CAOS Student Personal Information Sheet

Child's Name:			Birth Date:				_
Grown Up 1:			Grown Up 2:			_	
In the event that the method of communic				the day, please rank your pre	ferred		
Please put an	asterisk beside the	address and phone nu	mber you would like	your child to practice (beginning in Pre	<u>:-K).</u>		
Name:			Nam	e:			_
Address:			Address:				_
City/Zip:Home Phone:							_
							_
Cell Phone:			Cell F	Phone:			_
Text OK? Y/N	List Carrier:_		Text	OK? Y/N List Carrier:			_
Work Phone:			Worl	k Phone:			_
Employer:			_ Empl	loyer:			_
E-mail:			E-ma	ail:			
Name	Nickname	Relat	ionship	Gender	Age		
							_
							_
Attendance Plan (foi Start Date:		s only):					
Days of Attendance:	м т	— W T Part Day		(circle)			
f Part Day, list arriva	l time	depar	ture time				
EMERGENCY INFOR	RMATION						
Pediatrician's Name:			_ Pediatrician	's Phone Number:			
Preferred Hospital:_			_				
In-area emergency o	contacts when	parents cannot k	pe reached:				_
Emergency contacts	will be asked fo	r photo ID at pick	up				
Name: Relationship to		Child:	Can pick up o	child?	Υ	١	
Home Phone: Cell Phone:			Work Phone:				
Name:		Relationship to	Child:	Can pick up o	child?	Υ	١
Home Phone:		Cell Phone:		Work Phone:			
Name:		Relationship to	Child:	Can pick up o	child?	Υ	١
Home Phone: Cell Phone:			Work Phone:				





Name:	Relationship to Child:	Contact #:
Name:	·	Contact #:
		Contact #:
Known Allergies (Food All	ergies will be reported separately)	:
Medical/physical factors th	at may impact participation in sch	ool activities:
Please sign below if you a	re interested in participating in the	CAOS PTO organization:
Signature 1		ture 2
	o be included in this directory, pleas	olanning events and activities with other CAOS se provide consent to provide the following
		phone number, CAOS student's name, birth e mark through any items you do not wish to
	ctory for all ECHO families birth to 2 cormation in either or both directories	21 years of age. You will have the opportunity es.
Signature 1 (consent for P	TO directory) Signat	ture 2 (consent for PTO directory)
Please confirm receipt of t	he tuition policy. I/We plan to:	
Use Tuition Express	(debit or credit cards)Carle	payroll deductionApply for exeption
I/We have read and unders	stand the following information.	
Illness policyAttendance policyTuition policyWeather closure proUnderstanding of HParent handbookUniversity student p	IIPAA regulations regarding commu	unications
Please confirm you have re	ead and understand the above:	

CAOS Child Fact Sheet

805 W. Park St., Urbana, IL 61801

Child's Full Name (including middle)	/
	Nickname
Form Completed By:	
Family interests and hobbies:	
Facts about your child:	
What are some of your child's likes?	
What are some of your child's dislikes?	
Are there some things that can generally make your child mad or sad?	
What helps calm your child when he/she is upset?	
Are there any situations that may be difficult for your child?	
Please list any additional concerns/behaviors specific to your child that the teacher/the about:	•
Please list any special goals or areas of focus for your child this year:	





Food Information Form (FIF)

Child's Name:	Date Completed:
Person Completing the Form/Relationship:	J_
Please complete the sections below to provide guidance on your child's interactions child's dietary restrictions in each category. Please mark 'none', rather than leaving a Children may be exposed to a variety of foods during learning activities at the schoo	
support your child in trying new foods.	
Potentially Life-Threatening Food Allergy: ingestion and/ or contact with the food trigger causes an immune system reaction resulting in respiratory distress that is treated using epinephrine. A Food Allergy Emergency Action Plan must be completed by a physician for each life-threatening food allergy. Family will complete the Food Allergy History. Additionally, the staff and family will work together to develop an Individual Health Care Plan.	Food Sensitivity/ Intolerance: ingestion of the food triggers undesirable gastrointestinal, skin or behavioural symptoms. A Physician Statement for Food Substitution form is required for each food sensitivity/ intolerance. Family will complete the Food Sensitivity History as well.
Religious Belief: the family's faith dictates avoidance of certain foods or food combinations; examples include avoiding meat on Fridays during Lent for a Catholic family or avoiding pork for a Jewish family. A Family Statement for Food Restriction/ Substitution form is required.	Family Preference: any dietary restriction determined by the family; examples include a family's choice to follow a vegetarian diet, avoid food dyes, or choking hazards or limit sugar intake. A Family Statement for Food Restriction/ Substitution form is required.
	How would you like us to support your child in trying new foods? Please indicate your choice below: ☐ Encourage child to taste food before saying 'no thank you'. ☐ Child can say 'no thank you' without first tasting.





Carle Auditory Oral School/Carle Foundation Hospital Physician Authorization And Permission For Medication Administration

Student's Name:		-		Today's Date:
	(Last)	(First)	Birth Date	
Student attends the follo	owing days/times:			
Physician/PrescribeParent signed, date	red following these guidelines: er signed, dated authorization t ed authorization to administer t e original labeled contained as	o administer the medication	ed container)	
PHYSICIAN AUTHORIZAT	TION:			
Medication:			.1	Dosage:
Time to be administered:		Intended 6	ffect of this medication:	
Expected side effects, if any	:	Administra	tion instructions:	
Other medications student	is taking:	Discontinu	e/Re-Evaluate/Follow-up Date (circle one	3):
Physicians Signature:			- 1	Date Signed:
Physicians Name:				Physician's Emergency Phone #:
I herewith acknowledge medical emergency, I he lawfully prescribed med • Prescription medic child's parent/guar • Over the Counter n	ereby authorization Carle Audito ication or over-the-counter med ation is administered in accord dian shall not conflict with the nedications may be administer	ICATION ADMINISTRATION If or administering medication to my chicagory Oral School and its employees and a dications that I have provided. These me ance with the pharmacy label directions label directions as prescribed by the chicagory in accordance with the product label with the product label directions on the	gents, on my behalf, to administer dications must be labeled appropi as prescribed by the child's health d's health care provider. directions on the container with pl	or attempt to administer to my child riately as follows: n care provider. Instructions from the
		y prescribed medication is so administe arising out of the administration of said	-	re against Carle Auditory Oral School or
Child's Name:				Date Signed:
Parent/Guardian Signature:	:		(Contact Phone #:





CAOS Nap/Quiet Time Information

Child's Name:				
CAOS staff knows that getting adequate rest is an important part of being ready to learn and play each day. Because of this, a 90 minute nap time will be provided to three year olds/PS students enrolled in Carle Auditory Oral School. We will continually monitor the napping procedures and napping behaviors of the children. If requested, families can receive daily notification about sleeping behaviors.				
Napping behaviors include whether or n description of their behavior during the t		-	·	
Some children fall asleep quickly, and other one or two times per week. These normal detract from other students' ability to fall management is continually adapted to econcerns arise, the napper's family will be development of a behavior plan for indivat CAOS, if warranted.	al variances are o Il asleep. As with nsure maximal be de consulted to de	okay as long as b all processes ar enefit. Staff will evelop a plan mo	pehaviors and noise levels do not and procedures at CAOS, nap time track napping behaviors and if oving forward. This plan may include	
Our four year-old Pre-K classroom sche have not yet transitioned out of a nap.	edule does not inc	clude a break fo	r a nap. However some 4 year-olds	
Please indicate below if your four year- preferred nap duration:	old requires a na	p during the sch	nool day. Please indicate your	
Circle one:	30 min	60 min	90 min	
I/We understand the napping procedure	S.			
I/We understand that we may request a	summary of my/o	our child's napp	ing behavior.	
I/We understand that CAOS staff will pr napping behaviors.	ovide this summa	ary if they have	a concern about my/our child's	
Signature 1			Date	
Signature 2			Date	





CAOS Family Involvement Expectations

Child's Name:					
Many private schools require the classrooms, lunch room who are unable to meet this requirement, largely due to and University of Illinois stuinitiating each expectation a commitment statement.	n, school libra s requiremen the tremend udents. In lieu	ry or at after t are often ch ous voluntee ı of this, we a	school events as p narged an additiona r support that we r ask that families co	art of their tuition ag al fee. CAOS families receive from Carle's ' mmit to each of the l	greement. Families s are spared this Volunteer Office listed activities by
each nightReview your child'sSend morning snacShare 3 traditions/	s journal each ck for the sch experiences your child's t cerns about y	n night, makir ool, approxin with your chi teacher, scho your child's e	ng entries as reque nately once every t ild's class per schoo ol office or the producational program	gram director if you n.	teacher. n enrolled student.
Ensure that you se	nild arrives w nd extra batt nd troublesh eces, if applic pate in 2 there thly Parent Pr	rith functioning eries for your ooting equiposable. apy session a crofessional Cr	r child's hearing de ment, such as earm and 2 classroom les ollaboration Meetir	oold cleaning brushe ssons per year. ngs.	es, cochlear implan
without you! Signature 1		Date	 Signature 2		 Date
FAMILY ENGAGEMENT Please list three traditions y meaningful for sharing and school. Please contact your	whether you	will be comi	nild's class this sch ng into class or pro	oviding materials to I	year most
Tradition	When?	Provide mat	terials only/provide	materials & able to	lead the activity





Tuition Policy

• Participation in automatic payment plan is **required** for all enrolled students. Electronic Funds Transfers (Tuition Express) will be made according to the attached schedule.

