

# **ENROLLMENT DOCUMENTS** Kindergarten | PY 2021 – 2022



## Early Bird Registration for 2021 – 2022

MCMA is offering you an opportunity for early mail-in registration. In this email you will find a checklist and forms required for each class level to register your child/ren for the 2021-22 school year. Please fill out the forms in their entirety and mail (or scan and email) them back to school with your payment for school fees. Statements will be sent in a separate email.

These forms must be received in our office on or before <u>July 16th</u> to avoid coming in person to register. Walk-in registration dates for those who did not mail in their forms will be <u>July 27<sup>th</sup>, 28<sup>th</sup> and 29<sup>th</sup> by appointment, between 9:00am -12:00pm</u>

If mailing, send completed forms to:

Midwest Christian Montessori Academy 314 E. Briarcliff Rd. Bolingbrook, IL 60440

#### **ANNUAL SCHOOL FEES DUE:**

(Includes enrollment, materials & supplies)

Preschool: \$110 Kindergarten: \$135 Elementary: \$160

PTO fee . . . \$25 per Family

**Activity fee** *per student:* 

\$55...Preschool/Kindergarten

**\$80**... *Elementary* 

**T-shirt order** (please complete order form)

**SCHOOL PHYSICAL EXAMS FOR FALL ENROLLMENT:** Please note the state requirements for enrollment. Students in the following levels will need:

New Preschool	<b>Kindergarten</b>	2nd Grade	6th Grade	<b>New Elementary Students</b>
Physical	Physical	Dental	Physical	Physical (within 12 months)
	Dental		Dental	Dental & Eye Exam
	Eye Exam			(copy of previous exams)

Please Note: Students may not attend school until the appropriate physical health forms (with up-to-date immunizations) are on file in our office.

**NEW STUDENTS** *in any level* must present a copy of their birth certificate upon registration.

Please e-mail the office with any questions regarding registration and fees. Summer office hours are 9am -12pm, by appointment



## **Student Information**

SCHOOL YEAR	LEVEL TEA	ACHER
STUDENT'S NAME:	BIRTHDATE:	AGE:
Required by Illinois State Board of Education  Ethnic Designation: Is this student Hispanic/Latino?	YesNo	
Race: (check one or more)Am. IndianAs	ianBlack/African Am	Pacific IslanderWhite
ADDRESS:	CITY:	ZIP:
PARENT NAMES:	HOME or call FII	<u>RST</u> :
PRIMARY EMAIL ADDRESS:	SECONDARY EMAIL:	
PLACE OF EMPLOYMENT FATHER:	PLACE OF EMPLOYMEN MOTHER:	Т
WORK PHONE:CELL:	WORK PHONE:	CELL:
EMERGENCY CONTACT PERSONS <u>OTHER THAN</u> (Photo Identification Required)  NAME:		
NAME:	RELATIONSHIP:	PHONE:
NAME:	RELATIONSHIP:	PHONE:
ANY ILLNESS, ALLERGIES, OR MEDICAL CONDIT	TION WE SHOULD BE AWARE O	PF:
DOCTOR: ADDRESS:		PHONE:
***In case of emergency, I give permission for Midwest child taken to a hospital or medical center for care. I wi		
SIGNATURE OF PARENT:	DATE	:

Please update this information whenever it changes. Thank you.

Midwest Christian Montessori Academy admits students of any race, color, and national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at our school and does not discriminate on the basis of race, color, and national or ethnic origin in administration of our educational policies, scholarship and loan programs, and athletic and other school-administered programs.



