



Enrollment at Free Kids Academy

YOUR STEP-BY-STEP ROADMAP

1

Create your family account

Go to the Parent Hub and click **Register your child**. Enter your name, email, and a password — this becomes your family's home base.



2

Add each child's registration card

Fill in your child's details: name, birthdate, grade, allergies & medical notes, emergency contact, and who is allowed to pick up.



3

School reviews & approves

Our office reviews each registration and confirms your child's spot. You'll see the status change to **Approved** in the Parent Hub.



4

Choose your schedule & sign agreements

Pick 2, 3, or 5 days a week — whatever fits your family. Check the permissions boxes (bug spray, photos, ointment) and sign the policy agreements once, and they save automatically.



5

Stay connected all year

Use the Parent Hub for the school calendar, handbooks & forms, event sign-ups, volunteer hours toward your family goal, and announcements.

What you'll need handy

- ✓ Your child's date of birth
- ✓ Allergies & medical notes
- ✓ Emergency contact name & phone
- ✓ Authorized pickup people

Good to know

- ✓ Siblings can be added under one family account
- ✓ Permissions save — no re-doing forms each visit
- ✓ The school calendar syncs to your phone
- ✓ Questions? Message the office in the Parent Hub