

Ohio Department of Education - Office for Child Nutrition
CHILD AND ADULT CARE FOOD PROGRAM ENROLLMENT FORM
 Prototype Form for use by Child Care Centers and Head Start Programs

CACFP programs exempt from having an enrollment form on file are: Emergency Shelters, Outside-School-Hours, Youth Development & After School At Risk

- Instructions for Completion**
- All parents/guardians are to complete a separate form for each child enrolled at the child care or Head Start center.
 - List the child's name, age, birth date, the days and hours normally in care and the meals normally received while in care. If schedule will vary in future due to changes in parent/guardian job schedule, indicate by writing a note on chart.
 - If the child comes before and after school, list the hours in care for both the morning and afternoon.
 - CACFP Federal regulations 226.15(e)(2) require that an enrollment form be **updated annually** and signed by the child's parent or guardian.

CENTER NAME		
CHILD'S NAME <small>(please print)</small>	AGE	BIRTHDATE <small>month / day / year</small>

CHECK THE NORMAL DAYS AND HOURS YOUR CHILD IS IN CARE AND THE MEALS RECEIVED WHILE IN CARE											
Check (✓) Days Child Normally in Care	List Hours Child Normally in Care				Check (✓) Meals Child Normally Receives while in Care						
	Arrive	Depart	Arrive	Depart	Breakfast	AM Snack	Lunch	PM Snack	Supper	Evening Snack	
Monday											
Tuesday											
Wednesday											
Thursday											
Friday											
Saturday											
Sunday											

SIGNATURE OF PARENT/GUARDIAN	DATE	DAY PHONE NUMBER
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MAILING ADDRESS: STREET /APT.	CITY	ZIP CODE
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