#### State of Illinois Certificate of Child Health Examination

FOR USE IN DCFS LICENSED CHILD CARE FACILITIES CFS 600 Rev 12/2011

Student's Name								Birth Date			Sex	Race/Ethnicity S				School /Grade Level/ID#		
Last	First				Mide	ile		Month/Da	ay/Year									
Address Stree	et	C	itv	Z	ip Code			Parent/Gua	rdian		Telep	hone # H	ome			Work		
determine if the vaccine	IMMUNIZATIONS: To be completed by health care provider. Note the mo/da/yr for every dose administered. The day and month is required if you cannot determine if the vaccine was given after the minimum interval or age. If a specific vaccine is medically contraindicated, a separate written statement must be attached explaining the medical reason for the contraindication.																	
Vaccine / Dose	М	1 O DA Y	R	MO DA YR			N	MO DA YR			4 10 DA YI	R	5 MO DA YR			6 MO DA YR		
DTP or DTaP																		
Tdap; Td or Pediatric DT (Check specific type)	□Tda	p□Tdl	□DT	□Tda	ap□Td	DT	□Tda	ap□Td	□DT	□Td	ap□Td□	DT	□Tda	ap□Tdl	□DT	□Tdap□Td□DT		
		PV 🗆	OPV		PV 🗆	OPV		PV 🗆	OPV	I	PV 🗆 (	OPV		PV 🗆	OPV		PV 🗆	OPV
Polio (Check specific type)				775 944 55675														
Hib Haemophilus influenza type b																		
Hepatitis B (HB)																		
Varicella (Chickenpox)										CON	MEN	ΓS:						
MMR Combined Measles Mumps. Rubella																		
Single Antigen	Measles			J	Rubell	a		Mump	5									
Vaccines							à											
Pneumococcal Conjugate														2				
Other/Specify Meningococcal,																		
Hepatitis A, HPV, Influenza																		
Health care provider (Note to the above immunization									) verify	ng abo	ve immu	nizatio	n histor	y must	sign be	low. If	adding	dates
Signature								Tit	le					Dat	e			
Signature								Tit	le					Dat	e			
ALTERNATIVE PR	OOF (	)F IMI	MUNI	ГҮ														
1. Clinical diagnosis is					ian.	*(A	ll measle	s cases di	agnosed	on or afte	er July 1, 2	002, mu	st be con	firmed by	laborato	ory evider	nce.)	
*MEASLES (Rubeola)								LA MO			Physicia				CC			
2. History of varicella ( Person signing below is veri																umentatio	on of dise	ase.
Date of Disease Signature							Title		Mar Marine and Constitution			Tanaki	Date					
3. Laboratory confirma Lab Results	aboratory confirmation (check one)							□Rubella □Hepatitis B □Varicella (Attach copy of lab result)										

				VISIO	N AND	HEAL	RING S	CREE	NING	BY IDE	H CEI	RTIFIE	D SCR	EENING	G TECH	INICIA	N		
Date								18-	×										Code:
Age/ Grade																			P = Pass F = Fail
	R	L	R	L	R	L	R	L	R	L	R	L	R	L	R	L	R	L	U = Unable to test
Vision																			R = Referred G/C =
Hearing																			Glasses/Contacts