With this method of tuition billing, all accounts should remain current. In the event that tuition is not paid in full (due to change in banking institution or other unforeseen circumstance), families have one week to reconcile accounts and return to a zero balance. Failure to keep the tuition bill current will result in a temporary suspension for the student.

Students can be re-enrolled when tuition balance is paid in full within one week. The student's spot may be given to another family if tuition balance is not pain in full within two weeks.

We apologize for any inconvenience this policy may cause. It is essential that revenue from tuition be kept current in order to maintain our program and educational offerings. Please contact the director with any questions or concerns.

- It may be possible to obtain an exception by completing the Exception Request Form.

 Any approved exception will come with an expectation to pre-pay tuition, one month at a time. That is, August school tuition would be paid by August 1st, September Tuition in addition to unforeseen childcare fees from August, would be paid by September 1st, etc. Failure to comply with this pre-payment plan would result in your child's suspension from school/child care.
- Please indicate on the Student Personal Information form which method of payment you will be utilizing Tuition Express or Tuition Exception.





Biweekly Payment Timetable for 2024-2025

Payment Dates:				
Aug 16				
Aug 30				
Sep 13				
Sep 27	Tuition Express deductions will occur on the dates listed. Tuition payments will be processed across 20 billing periods for the 2024-2025 school year, with two payments being processed monthly from August 2024 to May 2025. January 3, 2025 payment will be skipped.			
Oct 11				
Oct 25				
Nov 8				
Nov 22				
Dec 6				
Dec 20				
Jan 17				
Jan 31				
Feb 14				
Feb 28	Regarding child care, families will need to anticipate child care needs for the			
Mar 14	months ahead. You will receive a child care form each month for the next month. Please complete and return these forms by the 1st of the month (before			
Mar 28	the coverage month). Once your child care needs have been determined, you			
Apr 11	will then be notified of the payment amounts for the following month. Please understand that biweekly deduction amounts will vary based on the amount of			
Apr 25	child care services utilized. June 2025 child care payments will be processed on			
May 9	June 6th and 20th.			
May 23*				
*May 23 will be FINAL payment date for any remaining balances for the 2024-25 school year.				
	Summer camp charges will be processed on July 7th (due to holiday) and 18th.			





CAOS Tuition Policy Exception Request Form

Child's Name:		Child's Date of Birth:		
Reason for Tuition Policy	Exception Request			
Details of Exception Requ	uest (I.E. Alternate	Date Of EFT Withdrawa	al, Date/Method of Prep	payment, Etc):
Course of Action if Excep	tion is Not Granted	:		
I/We understnd that if thi	is exception is gran	ted, that:		
Failure to comp		nt plan will result in my	our child's suspension	from the school and child-care
If back tuition is	not caught up with	in one week of suspensi	on, my/our child's spot r	nay be taken by another family.
Parent Signature:				Date:
Parent Signature:				Date:
OFFICE USE Tuition Policy Exception	Request:			
	-	proved \square Appro	ved with Modifications	☐ Approved
Modifications, if Applica				
OUTLINE OF APPROVE Due Date:		MENT PLAN		
Invoice to be Sent?		□No		
Receipt Provided?	☐ Yes	□No		
Receipt Provided?	☐ Check	☐ Money Order	□ Cash	
I/We Agree to the Terms	Outlined Above:			
Signature 1:			Date:	:
Signature 2:				
Staff Signature:			Date	







Hop aboard the Tuition Express and never write a check again!

ProCare Software

As your childcare provider, we are excited to offer you the convenience of automatic tuition payments through Tuition Express. You'll no longer need to write a check or remember your checkbook when you're picking up your child at the end of a hectic day. Your payment will be safely and securely processed by Tuition Express, giving you peace of mind that your tuition has been paid on time! It's easy to enroll and even easier to participate. You'll be joining tens of thousands of parents nationwide who enjoy the ease and convenience of Tuition Express.

To learn more about Tuition Express, automatic payment notifications or reviewing your payment history, please visit www.tuitionexpress.com.

For Bank Account Authorization, complete and return to center management,

The state of the s	ount flathforneathon, co.			
ELECTRONIC FUNDS TRANSFER AUTHORIZATION I (we) authorize				
payments.				
Your Name	Phone #	DEPOSITORY - Bank or Credit Union Name		
Address		Bank or Credit Union Address		
City	State Zip	City State Zip Type: Checking Savings		
Routing Transit Number (see s	ample below)	Account Number (see sample below)		
This authorization will remain in full force and effect until I (we) notify the CENTER in writing of its termination in such time and in such manner as to afford Tuition Express and DEPOSITORY a reasonable opportunity to act upon it. Notices must be received at a minimum of 5 business days in advance of the termination date.				
Signature Date				
Record Retention Notice: The child care provider shall retain all parent (client) authorization forms in a secure location for a period of two years from the date of client withdrawal from the Tuition Express TM program. *Tuition Express is an assumed business name of Blum Investment Group, Inc.				
	dynasish Baga Inda Igas Sud Garen 06/10/4 FA 10 TE Undari	747E		

Check

41057481044 57884514 1430

Account

Number

Routing Transit

Number



Hop aboard the Tuition Express and never write a check again!

As your childcare provider, we are excited to offer you the convenience of automatic tuition payments through Tuition Express. You'll no longer need to write a check, or remember your checkbook, as you're picking up your child at the end of a hectic day. Your account will be safely and securely debited by Tuition Express, giving you peace of mind, knowing your tuition is being paid when it's due. It's easy to enroll and even easier to participate. You'll join millions who already pay mortgages, car payments, and childcare tuition automatically. Tuition Express is convenient and safe for you, and it helps us do a better job caring for your child.

Frequently Asked Questions

When I pay my tuition automatically, how secure is my account information?

Very secure — more secure than when you write checks. The checks you write every day have your name, address, phone number, and sometimes your driver's license number on them. With this information, criminals have all they need to access your account or worse, *steal your identity*. Automatic payments greatly reduce this potential problem by limiting the amount of information available and who has access to it. Tuition Express also incorporates additional security procedures, utilizing 128 bit encryption.

What if the childcare center makes a mistake and takes out too much money?

Report the error to your childcare center immediately — it was most likely an honest mistake. The childcare center will then adjust your account accordingly.

What if my childcare center and I disagree about a payment?

If you feel that the payment should not have been made, you have the right to dispute the charge. Contact your bank or credit card company. Tuition Express and your childcare provider will work closely to resolve the issue in a timely manner.

Does this form of payment give the childcare center access to my account?

Nobody at the childcare center has access to your account. When you sign up for Tuition Express, you only authorize *your* bank or credit card company to release the exact amount owed to your provider when it is due and payable.

How will I know when a payment was taken out of my account?

Your childcare expenses will be taken out of your account on a schedule that you and the childcare center agree upon. Your childcare center has the ability to print statements for your records prior to the withdrawal of any money. Additionally, the charges will show up on your monthly statement as "Tuition Express".

When I sign up for Tuition Express, how will this help my childcare provider?

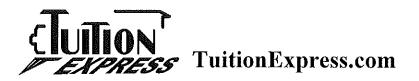
Your childcare provider has chosen to offer Automatic Payments for several reasons. First, it will give you the convenience of not having to write a check every time tuition and fees are due. Second, it allows regular scheduling of your payments. Most importantly, Automatic Payments reduce the amount of time your childcare center spends on management activities, giving staff more time to spend with the children.

How do I get started?

Simply complete the "Payment Authorization" form and return it to your childcare provider. They will do the rest! For more information on automatic payments, visit www.directpayment.org. This is an excellent resource explaining the system and its benefits.

Where can I learn more?

For more information on the benefits of Tuition Express, please visit us at www.tuitionexpress.com.



Your provider will issue you a unique Tuition Express account number.

6288-6773-032

What is Tuition Express?

Tuition ExpressTM is the premier payment processing service in the childcare industry. As one of the many benefits offered by Tuition Express, parents have the ability to receive their payment receipts via email. TuitionExpress.com keeps parents in-touch with their childcare center and their personal finances. Here are some of the features of TuitionExpress.com:

- Receive all your Payment Receipts via email.
- Email notification of all Non Sufficient Fund (NSF) items or Declined Credit Card transactions.
- View and print Transaction History reports.
- Re-generate past email payment notifications.
- All receipts are Flexible Spending Account qualified (provided center has submitted required data).
- Easy access to change email addresses notifications are sent to.

How to Register at TuitionExpress.com

- Your childcare provider will issue you a unique Tuition Express 1D number.
- Go to http://www.tuitionexpress.com and click on "My Account".
- Click the "Click here to Register" link to begin the account set up.
- Enter the Tuition Express ID number and the Last 4 digits of your bank or credit card account number.
- Create a User Name and Password
- Type in your email address and check the box "Receive Notification"
- Click "Submit". When you receive an email from Tuition Express click on the link to confirm your email address.

