

ADOBE
MONTESSORI
S C H O O L
Parent Handbook
2020-2021

“The child is both a hope and a promise of mankind.
If we therefore mind this embryo as our most precious treasure, we
will be working for the greatness of humanity.”

~~ Maria Montessori ~~

www.adobemontessori.com

Adobe Montessori School

Physical Address: 6400 W. Del Rio Street, Chandler, Arizona 85226

Mailing address: PMB 194, 6045 W. Chandler Blvd #13, Chandler, AZ 85226

480-899-2980

www.adobemontessori.com

Dear Parents:

Welcome to Adobe Montessori! We are excited about the 2020-2021 school year and are delighted to have the privilege of working with you and your child(ren). This handbook contains our school policies and other school information. Please read these pages to help your child adjust smoothly to our school schedule.

All forms must be completed in full and returned to the school by the first day of school.

We encourage you to learn about the Montessori Method and become involved by observing your child in the classroom, coming to our parent education nights, programs, and other school events.

Our faculty and staff welcomes your family as you begin the 2020-2021 year with us!

Sincerely,



Dwight and Holly Corriveau
Michelle Root
Administration

- Adobe Montessori School does not discriminate on the basis of race, color, national or ethnic origin. Enrolled students are entitled to all rights, privileges, programs, and activities available at the schools.
- AMS carries the general liability insurance required by the State of Arizona. It has a payment cap of \$5000 per child per accident per year.
- A parent of an enrolled child has complete access to all areas in the school where his/her child is receiving child care services.
- We do not transport children off of the Adobe Montessori campus before or after school.
- Every first Saturday of the month during the morning hours, Desert Castle Pest Control applies pesticide to the outside perimeter of the buildings. This is a monthly routine maintenance procedure. A notice is posted on the schools main information board regarding the time and application of our monthly pest control. Pesticide information is available upon request.
- Licensed by the Arizona Department of Health, Child Care Licensure, located at 150 N. 18th Avenue, Suite 400, Phoenix, AZ 85007. The phone number is 602-364-2539.
- Inspection records are located in the office and are available upon request. Please ask for Mrs Root.

SCHOOL ADMINISTRATOR

Mrs. Michelle Root

SCHOOL HOURS

Adobe Montessori is open from 7:00am-6:00pm. PLEASE REFER TO THE SCHEDULE BELOW FOR SPECIFIC CLASS TIMES AND EXTENDED HOURS. Refer to the copy of the enrollment agreement included at the back of the handbook for the fees pertaining to the extended hours.

PRIMARY CLASSES (3 – 6 years old)

Teachers:	Mrs. Alysia Chavez	Room #8
	Mrs. Holly Hart	Room #3
	Mrs. Deena Knox	Room #4

Primary thru Kindergarten (ages 3-6 years)

Primary AM	8:30am-11:30am
Primary PM	12:30pm-3:15pm
Primary Full Day	8:30am-3:15pm

EARLY PRIMARY CLASS (2 – 3 ½ years old)

Teacher:	Ms. Mason Kuluris	Room #6
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Hours:

Early Primary AM	8:30am-11:30am
Early Primary Full Day	8:30am-3:15pm

Your child must be potty-trained or actively involved in the potty-training process.

EXTENDED HOURS

Before School Care	7:00am-8:20am
Lunch Hour Add (Primary only)	11:30am-12:30pm
Full Day Students	3:30pm-6:00pm

WAITING LIST

As openings become available, we will call parents whose child has been placed on our waiting list to inform them of the opening. We will do a courtesy hold for two business days. If we have not received an affirmative answer, we will call the next person on the list.

MESSAGES & PHONE CALLS

Please leave a message and the teacher or Administrator will return your call. Teachers are not available to speak on the phone during the class time due to their involvement with the students.