						Birtl	irth Date Sex S					Grade Level/ ID	
Last	Firs				Middle	CONTA	Month/Day/ Year	D DV HE		TI CAD	- pp.0		
HEALTH HISTORY  ALLERGIES (Food, drug, inse		BE COM	APLET	ED	AND SIGNED BY PARENT							VIDER	
•	ect, other)						MEDICATION (List all p		taken		ir basis.)		
Diagnosis of asthma? Child wakes during night c	oughing?	Y		No No			Loss of function of one of organs? (eye/ear/kidney/			Yes	No		
Birth defects?		Y	es 1	No			Hospitalizations?			Yes	No		
Developmental delay?		Y	es l	No			When? What for?						
Blood disorders? Hemophil Sickle Cell, Other? Explain		Y	es 1	No			Surgery? (List all.) When? What for?		Yes	No			
Diabetes?		Y	es 1	No			Serious injury or illness?			Yes	No		
Head injury/Concussion/Pa	ssed out?	Y	es l	No			TB skin test positive (pas	st/present)	?	Yes*	No		er to local health
Seizures? What are they lil	ke?	Y	es l	No			TB disease (past or prese	ent)?		Yes*	No	departmen	t,
Heart problem/Shortness of	f breath?	Y	es 1	No			Tobacco use (type, frequ	ency)?		Yes	No		
Heart murmur/High blood J	pressure?	Y	es 1	No			Alcohol/Drug use?			Yes	No		
Dizziness or chest pain with exercise?	h	Y	es 1	No			Family history of sudden before age 50? (Cause?)			Yes	No		
Eye/Vision problems? Other concerns? (crossed ey					Last exam by eye doctor culty reading)		Dental □ Braces	□ • Brid	ge	□ • Plate	e Oth	er	
Ear/Hearing problems?		Υe	es	No			Information may be shared we Parent/Guardian	vith appropr	riate p	ersonnel i	for healtl	n and educati	onal purposes.
Bone/Joint problem/injury/	scoliosis?	Ye	es	No			Signature					Da	te
	PHYSICAL EXAMINATION REQUIREMENTS HEAD CIRCUMFERENCE if < 2-3 years old  Entire section below to be completed by MD/DO/APN/PA HEIGHT WEIGHT BMI  B/P												
					RE) BMI>85% age/sex ance (hypertension, dyslipidem								es □ No □ sk Yes □ No □
					en age 6 months through 6 ye								
Questionnaire Administer	ed? Yes	□ No l		Bloc	od Test Indicated? Yes	No □	Blood Test Date		(Bl	lood test	require	ed if reside	es in Chicago.)
TB SKIN OR BLOOD TE	ST Reco	mmended	d only fo	or ch	ildren in high-risk groups includ	ing chil	dren immunosuppressed du	ue to HIV i	nfect	ion or oth	ner cond	itions, frequ	ent travel to or born
in high prevalence countries or to Skin Test: Date Rea		sed to adu	ults in hi	_	isk categories. See CDC guideli esult: Positive □ Negati		No test needed □	Test pe	erfor	rmed 🗆			
Blood Test: Date Reg		/ /			esult: Positive  Negati		mm Value						
LAB TESTS (Recommended)		D	Date	Ī	Results					Date			Results
Hemoglobin or Hematocrit	t			$\top$			Sickle Cell (when ind	icated)	十			1	
Urinalysis				$\exists$			Developmental Screen	ning Tool	$\Box$				
SYSTEM REVIEW	Normal	Comme	ents/Fo	llov	v-up/Needs			Normal (	Com	ments/F	follow-	up/Needs	
Skin							Endocrine						
Ears							Gastrointestinal						
Eyes					Amblyopia Yes□	No□	Genito-Urinary					LMP	
Nose							Neurological						
Throat							Musculoskeletal						
Mouth/Dental							Spinal Exam						
Cardiovascular/HTN							Nutritional status						
Respiratory					☐ Diagnosis of Asthr	ma	Mental Health						
	medicati	on (e.g.	Short A		ng Beta Antagonist)		Other						
☐ Controller m  NEEDS/MODIFICATION		, ,					DIETARY Needs/Rest	trictions					
SPECIAL INSTRUCTIO	NS/DEV	ICES e.	.g. safety	/ gla	sses, glass eye, chest protector for	or arrhy	thmia, pacemaker, prosthet	tic device,	denta	l bridge,	false tee	th, athletic s	support/cup
MENTAL HEALTH/OTH If you would like to discuss this					he school should know about thi school health personnel, check t		nt?	☐ Couns	selor	☐ Prir	ncipal		
EMERGENCY ACTION		hile at sc			child's health condition (e.g. ,sei						•	diabetes, he	art problem)?
On the basis of the examination PHYSICAL EDUCATIO	on this da	y, I appro				TERS	(If No or Moo				nation.)	No □	Limited □
Print Name	2.50	1				ignatu		,	, .				Date
Address							hone						



#### PROOF OF SCHOOL DENTAL EXAMINATION FORM

#### To be completed by the parent (please print):

Studen	ıt's Name	e: Last	First	Middle	Birth Date: (Month/Day/Year)				
					1 1				
Addres	ss:	Street	City	ZIP Code	Telephone:				
Name	of Schoo	l:		Grade Level:	Gender:				
					☐ Male ☐ Female				
Parent	or Guard	dian:	Address (of parent/guardi	Address (of parent/guardian):					
To be	complet	ed by dentist:							
Oral H	ealth St	atus (check all that a	pply)						
□ Yes	□ No	Dental Sealants Pres	sent						
□ Yes	□ No		Restoration History — A ries OR missing permanent 1st r	A filling (temporary/permanent) OR a t nolars.	ooth that is missing because it was				
□ Yes	Yes No Untreated Caries — At least 1/2 mm of tooth structure loss at the enamel surface. Brown to dark-brown coloration of the walls of the lesion. These criteria apply to pit and fissure cavitated lesions as well as those on smooth tooth surfaces. If retained root, assume that the whole tooth was destroyed by caries. Broken or chipped teeth, plus teeth with temporary fillings, are considered sound unless a cavitated lesion is also present.								
□ Yes	□ No	Soft Tissue Patholog	<b>Э</b> У						
□ Yes	□ No	Malocclusion							
Treatm	ent Nee	eds (check all that ap	oly)						
□ Urọ	gent Tre	eatment — abscess, nerve	e exposure, advanced disease	state, signs or symptoms that include	pain, infection, or swelling				
□ Re	storativ	e Care — amalgams, con	nposites, crowns, etc.						
□ Pre	eventive	e Care — sealants, fluoride	e treatment, prophylaxis						
□ Otl	ner — pe	eriodontal, orthodontic							
Ple	ase note	e							
Signatu	ire of De	entist		Date of Exa	m				
A -1 -1				<b>T</b>					
Addres	s	Street	City Z	Telephone _					

