MOUNT CLEMENS MONTESSORI

A Better School of Thought.

Mt. Clemens Montessori Academy
Enrollment Agreement
2024-2025

I understand my child is enrolled at Mt. Clemens Montessori Academy for the 2024-2025 school year.

Student Name: _____

☐ MORNING ACADEMIC PROGRAM	
AM Class: 8:00a.m –11:30a.m	
Tuition	$4500
Installment Payments	$450

Latchkey Options:

☐ **No Latchkey**

☐ **Unlimited Morning**
6:30a.m – 8: 00a.m
(additional $650)

☐ **Hourly Latchkey as needed.** ($6 per hour)

$450	Deposit (10% of Tuition)
125	Supply Fee
40	Registration & Insurance Fee
$615	TOTAL DUE AT REGISTRATION

☐ FULL DAY ACADEMIC PROGRAM	
8:00a.m - 3:00p.m	
Tuition	$5500
Installment Payments	$550

Latchkey Options:

☐ **Unlimited Morning**
6:30a.m – 8: 00a.m
(additional $650)

☐ **Unlimited Afternoon**
3:00p.m – 6: 00p.m
(additional $675)

☐ **Unlimited (AM & PM)**
(additional $1300)

☐ **No Latchkey**

☐ **Hourly Latchkey as needed.** ($6 per hour)

$550	Deposit (10% of Tuition)
150	Supply Fee
40	Registration & Insurance Fee
$740	TOTAL DUE AT REGISTRATION

Tuition may be paid in full or on the "Tuition Installment Plan" with a Deposit equal to 10% of total tuition due upon enrollment and 10% due on the 1st of each month from September through May. If the installment payment is not received by the 5th of the month, a $5.00 late fee is charged. If payment is not received by the 10th of the month, a $10.00 late fee is charged.

Tuition Installment Plan

Deposit, due upon enrollment	10%	January 1st	10%
September 1st	10%	February 1st	10%
October 1st	10%	March 1st	10%
November 1st	10%	April 1st	10%
December 1st	10%	May 1st	10%
		Total Paid	100%

The Deposit, the Supplies Fee, and the Registration and Insurance Fee are **NON-REFUNDABLE** unless the school cannot enroll your child. Tuition is not subject to adjustment due to absences for any reason including illnesses and holidays. A fee of $35.00 or current bank charge will be charged for any check returned to the Office due to insufficient funds.

_____ _____

Parent Signature Date

Mount Clemens Montessori Academy Preschool Enrollment Form

2024-2025

STUDENT BASIC INFORMATION			
Student's Last Name:		Grade for 2024-2025 School Year PRESCHOOL	
Student's First Name:		Middle Initial:	
Student's Date of Birth: **(Provide Birth Certificate)**	____/____/_____	Gender: ☐ Male ☐ Female	
Parent/Guardian Name:		Phone:	
		Email:	
Parent/Guardian Name:		Phone:	
		Email:	
Student Address:		City:	Zip Code:

Is the student's parent or guardian currently on active duty for any branch of the military?

☐ Yes

☐ No If so, which branch:

Both parts must be completed. If either part is not answered, the U.S. Department of Education requires the Academy to supply an answer on your behalf.	Is your child Hispanic/Latino? **(Choose only one)** ☐ Yes ☐ No	What is the race of the child? **(Choose one or more boxes)** ☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African-American ☐ Native Hawaiian or Other Pacific Islander ☐ White
The following information is not required; however, it will be used to determine whether the school is eligible for supplemental funding to enhance instructional opportunities for immigrant children and youth.	Is your child between the ages of 3 and 21? ☐ Yes ☐ No	Was your child born outside of the United States? ("United States" is defined as the 50 states, the District of Columbia and the Commonwealth of Puerto Rico) ☐ Yes ☐ No
		Has your child attended one or more schools in the United States for less than three full academic years? ☐ Yes ☐ No
The following information is not required; however, it is necessary to determine if your child is eligible for English Language Support.	Is your child's native tongue a language other than English? ☐ Yes ☐ No If yes, what is the language? _____	What is the primary language spoken in your home? ☐ English ☐ Other: _____

EMERGENCY CONTACT INFORMATION (non-custodial)		
Emergency Contact #1	Name:	Relationship:
	Home Phone:	Cell Phone:
	Work Phone:	Email:
Emergency Contact #2	Name:	Relationship:
	Home Phone:	Cell Phone:
	Work Phone:	Email:
Emergency Contact #3	Name:	Relationship:
	Home Phone:	Cell Phone:
	Work Phone:	Email:

Legally, do not release my child to: _____. The Academy will not comply with your request until receipt of Personal Protection Order and/or Custody Papers.

