



## Gan Ami School Forms FAQ

The following document provides a list of each form required for the upcoming school year along with deadlines and instructions. These forms can be found on our [school website](#). Please contact our Administrative Manager, [Sam Taylor](#), if you have any questions.

### **Required Annual Forms FILLED OUT FOR ALL CHILDREN** (except Kofim)

All the following forms must be submitted for all children except Kofim. These forms must be signed and dated after July 1 and submitted to Gan Ami no later than the second Friday in August. Submit the forms to your pediatrician in a timely manner, as soon after July 1 as possible to ensure their return and submission by the due date. Asking your pediatrician to complete these forms does not require an office visit if the doctor has examined the child within the past year.

- Child Information Form
  - To be completed by parent
- Health Inventory
  - Part I completed by parent and Part II completed by doctor
  - Please double check that your pediatrician fills out the OCC1215 for the Health Inventory, and NOT the Maryland State Inventory Form (latter form is meant for elementary school aged children)
- Immunization Certificate
  - To be completed by doctor
- Blood Lead Testing Certificate
  - To be completed by doctor
  - Note that even if your child did not live in the listed zip codes, this form is required
- Emergency Form
  - To be completed by parent
  - Make sure to sign and date the bottom
  - Make sure contacts are local

### **Gan Ami School Forms by Age Group**

These forms are all to be completed by parents. Not every form applies for every child—be sure to read the descriptions. These forms must be turned in by the second Friday in August.

- Kofim: No Forms Needed
- Prachim: The Required Annual Forms from above
- Bets: Speech and Language Screening Permission and the Required Annual Forms from above
- Gimels: Vision and Hearing Screening Permission and the Required Annual Forms from above
- Dalets: Vision and Hearing Screening Permission and the Required Annual Forms from above
- New-to-School Gimels and Dalets: Speech and Language Screening Permission and the Required Annual Forms from above

### **Additional Required Forms if Applicable**

These forms are only to be filled out for children who have conditions such as allergies, seizures, or asthma. If relevant, forms must be signed and dated after July 1 and turned in by the second Friday in August. Children with allergies must fill out the Allergy Action Plan, Medication Administration Form, and a Parent Nut and/or Non-Nut Permission Form. Children with medications will receive instructions in August on when/where to drop off.

- Allergy Action Form
  - To be completed by doctor
- Nut Allergy – Parent Permission for School Supplied Foods
  - To be completed by parent

- Non-Nut Allergy – Parent Permission for School Supplied Foods
  - To be completed by parent
- Medication Administration Authorization
  - To be completed by doctor
- Asthma Action Form
  - To be completed by doctor
- Seizure Medication Administration Authorization
  - To be completed by doctor