Illinois Department of Public Health, Division of Oral Health 217-785-4899 • TTY (hearing impaired use only) 800-547-0466 • www.idph.state.il.us





# State of Illinois Eye Examination Report

Illinois law requires that proof of an eye examination by an optometrist or physician (such as an ophthalmologist) who provides eye examinations be submitted to the school no later than October 15 of the year the child is first enrolled or as required by the school for other children. The examination must be completed within one year prior to the first day of the school year the child enters the Illinois school system for the first time. The parent of any child who is unable to obtain an examination must submit a waiver form to the school.

Student Name								
		(1	Last)		200		First)	(Middle Initial)
Birth Date(Month/D	/5.7	``		Gender	Gra	ide		
Parent or Guardian			(Last)	iv			(First)	
Phone			,				(4 404)	
Phone (Area Code)								
Address								
(1)	Number)			(Street)			(City)	(ZIP Code)
County								
			7	Го Ве Сотр	leted By	Examinin	g Doctor	
Case History								
Date of exam								
Ocular history:	Norm	al or l	Positive	for				
	Norm							
Drug allergies:	NKD.							
Other information								
Examination		51						
		Distance		D. (1	Near			
The comment of circust acceptant		Right 20/	Left	Both	Both	_		
Uncorrected visual acuity Best corrected visual acui	-	20/	20/	20/	20/	_		
Best corrected visual acui	ty 2	20/	20/	20/	20/			
Was refraction performe	d with	dilation	? 🗆 Y	es □ No				
1								
				Normal	A	bnormal	Not Able to Assess	Comments
External exam (lids, lash			* .					
Internal exam (vitreous,		fundus, e	tc.)					
Pupillary reflex (pupils)								
Binocular function (stere	eopsis)	)						-
Accommodation and ver	rgence							
Color vision								
Glaucoma evaluation								
Oculomotor assessment								
Other								
NOTE: "Not Able to Asses	ss" refe	ers to the i	nability o	of the child to	complete		the inability of the doctor	to provide the test.
Diagnosis								
☐ Normal ☐ Myopia		Hyperop	oia 🗆	<b>A</b> stigmatisr	n 🗆 S	Strabismus	☐ Amblyopia	
Other								

Page 1 Continued on back



#### State of Illinois **Eye Examination Report**

#### Recommendations

<ol> <li>Corrective lenses: ☐ No</li> <li>☐ Yes, glasses or contacts should be</li> <li>☐ Constant wear</li> <li>☐ Near vision</li> <li>☐ May be removed for physical educe</li> </ol>	☐ Far vision
2. Preferential seating recommended: ☐ No ☐ Yes  Comments	
3. Recommend re-examination: □ 3 months □ 6 months □ 4.	
4	
5	
Print name Optometrist or physician (such as an ophthalmologist)	License Number
who provided the eye examination \( \begin{align*} \text{MD} \( \begin{align*} \text{OD} \( \begin{align*} \text{DO} \\ \end{align*} \text{DO} \)  Address \( \begin{align*} \text{Address} \\ \end{align*}	Consent of Parent or Guardian  I agree to release the above information on my child or ward to appropriate school or health authorities.
	(Parent or Guardian's Signature)
Phone	(Date)
Signature	Date
(Source: Amended at 32 III. Reg.	, effective )