Facts about Automatic Payments

- Automatic Payments have been around for more than 30 years and uses the same network as Automatic Deposits. More than 2 billion transactions a year are made via Automatic Payment.
- Each Automatic Payment is deducted from your account on the due date of each payment cycle so it is easy to track..
- Automatic Payments are confidential transactions. Just one or two people see them. In contrast, checks
 pass through three to nine hands as they are processed. PLUS, they have all the information available
 for a criminal to steal your identity.
- Automatic Payments help you maintain a good credit rating because bills are paid on time, every time.
- Record keeping is easy. Each bill paid automatically from your checking account or credit card is listed
 on your monthly statement.
- Consumers who use Automatic Payment are protected by the Electronic Funds Transfer Act of 1978, known as Federal Regulation E. www.bankersonline.com/regs/205/205.html
- Automatic Payment saves you money. It costs consumers close to \$100 a year in time and Automatic
 costs, such as postage, to pay bills by check instead of using Automatic Payment.
- Automatic Payments is great for travelers since bills are paid automatically, you do not have to worry about them when you are out of town.

Welcome to CAOS!

The Carle Auditory Oral School PTO would like to welcome you to CAOS! The CAOS PTO is a volunteer organization made up of parents, teachers, administrators, and support staff who are all dedicated to the education of our children. The PTO works to help make the school year enjoyable and exciting for all. Our purpose is to aid the students and staff by providing support for educational and recreational needs.

We enjoy getting to know all of our families and encourage you to not only join our organization, but to participate in our many events as well! Everything we do is based on volunteers and we are always looking for help and input to make a difference in the CAOS community. Many hands make the job easier.

You can participate and help us make this school year great! Our group meets monthly through Zoom, to discuss events, plan fundraisers, and share ideas. We would love to see and hear from you and we look forward to getting to know you, and your family.

If you have any questions or want more information, you can reach out via email, caospto@gmail.com. We are so excited you are here!

Sincerely,

The CAOS PTO





CAOS PTO Information Form

Every	/ Stude	ent Receives a CAOS PTO Family Directory!		
	Yes, please include all my family information in the PTO Directory.			
	Pleas	se include selected information in the Directory. I have checked information to be included.		
	Do n	ot include my family in the Directory. You may use our information to inform us of PTO activities.		
CAO	S PTO	has a Facebook page to promote the school and help families stay connected.		
	Yes, p	please include images of my child and family on the CAOS PTO Facebook page.		
	No, p	lease do not include images of my child and family on the CAOS PTO Facebook page.		
		Parent/Guardian Name:		
		Email Address:		
		Cell Phone:		
		Parent/Guardian Name:		
		Email Address:		
		Cell Phone:		
		Home Phone:		
		Address:		
		CAOS Student Name:		
		Birthday://		
		Teacher:		
		Grade Level:		
		CAOS Student Name:		
		Birthday:		
		Teacher:/		
		Grade Level:		
		Siblings at CAOS:		
How	can yo	ou help make this year the best?		
	More	information about joining CAOS PTO please. (Once a month meeting attendance not required, but appreciated.)		
	Feel 1	free to check with me for volunteer opportunities.		
	I have a special skill or connection that could be helpful. (Ex. Graphic design, photography, other arts, event planning, grant writing, business sponsorship/ discounts, yoga certification, musician, fundraising, etc.)			

Family information will be used by the PTO to provide you information about events and activities. We will not distribute it to anyone else or use it for any other purpose.



Thank you for all you do, but it's just not my thing.



Media Authorization Consent to Release Information (CAOS)

Name:	MRN/Badge#:	Date of Birth:/
Phone:	E-mail Address:	
Street Address:	City:	State: Zip:
Physician Group, Carle Hoopeston R	ence to "Carle" collectively refers to Carle Health incl egional Health Center, Carle Richland Memorial Hos o release information about me as follows:	
	ne information described below to the general public but not limited to, print materials, social media, radi	
2. I understand that the purpose o awareness, education, and/or fu	of the disclosure(s) is for Carle's own marketing activ ndraising.	ities and/or general public information,
-	ation to be disclosed verbally, in writing or electronic and transmissions of me/my child and reproductions al School.	
written request to the Marketing already acted upon my authorization by Carle. I further unprotected by the laws and regulation will ha	xpiration. I understand that I may revoke this authoring & Communications department at 611 W. Park Struction. I understand that my revocation only applies to inderstand that any information already disclosed purations applicable to Carle, and may be subject to revove no expiration date.	reet, Urbana, IL 61801, unless Carle has o uses and disclosures of my personal rsuant to this authorization is no longer
5. I understand that my authorizat of treatment or payment on this	ion to disclose the above information is voluntary , a authorization.	nd Carle will not condition the provision
shall remain the property of Carl	approve the material prior to its use. All reproduction le and may be edited prior to use. Furthermore, I reley and all claims for damages for libel, slander, invasion my information.	ease Carle, their licenses, agents,
COPY OF THIS AUTHORIZATION: I	have been offered a copy of this authorization for m	ny records.
Signature (Parent/Guardian/Authorized Sig	nature where applicable)	 Date
Authority to Sign if not the Patient/Employe	ree	



Social Media Permission Form

Dear CAOS Parents.

CAOS Staff

CAOS has a private Facebook group, a public Facebook page, and an Instagram account.

The <u>private group</u> is intended for internal communication with families of current students. Both individual and group photos will be shared in the private group. This allows us to share more photos from different events and provide you with specific information and reminders, such as time and location of events like field trips and performances.

The <u>public Facebook and Instagram accounts</u> are designed to communicate externally. First, it allows us to maintain our connection with former CAOS families by sharing events and experiences that current students are having at school. Individual and group photos and videos will be shared on these accounts. It also shares the mission and important elements of our program with prospective parents, professionals and donors who together ensure the future of our school.

Based on some discussion with members of the PTO, we wanted to give families the opportunity to opt in or out of including their children's photos and videos in social media posts. Please fill out the form to communicate your preference.

Child's Name:	
I understand that Carle Auditory Oral School staff members take photographs during class, therapy I understand that these pictures may be posted on the public and/or private CAOS Facebook page for I understand that child/ family member names are never included in the Facebook posts. Please init with these statements.	following special events.
Please carefully read the statements below and initial to indicate your agreement with each statem	nent.
Yes, I grant permission for my child/family members to be posted in: Individual and group photos and videos on the private Facebook group Individual and group photos and videos on the public Facebook page and Instagram	n account.
No, please do <u>not</u> post my child/family member's photos or videos on the <u>public</u> CAOS Facebook paprivate CAOS Facebook group.	age, Instagram account, or the
No, I do not authorize	
Parent/Guardian Signature:	Date Signed:
Relationship to Child/Authorization to Sign:	





Notice of Non-Secure Text Messaging

If you requested that CAOS staff contact you via text message on the Student Information Sheet, please complete the authorization below. If you do not want CAOS staff to contact you via text, please disregard this form.

Even though you should be aware that text messages are not encrypted and therefore unsecure, you have requested that CAOS communicate with you regarding your child/ children via text messaging. Please keep in mind that text messages containing information about your child can be read by anyone, forwarded to anyone, remain unencrypted on computer network servers, and permanently remain on both the sender's and receiver's phones. CAOS will honor your request to receive information via text messaging regarding your child/ children, but please be aware of the following:

- Text messages are not encrypted and therefore the information is not secured when sent via text.
- Unauthorized access to, or interception of, your medical information by others is possible.
- If you share your phone with family members, others may access your confidential information.
- If you use your employer's phone, you should determine the security/ ownership/privacy policy at your workplace. Your employer may have a legal right to your text messages.
- Do not use text messages for discussion of sensitive or highly confidential issues; for example, mental health issues, etc.
- Do not use text messages for emergencies.
- Please notify CAOS in writing if you wish to discontinue text messaging of your child's information.
- We highly recommend that you delete your messages after you have read them and no later than the end of each day.
- We prefer not to text/reply with any protected health information; therefore, our text messages will not identify your child by name.

Please confirm that you have read and understand the above information.							
Child's Name			Date				
	Date	Sponsor 2 Signature	Date	_			





CAOS Child Illness Policy

If your child will be absent, please contact the school immediately and report the reason for your child's absence, sharing specific symptoms or diagnoses with your child's teacher, program director or the school voicemail box, so that we can inform other parents of symptoms to look out for.

Since COVID-19 has not gone away, school administration reserves the right to request a COVID test when children present with symptoms associated with COVID, or if there have been other COVID cases identified at the school within the past few weeks. We will contact the parent/guardian to request testing, if warranted.

COVID-19 ILLNESS POLICY

List of Symptoms currently associated with COVID-19 (subject to change)

- Fever 100.4 or greater
- Chills
- Cough
- · Shortness of breath
- Difficulty breathing

- Fatigue
- Muscle or body aches
- Headache
- New loss of taste
- New loss of smell

- Sore throat
- Congestion
- Nausea or vomiting
- Diarrhea

Children will be excluded from school if they experience vomiting, diarrhea, or a fever of 100.4 degrees Fahrenheit. Children may return to school when they have been free from vomiting, diarrhea, and/ or fever for 24 hours without the aid of medication.

