



## Preschool and Child Care Written Information Packet Documentation

<b>Child(ren)'s Name(s) (Last, First)</b>	<b>Center Name</b>  Lansing Christian School
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The [Preschool Handbook](#) has been provided. In addition to the policies of Lansing Christian School, the handbook includes all the following information:

- Criteria for admission and withdrawal
- Schedule of operation, denoting hours, days, and holidays during which the center is open and services are provided
- Fee policy
- Discipline policy
- Food service program
- Program philosophy
- Typical daily routine
- Parent notification play for accidents, injuries, incidents, illness
- Exclusion policy for child illness
- Notice of the availability of the center's licensing notebook
  - The licensing notebook contains all the licensing inspection and special investigation reports and related corrective action plans since May 28, 2010.
  - The licensing notebook is available to parents during regular business hours.
  - Licensing inspection and special investigation reports for the past two years are available on the child care licensing website at [www.michigan.gov/michildcare](http://www.michigan.gov/michildcare).

To comply with the State regulations Lansing Christian needs to have your signature showing that you have been made aware of the above information.

I certify that I received all of the above items.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date