

**MONTESSORI CHILDREN'S CENTER of ALLEN PARK**

**313-382-2777 . 313-386-8508**

[www.montessorichildcenter.com](http://www.montessorichildcenter.com)

**ENROLLMENT CHECK LIST**

Following is a list of forms required for your child's permanent record. Use this document as a check list before returning necessary paperwork.

**NEW STUDENTS**

Application for Admission	___	Signed - Physical Education Form	___
Application fees	___	Signed - Parents Receipt of Handbook	___
Emergency Cards (2)	___	Copy of Birth Certificate	___
*Immunization/Health Appraisal Signed by both –Parent & Physician	___	Elementary Student Signed Parental Health Statement	___
Signed –Medication Release/ Sick Child Policy	___	Elementary Student Signed Student Records Request	___
Container with a change of clothing Bring the first day of school	___	Preschool/Kindergarten Students 2 - 3X5 photographs	___

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**RETURNING STUDENTS**

Application for Admission	___	Signed - Physical Education Form	___
Application fees	___	Signed - Parents Receipt of Handbook	___
Emergency Cards (2)	___		
*Immunization/Health Appraisal Signed by both – Parent & Physician	___	Elementary Student Signed Parental Health Statement	___
Signed –Medication Release/ Sick Child Policy	___	Preschool/Kindergarten Students 2 - 3X5 photographs	___
Container with a change of clothing Bring the first day of school	___		

**FOLLOWING ARE THE REQUIREMENTS REGARDING PHYSICALS FOR CHILDREN IN A SCHOOL ENVIRONMENT:**

**AGE: Infant – 28 months – Annually**

**29 months – 4 years – Every two years**

**Children entering kindergarten AND children entering grade 6 are required to have a recent physical**

The State of Michigan requires a health record be kept on file for every child. This form must be completed and returned within 30 days of his/her initial attendance at the center (Rule R400.5113 (4)). **Failure to meet this requirement will result in immediate dismissal from this facility.**

If you plan to attend field trips or class room parties, you **MUST** get a clearance from the State of Michigan Department of Human Services. See the secretary for details.