

Dear Parents,

We warmly welcome you and your child to Discover Montessori preschool. September can be difficult, and I hope you can bear with us while the children adjust to their routines and classroom.

As you prepare your child to return to preschool after an extended absence, you may encounter resistance, clinginess, or worry. Some children respond excitedly, while others may show separation anxiety after staying home with their families for the summer months.

To reduce this discomfort, children will participate in a Gradual Entry process consisting of a shortened class time. The phasing-in of small groups and shortened attendance times allow for a gentle introduction where children can adjust to their new environment, teachers, and peers. The gradual entry process also allows the teacher to introduce the children to the classroom routines and procedures and ease the transition for children so they will feel comfortable and safe.

Suppose a child has difficulty separating from the parent at first (and this does happen). To assist with the transition, we ask the parent to leave the child with the directress and return once the gradual entry time is up. We extend this time a little longer each week to gradually ease the child into a larger group setting. We found this procedure is easier for the individual and the group rather than having the parent stay with the child. Parents should leave the building. Please do not look in the window; it can be difficult for the child. If your child is in distress for longer than 15 minutes, we will call you and ask that you come to be with your child. Drop off and pick up during our gradual entry will be conducted upstairs. Once gradual entry is complete, we will gather the children from downstairs and dismiss them downstairs.

Below is a small reminder of the school procedures as outlined in more detail in the parent handbook, which is found on our website [www.discovermontessori.ca](http://www.discovermontessori.ca)

**Open House:** Please come and meet the teachers and see the school before the September start date. Come only on the day your child attends school. If your child is a full-time student, you may come either day.

Monday, August 29<sup>th</sup> between 5:00 p.m. – 7:00 p.m. (Mon-Fri a.m. & p.m. classes only)

Tuesday, August 30<sup>th</sup> between 5:00 p.m. – 7:00 p.m. (Tues & Thurs a.m. & p.m. classes only).

\*\* Children and siblings are welcome. We have many choking hazards, and younger children must be carefully monitored.

#### **Admission Requirements:**

- September and ½ of June's tuition fees are now due.
- 2/days a week \$ 225 + \$ 112.50 = 337.50
- 3/days a week \$ 290 + \$ 145 = \$ 435.00
- 4/days a week \$ 335 + 167.50 = \$502.50
- 5/days a week \$ 375 + \$187.50 = \$ 562.50
- Monthly tuition fees are paid by post-dated cheques made out to Discover Montessori (add your child's name in the memo), cash, or e-transfer, making the security question, what is my child's name (First only).
- Receipts are given in December and again in June.

**Childcare Subsidy:** You may be qualified to receive a Childcare Subsidy to reduce the cost of preschool. Apply online to find out if you qualify.

The application can be found at: <http://www.mcf.gov.bc.ca/childcare/application.htm>

\*\* Please email me for our school information portion to complete your application.

**Trial Period for Acceptance into the Preschool Program:** All students new to the program are accepted on a 0-10 school day trial basis. The two-week trial period aims to ensure that this program is appropriate for your child. For instance, if a child is a flight risk, they may not be ready. If a child cannot settle themselves and are inconsolable, they may not be prepared. Many Montessori materials contain small parts, and a child who is not developmentally ready may put these objects in their mouth. After alerting the parents of possible concerns and making no progress with the child's actions, it is at the Director's discretion to withdraw the child from the program.

The post-dated cheques will be returned upon the student's withdrawal.

**Return to class:** To assist the transition and support of your child's independence, when they arrive at school, please respect the school's policy of saying goodbye outside the classroom with reassurance that you will return to pick them up.

**Health and Safety:** Parents, please notify and keep your children home if they are unwell.

**What to Bring:**

- Anaphylactic medication. Label the Ziploc bag. Label the child's medicine, and provide instructions. A Care Plan form will also need to be filled out. We may request further doctor's notes.
- 8 Wallet Sized photos (Clear image of the child's face) (No Passport photos).
- Extra clothes LG Ziploc bag. T-shirt, pants, underwear, socks. Clothes remain at the preschool. Add the child's name.
- One pair of non-slip Velcro shoes, no crocs or slippers. Shoes stay at the preschool. Add the child's name.
- Snack (Nut-Free) and a water bottle with a carrying handle. The water bottle goes home daily.
- Text Ms. Amanda (604-798-9237) your name, your child's full name, and the class they attend. I want you on speed dial if needed.

**Clothing:** Children should wear comfortable and appropriate clothing. To foster independence, please ensure that clothes are easily managed by themselves. I emphasize the importance of washable garments since the children have the freedom to participate in the art of different mediums.

**Daily Snack:** We are a Peanut Free Preschool. Snacks should include protein, vegetables, fruit, and a water bottle (no sippy cups or juice boxes). Typically, snack time is at 11:00 am and 2:00 pm.

\*\* We are committed to being a healthy environment. Excessive sugary items will not be consumed at school and sent home.

**Toys/Books:** Please explain to your child that toys should be left at home. Kindly check pockets for unfamiliar objects when your child returns home. These may be a part of school materials and can be difficult to replace. Children are welcome to bring books with realistic illustrations and quality literature. These may be used at circle time. To avoid confusion, please label the book with your child's name.

**Communication:** Teachers are discouraged from having conversations greater than courteous pleasantries at pick-up and drop-off times, taking their attention away from the children. Urgent messages can be emailed or texted directly to Miss Amanda. The emails are checked daily [ms.amanda@telus.net](mailto:ms.amanda@telus.net)

**Monthly Newsletters:** Please visit our preschool website to read our monthly newsletter. Our monthly newsletter lists important dates, School functions, classroom activities, and other essential items of interest to you and your child. Newsletters will also be posted where drop-off and pick-up are located. School Calendar provides a school year of important dates. Gentle reminders will be given in the newsletters, and often take-home notes.

July 26, 2022

**Birthdays:** If your child wishes to celebrate their birthday at school. It is especially nice to send in a special take-home treat or snack for your child's birthday and will be handed out at the end of class.

\*\* Please do not send birthday invitations to school to be passed out unless you plan on having the entire class attend. We don't want any hurt feelings.

**Our Gradual Entry Schedule will be posted on our website along with this newsletter by August 26th.**

Please do not hesitate to call or email me with any questions you may have currently and throughout the upcoming school year.

Warm regards,  
Ms. Amanda  
(604) 798-9237