2020-2021 Calendar



July 2020						
S	M	T	W	T	F	S
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September 2020						
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October 2020						
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November 2020						
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December 2020						
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JUN 1 - JUL 24	2020 Summer School
JUL 27	New Parent Orientation
JUL 29	First Day of School
AUG 20	Parent Education Night
SEPT 7	Labor Day - School Closed
SEPT 17	Open House
OCT 12	Fall Recess - School Closed
OCT 15	Parent Education Night
OCT 15-16	Picture Day
OCT 30	Funtastic Fall Fling
NOV 9-10	P/T Conferences & Childcare Days
NOV 11	Veterans Day - School Closed
NOV 26-27	Thanksgiving Break - School Closed
DEC 18	Pajama Day
DEC 21 - JAN 1	Winter Break - School Closed
JAN 4, 2021	Classes Resume
JAN 7	Parent Education Night
JAN 18	Civil Rights Day - School Closed
JAN 28	Parent Education Night
FEB 10	Valentine Party
FEB 11-12	P/T Conferences & Childcare Days
FEB 15	Presidents Day - School Closed
FEB/MAR TBA	Operetta: "Little Red Hen"
MAR 5	Crazy Hat & Leprechaun Fun Day
MAR 8-12	Spring Break - School Closed
APR 2	Spring Recess - School Closed
APR 21	Celebrate Earth Day
MAY 7	Muffins for Mom
MAY 17	SS/2021-22 New Parent Orientation
MAY 20	Last Day of School
MAY 21-31	School Closed
JUN 1 - JUL 23	2021 Summer School
JUN 18	Donuts for Dad
JULY 26	2021-22 New Parent Orientation
JUL 28	First Day of 2021-2022 School Year

January 2021						
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March 2021						
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April 2021						
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June 2021						
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Adobe Montessori's Mission

At Adobe Montessori School, we are firmly committed to Maria Montessori's approach to learning. We strive to provide a carefully planned, stimulating environment which will help children develop within themselves the habits, attitudes, skills, and ideas which are essential for a lifetime of creative thinking and learning.

Montessori Philosophy

Dr. Montessori felt the goal of early childhood education should cultivate the child's own natural desire to learn. At Adobe Montessori School, we approach this philosophy in two ways: first, by allowing each child to experience the excitement of learning through his or her own choice; and second, by providing an environment with hands-on materials that will cultivate skills that will benefit them throughout lives. The Montessori materials are designed for multiple educational experiences. They provide the most simple and concrete concepts such as development of coordination and concentration, a sense of order, and independence. Once the child develops these skills, the sequence of materials allows the child to advance to higher learning.

Behavior of the Children

All activity in the classroom is guided by a respect for the teacher, a respect for the work of others, and a respect for the materials themselves. Dr. Montessori never equated goodness with silence and immobility. Children during these early years must have movement in order to learn -- but it must also be movement with a purpose. Self-discipline, she felt, should be acquired gradually through absorption in meaningful work. When a child becomes vitally interested in a particular classroom activity, his behavior almost always matures. If a child is off task in a Montessori classroom, the teacher will redirect him to select work which will more fully absorb his attention.

The Role of the Teacher

Dr. Montessori always referred to the teacher as a "directress" and her role differs considerably from that of a traditional teacher. She is, first of all, a very keen observer of the individual interests and needs of each child, and her daily work proceeds from her observations rather than from a prepared curriculum. She demonstrates the correct use of materials as they are individually chosen by the student or teacher. She carefully watches the progress of each child and keeps a record of his work with the materials. She is trained to recognize periods of readiness. Sometimes she must divert a child who chooses material which is beyond his ability; at other times she must encourage a child who is hesitant. Whenever a child makes a mistake, she refrains, if possible, from intervening and allows him to discover his own error through further use of the self-correcting material. This procedure follows Dr. Montessori's principle that a child learn through experience.

Goals & Objectives

The main objective of Adobe Montessori School is to provide a carefully planned, stimulating environment which will help children develop within themselves the foundational habits, attitudes, skills, and ideas which are essential for a lifetime of creative thinking and learning.

Our specific goals for the children:

1. To develop a positive attitude toward school and learning.
2. To develop a sense of high self-esteem.
3. To develop habits of concentration for lifelong study skills.
4. To develop and foster an abiding curiosity.
5. To develop habits of initiative and persistence.
6. To foster inner discipline and a sense of order.
7. To develop sensory-motor skills in order to sharpen the ability to discriminate and judge.
8. To develop socially acceptable behavior.
9. To acquire the basic skills necessary for a lifetime of learning.
10. To help develop each child's innate, ultimate potential through high self-expectations.

The Montessori Certificate - AMI/AMS/MACTE: Course Curriculum

Lectures, presentations of materials and experience with children in the classroom comprise the Montessori curriculum.