Additionally, children and staff will be asked to mask if they are exhibiting respiratory symptoms at school, in an attempt to reduce transmission of all respiratory illnesses

STANDARD ILLNESS POLICY (for symptoms not related to COVID-19)

Conjunctivitis (pink eye):	Unusual tearing, redness of eyelid lining, irritation followed by swelling and/or discharge.
May return when:	Note from physician stating the child does not have conjunctivitis or 24 hours after antibiotic treatment has been initiated.
Skin rashes:	Yellowish, unusual or persistent rash, severe itching of body or scalp, potentially infectious skin patches that are crusty, dry, scabbed, weepy or gummy.
May return when:	Note from physician that child is not contagious or condition has been resolved.
Impetigo:	Blistery rash that when blisters are open, produce a thick, golden yellow discharge that dries, crusts and adheres to the skin.
May return when:	24 hours after treatment has begun and there is no longer discharge.
Head lice:	Tiny insects that live primarily on the head and scalp that appear as tiny white or dark ovals and are especially noticeable on the back of the neck and around the ears.
May return when:	Lice and nit free. Student must contact the school prior to returning to schedule head check before returning to class.
Chicken Pox:	Low grade fever, vesicular rash (blister-like rash or bumps).
May return when:	Child's blisters must be completely scabbed.

Sometimes children are not experiencing the symptoms described above, but are clearly not themselves/ are not able to engage in learning and play at school. If the staff notices that your child is not themselves/ is unable to engage in learning and play at school, staff will call to let you know. Then you can help to determine the best treatment for your child.

Examples include, but are not limited to, being cranky, less active, crying, sleeping more, loss of appetite, generally uncomfortable, experience a stomach ache, headache, watery eyes, have trouble swallowing, etc. to the point that they are unable to engage in learning.

Date: Time:	_
	is being sent home for symptoms marked above. Child may return when conditions marked above are met.
Parent Signature:	Staff Signature:





CAOS Weather-Related School Closure Information*

Weather related school closure information will be reported to WCIA-TV by 6:30 a.m. The website is http://www.illinoishomepage.net/closings

If you have chosen to receive communications from us via e-mail, an e-mail communication will also be sent before 6:30 a.m. by Danielle.

If you have chosen to be updated about school closures via text messages, a text will be sent before 6:30 a.m. by Danielle.

*If you are a student volunteer and the school has been closed, please do NOT report for volunteer duty. A school closure due to weather will be considered an excused absence.





CAOS 2024-2025 School Supply List**

Preschool (Label)** Pre-K/ PK2 (Label)**

K/ Primary (Label)

Preschool (Label)**	Pre-K/ PK2 (Label)**	K/ Primary (Label)			
1 package of 10 count BOLD washable classic Markers^	1 package of 10 count BOLD washable classic Markers^	1 package of 8-count washable classic color markers (bold)^			
Nap mat & blanket**	Nap mat & blanket**	1 package of 8-count washable classic color markers (skinny)^			
Fat Crayola® crayons	1 box of 24-count Crayola® crayons^	1 box of 24-count Crayola® crayons^			
Backpack (11" x 15" minimum)	Backpack (11" x 15" minimum)	Backpack (11" x 15" minimum)			
Lunch box with ice pack included (labeled w/child's name)	Lunch box with ice pack included (labeled w/child's name)	Lunch box with ice pack included (labeled w/child's name)			
2 composition journals (with stitched binding) 4 for children with hearing loss (2 are used for therapy)	2 composition journals (with stitched binding) 4 for children with hearing loss (2 are used for therapy)	2 composition journals (with stitched binding) 4 for children with hearing loss (2 are used for therapy)			
10 glue sticks	10 glue sticks	10 glue sticks			
2 bottles white school glue	2 bottles white school glue	2 bottles white school glue			
Plastic pencil box	1 pair of child's scissors	Plastic pencil box			
1 pair of child's rounded scissors	2 bottles sunscreen (suggested Coppertone® Kids Continuous Spray ^^due to skin allergies)	1 pair of child's scissors			
1 bottle sunscreen (suggested Coppertone® Kids Continuous Spray ^^due to skin allergies)	1 large oversized t-shirt for art smock	2 bottles sunscreen (suggested Coppertone® Kids Continuous Spray ^^due to skin allergies)			
1 large oversized t-shirt for art smock	1 tray of watercolor paints^	1 large oversized t-shirt for art smock			
Shaving cream	Play-Doh® - a pack of 3 large (4 oz) or more	1 tray of watercolor paints^			
Play-Doh® - a pack of 3 large (4 oz) or more	4 boxes of Kleenex®	Play-Doh® - a pack of 3 large (4 oz) or more			
4 boxes of Kleenex®	4 packages unscented baby wipes (classroom use	1 box colored pencils			
4 packages unscented baby wipes (classroom use)	1 box Ziploc baggies quart size	12 pack Ticonderoga pencils			
1 box Ziploc baggies quart size	1 box Ziploc baggies gallon size	4 boxes of Kleenex®			
1 box Ziploc baggies gallon size	1 box Ziploc snack size baggies	4 packages unscented baby wipes			
1 box Ziploc snack size baggies	1 box Ziploc baggies sandwich size	1 box Ziploc baggies quart size			
1 box Ziploc baggies sandwich size	1 box Ziploc baggies 2 gallon size	1 box Ziploc baggies gallon size			
2 gallon Ziploc bags		1 box Ziploc snack size baggies			
	If you have the single or a sound of the sou	1 box Ziploc baggies sandwich size			
If potty training, send diapers/velcro pull-ups and	If potty training, send diapers/velcro pull-ups and additional wipes	1 box Ziploc baggies 2 gallon size			
additional wipes		If potty training, send diapers/velcro pull-ups and additional wipes			

Suggested School Donations						
White paper lunch bags	Food Coloring	Vegetable Oil	Aluminum foil			
Napkins	Cornstarch	Cream of Tartar	Parchment paper			
Flour	Standard white coffee filters	Salt	Sugar			
Baking Soda	Brown paper lunch bags	Small thin white paper plates	Large thin white paper plates			
			Unscented dye-free paraben free			
			lotion in pump bottle			

^{**}Nap mats (plastic and foldable that can be wiped down), pillows, blankets, and sleeping toy (if applicable) required for nappers.

Please see CAOS Parent Handbook for additional materials that your child will need while at school.

We start to run out of tissues in the second half of the school year. We may request donation to replenish our supply.







State of Illinois Certificate of Child Health Examination

Student's Name			Birth Date		Sex	Race	Ethnicity	Scho	ol /Grade Level/ID#
Last	First	Middle	Month/Day/Year						
Address Str	eet City	Zip Code	Parent/Guardian			Telepho	one # Home		Work
	S: To be completed by								
	licated, a separate wi ning the medical reas			health	ı care pr	ovide	r responsible f	or cor	npleting the health
REQUIRED	DOSE 1	DOSE 2	DOSE 3		DOSE 4		DOSE 5		DOSE 6
Vaccine / Dose	MO DA YR	MO DA YR	MO DA YR	МО	DA	YR	MO DA	YR	MO DA YR
DTP or DTaP									
Tdap; Td or	□Tdap□Td□DT	□Tdap□Td□DT	□Tdap□Td□DT	□Td	ap□Td□	IDT	□Tdap□Td□	JDT	□Tdap□Td□DT
Pediatric DT (Check specific type)									
Polio (Check specific	□ IPV □ OPV	□ IPV □ OPV	□ IPV □ OPV		PV □C	PV		OPV	□ IPV □ OPV
type)									
Hib Haemophilus influenza type b									
Pneumococcal Conjugate									
Hepatitis B									
MMR Measles Mumps. Rubella				Com	ments:				
Varicella (Chickenpox)									
Meningococcal conjugate (MCV4)									
RECOMMENDED, B	UT NOT REQUIRED	Vaccine / Dose							
Hepatitis A									
HPV									
Influenza									
Other: Specify Immunization									
Administered/Dates									
	er (MD, DO, APN, Pa above immunization					above	immunization	histo	ry must sign below.
Signature			Title				Dat	e	
Signature			Title				Dat	e	
ALTERNATIVE P	ROOF OF IMMUNI	TY							
0	s (measles, mumps, h	epatitis B) is allowed	d when verified by pl	hysicia	an and su	uppor	ted with lab co	onfirm	ation. Attach
copy of lab result. *MEASLES (Rubeola) MO DA YR *	**MUMPS MO DA	YR HEPATITIS	SB N	10 DA	YR	VARICE	LLA N	MO DA YR
2. History of varicel Person signing below v	la (chickenpox) disea erifies that the parent/gua		erified by health car	e prov	ider, sch	ool h	ealth professio	nal or	health official.
documentation of disea Date of	se.								
Disease	Sign	ature					Title		
3. Laboratory Evide	ence of Immunity (ch	neck one)	es* □Mumps**		Rubella		■Varicella	Attacl	copy of lab result.
	diagnosed on or after diagnosed on or after J								
-	natives 1 or 3 MUST		•						
	s of Immunity MUST			-5					

Certificates of Religious Exemption to Immunizations or Physician Medical Statements of Medical Contraindication Are Reviewed and *Maintained* by the School Authority.

