



Anne Arundel County Department of Recreation & Parks
**School Age Child Care (SACC) &
Middle School Teen Group (MSTG)**
2011-2012 SCHOOL YEAR
REQUIRED FORMS FOR ADMISSION

All SACC/MSTG Parents & Guardians are **REQUIRED** to provide their child's Forms for Admission (located at: <http://www.aacounty.org/RecParks/childcare/forms.cfm>) **prior to their child attending the SACC/MSTG program**. Maryland child care regulations require us, as your child care provider, to maintain these required forms for your child while they are in attendance at our program. Please understand that your child(ren) will **NOT** be permitted to attend without this information on file at the child care center.

Please be advised that SACC/MSTG operates as a separate entity from the school. Therefore, it is the parent's responsibility - NOT the school's responsibility - to provide the below-listed forms:

Required Forms for NEW Participants (first time in any SACC/MSTG program):

- Emergency Form
- Health Inventory (completed by the parent/guardian and physician)
- Immunization Certificate
- Acknowledgment of SACC/MSTG Policies (the center staff will provide a copy of your 2011-2012 Parent's Manual and require this form to be completed at the center on your child's first day of attendance)
- Custody Orders (*as needed*)

Required Forms for RETURNING Participants:

- Emergency Form (the center staff will require this form to be renewed or updated at the center on your child's first day of attendance)
- Updated Immunization Certificate (only necessary if your child has received updated immunizations since their last Health Inventory with us)
- Acknowledgment of SACC/MSTG Policies (the center staff will provide a copy of your 2011-2012 Parent's Manual and require this form to be completed at the center on your child's first day of attendance)
- Updated Custody Orders (*as needed*)

The following As Needed Medical Forms are also available for ALL Participants at our website:

- Acknowledgment of Allergies/Medical Conditions
 - **REQUIRED** if you/physician list an allergy/medical condition on your child's Emergency Form or Health Inventory but you are not providing us with any medication/treatment for the condition
- Asthma Action Plan (DHMH Form 4643)
 - **REQUIRED** if your child is to receive an inhaler or nebulizer during the SACC/MSTG program
- Medication Authorization Form (MSDE OCC Form 1216)
 - Part A is **REQUIRED** if your child is taking a prescription medication during the SACC/MSTG program
 - Part B is **REQUIRED** if your child is taking a non-prescription medication during the SACC/MSTG program
- Medication Authorization Addendum Form
 - **REQUIRED** if your child is taking any medications during the SACC/MSTG program
- Permission to Apply Over-the-Counter Creams & Ointments Form
 - **REQUIRED** if your child will be applying over the counter creams or ointments, such as sunscreen or lip moisturizers, during the SACC/MSTG program
- Severe Allergy Action Plan
 - **REQUIRED** if your child is to receive an epi-pen or antihistamine during the SACC/MSTG program