Lectures: Montessori education, human development, and child psychology.

Presentations: Exercises in Practical Life, Sensorial Material, Language, Mathematics, Geography, History, Algebra, Geometry, Physical Science, Botany, Biology, Chemistry, Zoology, Environmental Awareness, Art, Music, Performing Arts.

Practice: 250 hours working on own and under supervision of instructor on all Montessori materials.

Observation: 120 hours of child and classroom observation, written and then discussed with instructor.

Student Teaching: 150 hours of classroom experience under the supervision of instructor.

The minimum length of the course is one academic year and guarantees the necessary time and continuity for the personal development required of Montessori teachers. The course prepares the adult for self-evaluation, research, study and objective observation. The teacher is thus able to:

- See the child without adult preconceptions.
- Recognize the human tendencies within the child.
- Understand the child's Planes of Development, Absorbent Mind and Sensitive Periods.
- Prepare an environment based on beauty, simplicity, exploration and discovery.
- Guide the children into the development of a community.
- Help the children further their self-construction.

Montessori Curriculum

Dr. Montessori felt the goal of early childhood education should cultivate the child's own natural desire to learn. At Adobe Montessori School, we approach this philosophy in two ways: first, by allowing each child to experience the excitement of learning through his or her own choice; and second, by providing an environment with hands-on materials that will cultivate skills that will benefit them throughout lives. The Montessori materials are designed for multiple educational experiences. They provide the most simple and concrete concepts such as development of coordination and concentration, a sense of order, and independence. Once the child develops these skills, the sequence of materials allows the child to advance to higher learning.

Practical Life Exercises

For young children, there is something special about tasks which an adult considers ordinary -- washing dishes, paring vegetables, polishing shoes, etc. They are exciting to children because they allow them to imitate adults as they care for themselves and their environment. Imitation is one of the strongest urges during children's early years. In this area of the classroom, children perfect their coordination and become absorbed in activity. They gradually lengthen their span of concentration. They also learn to pay attention to details as they follow a regular sequence of actions. Finally, they learn good working habits as they finish each task and put away all the materials before beginning another activity.

Sensorial Exercises

The Sensorial materials are unique to the Montessori Method. These materials are designed to develop the child's awareness of all five senses -- hearing, taste, touch, sight, and smell. The Sensorial materials help children to distinguish, categorize, and relate new information to build upon what they already know. These materials form a foundation for basic mathematics, fine motor skills, and critical thinking.

Mathematics

Montessori mathematics is composed of concrete learning materials to represent all types of quantities. By using these materials they can discover for themselves the basic operations of mathematics. Initially, children learn associating quantities to numerals. They then move to building higher quantities such as tens, hundreds and thousands using the decimal system and a variety of linear counting materials. Addition, subtraction, multiplication, and division are also discovered through many different hands-on activities.

Language

Initial language activities including matching, isolating syllables, opposites, comparisons, and rhyming enrich the child's vocabulary and strengthen their phonological awareness. Phonetics are taught with use of multi-sensory materials such as the sandpaper letters. Upon readiness, the child progresses towards word building and fluent reading. Their skills in phonetics gives them the ability to decode new words rather than relying on memorization. Grammar is introduced through a variety of activities that help the child experience the meaning of nouns, verbs, and adjectives.

Writing

Montessori curriculum offers children a natural opportunity to prepare their hands for holding a pencil and aids the child in the progression into writing. Practical Life and Sensorial materials at the earliest stages provide fine motor and sensory experiences to strengthen and promote successful hand-eye coordination. Materials such as push pinning, tracing, metal insets, and sandpaper letters are just a few of the exercises that lead the child into writing.

Physical Geography

The large wood puzzle maps are among the most popular activities in the classroom. At first, the children use the maps simply as puzzles. Gradually, they learn the names of many of the countries as well as information about climate and products. Children also learn to identify land formations, well known landmarks, and flags from around the world.

Cultural Awareness

The children gain an awareness of the world around them by exploring other countries, their customs, food, music, climate, language and animals. This helps to raise their consciousness about other people, to gain an understanding and tolerance and, therefore, compassion for all the people in the world.