		F			161		Birth		Sex	School			Grade Level/ ID
Last HEALTH HISTORY		First TO BE C	OMPLI	ETED	AND SIG		T/GUA	Month/Day/ Year RDIAN AND VERIFIED	BY HEA	LTH CAR	E PRO	OVIDER	
ALLERGIES		List:					MI	EDICATION (Prescribed or	Yes L	ist:		-	
(Food, drug, insect, other) Diagnosis of asthma?	No		Yes	No	1			n on a regular basis.) ss of function of one of pai	No ired	Yes	No		
Child wakes during ni	ght cough	ning?	Yes	No				gans? (eye/ear/kidney/testic					
Birth defects?			Yes	No				spitalizations? nen? What for?		Yes	No		
Developmental delay			Yes	No									
Blood disorders? Herr Sickle Cell, Other? E			Yes	No				rgery? (List all.) nen? What for?		Yes	No		
Diabetes?			Yes	No			Se	rious injury or illness?		Yes	No		
Head injury/Concussion	on/Passed	l out?	Yes	No			TE	skin test positive (past/pre	esent)?	Yes*	No	*If yes, re	efer to local health
Seizures? What are th	•		Yes	No				disease (past or present)?		Yes*	No	departine	ant.
Heart problem/Shortn			Yes	No	<u> </u>			bacco use (type, frequency	r)?	Yes	No		
Heart murmur/High b		sure?	Yes	No	1			cohol/Drug use?	41-	Yes	No		
Dizziness or chest pai exercise?	n with		Yes	No				mily history of sudden dear fore age 50? (Cause?)	un	Yes	No		
Eye/Vision problems?						by eye doctor	De	ental 🗆 Braces 🗆 1	Bridge	□ Plate 0	Other	•	
Other concerns? (cros Ear/Hearing problems		ooping lids,	Yes	g, airii No		g)	Inf	ormation may be shared with a	ppropriate	personnel for	health a	and education	nal purposes.
Bone/Joint problem/in		iosis?	Yes	No				rent/Guardian nature				Date	P
DHYGICAL EVAN	ATNIA TOT	ON DEC	LUDE:	MEN	IMPG IF-	.4*		'	/DO/AT	NI/D 4		Dan	
PHYSICAL EXAN HEAD CIRCUMFEREN				WIEN	118 E1	itire section be HEIGHT	elow to	be completed by MD WEIGHT BMI	/DO/Ai	'N/PA BMI PERC	ENTIL	Æ	B/P
DIABETES SCREEN	NING (NO	T REQUIRE	D FOR D	AY CA	RE) BM	II>85% age/sex	Yes□	No□ And any two	of the fol	lowing: F	amily	History	Yes □ No □
								cystic ovarian syndrome, aca					
LEAD RISK QUEST and/or kindergarten. (nrolled in licensed or pub	lic schoo	l operated	day ca	re, prescho	ool, nursery school
Questionnaire Admin		_			-	dicated? Yes		Blood Test Date		R	Result		
								lren immunosuppressed due					
in high prevalence countri No test needed □		exposed to		-	risk categori Test: I	_		ttp://www.cdc.gov/tb/pul / Result: Positiv		s/factsheets Negative \square		g/TB_test:	
No test needed 🗆	r est pe	inormea i	_			ate Reported	,	Result: Positiv		vegative □ Vegative □		Valu	
LAB TESTS (Recomm	ended)	1	Date			Results				D	ate		Results
Hemoglobin or Hema	ntocrit							Sickle Cell (when indic	ated)				
Urinalysis	_							Developmental Screening	ng Tool				
SYSTEM REVIEW	Normal	Comme	nts/Foll	ow-uj	p/Needs				Normal	Commen	ts/Foll	low-up/Ne	eeds
Skin								Endocrine					
Ears					Screenin	ng Result:		Gastrointestinal					
Eyes					Screenin	ng Result:		Genito-Urinary				LMP	
Nose								Neurological					
Throat								Musculoskeletal					
Mouth/Dental								Spinal Exam					
Cardiovascular/HTN	N .							Nutritional status					
Respiratory					□ Di	agnosis of Asthn	na	Mental Health					
Currently Prescribed													
	□ Quick-relief medication (e.g. Short Acting Beta Agonist) □ Controller medication (e.g. inhaled corticosteroid) Other												
NEEDS/MODIFICA	TIONS r	equired in th	ne school	settin	g			DIETARY Needs/Restric	ctions	1			
SPECIAL INSTRUC	CTIONS/	DEVICES	e.g. sat	ety gla	isses, glass o	eye, chest protector	for arrhyt	hmia, pacemaker, prosthetic	device. de	ental bridge.	false te	eth, athletic	support/cup
									, ac			,	rr···r
MENTAL HEALTH If you would like to discu				_		hould know about the th personnel, check			☐ Counsei	lor 🗆 Pri	ncipal		
	CION nec		at school	due to	child's heal	th condition (e.g., s	eizures, a	sthma, insect sting, food, pea	nut allerg	y, bleeding p	roblem	, diabetes, l	neart problem)?
On the basis of the exami	ination on t		-		d's participa odified □		ERSCH	(If No or Modif	fied please	attach expla		ified	
Print Name			- 12 -	2,1			Signatur			- 1 -	04		Date
Address	· · · · · · · · · · · · · · · · · · ·												



PROOF OF SCHOOL DENTAL EXAMINATION FORM

Illinois law (Child Health Examination Code, 77 III. Adm. Code 665) states all children in kindergarten, second, sixth, and ninth grades of any public, private, or parochial school shall have a dental examination. The examination must have taken place within 18 months prior to May 15 of the school year. A licensed dentist must complete the examination, sign, and date this Proof of School Dental Examination Form. If you are unable to get this required examination for your child, fill out a separate Dental Examination Waiver Form.

This important examination will let you know if there are any dental problems that require attention by a dentist. Children need good oral health to speak with confidence, express themselves, be healthy, and ready to learn. Poor oral health has been related to lower school performance, poor social relationships, and less success later in life. For this reason, we thank you for making this contribution to the health and well-being of your child.

	ast	First	Middle	Birth Date: (Month/Day/Year)
Address: Stre	eet	City		ZIP Code
lame of School:		ZIP Code	Grade Level:	
Parent or Guardian:	Last Name		First Name	
which the student mo		merican 🗆	eflects the student's recognition o Hispanic or Latino	sian
o be completed by o	Examination:	(Che	ck all services provided at this ex	vamination date)
☐ Dental C	leaning Sealant	Fluoride treatment	Restoration of teeth due to	caries
— Oral Health Status (d	leaning Sealant check all that apply) ntal Sealants Present	☐ Fluoride treatment	Restoration of teeth due to	caries
Oral Health Status (d ☐ Yes ☐ No De ☐ Yes ☐ No Ca	check all that apply) ntal Sealants Present o	Fluoride treatment on Permanent Molars oration History — A fi	Restoration of teeth due to	caries
Oral Health Status (Company Yes No Camextre) Yes No Universe No Universe No Wal roo	check all that apply) Intal Sealants Present of caries Experience / Restoracted as a result of caries of the lesion. These crite	Fluoride treatment on Permanent Molars oration History — A fil OR missing permanent 1 st 1/2 mm of tooth structuria apply to pit and fissurated the structure of the was destroyed by cal	Restoration of teeth due to Restoration of teeth due to St. Re	oth that is missing because it was to dark-brown coloration of the en smooth tooth surfaces. If retained
Prai Health Status (Company Yes No December 1998	check all that apply) Intal Sealants Present of the Experience / Restoracted as a result of caries of the lesion. These crites the casume that the whole to esidered sound unless a care	Fluoride treatment on Permanent Molars oration History — A fil OR missing permanent 1 st 1/2 mm of tooth structu eria apply to pit and fissur ooth was destroyed by cal vitated lesion is also pres	Restoration of teeth due to Restoration of teeth due to St. Re	oth that is missing because it was to dark-brown coloration of the en smooth tooth surfaces. If retained eth with temporary fillings, are
Prai Health Status (c Yes No De Yes No Ca extr Yes No Un wal roo cor Yes No Urg swe	check all that apply) Intal Sealants Present of the sealants Present of the sealants Present of the sealants Present of the sealants of the lesion. These crites the sasume that the whole to sidered sound unless a cardigent Treatment — absorbelling.	Fluoride treatment on Permanent Molars oration History — A file OR missing permanent 1 set 1/2 mm of tooth structure in apply to pit and fissur- in apply to pit and fissu	Restoration of teeth due to a line of teeth due to standard teeth	oth that is missing because it was to dark-brown coloration of the on smooth tooth surfaces. If retained eth with temporary fillings, are
Prai Health Status (C Yes No De Yes No Ca extr Yes No Un wal roo cor Yes No Urg swe reatment Needs (ch	check all that apply) Intal Sealants Present of the sealants Present of the sealants Present of the sealants Present of the sealants of the lesion. These crites the sasume that the whole to sidered sound unless a cardigent Treatment — absorbelling.	Fluoride treatment on Permanent Molars oration History — A fil OR missing permanent 1 st 1/2 mm of tooth structuria apply to pit and fissure ooth was destroyed by car vitated lesion is also presented.	Restoration of teeth due to a line (temporary/permanent) OR a too st molars. The loss at the enamel surface. Brown e cavitated lesions as well as those or cavitated lesions as well as those or chipped teeth, plus tersent. The loss are the enamel surface. Brown e cavitated lesions as well as those or cavitated lesions as well as those or cavitated disease state, signs or symptons.	oth that is missing because it was to dark-brown coloration of the on smooth tooth surfaces. If retained eth with temporary fillings, are
Prai Health Status (Company Yes No Camextra No University Yes Restorative Care	check all that apply) Intal Sealants Present of the sealants of the lesion. These crites the sasume that the whole to sidered sound unless a carried that the sealants of the	Fluoride treatment on Permanent Molars oration History — A fil OR missing permanent 1. st 1/2 mm of tooth structuria apply to pit and fissurated has destroyed by car vitated lesion is also present the sease list appointment dates, crowns, etc.	Restoration of teeth due to a line of teeth d	oth that is missing because it was to dark-brown coloration of the on smooth tooth surfaces. If retained eth with temporary fillings, are
Preventive Care	check all that apply) Intal Sealants Present of the sealants of the lesion. These crites the sale of the lesion. These crites the sealant of the lesion. These crites the sealant of the sealant o	Fluoride treatment on Permanent Molars oration History — A fil OR missing permanent 1: st 1/2 mm of tooth structurer apply to pit and fissure apply to pit and fissure with was destroyed by calculated lesion is also present a sess, nerve exposure, adverse list appointment dates, crowns, etc.	Restoration of teeth due to Restoration of teeth due to Restoration of teeth due to Restorate Re	oth that is missing because it was to dark-brown coloration of the on smooth tooth surfaces. If retained eith with temporary fillings, are sms that include pain, infection, or ont completion date.
Preventive Care	check all that apply) ntal Sealants Present of the sealants Present of the sealants Present of the sealants Present of the sealants of the lesion. These crites of the lesion of the whole to seal the sealants of the se	Fluoride treatment on Permanent Molars oration History — A fil OR missing permanent 1: st 1/2 mm of tooth structure apply to pit and fissurvioth was destroyed by car vitated lesion is also present the sess, nerve exposure, advantage asselist appointment desease list appointment desease, crowns, etc. Imment, prophylaxis ded	Restoration of teeth due to Restoration of teeth due to St. Re	oth that is missing because it was to dark-brown coloration of the on smooth tooth surfaces. If retained eith with temporary fillings, are sms that include pain, infection, or ont completion date.