List severe allergies: (i.e., peanut allergy,etc.)		
List medical concerns which require a medical action plan: (Chronic health concerns such as diabetes, asthma, epilepsy, etc.)		
List medications/treatments:		
Doctor's Name:		Phone:

Student has previously received special services? ☐ Yes ☐ No ☐ I do not know

SPECIAL SERVICES (Please check all that apply)

Support Services:

- ☐ 504 Plan
- ☐ Speech Therapy
- ☐ Occupational Therapy
- ☐ Physical Therapy
- ☐ Social Work
- ☐ Assistive Technology _____
- ☐ English Language Support
- ☐ Title IA/31a Services
- ☐ Other: _____

Special Education:

- ☐ Specific Learning Disability
- ☐ Emotional Impairement
- ☐ Cognitive Impairement
- ☐ Physical Impairement
- ☐ Other Health Impairement
- ☐ Autism Spectrum Disorder
- ☐ Visual Impairement
- ☐ Deaf Blindness
- ☐ Hearing Impairement
- ☐ Early Childhood Developmental Delay
- ☐ Speech and Language Impairement
- ☐ Severe Multiple Impairement
- ☐ Traumatic Brain Injury
- ☐ Other: _____

Service Delivery:

- ☐ Self-contained classroom
- ☐ Resource Room
- ☐ Co-taught courses
- ☐ TC support only
- ☐ Date of last IEP: _____
- ☐ Date of last REED: _____

FOR OFFICE USE ONLY (Initial complete, NA if not applicable)

____ Health Appraisal
____ Immunizations Record or Waiver
____ Birth Certificate (copy)
____ Driver's License (copy)
____ Student Records Request Form (New Students Only)
____ Student Residency Questionnaire
____ IEP (If Applicable)
____ Free & Reduced Meals Application (Sent Home in September)
____ Household Information Report (Sent Home in September)

____ Permission Statements Form
- o Photograph & Publicity Release Form
- o Network & Internet Acceptable Use Agreement
- o Authorization for Administering Medication/Treatment
- o Handbook Acknowledgement

____ Directory Information Opt-out Form
____ Concussion Information Acknowledgement
____ PPO/Custody Papers/Other Court Documents (If Applicable)
____ Medical Action Plan (If Applicable)

I affirm that all the information provided is complete and accurate to the best of my knowledge:

_____ _____

Parent/Guardian Signature Date

MOUNT CLEMENS MONTESSORI

NETWORK AND INTERNET ACCEPTABLE USE POLICY I have read the Network and Internet Acceptable Use Agreement (NIAUA) available at the school and on our website. I grant permission for my child to access network computer services and Internet resources. I agree to comply with the NIAUA. If you do not want your child to use the Internet, please contact the Office.

Directory Opt-Out Form

I have read and reviewed the Directory Opt-Out Form on the website I understand that the Family Educational Rights and Privacy Act (FERPA), a federal law, allows the Academy/Authorizer to disclose designated "directory information" to third parties without my written consent, unless I inform the Academy/Authorizer otherwise. "Directory information" is information that is generally not considered harmful or an invasion of privacy if released. The Directory Opt-Out form only needs to be returned to the Academy if I wish to opt-out of any directory information.

PERMISSION TO WALK AND RELEASE TO CAR

I understand that all students go on walks in the school neighborhood throughout the school year. If I do not want my child to go on walks, I will contact the Office. I understand that students are released at the door and walk to awaiting cars. I assume full responsibility for my child after he/she leaves the school entrance each day.

PHYSICAL HEALTH/IMMUNIZATIONS PARENTAL ACKNOWLEDGEMENT

My child is in good health and his/her immunizations are current. I understand that I assume responsibility for my child's health while attending Mt. Clemens Montessori Academy. I have noted any health restrictions/needs, allergies, and medications taken by my child in the health section of this application.

