

WAUWATOSA SCHOOL DISTRICT
WAUWATOSA RECREATION DEPARTMENT
TOSA TOTS PRESCHOOL

PARENT / GUARDIAN HANDBOOK

2021-22



The mission of the Wauwatosa Recreation Department is to enhance the quality of life for Wauwatosa citizens of all ages by providing a variety of recreational activities, special events, and services, which encourage lifelong learning, fitness and fun.

Wauwatosa Recreation Department
11324 W. Center Street
Wauwatosa, WI 53222
414-773-2900
www.tosarec.com

**TOSA TOTS
WAUWATOSA RECREATION DEPARTMENT
SCHOOL DISTRICT OF WAUWTOSA**

Parent / Guardian Handbook 2021-22

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TOSA TOTS INTRODUCTION

Welcome to Tosa Tots. Classes are scheduled for 3-year-old children in the Early Childhood rooms of Lincoln and Underwood Elementary Schools. **Please note due to COVID-19 the District's policy is to have students where face masks when in district buildings. Our recreation department falls under the district so this applies for our Tosa Tots program as well. If it were to change we will communicate it to parents.**

Tosa Tots is an early learning opportunity for 3-year-old children in Wauwatosa. This program addresses academic, social/emotional, motor and language development; all while having tons of fun and preparing children to become lifelong learners.

PROGRAM DATES

Fall session: September 7, 2021 – December 22, 2021

Winter/Spring Session: January 3, 2022 - June 2, 2022

PROGRAM HOURS

Lincoln Elementary

Mon/Tu and Wed/Thu class 8:20 – 10:55 am

McKinley Elementary

Mon/Tu and Wed/Th class 8:20 – 10:55 am

Underwood Elementary

Mon/Tu and Wed/Th class 8:20 – 10:55 am

Tosa Tots will follow the Elementary School District calendar (Appendix E). Classes will not be held on non-school days. There may be additional days that Tosa Tots Academy will not be held due to field trips or conferences. The teacher will notify you of these dates.

INSTRUCTORS AND CONTACT INFORMATION

Tosa Tots – Lincoln Elementary

Lincoln Elementary School, Room 114
1741 Wauwatosa Avenue, Wauwatosa, WI
(414) 773-1348

Chloe Barranco, Tosa Tots Lead Teacher
Julie Sovey, Tosa Tots Classroom Assistant
Taylor Scoon, Special Education Teacher*

barranch@wauwatosa.k12.wi.us
soveyju@wauwatosa.k12.wi.us
scoonta@wauwatosa.k12.wi.us

Tosa Tots – McKinley Elementary

Early Childhood Room, Room 111
2435 N. 89th Street Wauwatosa, WI
414-773-1557

Natalie Deleon, Tosa Tots Lead Teacher
Angela Meyer, Tosa Tots Classroom Assistant
Rachel Breitrick, Special Education Teacher*

deleonna@wauwatosa.k12.wi.us
meyeran@wauwatosa.k12.wi.us
breittra@wauwatosa.k12.wi.us

Tosa Tots – Underwood Elementary

Early Childhood Room, Room 121
11132 W. Potter Rd, Wauwatosa, WI
(414) 773-1791

Rene Taugner, Tosa Tots Co - Lead Teacher
Lisa Hoppenrath, Tosa Tots Co- Lead Teacher
Alyssa Merlo, Special Education Teacher*

taugnere@wauwatosa.k12.wi.us
hoppenli@wauwatosa.k12.wi.us
merloal@wauwatosa.k12.wi.us

*In the classroom to assist Special Education students

Program Coordinator: Jennie Cottam

cottamje@wauwatosa.k12.wi.us
(414) 773-2906

WEBSITE ADDRESS

Tosa Tots Academy Website: www.tosarec.com
Wauwatosa School District Website: www.wauwatosa.k12.wi.us

DATES TO REMEMBER

Tosa Tots Academy will be held throughout the Wauwatosa School District school year in two sessions. The fall session will run from Monday, 9/7/21, through Friday, 12/22/21. The winter/spring session will run from Monday, 1/3/22, through Friday, 6/2/22. Those students enrolled in the fall session will have first right of refusal for the winter / spring session.