Illinois Department of Public Health, Division of Oral Health



State of Illinois Eye Examination Report

Illinois law requires that proof of an eye examination by an optometrist or physician (such as an ophthalmologist) who provides eye examinations be submitted to the school no later than October 15 of the year the child is first enrolled or as required by the school for other children. The examination must be completed within one year prior to the first day of the school year the child enters the Illinois school system for the first time. The parent of any child who is unable to obtain an examination must submit a waiver form to the school.

Student Name							
		Last)			(Fi		(Middle Initial)
Birth Date		Ger	nder	Gra	de	•	
(Month/Day/Yea							
Parent or Guardian		(Last)				(First)	
Phone						(i not)	
(Area Code)							
Address							
(Numbe	er)		(Street)			(City)	(ZIP Code)
County							
		То Е	Be Compl	eted By	Examining	g Doctor	
Case History				-			
Date of exam							
Ocular history:	mal or	Positive f	or				
Medical history: ☐ Nor	mal or	Positive f	or	· · · · · · · · · · · · · · · · · · ·			
Drug allergies: ☐ NKI	DA or	Allergic to	·				
Other information							
Examination							
	Distance	е	_	Near			
	Right	Left	Both	Both			
Uncorrected visual acuity	20/	20/	20/	20/	1		
Best corrected visual acuity	20/	20/	20/	20/			
Was refraction performed	with dilati	on? 🛚 Y	′es □ No)			
			Normal	Ah	normal	Not Able to Assess	Comments
External exam (lids, lashes	s. cornea	. etc.)		,			
Internal exam (vitreous, lei		,					
Pupillary reflex (pupils)		,					
Binocular function (stereop	sis)						
Accommodation and verge	ence						
Color vision							
Glaucoma evaluation							
Oculomotor assessment							
Other							
NOTE: "Not Able to Assess"	refers to t	ne inability	of the chil	d to comp	lete the test	, not the inability of the do	ctor to provide the test.
Diagnosis □ Normal □ Myopia □	I Hyneror	nia ⊓∆	stiamatis	m □St	rahismus	☐ Amblyopia	
Other	ypc.o _l		ouginadisi		. abioiilus	= / imbiyopia	

Page 1 Continued on back



State of Illinois Eye Examination Report

Recommendations

	glasses or contacts should be vestant wear Near vision be removed for physical educate	Far vision
Preferential seating recommended: Comments		
3. Recommend re-examination: 3Other		
5		
Print nameOptometrist or physician (suc	Licer h as an ophthalmologist)	nse Number
who provided the eye examina Address	la	Consent of Parent or Guardian gree to release the above information on my child ward to appropriate school or health authorities.
Phone		(Parent or Guardian's Signature) (Date)
Signature		
	nded at 32 III. Reg.	

CAOS Permission for Emergency Treatment (Must be Notarized)







AUTHORIZATION TO RELEASE PROTECTED HEALTH INFORMATION



Patient Name:			Date of Birth:						
Other Names:	Last 4 digits of SSN: MRN:								
I authorize:	The Carle Foundation* -Health Information Management 3310 Fields South Drive, Champaign, IL 61822 *Includes Carle Physician Group and Carle Hoopeston Regional Health Center								
☐ To Send to: OR	(Name of Health Care Facility, Physician, Individual, or Agency, etc.)								
☐ To Request from:	(Address)								
	(City, State, Zip)	(Phone)	(Fax)						
Method of Release: SPECIFIC RECORDS TO	•	/I Department (217) 902-6500	☐ MyCarle Account (Available for 30 days)						
HOSPITALIZATION	Dates:to	CLINIC/OTHER	Dates: to						
☐ Inpatient Hospitaliza ☐ Abstract ☐ Complete Stay ☐ History and Physical ☐ Consult(s) ☐ Progress Note(s) ☐ Operative Report(s) ☐ Discharge Summary ☐ Cardiology ☐ Reports ☐ Images	 □ Radiology (X-ray) □ Reports □ Images □ Therapy Services □ Other □ Billing Records 	☐ Cardiology ☐ Reports ☐ Images ☐ Immunization Record ☐ Laboratory Report(s) ☐ Pathology ☐ Report(s) ☐ Slides ☐ Radiology (X-ray) ☐ Reports ☐ Images	☐ Office Visits (Specify Provider) ☐ Emergency Department Visit(s) ☐ Home Care/Hospice ☐ One-Day Surgery ☐ Therapy Services ☐ Other ☐ Billing Records						
	isclosure of information is		□ Billing Records						
genetic testing results I have the right to insposin formation carries federal confidentiality I understand that I am unless the sole purpo I understand that I maprovide a written revolute revocation will note the revocation will note that I maprovide authorization will event, this authorization including that date. I understand that I am	s. A separate special authorization pect and obtain a copy of the recowith it the potential for an unauthorization. In not required to sign this authorization of my visit is to create health information to the Health Information of the apply to information that was released in the specific on the following date or expire on the following date or expire on the second in the recommendation of the second in	must be completed to release rds that are to be disclosed (Corized re-disclosure and the interior in order to seek medical formation for someone else's time. I understand that if I war lanagement department of the eased previously.	If or alcohol and/or substance abuse, and a mental health records. CFR 164.524). I understand any disclosure information may not be protected by treatment at the above named facility, use. (Ex: Pre-employment physical) into revoke this authorization, I must me above named facility. I understand that it. If I do not specify an expiration date or ill only be released for services up to and						
this form. If the patient is 18 years If the patient is 18 years Please indicate your leg Legal Guardi If the patient is 17 years exception exists under s	of age or older, the patient must of age or older and is incapable of all authority and include document an or Conservator Healt of age or younger, the patient's patient or federal law. Please indicate	sign and date the form. of signing, a legally authorize tation of your relationship: th Care Agent (Health Care Po parent or legal guardian must e your relationship:	sign and date the form, unless an Parent 🔲 Legal Guardian						
Printed Name of Person	Signing (if not patient):	P	ed: hone#:						
Mailing Address of Patie	ent:	City:	State: Zip:						
STAFF USE ONLY - Released	by: Staff InitialsType	of ID Verified	Date:						

CAOS Funding Source Identification and Request Form

Child's Name: Date of Birth:			
SECTION 1: FAMILY FINANCIAL INFORMATION			
A. Please attach a copy of your most recent income tax forms form from last year, you must submit proof of income. Please se	(unless fully funded by school district). If you do not have a tax ee director for acceptable forms.		
B. Adjusted Gross Income:			
	·		
How much money would your family be able to commit to your	child's communication skill development each month?		
SECTION 2: NARRATIVE			
financial support from Carle Center for Philanthropy. Producing	tment to developing listening and spoken language skills warrants successful listening and spoken language communicators is the cannot be achieved without support and commitment from home. tial before awarding financial support.		
Why do you want your child to attend Carle Auditory Oral Scho	ool?		
Why do you want your child to develop listening and speaking	skills?		
Why are you requesting financial aid / scholarship?			





