

# FORMS INFORMATION

## Information needed -

- **ALL SPACES** on all forms need to be filled out (**NO blanks**)
- **If something does not apply, N/A or a line in the space is acceptable**

## Required prior to attending **Please return after June 1, 2023 and prior to July 31, 2023.**

1. **Information Card** - for Teachers
2. **Child Enrollment & Health Information** - ODJFS # 01234 required by the State of Ohio for our License
3. **Child Medical Statement** - date of exam must be within 1 year - ODJFS # 01305 required by the State of Ohio for our License
4. **Family Information** - for teachers
5. **REMIND 2023** - a text system used for communicating emergency closings

## Where to find

1. The Preschool office - **ALL FORMS**
2. Print from the preschool website (Forms tab) - **MOST FORMS**
3. Print from online confirmation email - **MOST FORMS**
4. \*Printed & filled out online from Ohio Dept. of Job & Family Services website  
<http://www.odjfs.state.oh.us/forms/inter.asp> - **SOME FORMS**

## How to Submit:

1. Email scanned completed document to [powellumcpreschool@gmail.com](mailto:powellumcpreschool@gmail.com)
2. Hand deliver to:
  - a. Preschool office - or
  - b. Powell United Methodist **Church office staff** M - Th 9 - 3 or
  - c. Preschool box located on counter at the Church Welcome Center
3. Postal service - PUMC Preschool - 825 E. Olentangy St. Powell, Ohio 43065