The director of the Early Childhood Education and Care program (ECEC) should submit an annual Opening Report and Program Staff Worksheet:

- Which includes data for each age group served by the program as well as data for each staff member
- The report should be sent to the local conference office of education
- The local conference ECEC liaison will forward a copy to the North Pacific Union Conference ECEC by September 15 or check with your local conference liaison

### CENTER INFORMATION

<table>
<thead>
<tr>
<th>Church-based Program</th>
<th>School-based Program</th>
</tr>
</thead>
</table>

1. **Name of School**

2. **Name of Center/Program**

3. **Address**

4. **Phone#** (   )

5. **Director (First Name) (Last Name)**

6. **TYPE OF PROGRAM** (check all that apply)

7. **Size of Program**

8. **Enrollment Total**: Date:

<table>
<thead>
<tr>
<th>6 wks-12 months:</th>
<th>12-24 months:</th>
</tr>
</thead>
</table>

9. **Number of Volunteers in classroom(s) per week**

10. **Religious Affiliation**:

   - How many children have at least one parent/guardian an Adventist member?
   - Religious affiliation unknown

11. **Program Support**:

   - Church only
   - School only
   - Government Assistance

* **INSTRUCTIONS**

5. Check those that most closely describe the services of your program.
6. Breakdown of enrollment by contractual agreement
7. Included all enrolled clients; full-time and part-time.
8. Provide a breakdown of religious affiliation based on whether or not the child has at least one Adventist parent/guardian, or none

Opening Report - 1/2019