SECTION 3: EXPECTATIONS:

What will your child be doing at each of these time slots with the listening and spoken language communication skills they develop in this program? Possible examples include: saying "mama", "talking in sentences", "working on the phone as a telemarketer", "going to school with hearing peers", "attending a university of their choosing"... There are many possibilities. What are your goals for your child?

n 6months:
At Age 6:
At Age 10:
At Age 18:
At Age 25:
Research shows that children with involved families progress farther and more rapidly. Please initial below to indicate your willingness to do each of the following to help maximize your child's progress at Carle Auditory Oral School.
Provide transportation to and from Carle Auditory Oral School
Ensure a timely arrival for school and therapy sessions
Secure funding for / Make family sacrifices to pay my child's tuition
Participate in fundraising activities for the school
Participate in education opportunities
Complete daily journal entries for class and therapy, as needed
Check folder regularly / respond to communication from CAOS
Read to my child nightly
Participate in Parent-Professional collaboration meetings
Share information with school about your child's use of targets when not at school.
Support child in wearing hearing device at least 10 hours per day, but preferably for all waking hours.
Continue to "up the ante" regarding my child's use and understanding of acceptable communication and spoken language.
Participate in up to three Parent Teacher conferences during the school year.
/ We certify that the above information is true to the best of my/our knowledge.
Date:
Date:

Thank you for taking the time to complete this application. The information included in this application will provide the funding committee with the information necessary to ensure that families receive needed financial assistance and that the funds being accessed are being used responsibly.

CAOS Attendance and Equipment Agreement for Students who are Deaf and Hard of Hearing

The following attendance and equipment agreement was developed so each student may receive optimal benefit from their enrollment at Carle Auditory Oral School. Please read this policy carefully and sign at the bottom of the form. If you have any questions, please discuss them with your child's teacher, therapist, or the director, Danielle Chalfant.

The educational/therapeutic services that students receive at Carle Auditory Oral School have the potential to dramatically change future outcomes for them. The full cost of providing these intensive, specialized, and individualized services is not affordable for most families. Therefore, we rely on donations and the support of other funding sources to keep the program running effectively. To ensure that we are fully maximizing our use of donated dollars and maintaining levels of productivity that will further enhance your child's education and therapy, families should demonstrate a strong commitment to the program and this can be done with consistent attendance, timely arrivals, and providing back-up equipment to ensure students have maximum auditory access while in attendance.

I/We agree:

- 1. To drop child off between scheduled times (unless enrolled in before care).
- 2. To pick child up between scheduled times (unless enrolled in after care).
- 3. To notify the school by 8:30 if child will be absent.
- 4. To notify the school as soon as you are aware the child will be tardy or leaving early.
- 5. That no more than three absences are expected each semester. A series of missed days due to an extended illness is considered one absence.
- 6. To provide back-up equipment (batteries, cables, headpieces, etc.)

Our educational programs are very intense and may exceed family needs and priorities. Often this mismatch is made obvious by inconsistent attendance, repeated late arrivals, and absence of back-up equipment, particularly batteries. If attendance and/or tardiness become a problem, we will work with each family to design a program that better matches family needs and priorities.

I/We have read and understand the above policy. I/We agree to meet the terms of the policy outlined.					
Signature 1	Date	_			
Signature 2	 Date	_			





Child's Name:	□ Carle Foundation Hospital <u>ECH</u> □ Carle Physician Group □ Champaign Surgery Center		INFORMED CONSENT I TELEHEALTH CONSULTATIO ECHO/CA		
	□ Danville Surgery Center □ Carle Hoopeston Regional Health Center □ Carle Richland Memorial Hospital □ Carle BroMenn Medical Center □ Carle Eureka Hospital				
UNDERSTANDING AND ACKNOWLEDGMENT					
A telehealth consultation has been recommended as is not in my community. In order to perform the teleh provider will decide what information will be provide an e-mail but takes place using protected and dedica results, radiograph reports, and photographs. In som the recommendations with me.	ealth consultation, the specialist will d. The information will be transmitted to the communication lines. Information	I review information about med electronically. Electronic tr n to be transmitted may incl	ny condition. My h ransmission of inf ude patient repor	nealthcare formation is like ts, laboratory	
By signing this agreement, I authorize the electronic (name of healthcare provider completing telehealth of the specialist providing the telehealth consultation are if applicable. I have been advised that the likelihood extremely small. I understand that this agreement is to describe limitations and risks specific to the electronic contents.	consultation) and other persons involved in this tele of this transmission being intercepte not intended to describe actual trea	lved in my medical treatmer chealth consultation will have d by persons other than tho	nt and care. I under e access to this in se at the consultin	erstand Iformation ng site is	
I understand that I can withdraw my permission to pany questions that I consider to be inappropriate or a understand and address fully my healthcare issue(s). taken against me. I am always at liberty to pursue a form	am unwilling to have heard by other I understand that if I choose not to	persons, doing so may impa	ir the specialist's	ability to	
I understand telehealth does have limitations. For exa special cameras to view close up details during a phy limitations of telehealth applicable to my specific con	sical exam. My healthcare provider				
I understand that if applicable, medical records of telecopies of my records, I understand that I must contact	•	_	nsulting site. If I v	vant to obtain	
I understand that some or all of my medical informati	ion may be used for teaching or edu	cational purposes at Carle.			
I also agree to have my telehealth medical records reviewed for the purposes of evaluation (data collection, analysis, quality assurance and presentation in verbal or written format at scientific meetings). I understand that any presentation will not identify me by name or other identifiable markers. DECLINE(initials of patient only if declining)					
My healthcare provider has discussed with me the in and all of my questions have been answered. I have r			stions about this i	nformation,	
CONSENT FOR TREATMENT					
Signature of Patient or Authorized Person			Date	Time	
Signature of Witness			Date	Time	
INTERPRETER SERVICES					
I have provided interpretation in consent form, that have been provided to the patient/autho		of language) of any verbal and/o	r written informatio	on, including this	
Interpreter Name (print full name)		Badge #	Date	Time	
Signature (or if remote source, indicate company used)					



One Drive Permission Form

Dear CAOS Parents.

CAOS staff created the CAOS One Drive to be an online location where parents and staff can collaborate, share materials and updates with one another. Please sign below to give permission for the creation of a folder for your child. Once permission is granted, access to that folder will be shared with the child's team (i.e., parents, deaf educator, and therapists). Each member of the team can read information, add their own updates and provide input into goal selection. This collaboration used to occur on the Google Drive but has now shifted to Microsoft One Drive.

If you choose to opt out of the CAOS One Drive, you will still receive monthly newsletter updates and can provide input via email or phone calls. If you have questions, please contact Danielle.

Thank you for your time and collaboration!

CAOS Staff

Child's Name:		

I understand that a folder for my child will be created and added to the CAOS One Drive, that the drive will contain information about my child's test scores, monthly targets and progress toward achieving those targets, and that my child's team will be invited to read and edit the documents in my child's folder. Further, I understand that the One Drive is outside Carle's encrypted network, but is protected by Microsoft security measures and each user needs to be invited to collaborate by CAOS staff.

Please carefully read the statements below, mark that statement that represents your decision about the CAOS One Drive for the coming school year.

Yes, I grant permission for CAOS staff to create a folder for my child on the CAOS One Drive.					
Signature:	Date Signed:				
Relationship to Child/Authorization to Sign:					
No, I do <u>not</u> grant permission for CAOS staff to create a folder for my child on the CAOS One Drive.					
Signature:	Date Signed:				
Relationship to Child/Authorization to Sign:					





CAOS Child Care Costs

Child care includes care provided before school, after school, and on days that school is not in session. Child care sign up forms are sent home at the beginning of each month to reserve care for the following month. Forms are due back by the 1st of each month to reserve care for the following month. Care that is requested after the 1st of the previous month will be charged at the drop-in rate, which is \$1 more than the charges listed below.

Child Care Costs for First Child 2024-2025

	Number of Days Care is Available		Annual Cost	Monthly Cost	Biweekly Cost	Daily Cost	
Before Care on School Days (\$7.74/day) Once reserved, care charges are non-refundable. (7 - 9 a.m. drop off any time in this range for this cost.)	200		\$1548.00	\$154.80	\$77.40	\$7.74	
After Care on School Days (\$11.46/day) Once reserved, care charges are non-refundable. (3 - 5:15 p.m. pick up any time in this range for this cost.)	199		\$2280.54	\$228.05	\$114.03	\$11.46	
*Choose Your Own Hours Care (\$6.80/ hour) Families might consider this option if they need care for a short time before and after school. Family provides exact times care is needed, CAOS office staff will round up to the next hour and bill reserved care at an hourly rate. For example, a family needing care from 8 - 8:40 and 3 - 4:15 would be billed for 2 hours of hourly care, \$13.60, rather than paying for both before care (\$7.74) and after care (\$11.46), \$19.20. Once reserved, care charges are non-refundable.	# of hours	# of days	Total Extended Care Hours	Annual Cost	Monthly Cost	Biweekly Cost	Daily Cost
	2	199	398	TBD	TBD	TBD	*per hour rate \$6.80
Summer Camp (\$56.81/day) Open for 17 days in July. Hours of Summer Camp are 7 a.m 5:15 p.m.	17		N/A	\$965.85	N/A	\$56.81	

^{*}Your actual cost will be determined by the amount, timing and type of child care you reserve.