Culture Class

Cooking and Nutrition: The children study the four basic food groups and learn what their bodies need in order to be healthy.

Arts and Crafts: The children have the freedom to explore their imaginations in a variety of mediums used for expression. The importance of the process is stressed at this time, not the end product.

Yoga: We practice yoga specifically designed for children to teach them about their bodies, minds, and potential in a safe and playful way.

Gardening: Throughout the year, we plant seasonal fruits, vegetables, and flowers. This allows the children to be responsible for the care of the plants until it is time to harvest.

Music

Music is fundamental in the classroom. It is used in a variety of ways: as a subtle background during work time, to signal clean-up time, as an integral part of the curriculum, as a form of celebration and fun. Twice a week we have our music teacher visit the primary classrooms and give formal music education lessons which include music history, theory, rhythm and songs!

Science and Nature

Outdoor Environment is an extension of the classroom. Children have the opportunity to experience the outdoors with structure and purpose. Children are able to experience the outdoors while bird watching, painting, doing building activities, exploring sand and water, and simply enjoying the fresh air. They continue to build their practical life and sensorial skills by working with their hands and bodies.

Ground Rules of the Classroom

- We are here to respect each other, not to hurt one another.
- The only activities allowed are safe ones.
- We all have the right to go about our business undisturbed if we so choose. We may touch items that are ours or if we have received permission from the owner. This includes classroom work that is temporarily "owned" by the user.
- We may interrupt by waiting silently to be recognized by the speaker. For emergencies, taps on the teacher's shoulder will draw her attention quickly.
- A child involved in work is not a behavior problem, and normalized children love to work.
- Running is allowed only on the playground if it is done safely.
- Loud voices and boisterous movements are considered disturbing and will be brought to the attention of the initiator (for consequences, see Discipline).
- Physical attacks made in anger (as opposed to play, if not too rough) are never allowed.
- A fair discussion with a teacher as "referee" must ensue, until all involved are satisfied.
- Participation in Group Time activities is optional unless the teacher indicates otherwise. Students choosing not to participate may work or sit at tables in adjoining areas. The alternate activity, however, must not disturb the group in any way.

Responsibilities of the School, Parents & Child

SCHOOL

- To provide an environment that is clean, safe, and attractive
- To maintain the standards and licensing required by state, county, and city agencies
- To provide a program that is stimulating, developmentally appropriate, and the best possible
- To remain committed to professional growth and be open to new ideas

PARENTS

- To bring and pick up the child on time
- To fulfill financial obligations to the school promptly
- To support both school and child by:
 - Attending parent meetings and conferences
 - Keeping informed on goals and policies of the school
 - Volunteering time, effort, and talent as possible
- To support your child's teacher in helping your child attain his/her potential
- academically, socially, and developmentally

CHILD

- To be an active participant in the Montessori classroom
- To accept responsibility for his/her actions
- To construct the adult she/he will become

The First Days

When a child starts school for the first time, it's likely that both child and parent will experience mixed feelings. It is normal, on the one hand, for the child to feel positive and excited about venturing out into the world beyond home, and to be attached to the other children and the interesting things to do at school. On the other hand, it is normal for parents to want the child to have playmates and the social and intellectual stimulation that school can provide. It is also normal for both to have some negative feelings right along with the positive ones.

The child may feel afraid that he/she may not be safe without mother/father, anxious about controlling himself (without the familiar safeguard of the parental presence); he may even wonder if he/she is still loved or feels angry about having to endure this new anxiety. The sadness at being parted for a while from his parent may come rushing over him at the moment when he says "good-bye" at the school door.

The parent may, to her surprise, have many of the same negative feelings. She has arrived at this choice carefully, sure that Montessori is just what the child needs, and perhaps looking forward to a little freedom for herself for the first time in two-three years. Yet, when the first day comes, she too is filled with uneasiness, especially if the child looks downcast or even cries a little. Do the teachers here really know what they're doing? Maybe this child is too young after all. Underneath this layer may be some deeper fears, not even conscious:

- this child, who has defined her identity as "mother" is growing up, so who will she be now?
- the house will seem so empty while she/he's at school.
- she/he misses their child and feels a bit lonely already.
- will she/he still be needed?
- why can't her husband understand how upset she is about this?