PARENT NOTIFICATION OF THE LICENSING NOTEBOOK REQUIREMENT

I am aware that all childcare centers must maintain a licensing notebook which includes all licensing inspection reports, special investigation reports, and all related corrective action plans (CAP). The notebook must include all reports issued and CAPs developed on and after May 27, 2010 until the license in closed. This center maintains a licensing notebook of all licensing inspection reports, special investigation reports and all related corrective action plans. The notebook will be available to parents for review during regular business hours. Licensing inspection and special investigation reports from the past two years are available on the Bureau of Children and adult Licensing website at www.michigan.gov/michildcare.

PARENT/STUDENT HANDBOOK ACKNOWLEDGEMENT

I have received or viewed the Mt. Clemens Montessori Academy Parent-Student Handbook at www.mtclemensmontessori.com. I agree to abide by the policies and procedures contained therein. I understand that the policies contained in the handbook may be added to, deleted, or changed at any time.

I certify that the information on this form is true and correct to the best of my knowledge.

_____ _____

Parent/Guardian Signature Date

PERMISSION STATEMENTS

PHOTO / VIDEO RELEASE

Mt. Clemens Montessori Academy, CS Partners and its agents have my permission to use my and or my child(ren)'s name, likeness, image, voice, and/or appearance as such may be embodied in any pictures, photos, video recordings, audiotapes, digital images, and the like, taken or made on behalf of the Academy. I agree that the Academy and CS Partners may have complete ownership of such pictures, etc., including the entire copyright, and may use them for any purpose consistent with the Academy's mission. These uses include, but are not limited to, illustrations, bulletins, exhibitions, videotapes, reprints, reproductions, publications, advertisements, and any promotional or other materials in any medium now known or later developed, including the Internet. I acknowledge that I will not receive any compensation, etc. for the use of such pictures, etc., and hereby release the Academy and its agents and assigns from any and all claims which arise out of or are in any way connected with such use.

I have read and understood this consent and release.

I give my consent to the Academy and CS Partners to use my and or my child(ren)'s name and likeness as described above.

_____ _____

Parent/Legal Guardian Date

I do not give my consent to the Academy and CS Partners to use my and or my child(ren)'s name and likeness as described above.

_____ _____

Parent/Legal Guardian Date

☐ Checking this box indicates that you also do not want your child's picture in the yearbook.

LAWN SIGNS (please check one)

☐ I give my permission for Mt. Clemens Montessori Academy to put a "Welcome to Mt. Clemens Montessori Academy" sign on my lawn.

☐ I do not give my permission for Mt. Clemens Montessori Academy to put a "Welcome to Mt. Clemens Montessori Academy" sign on my lawn.

STUDENT RESIDENCY

This questionnaire is intended to address the McKinney-Vento Act, in regards to children and youth in transitional living arrangements. Your answer will help the administration determine residency documents necessary for enrollment and additional services available to your family. This questionnaire will be kept separately from the student's permanent record and filed by the Homeless Education Liaison.

1. Where is the student living now? (check one box)

- ☐ in a shelter or temporary housing
- ☐ in a motel or hotel
- ☐ with more than one family in a house or apartment
- ☐ in a car
- ☐ in a trailer on a campsite
- ☐ with friends or family member (other than parent/guardian)
- ☐ Other, please explain: _____

- ☐ none of the above (please sign form)

Student Name: _____ Grade: _____

Parent Signature: _____ Date: _____

If you marked "none of the above" you do not have to complete the remainder of this form.

2. Does the living arrangement checked in Question 1 result from a loss of housing or economic hardship?
☐ yes ☐ no ☐ unsure

If you answered "yes" to the above question, do you consider yourself to be homeless?

☐ yes ☐ no

3. The student lives with

- ☐ 1 parent
- ☐ 2 parents
- ☐ 1 parent & another adult
- ☐ a relative, friend(s), or other adults
- ☐ alone with no adults
- ☐ an adult who is not the parent or legal guardian

4. If you are living in shared housing, please check all of the following reasons that apply:
_____ Loss of housing
_____ Economic situation
_____ Temporarily waiting for house or apartment
_____ Provide care for a family member
_____ Living with boyfriend/girlfriend
_____ Loss of employment
_____ Parent/Guardian is deployed
_____ Other (Please explain)

Signature of Parent/Guardian: _____ Date_____

HEALTH APPRAISAL

Dear Parent or Guardian: The following information is requested so that the school can work with the parent to meet the physical, intellectual and emotional needs of the child. Fill out the information requested in Section I. Section III may be certified by the transcription of information from the certificate of immunization. The remaining sections are to be completed by a doctor, nurse and dentist. (**BE SURE TO BRING YOUR CHILD'S IMMUNIZATION RECORDS TO THE EXAMINATION.**)