Tuition billing is processed every two weeks on Fridays. Automatic payments through Tuition Express are deducted at this time.

To ensure a safe environment for the children and staff, child care staffing is based on the number of children reserving care each month. As space allows, we will be happy to accommodate unexpected needs for child care throughout the semester. Please communicate directly with the school office to determine whether ratios allow for your child to be safely included in child care on any given day. The best way to ensure that your child will be guaranteed a spot in child care is to reserve your child care needs each month by the child care sheet submission deadline.

Reserved care will be billed at the rates listed above in your bi-weekly child care automatic payment. Any care that is not reserved by the child care form submission deadline, the 1st of each month, will be due by drop-off the day after care is provided.

Carle employees receive a 10% discount for each child who attends Carle Auditory Oral School. The sibling discount is available to Carle employees, though it should be noted that the ten percent sibling discount is calculated after the employee discount is applied.

Sibling Discounts - All families will receive 10% off tuition, before care and after care for any additional children attending the school.

Child Care Resource Service offers financial support so that families with lower incomes can access high quality programs for their children while they work or attend school. Our school is credentialed with CCRS. Individual families can apply to CCRS to determine whether their income and family size qualifies for CCRS support. Eligible families will be assigned a monthly family co-pay. The CCRS payment, and assigned co-pay, are deducted from the cost of attendance. The family pays the difference between the full cost and the CCRS payment and co-pay. For example, if CCRS paid \$35/day, and the family co-pay covered \$5/day, the family would be responsible for the remaining \$16.81/day for summer camp costs.





Child Care Costs for Additional Children 2024-2025

	Number of Days Care is Available		Annual Cost	Monthly Cost	Biweekly Cost	Daily Cost	
Before Care on School Days (\$6.97/day) Once reserved, care charges are non-refundable. (7 - 9 a.m. drop off any time in this range for this cost.)	200		\$1,394.00	\$139.40	\$69.70	\$6.97	
After Care on School Days (\$10.02/day) Once reserved, care charges are non-refundable. (3 - 5:15 p.m. pick up any time in this range for this cost.)	199		\$1,993.98	\$199.40	\$99.76	\$10.02	
*Choose Your Own Hours Care (\$6.12/ hour) Families might consider this option if they need care for a short time before and after school. Family provides exact times care is needed, CAOS office staff will round up to the next hour and bill reserved care at an hourly rate. For example, a family needing care from 8 - 8:40 and 3 - 4:15 would be billed for 2 hours of hourly care, \$12.24, rather than paying for both before care (\$6.97) and after care (\$10.02), \$16.99. Once reserved, care charges are non-refundable.	# of hours	# of days	Total Extended Care Hours	Annual Cost	Monthly Cost	Biweekly Cost	Daily Cost
	2	199	398	\$2435.76	\$243.58	\$121.79	*per hour rate \$6.12
Summer Camp (\$51.13/day) Open for 17 days in June / July. Hours of Summer Camp are 7 a.m 5:15 p.m.	17		N/A	\$869.21	\$434.61	\$51.13	

^{*}Your actual cost will be determined by the amount, timing and type of child care you reserve.





CAOS Family Notification Announcement

What is OPTION, Inc.?

OPTION is an international, non-profit organization of programs and schools for children who are deaf or hard of hearing learning to listen and talk. The organization advances the excellence in listening and spoken language education by providing information, engagement, and support to its member's programs. OPTION members educate the public, professionals, and policymakers as to what is possible for children who are deaf and hard of hearing in the 21st century.

What is LSL-DR?

OPTION developed the Listening and Spoken Language Data Repository (LSL-DR) in 2010. LSL-DR is an international database that contains non-identifying information on a child and their family's journey in developing spoken communication skills. Your child's program, Carle Auditory Oral School, is a member of OPTION. As part of the OPTION membership benefits, your child's program uses LSL-DR to store select data about your child's progress in developing listening and spoken language skills. LSL-DR does not store any protected health information.

What type of information is entered into the LSL-DR?

The type of information stored in LSL-DR is your child's annual speech-language-hearing information, type of technology used, services received, and non-identifying demographic information. The OPTION database does not contain any names, dates, or identification numbers that could be traced back to your child or family. Only your child's program can access your child's specific data. Since LSL-DR is a de-identifiable database, no personal identifying information is entered into the database. OPTION views the combined data from all the programs and does not know which data belongs to which child or family.

How does my child's intervention program and OPTION use the data entered into LSL-DR?

Your child's program reviews the data entered into LSL-DR to monitor the child's progress over time, assist with curriculum development, identify potential treatment goals, determine continuing education opportunities for their teachers and staff, and apply for grants that require outcome reporting. OPTION uses the data stored in LSL-DR to summarize data across all the programs to describe the population and overall outcomes and to learn about what factors contribute to a child's success.

Where is the data stored?

The computer software program that OPTION uses to store the de-identified data is REDCap (Research Electronic Data Capture). REDCap is a secure, web-based application designed to support data capture for research studies and is used all around the world. This system meets all security guidelines for web-based systems and is stored on the University of Miami server. This database has been reviewed by the University of Miami's Institutional Review Board.

Who do I talk with if I want more information about LSL-DR and my child's involvement?

If you have any questions about this project, please feel free to contact **Danielle Chalfant at (217) 326-2824** or the Principal Investigator of LSL-DR, Ivette Cejas, Ph.D., at icejas@med.miami.edu, or Isldr@optionschools.org.

Please note that unencrypted emails are not a secure or private means of communication. Email messages can be intercepted and read by others with access to your email account. Because of these risks, we recommend you avoid sending any health information or sensitive information via email unless encryption is used. However, the best means of communication is up to you.

This letter serves as a notification to you about Carle Auditory Oral School's participation in this project. You may notify Danielle Chalfant if you wish for your child's information not be stored in this database, LSL-DR. Choosing not to participate will have no effect on your child's placement or services at the school.





One goal of the LSL-DR project is to combine our children's outcomes with those of children enrolled in Listening and Spoken Language programs across the country to demonstrate that listening and spoken language is a viable communication option for children who are deaf and hard of hearing. We know that the services children receive through ECHO/ CAOS have changed lives and enabled children and families to return to their neighborhood schools to participate fully in their communities. But many people do not know about these outcomes. So many parents and professionals make the assumption that sign language is the only option for communication and education access once a hearing loss is diagnosed, and that children who are deaf and hard of hearing will lag behind their typically hearing peers in communication, social and academic skills. Your children's outcomes prove that it doesn't have to be that way.

The LSL-DR data base now contains outcome data on over 9,000 children who are deaf and hard of hearing who are enrolled in LSL programs across the country and are progressing in communication, social and academic areas because of those services. This large data set shows that children who are deaf and hard of hearing can advance in their communication, social interactions and academics, and can, on average, develop age appropriate skills in these areas.

Current research shows that individual child factors, such as the age they were first identified with hearing loss, family income level, and primary language spoken in the home impacts outcomes. But we also know that there are programs that are able to help children advance in their communication skills regardless of where children fall within these demographics. We want to be able to look at those programs that are successful with special populations and learn how they are supporting different groups of children so that our field as a whole can attain high outcomes for all of our students.

Toward that end, the next step of the project is to document demographic variables for each of the students in the data base and attempt to identify the impact of different variables. We hope to analyze the data and identify adaptations to our program to better engage and support children and families from a wider range of demographics and achieve even better outcomes for our students.

In order to do that, we are asking families to provide additional demographic data to help us in analyzing the factors impacting outcomes for our students. We are hopeful that each family will help us with this important project! The following information will be kept confidential and will be used only for the purposes of the LSL-DR project.





Child's Name:			_ Date:
Demographics			
Child's Race:			
Primary language spoken in the home			
Highest level of education completed	- Mother:		
Highest level of education completed	- Father:		
Hearing status since childhood - Moth	er:		
Hearing status since childhood - Fathe	r:		
Total number of children in the home:			
Birth History			
Pregnancy full term?			
If not full term, how many weeks at del	ivery?		
Hearing History			
Child's age at diagnosis:			
Child's age when fit with hearing aids:			
Child's age when they first started serv	rices (speech, hearing or develop	mental therapy):	
Child's age at first appointment with E	CHO/CAOS.		
Does your child have a known medica	_		
If yes, what is the medical diagnosis?_			
Does your child have a known syndror	•		
If yes, what is the name of the syndrom			
Does your child have another disability	_		
If yes, what is the name of the addition	al disability?		
Services			
Does your child receive services outsic	de of ECHO/CAOS?		
If yes, please describe services, freque			
Family Income Level (please check on	e)		
☐ Less than \$24,999	□ \$25,000 - \$49,999	□ \$50,000 - \$74,999	
□ \$75,000 - \$99,999	☐ Greater than \$100,000		

Please complete and turn in with the registration forms. Thank you for your time!