In short, both parent and child are experiencing normal feelings of fear, sadness, and anger associated with separation. Recognizing these feelings and resolving them may be the most important tasks to be accomplished all year. This first separation will be the prototype for all those that follow in the child's lifetime. If negative feelings are denied and suppressed now, they may be harbored for years to come, an impediment to the child's healthy development and ability to learn. If his/her heart is home with his mother, his mind and body can't take full advantage of being at school.

Signs of Separation Anxiety

In the Child:

- says she doesn't want to go to school
- resists getting ready in the morning
- cries when her parent leaves the school
- wanders instead of choosing something to do
- avoids teachers
- withdraws into thumb sucking or wets pants
- when the parent comes to pick him up, he runs away or wants to stay & play
- (it's your turn to wait, as he has waited for you)
- complains to the parent that she's afraid of the other children or that others hurt him
- gets angry with parents or siblings (about very little)
- complains of a tummy ache before school

In the Parent:

- finding reasons for being late to school
- needing to "explain" the child to the teachers
- feeling overly critical of the teachers
- ashamed or angry if her child cries
- trying to leave the school without saying "good-bye"
- saying "good-bye" more than once a day
- frustration at not knowing what the child did at school today
- asking teachers "how he/she did" each day
- staying with the child at school beyond the first few days
- getting angry with husband, child, or self (about very little)

What to Do?

Be Prepared. Know in advance that some of these feelings are normal, and know their signs. If you have decided your child is ready and have taken care to choose a school you can trust, then relax and rely on the judgment you made at a less trying moment to carry you through the separation period.

Be Honest with your feelings. If it is hard to say good-bye, then let it be hard. Phony cheerfulness won't make it go away faster.

Let your child have his/her feelings. Let him/her know it is okay to feel sad, or scared, or mad -- and still go to school. This will lay the foundation in helping your child understand that although new experiences bring many positive and negative feelings, he/she can still forge ahead and jump into the new situation life brings, ready to face all the ups and downs that life will bring!

Give support with your positive expectations. Remember that you are happy that she/he can go to school, that she/he will have other kids to play with, and that you expect her/him to like it as you do.

Let him/her walk into school, as this will give him a feeling of independence. Carrying her/him into school will make her feel like a baby.

Give special attention at home for awhile. Set aside some "loving time" just for him/her every day, so your child can count on it.

Arrival & Dismissal Times

Morning Class Arrivals	8:25-8:45
Morning Class Dismissals	11:25-11:45
Afternoon Class Arrivals (primary only)	12:25-12:45
Afternoon Class Dismissals (primary only)	3:10-3:30
Full Day Students Arrivals	8:25-8:45
Full Day Students Dismissals	3:10-3:30

Arrival & Dismissal Procedures

ALL STUDENT ARRIVAL:

At arrival time, please park and hold your child's hand firmly as you walk across the parking lot. Enter through the gate by the office. Sign your child in on the attendance record by the office, and then walk your child to his/her classroom. **NEVER** drop off a child without some contact with the staff. We appreciate your efforts with these policies. It is for your child's safety.

EARLY PRIMARY DISMISSAL:

Please pick up your child from his/her classroom. Remember to sign your child out at on the attendance record by the office.

PRIMARY & KINDERGARTEN STUDENT DISMISSAL:

At dismissal time, sign your child out at wait at the designated table and a staff member will bring your child to you.

Should someone other than the regular pick-up person come, please give the teacher a note to that effect when you drop your child off in the morning. We cannot release a child to any unauthorized person not on the Emergency Card Signature List. If there are any questions on our part about the person picking up your child, a staff member will call the parent to verify. **The State of Arizona requires a picture I.D. and a parent authorization** to release your child. Whether the pick-up person is on the Emergency Card or you sent a note in, we must have a picture I.D. This is simply to double-check the identity of the pick-up person and to guarantee the safety of your child; no offense or lack of trust is intended. We will I.D. fathers, grandfathers, relatives, babysitters, nannies, etc. until we become acquainted with them. Please let your pick-up people know our policies and come prepared with picture I.D. They will also be required to sign the attendance board.

PLEASE DO NOT LEAVE OTHER CHILDREN UNATTENDED IN YOUR CAR AT ANY TIME.