PERSONAL

CHILD'S NAME (Last, First, Middle)			DATE OF BIRTH (mm/dd/yy) / /
ADDRESS (Number & Street)	(City)	(ZIP Code) MI	TODAY'S DATE (mm/dd/yy) / /
PARENT/GUARDIAN (Last, First, Middle)			HOME TELEPHONE NUMBER ( )
ADDRESS (Number & Street)	(City)	(ZIP Code) MI	WORK TELEPHONE NUMBER ( )

SECTION I - HEALTH HISTORY

Yes	No	Resolved	# Is your child having any of the problems listed below?
☐	☐	☐	1 Allergies or Reactions (for example, food, medication or other)
☐	☐	☐	2 Hay Fever, Asthma, or Wheezing
☐	☐	☐	3 Eczema or Frequent Skin Rashes
☐	☐	☐	4 Convulsions/Seizures
☐	☐	☐	5 Heart Trouble
☐	☐	☐	6 Diabetes
☐	☐	☐	7 Frequent Colds, Sore Throats, Earaches (4 or more per year)
☐	☐	☐	8 Trouble with Passing Urine or Bowel Movements
☐	☐	☐	9 Shortness of Breath
☐	☐	☐	10 Speech Problems
☐	☐	☐	11 Menstrual Problems
☐	☐	☐	12 Dental Problems: Date of Last Exam / /
☐	☐	☐	Other (please describe): _____
☐	☐		Does your child take any medication(s) regularly?

Reason for Medication

_____ / /
Parent/Guardian Signature Date

Birth History:

Are there any current or past diagnosis(es) ☐ Yes ☐ No

If yes, please describe:

If yes, list medications:

Was the health history reviewed by a health professional?
☐ Yes ☐ No ***Examiner's Initials:*** _____

SECTION II - PHYSICAL EXAMINATION, INSPECTION, TESTS AND MEASUREMENTS

Required for Child Care and Head Start / Early Head Start

Tests and Measurements

No	Yes	Was child tested for:	Test results:	Normal	Referred	Under Care
☐	☐	VISION	Visual Acuity			
			Muscle Imbalance			
		Date: / /	Other:			
☐	☐	HEARING	Audiometer			
			Other:			
		Date: / /				
☐	☐	URINALYSIS	Sugar			
			Albumin			
		Date: / /	Microscopic			
☐	☐	BLOOD LEAD LEVEL	Level _____ ug/dl ⇨			
		Date: / /				

No	Yes	Was child tested for:	Test results:	Normal	Referred	Under Care
☐	☐	HEIGHT & WEIGHT	Height			
			Weight			
☐	☐	Other: _____	Other			
☐	☐	HEMOGLOBIN / HEMATOCRIT	⇨			
☐	☐	BLOOD PRESSURE	Reading: _____			
☐	☐	TUBERCULIN	Type: _____			
		Date: / /	Neg.: ☐ Pos.: ☐ _____ mm			

NOTE: Blood lead level required for all children enrolled in Medicaid must be tested at one and two years of age, or once between three and six years of age if not previously tested. All children under age six living in high-risk areas should be tested at the same intervals as listed above.

Examinations and/or Inspections

Essential Findings Deviating from Normal:

Exam Date: / /

SECTION III - IMMUNIZATIONS

Statements such as "UP-TO-DATE" or "COMPLETE" will not be accepted. Admission to school may be denied on the basis of this information.*

VACCINES (Circle Type)	DATE ADMINISTERED MM/DD/YYYY	
Hepatitis B (HepB)	1	3
	2	
DTaP/DTP/DT/Td	1	4
	2	5
	3	6
Tdap	1	
Haemophilus Influenzae type b (HIB)	1	3
	2	4
Polio (IPV/OPV)	1	3
	2	4
Pneumococcal Conjugate (PCV7/PCV13)	1	3
	2	4
Rotavirus (RV1/RV5)	1	3
	2	
Measles,Mumps, Rubella (MMR)	1	2
Varicella (Chickenpox)	1	2

History of Chickenpox Disease? ☐ Yes ☐ No If yes, date:

VACCINES (Circle Type)	DATE ADMINISTERED MM/DD/YYYY	
Hepatitis A (HepA)	1	2
Influenza (IIV/LAIV)	1	3
	2	4
Meningococcal (MCV4 / MPSV4)	1	2
Human Papillomavirus (HPV9/HPV4/HPV2)	1	3
	2	
OTHER Vaccines Specify Date & Type	Type of Vaccine(s)	Date of Vaccine(s)
	1	
	2	
	3	

Indicate and attach physician diagnosis or laboratory evidence of immunity as applicable

*NOTE: According to Public Act 368 of 1978, any child enrolling in a Michigan school for the first time must be adequately immunized, vision tested and hearing tested. Exemptions to these requirements are granted for medical, religious and other objections, provided that the waiver forms are properly prepared, signed and delivered to school administrators. Forms for these exemptions are available at your provider office for medical waiver forms and through your local health department for nonmedical waiver forms.

Parent/Guardian refused immunizations: ☐

I certify that the immunization dates are true to the best of my knowledge

_____ _____ ___/___/___

Health Professional's Signature Title Date

SECTION IV - RECOMMENDATIONS

(Required for Child Care and Head Start/Early Head Start)

No	Yes	
☐	☐	Is there any defect of vision, hearing or other condition for which the school could help by seating or other actions? If yes, please explain:
☐	☐	Should the child's activity be restricted because of any physical defect or illness? If yes, check and explain degree of restriction(s): ☐ Classroom ☐ Playground ☐ Gymnasium ☐ Swimming Pool ☐ Competitive Sports ☐ Other

Other Recommendations

SECTION V - DENTAL EXAMINATION AND RECOMMENDATIONS (OPTIONAL)

I have examined _____ 's teeth. As a result of this examination, my recommendation for treatment is: _____

child's name

_____ ___/___/___

Dentist's Signature Date

PHYSICIAN'S SIGNATURE

_____ ___/___/___ _____ _____

Examiner's Signature Date *Examiner's Name (Print or Type)* Degree or License

_____ _____ MI _____ (_____) _____

Number & Street City ZIP Code Telephone

Information required for:

Early On - Hearing and Vision Status; Diagnosis; Health Status

Child Care Licensing - Physical Exam, Restrictions, Immunizations

Head Start/Early Head Start - Determination that child is up-to-date on a schedule of age-appropriate preventive and primary health care, including medical, dental, and mental health. The schedule must incorporate the well-child care visit required by EPSDT and the latest immunizations schedule recommended by the Centers for Disease Control and Prevention, State, tribal, and local authorities. An EPSDT well-child exam includes height, weight, and blood tests for anemia at regular intervals based on age.

****

Developed in Cooperation with the Department of Health and Human Services, Education, Michigan American Association of Pediatrics, Early Childhood Investment Corporation, Child Care Licensing, Head Start, Michigan State Medical Society, Michigan Association of Osteopathic Physicians and Surgeons.

Child History

Mother's Name: _____ Father's Name: _____

Marital Status: _____ Marital Status: _____

Occupation: _____ Occupation: _____

Conditions at Birth: _____

Is Child adopted? _____

Ages for the following: Crawling_____Creeping_____Standing _____

Walking_____Talking in Words_____

Any speech deviations? _____

History of illnesses? _____

Does your child have any special physical, emotional, or learning problems? _____

If yes, please explain: _____

_____

Did your child have difficulties with toilet training? _____

If yes, please explain: _____

Is either parent deceased or absent for long periods? _____

If yes, please explain: _____

Number of children in the family? _____ Does child get along with siblings? _____

For child's age, is he/she independent/dependent? _____

What are child's eating habits? _____

_____

Is child cared for by anyone other than parents? _____

If yes, please explain: _____

How long have you lived in your present neighborhood? _____

Are there children in the neighborhood with whom your child plays? _____

Does your child play alone or with others? _____

With what age children does your child usually play? _____

Does your child seek adult attention? _____

If yes, whose attention? _____

By what means? _____

Does your child accept new people easily? _____

Does your child have any special fears? _____

If yes, please explain: _____

Please check your child's previous experiences with other children:

Neighborhood Play: _____ Daycare: _____ Nursery School: _____

Summer Camp: _____ Sunday School: _____ Other experiences: _____

_____

Why do you wish to send your child to a Montessori School? _____

_____

_____

Does your child have any specific responsibilities at home? _____ If yes, please explain:_____

_____

Does your child participate in any outside school activities? _____

_____

Does your child have a regular scheduled time for meals and bedtime? _____

When you find it necessary to discipline your child, what do you usually do?

