



## Wee Kids Child Development II Parent Checklist

Please remember, you must have ALL paperwork complete and turned in, along with registration fee in order to be enrolled in the program.

### Included in this packet

- \_\_\_\_\_ Welcome Letter
- \_\_\_\_\_ Childcare Registration Form
- \_\_\_\_\_ Payschools Instructions (at bottom of this page)
- \_\_\_\_\_ Child Information Card
- \_\_\_\_\_ All Purpose Permission Form (Peach)
- \_\_\_\_\_ Parent Notification of Licensing Notebook
- \_\_\_\_\_ Key Fob Rental Form (separate check required)

### Documents Parent Provides:

- \_\_\_\_\_ Child's Birth Certificate
- \_\_\_\_\_ Immunization Record
- \_\_\_\_\_ Health Appraisal (included in packet)

Available upon request. Can be found on our website at [www.lapeerschools.org](http://www.lapeerschools.org).

- \_\_\_\_\_ Parent Handbook
- \_\_\_\_\_ Early Childhood Curriculum Guide

**Payschools Instructions:** Parents can access PaySchools on the District homepage at [LapeerSchools.org](http://LapeerSchools.org) and follow these steps to set up an account under Kids and Company: Under "For Parents", Click on Payschools

1. **Click on the Kids & Company link**  
**<http://www.payschools.com/cat.asp?id+6AFF8DE21A0E4924A0595A99C33A4754>**
2. Choose an item to add to cart with amount
3. Click on check out where you will be asked to register or login
4. If new, fill in the required fields to register an account (submit e-mail address and password which you will need for future entries)
5. Click the link to associate your student with your account and follow prompts to enter first and last name of your student. You do not need school id # for your student.
6. You will be taken to a payment screen. You can pay by Credit or Debit card or by electronic check. A receipt for this transaction will be sent to your e-mail address.  
Click sign out and you're finished. Thank you for taking advantage of this new payment option. Please contact the Kids & Company Secretary at 810-667-2454 or Margaret Kulman (Business Office) at 810-538-1612 if you have any questions.