## **School Medication Authorization Form**

**BIRTHDATE** 

STUDENT'S NAME

I request that a staff member of Midwest Christian Montessori Academy administer medication to my child following the prescribed instructions.
I understand that it is my responsibility to provide the school with necessary medication and supplies, deliver them to a staff member, and retrieve them at the end of the course of medication.
I understand that prescription medications must be delivered in the original labeled container as dispensed, including student's name, medication name, instructions for use, and date. Non-prescription (over-the-counter) medications must be provided in the manufacturer's labeled container.
Please note: Medications must be hand delivered by a parent/guardian to a staff member, and will be stored by the staff. Exception: Asthma inhalers may be retained by the student, with parent's permission.
Name of Medication:
Dosage: Time to be given: Number of Days:
Condition for which medication has been prescribed
Possible side effects:
Does medication need to be refrigerated? Yes No
Should medication be sent home daily? Yes No
SPECIAL INSTRUCTIONS:
Parent Signature: Date:
DATE DOSAGE TIME GIVEN INITIALS



# Photo Release for Children Under 18 Years of Age

Throughout the year, our teachers and staff may take individual and group pictures of our students in the process of working or participating in school activities. Some of those pictures make excellent representations of our school when included in brochures, newspaper or magazine articles, or on our website. When publishing pictures for advertisement, names are not included.

Please check one choice:		
photograph my child and use t	Midwest Christian Montessori Academy and to it the photo and or other digital reproduction of his r publication processes, whether electronic, principles.	m/her or other reproduction
NO, I do not wish to have print, digital or electronic pub	ve my child's photograph used in any publicatio lishing via the Internet.	n process, whether electronic
Please note: This release d	oes not pertain to a school yearbook, if publishe	d.
Student's Name:		
Signature of Parent or Guardian:		
Print Name of Parent or Guardian:		
Address:		
Date:		



## **Directory Information**

Please fill out the form below for our 2021 - 2022Student Directory. It will be made available to every family. We use e-mail as our primary method of notification for messages from school. Our directory may be used for your purposes to arrange car pools and play dates, etc. If you do not wish for your child to be included in the directory, please indicate this below.

Student Information

Thank you.

	Student Information	
Student Name:		
Teacher:		
Parent Names:		
Address:		
(street)	(city)	(zipcode)
Home phone:		
	Parent Information	
Mom work/cell phone (optional):		
Dad work/cell phone (optional):		
PRIMARY e-mail address		
ALTERNATE e-mail address		
, ,	is only required if opting out of the directory.	ctory)
Parent Signature:		



# **Student Handbook Receipt**

The current handbook on our website is available to our families to keep them informed of our school's guidelines, procedures, and policies. Please read the handbook and sign below to indicate your acceptance.

I/We have received, have read, and agree to abide by the guidelines of the									
2021 – 2022 Midwest Christian Montessori Academy Handbook.									
Parent/Guardian Signature	Date								
Student Name(s)									



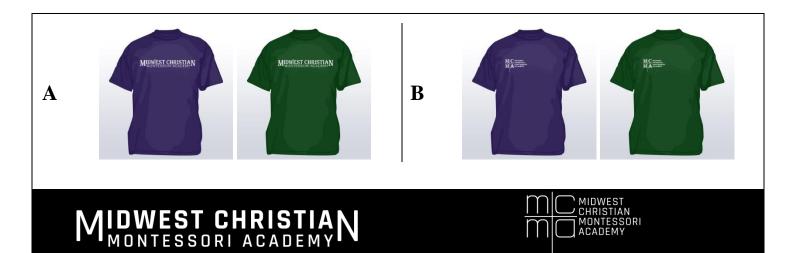
# **MCMA Parent - Teacher Organization | Annual Fees**

Student's/Family Name:					
\$25	PTO dues	per Family			
	Activities fe	<b>e</b> Preschool/Kindergarten <u>\$55</u> Elementary <u>\$80</u>			
	_ T-shirt order (please return with order form)				
	_ Total Amou	nt Due (all items will be added to student account)			

Please remember to frequently check e-mail messages and the calendar on our school website for updated activities: <a href="www.mcmacademy.org">www.mcmacademy.org</a>



## **Spirit Wear Order Form**



Youth sizes Small (6-8), Med (10-12), Large (14-16) Adult sizes Small through 3XL (add \$2 for XL +)

