# Dexter Co-op Preschool Enrollment Checklist

The paper forms below must be printed, completed and returned to the co-op. Please use one of the following options to submit the completed forms & enrollment check:

1) P.O. Box mailing address -
   Dexter Co-op Preschool
   P.O. Box 392
   Dexter, MI 48130

2) Drop Box outside of the preschool (on the east/gym side of Peace Lutheran Church) -
   8260 Jackson Rd.
   Ann Arbor, MI 48103

☐ **Child Information Record**

☐ **Co-op Family Form**

☐ **Health Appraisal Form:** This form required a doctor's signature. This form is not required by the initial deadline but is needed before school starts.

☐ **Food Allergy Action Plan:** If applicable, this requires a doctor's signature. **If it is not applicable, please write your child's name and "None" at the top.** The co-op needs a form on file for each child. This form is not required by the initial deadline but is needed before school starts.

☐ **Medication Permission and Instructions:** If applicable, this form requires a doctor's signature. **If it is not applicable, please write your child's name and "None" at the top.** The co-op needs a form on file for each child. This form is not required by the initial deadline but is needed before school starts.

☐ **Background Check Consent and Disclosure:** This form allows the co-op to begin the fingerprinting process. Further information will be provided to you about scheduling your fingerprinting appointment. Fingerprinting is required for all parents or guardians that will be assisting in the classroom.

☐ **Notification of the Licensing Handbook:** The handbook is found on our website www.dextercoop.com under "Forms."

☐ **Waiver Request Form for Young 3's and 4's:** Only applicable for a 3's student turning 3 / 4's student turning 4 between September 1st and December 1st.

☐ **$150 Enrollment Check**: Please submit a check to secure enrollment, made out to Dexter Cooperative Preschool.

Please contact dextercooperativemembership@gmail.com with any questions related to the enrollment requirements.