MEET THE TEACHER

Our Tosa Tots Lincoln Site will be holding a Meet the Teacher at Lincoln Elementary School on **Thursday, September 2nd at 4:00pm – 5:30pm**. The teachers will be sending out a sign up link genius via email as we have to stagger groups due to Covid. Please enter at our Tots Entrance (Door W6).

Our Tosa Tots McKinley Site will be holding a Meet the Teacher at McKinley Elementary School on **Friday September 3rd from 4:30pm- 5:30pm**. Please enter at our Tots Entrance (Door E1).

Our Tosa Tots Underwood Site will be holding a Meet the Teacher at Underwood Elementary School **Wednesday, September 1st at 4:00pm – 5:00pm**. The teachers will be sending out a sign up link genius via email as we have to stagger groups due to Covid. Please enter at our Tots Entrance Please enter at our Tots Entrance (Door W8).

Please bring the "Getting To Know You" form(Appendix B), emergency contact form, and Immunization form with you to this. If you cannot attend, please email Jennie Cottam (program coordinator) these completed forms as soon as possible.

***Parents and participants will be required to wear masks at the Meet The Teachers.**

ARRIVING TO PRESCHOOL

Lincoln Elementary

Parents are responsible for their child's supervision within the elementary schools until the class start time. Parents currently will NOT BE ABLE to enter the building. Participants will need to wear a facemask during the program. I will communicate with parents if/when guidelines change. Please

meet Mrs. Barranco and Mrs. Sovey at Door W6 (west side of building that faces the playground). The teachers will come outside in the morning to come and greet the children and will escort them inside. They will also dismiss outside this door.

McKinley Elementary

Parents are responsible for their child's supervision within the elementary schools until the class start time. Parents currently will NOT BE ABLE to enter the building. Participants will need to wear a facemask during the program. I will communicate with parents if/when guidelines change. Please meet Mrs. Deleon and Mrs. Meyer at Door E1 (east side of building). The teachers will come outside in the morning to come and greet the children and will escort them inside. They will also dismiss outside this door.

Underwood Elementary

Parents are responsible for their child's supervision within the elementary schools until the class start time. Parents currently will NOT BE ABLE to enter the building. Participants will need to wear a facemask during the program. I will communicate with parents if/when guidelines change. Please meet Mrs. Taugner and Ms. Hoppenrath at Door W8 (south east side of building that faces the parking lot). The teachers will come outside in the morning to come and greet the children and will escort them inside. They will also dismiss outside this door.

DISMISSAL FROM PRESCHOOL

A child will not be released to anyone other than those designated in writing by his/her parents. If you would like your child to leave preschool with another child's parent, please provide the teacher with a note indicating the arrangements. Parents WILL NOT BE ABLE to enter the building. The teacher will escort them out to the parents.

It is important that children be picked up promptly upon dismissal from preschool. Parents/Guardians may be charged a late pick up fee if they are more than 5 minutes late picking up their child.

ATTENDANCE AND ILLNESS

Please call or email the preschool teacher and leave a message if your child is sick or will not be at preschool for other reasons. Please indicate the symptoms of your child's illness.

Lincoln Tosa Tots Classroom: (414) 773-1348

McKinley Tosa Tots Classroom: (414) 773-1557

Underwood Tosa Tots Classroom: 414- 773-1791

Due to COVID-19, it is very important that you not send your child to Tosa Tots if they have any of the symptoms on the attached chart (programming chart). Please use it as a reference and keep your child at home if he/she shows any of the symptoms listed, which may be early signs of respiratory infections or contagious disease: unusual crankiness or fatigue, fever within the past 24 hours, loss of appetite, rash of any kind, runny nose, sneezing or coughing. They must be fever-free (without a medication to reduce fever like Tylenol) for a full 24 hours AND it has been 10 days since a fever started before they can return to class. Otherwise, if they were to have a COVID test and it comes back negative they can return the next day. Colds, viruses, childhood diseases, etc. are most easily transmitted in the early stages before the most obvious symptoms appear. Please notify Jennie Cottam, Program Coordinator, (414) 773-2906 or by email at cottamje@wauwatosa.k12.wi.us

If they are out sick and what illness they have and if they are out due to a communicable disease, as the district does need to track that. District illness guidelines may change throughout the year as more information becomes available. Please refer to the district website for the more up-to-date guidelines.