Youth Short sleeve: \$8.50 Design: A or B (circle one)	Size:	Color: Purple or Green (circle one)	Quantity:		
Youth long sleeve: \$11.50 Design: A or B (circle one)	Size:	Color: Purple or Green (circle one)	Quantity:		
Youth Hooded Sweatshirt: \$19.50 Design: A or B (circle one)	Size:	Color: Purple or Green (circle one)	Quantity:		
Adult short sleeve: \$9.50 Design: A or B (circle one)	Size:	Color: Purple or Green (circle one)	Quantity:		
Adult long sleeve: \$12.50 Design: A or B (circle one)	Size:	Color: Purple or Green (circle one)	Quantity:		
Adult Hooded sweatshirt: \$21.00 Design: A or B (circle one)	Size:	Color: Purple or Green (circle one)	Quantity:		
Total: (student accounts will be billed)					
Student Name:					



### **Volunteer Form**

Our school needs you! We are so very grateful to our families who help the school enrich the children's experiences. Our school family needs everyone to pitch in on these small tasks, so please check a box if you can give an hour or two to help with these fun events. Thank you!

Volunteer's Name	<del></del>			
Phone Number(s) #1	#2			
Email Address  Best way to reach me:(phone, text, email?)				
□ Christmas Program  ○ set up				
o clean up				
□ Chaperone for Field Trips	I can be available:  □ days / hours: □ schedule varies, please contact me			

MCMA requires a copy of volunteers' driver's licenses for any involvement directly with students / classrooms



# **2021 – 2022 School Calendar** Student Attendance and School Closings

Wednesday, August 18 Regular Attendance – ALL STUDENTS

**Monday, September 6** Labor Day – No School / No Childcare

**Monday, October 11** Columbus Day – *No School / No Childcare* 

**Thursday, November 11** Veterans Day – *No School / No Childcare* 

Friday, November 12 Parent-Teacher Conferences – No school/No Childcare

**Wed – Fri, November 24 – 26** Thanksgiving Break – *No School / No Childcare* 

**December 22 – January 4** Christmas Break – *No School/ No Childcare* 



# **2021 – 2022 School Calendar** Student Attendance and School Closings

Wednesday, January 5 School Resumes

**Monday, January 17** Martin Luther King Day – *No School / No Childcare* 

**Monday, February 21** Presidents' Day – No School / No Childcare

**Monday, March 7** Casimir Pulaski Day – *No School / No Childcare* 

March 28 – April 1 \* Spring Break (\* tentative) – No School / No Childcare

Friday, April 15 Good Friday – No School / No Childcare

Friday, May 13 Institute Day – No School / No Childcare

**Thursday, May 26** Last Day of School – *HALF DAY 8:45-12:00* 

 $No\ After$  -  $School\ Childcare$ 

Please refer to the school's website regularly and watch your MCMA News e-mails for additional information and updates



### **Kindergarten Students Bring:**

- A complete change of clothing (in case of accidents or spills): shirt, pants, underwear, socks, perhaps a sweater. These go into their storage box that will be provided by the school. Parents are responsible for keeping these up-to-date with the season, and also for returning clothes to school promptly after each use.
- Rubber-soled slippers or indoor shoes (labeled with child's name) to be worn in the classroom when boots or muddy shoes are worn to school. These are kept in the storage box or on a shoe tray. No slipper socks or big, fuzzy slippers, please.
- A backpack is necessary every day to carry home notes and papers belonging to your child. Due to space concerns, we request backpacks without luggage-type wheels or hard handles. Please be sure to check your child's backpack daily.
- *Personal Daily Snacks* are brought by the students. Please send a small nutritious snack in a bag/container marked with your child's name. We provide bottled water in the classrooms, and we would prefer no liquid or messy refreshments be included with your child's snack. Candy is not considered a snack, and will be sent home.
- A lunchbox/sack lunch each day containing a ready-to-eat nutritious meal. No candy or carbonated beverages, please; these items will be sent home.
- An extra small snack for the afternoon, if desired.
- 2 full-sized boxes of tissues. These will be shared in the classroom throughout the year.
- One roll of paper towels
- *One container of Clorox Wipes* (or other brand of sanitizing wipes)

Personal school supplies are included in annual fees