKS AND DRINKS

Milk and fresh fruit juice go bad easily. Please take care to package in an appropriate container.

NOTE: Do not use breakable containers.