SCHOOL CLOSING

Tosa Tots will follow the Wauwatosa Public School protocol when a weather event or other emergency forces the closing of schools. Local radio and television stations will have announcements regarding school closings. The School District website, www.wauwatosa.k12.wi.us will also have the information listed.

PRESCHOOL TOILETING GUIDELINES

ALL children that are enrolled in the program are expected to be fully toilet trained before the first day of school.

Additionally, students should be able to get clothes on/off with minimal guidance, get on/off the child-sized toilet independently, clean themselves after toileting, and flush toilet. Staff will assist children with buttons or snaps on clothing as necessary. Independence and reinforcement of self-help skills will be encouraged by the staff.

If a child has a toileting accident, parents will be called to change the child into clean clothing. If a child has three or more accidents in a three-week period, the child is not ready for preschool programming. At that time, the child will be required to stay home from preschool for three weeks to work on toileting independence. Upon return, the child is expected to be fully toilet trained.

If the toileting accidents continue, the same procedures as listed above will continue. There will be no pro-rating or refunds of preschool fees due to toileting issues.

CLASSROOM RULES and BEHAVIOR GUIDELINES

Tosa Tots offers an environment that is emotionally and physically safe, so that each child can grow and learn feeling confident, happy and secure. Teachers will discuss appropriate classroom rules with the children in the first week of school, inviting the children to share their own ideas. During these discussions, clear limits are set and the children understand what appropriate behavior is. In general, at Tosa Tots Academy:

- We solve problems by using our words.
- We do not use angry hands or feet to solve our problems.
- We make good choices.
- We help each other.

Tosa Tots will follow the "Wauwatosa School Districts" progressive discipline policy.

NO SNACKS

We will not be having a snack time in the program this year. Please make sure to feed your child before the program. They can bring a water bottle with them.

FOOD ALLERGY ACTION PLAN

If your child has food allergies or special dietary needs or requires an Epi Pen, please request the action plan from Jennie (Program Coordinator). Complete the action plan and return the form to Jennie as soon as possible.

CLOTHING

Please send your child appropriately dressed for preschool. He/she should be dressed in play clothes that allow freedom of movement and that are readily washable. Every attempt will be made to avoid your child's clothing becoming stained with paint or dirt, but preschool is the right time and place for creative expression. This can at times get messy! Give your child the freedom to concentrate on his/her artwork, not on keeping clothes clean. Our school playgrounds are covered with wood chips. Flip-flops and crocs are not recommended for outdoor play.

Please send a complete change of clothing for your child in a labeled bag. These items will be kept in their back packs in case they need to change. These items will remain in your child's backpack and be used only for unexpected emergencies.

PLEASE label all clothing and shoes with your child's name. This is especially true of mittens, hats, scarves, and boots. It is amazingly easy for these items to get mixed up, preschoolers often cannot identify what is theirs and what is someone else's

SCHOOL BAGS

Your child must have a large backpack to carry home artwork, notes, etc. Please label the bag with your child's name clearly visible on the outside of the bag. The bag must be large enough for projects to fit inside, and preferably should open easily from the top. All personal toys should be left at home.

School Supplies

An attached list of supplies for the school year (Appendix C) is attached at the end of the handbook.

WEATHER CONDITIONS

It is our practice to incorporate going outside each day, if possible, as part of the learning experience. We expect all students to come dressed properly for the day. In cold weather, students should arrive at school with: 1) a heavy jacket or several warm layers; 2) warm mittens; 3) a warm head covering; 4) snow pants; and 5) boots. It is possible that cold weather will prevent students from going outdoors for recess.

INSURANCE

The school district does not carry insurance to cover student accidents/injuries.

LEGAL CUSTODY

If you are experiencing custody difficulties, we strongly urge you to keep the Recreation Department and Tosa Tots staff fully advised of circumstances, which might affect your child. Unless legal documentation is submitted to the contrary, we will assume that parents share equal rights to drop off or pick up a child.