Mother: _____

_____

Father: _____

_____

Mt. Clemens Montessori Academy

Educational Material for Parents and Students (Content Meets MDCH Requirements)

Sources: Michigan Department of Community Health. CDC and the National Operating Committee on Standards for Athletic Equipment (NOCSAE)

UNDERSTANDING CONCUSSION

Some Common Symptoms

Headache	Balance Problems	Sensitive to Noise	Poor Concentration	Not "Feeling Right"
Pressure in the Head	Double Vision	Sluggishness	Memory Problems	Feeling Irritable
Nausea/Vomiting	Blurry Vision	Haziness	Confusion	Slow Reaction Time
Dizziness	Sensitive to Light	Fogginess	"Feeling Down"	Sleep Problems
		Grogginess		

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning or a sudden stopping and starting of the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven't been knocked out.

You can't see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to play on the day of the injury and until a health care professional says they are okay to return to play.

IF YOU SUSPECT A CONCUSSION:

1. **SEEK MEDICAL ATTENTION RIGHT AWAY** – A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don't hide it, report it. Ignoring symptoms and trying to "tough it out" often makes it worse.

2. **KEEP YOUR STUDENT OUT OF PLAY** – Concussions take time to heal. Don't let the student return to play the day of injury and until a heath care professional says it's okay. A student who returns to play too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal. It is better to miss one game than the whole season.

3. **TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION** – Schools should know if a student had a previous concussion. A student's school may not know about a concussion received in another sport or activity unless you notify them.

SIGNS OBSERVED BY PARENTS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Can't recall events prior to or after a hit or fall
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes

CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people/places
- Becomes increasingly confused, restless or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously.)

HOW TO RESPOND TO A REPORT OF A CONCUSSION:

If a student reports one or more symptoms of a concussion after a bump, blow, or jolt to the head or body, he/she should be kept out of athletic play the day of the injury. The student should only return to play with permission from a health care professional experienced in evaluating for concussion. During recovery, rest is key. Exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rests breaks, be given extra help and time, spend less time reading, writing or on a computer. After a concussion, returning to sports and school is a gradual process that should be monitored by a health care professional.

Remember: Concussion affects people differently. While most students with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer. To learn more, go to www.cdc.gov/concussion.

Parents and Students Must Sign and Return the Educational Material Acknowledgement Form

Mt. Clemens Montessori Academy

CONCUSSION AWARENESS

EDUCATIONAL MATERIAL ACKNOWLEDGEMENT FORM

By my name and signature below, I acknowledge in accordance with Public Acts 342 and 343 of 2012 that I have received and reviewed the Concussion Fact Sheet for Parents and/or the Concussion Fact Sheet for Students provided by **Mt. Clemens Montessori Academy.**

_____
Participant Name Printed

_____
Participant Signature

_____
Date

_____
Parent or Guardian Name Printed

_____
Parent or Guardian Signature

_____
Date

Return this signed form to the sponsoring organization that must keep on file for the duration of participation or age 18.

Participants and parents please review and keep the educational materials available for future reference.

Mt. Clemens Montessori Academy
Volunteer Form
(Optional)

Please fill out if you would like to be considered for chaperoning field trips or assisting in the classroom

Volunteer Information:

Student's Name

Volunteer Information:

Last Name	*First Name*	*Middle Initial*
Street Address	*City*	*Zip Code*
Email Address		
Home Phone	*Cell Phone*	
Date of Birth	*Race*	*Male / Female*
Parent / Guardian / Other:	*Student's Name*	
MI Driver's License Number		*Date of Expiration*
Any other last names used:	*Any other first names used:*	

Please check one:

_____ I.I have not been convicted, pled guilty, or nolo contendere (no contest) to any crimes.

_____ 2.I have been convicted, pled guilty, or nolo contendere (no contest) to the following crimes:
(use separate sheet to explain nature of conviction, date and court)

a. _____

b. _____

Certification of Policy & Authorization:

I understand and agree that Mt. Clemens Montessori Academy will be requesting a criminal history background check on my behalf from the Internet Criminal History Access Tool (ICHAT). As a chaperone, I will not purchase any items for any students during field trips.

Signature: _____ Date: _____