

**TODDLER REGISTRATION FORM**

**(Tear off this page to hand in at the Children's Library Reference Desk)**

See information inside this form regarding the registration process & residency requirements.

**IMPORTANT! Check Registration Dates for WHEN to bring this form to the Children's Library.**

Mamie Doud Eisenhower Public Library  
Broomfield, Colorado  
Children's Library 720-887-2315  
www.broomfieldlibrary.com



Toddler's Name \_\_\_\_\_

Today my toddler is \_\_\_\_\_ months old. Toddler's Date of Birth \_\_\_\_\_

*Please see note on page 2* Will you need to bring an additional child? \_\_\_\_\_

Name & age of additional child: \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Adult Attending Story Time \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

(PLEASE PRINT EMAIL ADDRESS CLEARLY)

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

*How do you wish to be contacted for confirmation?* \_\_\_ E-mail or \_\_\_ Mail

Please indicate your first and second choices by marking #1 or #2 below.

Please note *only* two choices.

- \_\_\_\_\_ Mondays 10:00 - 10:25 am
- \_\_\_\_\_ Mondays 10:45 - 11:10 am
- \_\_\_\_\_ Wednesdays 9:15 - 9:40 am
- \_\_\_\_\_ Wednesdays 10:00 - 10:25 am
- \_\_\_\_\_ Anytime - I am available to attend any of these sessions.

Please fill in all spaces and bring this completed form with proof of residency (if not previously established for this program) to the Children's Library.

**Fill out a separate registration form for each toddler.  
The parent, guardian or caregiver must bring in the form to register their own toddler for the program.**

If you are taking advantage of the mail-in option, please send this form to the following address:

**Mamie Doud Eisenhower Public Library  
Children's Library - Toddler Story Time Registration  
Attn: Sarah Johnson  
3 Community Park Road  
Broomfield, CO 80020**

QUESTIONS? Call the Children's Library at 720-887-2315  
Look for Story Time information to download this form from the KidTracks page  
<http://www.broomfield.org/library/kidtracks/children.shtml>



Toddler Story Time is for Toddlers ages 21 - 35 months and an accompanying adult. This is a 25 minute program and includes age-appropriate stories, songs and fingerplays.

Programs are offered as follows:

Mondays	10:00 - 10:25 AM
Mondays	10:45 - 11:10 AM
Wednesdays	9:15 - 9:40 AM
Wednesdays	10:00 - 10:25 AM



**REGISTRATION IS REQUIRED**

The mission of Toddler Story Time is to develop toddlers' skills in oral language, listening, motor and social skills while fostering a love of reading and books. Story Time is meant to support the interaction between caregivers and their children. Caregivers will be introduced to early literacy skills that help prepare children for success. These goals are supported by setting boundaries, without limiting possibilities, within a caring and sharing environment.

## REGISTRATION INFORMATION Fall 2011/Winter 2012

- See the schedule on the next page for Registration & Story Time dates. Fill out the form on the back of the brochure & hand it in at the Children's Library.
- Registration preference will be given to Broomfield residents. Broomfield residents can begin registering the first week of registration (**Broomfield Resident Registration**), but must first establish residency (see next page).
- Non-residents' registrations are welcome if space is available during the second week of registration (see **Open Registration** dates).
- Confirmation will be sent by email or U.S. Mail for all registration forms.
- Please indicate your first 2 choices of time slots. If these spaces are filled, you will be notified, put on a waiting list and called if someone cancels.
- Each family must register separately. Please complete a separate form for EACH toddler attending the program.
- Mail-in registration is an option, and forms will be processed on the date received. Registration forms can be mailed to the library at the address listed on the back page of this form. Non-resident registrations mailed to the library will only be taken if received during the week of **Open Registration** and will not be accepted if received early.



*Note: Toddler Story Time works best when one adult attends with one child so the adult's focus can be given to helping their toddler participate. If your family situation requires attendance with an older or younger child, please note this on your registration form. We request your help with focusing these programs on the toddlers.*



### The ABC's of Toddler Story Time: Tips for a Good Story Time

**A**ttend regularly. Attendance is important for your child. We consider your registration a commitment. Please call if you are unable to attend.

**B**e on time. Better yet, arrive early! When you're late, you lose your chance to settle down into the program. The smallest disruption can distract the entire group. The rest of the group will appreciate your respect for their time and attention. Every once in a while, arriving late may be beyond your control; if this happens, please wait until the end of the story or song to enter the story room.

**C**reate good story time habits. Guide your child's participation and they will follow you. Please put food & toys away. These items can distract your child and other children. Food is not allowed anywhere in the library. Please take snacks to the lobby to enjoy. Participate in songs and finger plays. Please limit conversations with other adults until after story time.

**D**evelop a love for books. Caregivers and storytellers work together to help the children develop oral language and listening skills, to learn to follow directions, to learn to sit quietly in a group setting and, most of all, to develop a love of books.

**E**xcuse yourself if need be. The rule of thumb is that if your child becomes disruptive or restless, it is time to take a break. Just step outside the room for a few minutes — eventually children learn it is more fun to be in the room. Keep trying!



## REGISTRATION DATES - Fall 2011/Winter 2012

Registration forms will be processed on a first-come, first-serve basis. Non-residents' forms will be processed during the Open Registration date only. **Registration forms will not be accepted prior to the registration dates.**

Session 3 Broomfield Resident Registration	Session 4 Broomfield Resident Registration	Session 5 Broomfield Resident Registration
Dec. 11 to Dec. 23	Jan. 29 to Feb. 4	March 18 to March 24
<b>Open Registration</b> Dec. 26 to Dec. 31	<b>Open Registration</b> Feb. 5 - Feb. 12	<b>Open Registration</b> March 25 to April 1
Story Time Dates: *Mon. Jan. 2 to Feb. 6 Wed. Jan. 4 to Feb. 8	Story Time Dates: *Mon. Feb. 13 to March 19 Wed. Feb. 15 to March 21	Story Time Dates: *Mon. April 2 to May 14 Wed. April 4 to May 16

\*The library will be closed on Monday, Jan. 16- No Toddler Story Time will be held.

\*The Library will be closed on Monday, Feb. 20- No Toddler Story Time will be held.



### Residency Requirements

- Living in the Broomfield area or having a Broomfield mailing address does not necessarily mean you are a Broomfield resident. If you wish to establish residency for this program, you will need to show **2 forms** of "proof of residency":

Photo ID  
AND

Official Piece of Mail Showing Your Current Address

- Proof of Broomfield residency (as above) may be brought into the Children's Library prior to registration, mailed with your registration form OR brought to the library during registration.
- If proof of residency is not complete, registration will not be accepted until the requirements above are met.
- Once residency status has been established, it will be valid for future Toddler Story Time registrations. Non-residents are welcome in story time if space is available.