CHILD ABUSE OR NEGLECT

All Tosa Tots, Wauwatosa Recreation Department and Wauwatosa School District employees are required by law to report any suspected abuse or neglect to Protective Services. Please communicate if you have any concerns regarding your child's well-being.

PHOTOGRAPHY

Tosa Tots students will be photographed for educational / news publicity purposes. If you do NOT want your child in these pictures, please notify the Wauwatosa Recreation Department in writing.

ACCIDENT, ILLNESS, or MEDICAL EMERGENCY

Whenever a child is injured during Tosa Tots, an accident report will be completed by the teacher immediately following the incident. The teacher will be responsible for following up with the parent.

In case of an emergency: The Tosa Tots staff/Recreation Department will attempt to contact the parents/guardians. School personnel will make a judgement regarding emergency care to be given. If emergency personnel are summoned, they will assume responsibility from that time on. Your child cannot be treated at a hospital until a parent/guardian can be reached. He/She can be transported to a hospital and given life saving measures only.

REGISTRATION

Tosa Tots is for children ages 3 to 4 years old.

Children may register throughout the school year through the Wauwatosa Recreation Department providing there are openings in the program. Fees will be prorated. Registration forms must be completed, processed, and confirmed prior to your child attending the program.

If the preschool program has reached capacity, students will be placed on a waiting list. Parents/Guardians will be contacted in the order in which the names were received when space becomes available in the preschool class.

All children must be toilet trained.

Tosa Tots does not discriminate against students based on sex, race, religion, national origin (including limited English proficiency), ancestry, creed, color, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability in its educational programs or activities.

REFUNDS

If a child withdraws from the program, no tuition refunds will be considered unless that child's enrollment in the program can be filled. Student's that are already enrolled in Tosa Tots and transfer within the program to a different class does not count as a replacement for the dropped student. Refunds may be given if you do not feel comfortable having your child participate under the COVID-19 district guidelines. If that is the case please contact Jennie.

STUDENT IMMUNIZATION LAW AGE/GRADE REQUIREMENTS 2021-2022 SCHOOL YEAR

All Tosa Tots students must have an immunization form completed and on file within the Recreation Department by September 21st. You can email a copy of it to Jennie at: cottamje@wauwatosa.k12.wi.us or you can drop it in our mailbox outside of our office (11324 W. Center Street – east side of Tosa West High School).

The Student Immunization Law (WI State statute 252.04) requires that all students through grade 12 meet the minimum number of required immunizations. These requirements can be waived only for health, religious or personal conviction reasons. The required immunizations are:

Age/Grade	Number of Doses					
Pre K (2 yrs through 4 yrs)	4 DTP/DTaP/DT ²		3 Polio	3 Hep B	1 MMR ⁵	1 Var ⁶
Grade K through 5	4 DTP/DTaP/DT/Td ¹²		4 Polio ⁴	3 Hep B	2 MMR ⁵	2 Var ⁶
Grade 6 through 12	4 DTP/DTaP/DT/Td ²	1 Tdap ³	4 Polio ⁴	3 Hep B	2 MMR ⁵	2 Var ⁶

1. DTP/DTaP/DT vaccine for children entering Kindergarten: Your child must have received one dose after the 4th birthday (either the 3rd, 4th, or 5th) to be compliant. (Note: a dose 4 days or less before the 4th birthday is also acceptable).
2. DTP/DTaP/DT/Td vaccine for students entering grades Pre K through 12: Four doses are required. However, if your child received the 3rd dose after the 4th birthday, further doses are not required. (Note: a dose 4 days or less before the 4th birthday is also acceptable).
3. Tdap means adolescent tetanus, diphtheria and acellular pertussis vaccine. If your child received a dose of tetanus-containing vaccine, such as Td, within 5 years of entering the grade in which Tdap is required, your child is compliant and a dose of Tdap vaccine is not required.
4. Polio vaccine for students entering grades Kindergarten through 12: Four doses are required. However, if your child received the 3rd dose after the 4th birthday, further doses are not required. (Note: a dose 4 days or less before the 4th birthday is also acceptable).
5. The first dose of MMR vaccine must have been received on or after the first birthday (Note: a dose 4 days or less before the 1st birthday is also acceptable).
6. Var means Varicella (chickenpox) vaccine. A history of chickenpox disease is also acceptable.



TOSA TOTS MEET & GREET: LINCOLN

Our Tosa Tots Lincoln Site will be holding a Meet the Teacher!

When: Thursday, September 2nd at 4:00pm – 5:30pm

Where: Lincoln Elementary School (Enter at our Tosa Tots Entrance – Door W6) West side of the building near the outdoor classroom/playground.

What to Bring: Getting to Know You Form, Emergency Contact Form, COVID waiver and Immunization Record

TOSA TOTS UNDERWOOD LEAD TEACHER: CHLOE BARRANCO

barranch@wauwatosa.k12.wi.us

TOSA TOTS UNDERWOOD CLASSROOM ASSISTANT: JULIE SOVEY

soveyju@wauwatosa.k12.wi.us

TOSA TOTS MEET & GREET: MCKINLEY

Our Tosa Tots McKinley Site will be holding a Meet the Teacher!

When: Friday, September 3rd 4:30pm – 5:30pm

Where: McKinley Elementary School (Enter at our Tosa Tots Entrance – Door E1) East side of the building.

What to Bring: Getting to Know You Form, Emergency Contact Form, COVID waiver and Immunization Record

TOSA TOTS MCKINLEY LEAD TEACHER: NATALIE DELEON

deleonna@wauwatosa.k12.wi.us

TOSA TOTS MCKINLEY CLASSROOM ASSISTANT: ANGELA MEYER

meyeran@wauwatosa.k12.wi.us

TOSA TOTS MEET & GREET: UNDERWOOD

Our Tosa Tots Underwood Site will be holding a Meet the Teacher!

When: Wednesday, September 1st at 4:00pm – 5:00pm

Where: Underwood Elementary School (near our Tosa Tots Entrance – south east end of the front of the school – see attached map)

What to Bring: Getting to Know You Form, Emergency Contact Form, COVID waiver and Immunization Record

TOSA TOTS UNDERWOOD LEAD CO TEACHER: RENE TAUGNER

taugnere@wauwatosa.k12.wi.us

TOSA TOTS UNDERWOOD LEAD CO TEACHER: LISA HOPPENRATH

hoppenli@wauwatosa.k12.wi.us

Appendix B



Getting to Know You!

Your Child's Full Name and birthdate:

Name your Child wants to be called at school:

Members of your family: (Who lives in your house? - please include pets!)

My child's personality is: (outgoing, shy, independent, kind, strong willed, easy going, etc...)

What is your child's sleeping pattern? (how long, naps, where do they sleep, etc...)

My child is good at: (coloring, listening to stories, playing make-believe, running, building, singing, etc...)

My child does not like to: (play outside, touch messy things, use the bathroom, give hugs, nap/ sleep etc...)

Appendix B

My Child's Favorite Things:

Toy _____ Movie _____

Book _____ Color _____

Game _____ Food _____

My child is upset by: (bugs, strangers, changes in routine, new experiences, loud noises, sleeping alone, etc...)

Any areas of concern (tantruming, toileting issues, developmental concerns, separation concerns etc...)

What are some things you hope your child learns this year?

What is the best way to contact you? Please provide information below.

Does your child have any allergies or medical concerns?

Thank you for introducing me to your child. I know this is going to be a wonderful year!

Supply List for Tosa Tots

- _____ Water Bottle with child's name on it
- _____ Large Backpack
- _____ A change of clothes in a Ziplock bag to be kept in the backpack for emergencies
- _____ 1 Container of Disinfecting Wipes
- _____ 1 Plastic pencil box (for individual art boxes)
- _____ 2 Large Glue Sticks
- _____ 1 box of crayons (Underwood Tots)
- _____ Fat Pencil (Underwood Tots)
- _____ MARKERS and CRAYONS (basic colors) (Lincoln Tots)
- _____ Playdoh (Lincoln Tots)
- _____ 4x6 Family Photo (Lincoln Tots)
- _____ 2 extra masks (Lincoln Tots)
- _____ Art Smocks or old t-shirt for art projects (Lincoln Tots)

STUDENT IMMUNIZATION LAW AGE/GRADE REQUIREMENTS

The following are the minimum required immunizations for each age/grade level according to the Wisconsin Student Immunization Law. Additional immunizations may be recommended for your child depending on his/her age. Please contact your doctor or local health department to determine if your child needs additional immunizations.

Grade/Age	Number of Doses					
Pre-K (ages 2 through 4 yrs) ¹	4 DTaP/DTP/DT ²	3 Polio	3 Hepatitis B ⁶	1 MMR ⁷	1 Varicella ⁸	
Kindergarten through Grade 5	4 DTaP ¹ /DTP/DT/Td ^{2,3}	4 Polio ⁵	3 Hepatitis B ⁶	2 MMR ⁷	2 Varicella ⁸	
Grades 6 through 12	4 DTaP/DTP/DT/Td ²	1 Tdap ⁴	4 Polio ⁵	3 Hepatitis B ⁶	2 MMR ⁷	2 Varicella ⁸

1. Children > 4 years of age who are enrolled in a Pre-K class should be assessed using the immunization requirements for Kindergarten through Grade 5 which would normally correspond to the individual's age.
2. D= diphtheria, T= tetanus, P= pertussis vaccine. DTaP/DTP/DT/Td vaccine for all students Pre-K through 12: Four doses are required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. Note: a dose four days or less before the 4th birthday is also acceptable.
3. DTaP/DTP/DT vaccine for children entering Kindergarten: Each student must have received one dose after the 4th birthday (either the 3rd, 4th, or 5th dose) to be compliant. Note: a dose four days or less before the 4th birthday is also acceptable.
4. Tdap is adolescent tetanus, diphtheria and acellular pertussis vaccine. If a student received a dose of a tetanus-containing vaccine, such as Td, within five years before entering the grade in which Tdap is required, the student is compliant and a dose of Tdap vaccine is not required.
5. Polio vaccine for students entering grades Kindergarten through 12: Four doses are required. However, if a student received the 3rd dose after the 4th birthday, further doses are not required. Note: a dose four days or less before the 4th birthday is also acceptable.
6. Laboratory evidence of immunity to hepatitis B is also acceptable.
7. MMR is measles, mumps, and rubella vaccine. The first dose of MMR vaccine must have been received on or after the first birthday Note: a dose four days or less before the 1st birthday is also acceptable. Laboratory evidence of immunity to all three diseases (measles and mumps and rubella) is also acceptable.
8. Varicella vaccine is chickenpox vaccine. A history of chickenpox disease or laboratory evidence of immunity to varicella is also acceptable.

STUDENT IMMUNIZATION RECORD

INSTRUCTIONS TO PARENT: COMPLETE AND RETURN TO SCHOOL WITHIN 30 DAYS AFTER ADMISSION. State law requires all public and private school students to present written evidence of immunization against certain diseases within 30 school days of admission. The current age/grade specific requirements are available from schools and local health departments. These requirements can be waived only if a properly signed health, religious or personal conviction waiver is filed with the school. The purpose of this form is to measure compliance with the law and will be used for that reason only. If you have questions regarding immunizations, or how to complete this form contact your child's school or local health department.

PERSONAL DATA		PLEASE PRINT				
Step 1	Student's Name	Birthdate (Mo/Day/Yr)	Gender	School	Grade	School Year
	Name of Parent/Guardian/Legal Custodian	Address (Street, City, State, Zip)			Telephone Number ()	

IMMUNIZATION HISTORY						
List the MONTH, DAY, AND YEAR your child received each of the following immunizations. DO NOT USE A (✓) OR (X) except to answer the question about chickenpox, Tdap, or Td. If you do not have an immunization record for this student at home, contact your doctor or public health department to obtain it.						
TYPE OF VACCINE*	FIRST DOSE Mo/Day/Yr	SECOND DOSE Mo/Day/Yr	THIRD DOSE Mo/Day/Yr	FOURTH DOSE Mo/Day/Yr	FIFTH DOSE Mo/Day/Yr	
DTaP/DTP/DT/Td (Diphtheria, Tetanus, Pertussis)						
Adolescent booster (Check appropriate box) <input type="checkbox"/> Tdap <input type="checkbox"/> Td						
Polio						
Hepatitis B						
MMR (Measles, Mumps, Rubella)						
Varicella (Chickenpox) Vaccine Vaccine is required only if your child has not had chickenpox disease. See below.						
Has your child had Varicella (chickenpox) disease? Check the appropriate box and provide the year if known: <input type="checkbox"/> YES _____ year (Vaccine not required) <input type="checkbox"/> NO or Unsure (Vaccine required)			Has your child had a blood test (titer) that shows immunity (had disease or previous vaccination) to any of the following? (Check all that apply) <input type="checkbox"/> Varicella <input type="checkbox"/> Measles <input type="checkbox"/> Mumps <input type="checkbox"/> Rubella <input type="checkbox"/> Hepatitis B If YES, provide laboratory report(s)			

Step 3 **REQUIREMENTS**
 Refer to the age/grade level requirements for the current school year to determine if this student meets the requirements.

Step 4 **COMPLIANCE DATA**
STUDENT MEETS ALL REQUIREMENTS
 Sign at Step 5 and return this form to school.
 _____ Or _____
STUDENT DOES NOT MEET ALL REQUIREMENTS
 Check the appropriate box below, sign at Step 5, and return this form to school. PLEASE NOTE THAT INCOMPLETELY IMMUNIZED STUDENTS MAY BE EXCLUDED FROM SCHOOL IF AN OUTBREAK OF ONE OF THESE DISEASES OCCURS.
 Although my child has NOT received ALL required doses of vaccine, the FIRST DOSE(S) has/have been received. I understand that the SECOND DOSE(S) must be received by the 90th school day after admission to school this year, and that the THIRD DOSE(S) and FOURTH DOSE(S) if required must be received by the 30th school day next year. I also understand that it is my responsibility to notify the school in writing each time my child receives a dose of required vaccine.
NOTE: Failure to stay on schedule may result in exclusion from school, court action and/or forfeiture penalty.
WAIVERS (List in Step 2 above, the date(s) of any immunizations your child has already received)
 For health reasons this student should not receive the following immunizations _____

 SIGNATURE - Physician _____ Date Signed _____
 For religious reasons, I have chosen not to vaccinate this student with the following immunizations (check all that apply)
 DTaP/DTP/DT/Td Tdap, Polio Hepatitis B MMR (Measles, Mumps, Rubella) Varicella
 For personal conviction reasons, I have chosen not to vaccinate this student with the following immunizations (check all that apply)
 DTaP/DTP/DT/Td Tdap Polio Hepatitis B MMR (Measles, Mumps, Rubella) Varicella

Step 5 **SIGNATURE**
 This form is complete and accurate to the best of my knowledge. Check one: (I do I do not) give permission to share my child's current immunization records and as they are updated in the future with the Wisconsin Immunization Registry (WIR). I understand that I may revoke this consent at any time by sending written notification to the school district. Following the date of revocation, the school district will provide no new records or updates to the WIR.

 SIGNATURE - Parent/Guardian/Legal Custodian or Adult Student _____ Date Signed _____



**WAUWATOSA RECREATION DEPARTMENT
EMERGENCY RELEASE FORM**

Child's Last Name	Child's First Name	()
Address	Zip Code	()
City		()
Date of Birth	Parent/Guardian Name(s):	Cell Phone

Parent Email Address(s): _____

EMERGENCY INFORMATION:

Allergies (including Food): _____

Medical and/or Physical Considerations: _____

Emergency Contacts (list parents individually as the first two followed up two separate emergency contacts)

Name	Relationship to Child MOTHER	Home phone	()
		Cell phone	()
Name	Relationship to Child FATHER	Home phone	()
		Cell phone	()
Name	Relationship to Child	Home phone	()
		Cell phone	()
Name	Relationship to Child	Home phone	()
		Cell phone	()