Observation Policy

We welcome parents, students, teachers, and others interested in education to observe in the classroom. Parents of enrolled students are always welcome to observe on an open door basis. Please keep in mind, though, that your child may not be ready to have you observe. Children often act quite differently in front of their parents. Either they won't leave your side or they begin to act silly! It is important that the classroom remain undisturbed by the parent or the child in order for you to enjoy a valid observation of the classroom in its normal condition. Discuss with your child's teacher when a good time for an observation would be.

Drop-in observers will be accommodated at the discretion of the Administrator, Mrs. Root. She is responsible for maintaining an orderly environment. Observation times may begin at the end of September. This helps the students become adjusted to their classroom and its routines. Please follow the suggested guidelines for observation.

Observation Guidelines

TO PARENTS AND VISITORS WHO VISIT ADOBE MONTESSORI:

As you probably know, while you are in the classroom, your child may not behave as he/she usually does in the room. We, therefore, would like you first to watch the group as a whole.

1. Notice how the children initiate activities.
2. Note the different lengths of time the children are involved in the work. Notice that different children have different abilities to concentrate and be absorbed in their work. Notice too, how some children, even when distracted, return easily to their work.
3. Are some of the children working in small groups? Observe the level of interaction between and among children.
4. Notice the different types of activities in which the children are engaged.
5. Notice how the teacher presents lessons. You will see that the individual reactions to the presentations are different. Generally, observe for individual differences of many kinds in the children relating to age, experience, motivation and interest, etc.
6. Observe your child in relation to the above points.
7. Please remain at your place and refrain from talking with teachers or children or other observers. If a child approaches you or talks with you, respond briefly, but do not engage in any extended conversation or activity with him/her.
8. If you want to arrange for a follow-up discussion with the teacher or Administrator, please leave the message for her, or there may be an opportunity to talk with her **briefly**, while you are in the classroom, **if time and situation permits**.

Child-Friendly Clothing Guidelines

Your child should wear washable and comfortable clothing. The clothes should emphasize independence by being easily manageable for the child, such as elastic waistbands, etc. Children should not wear clothing that parents would be upset if they got paint on! Students wear paint aprons - but it is amazing how creative a child can be in getting paint on themselves despite all efforts to protect the clothing! Soft-soled shoes are best for playground and indoor activities.

NO FLIP-FLOPS, BOOTS, OR COWBOYS BOOTS, PLEASE! They slip easily, and boots hurt fingers and toes much more than the normal shoe. Each piece of removable clothing should be labeled with the child's name. A change of clothing for children ages 2 to 4 ½ must be sent in case of water spill, bathroom accident, etc. **EACH ITEM MUST BE LABELED** and placed in a **LABELED GALLON-SIZE ZIP-LOCK BAG**. When a child is sent home with wet clothing, please replace the spare clothing as soon as possible so your child always has a change on hand. Please include gallon size zip-lock bags to send home the wet clothing.

HEADBANDS, HATS & SUNGLASSES:Head gear, whether decorative or serviceable cannot cause disruption and tears in the classroom. Avoid having your child wear decorative headbands, etc. that will fall off, be taken off and shared with a friend, or have pieces that will not hold up well with playground activity. Hats may not be worn inside the building. Be sure they are labeled clearly inside with your child's name. Please remember that we are not responsible for lost or misplaced items.

LABEL ALL COATS, SWEATERS, JACKETS!! Each year we send several articles of clothing to charitable organizations. During cold weather, students bring in numerous jackets, sweaters, etc. Parents go crazy wondering where all their child's warm clothing went! Often it is easily found in a classroom, on the coat rack. Sometimes it went home with another child because it was confused with another student's clothing. The only way this can be helped is if the item was labeled clearly.

BACKPACKS: We do not encourage children to bring backpacks. However, if they do, **LABEL CLEARLY ON THE EXTERIOR OF THE BACKPACK WHERE WE CAN EASILY SEE THE CHILD'S NAME.**

Snack Program

The staff at Adobe Montessori School encourages and appreciates your participation in the snack program. Please refer to the Snack Calendar that is sent home each month via email to see what day your child gets to bring home the snack bag! Your child enjoys a sense of pride as his/her snack is displayed and served on their day. Also, at Line Time your child is thanked by all of their classmates for providing the day's snack. This ritual not only helps the school budget, but provides variety in the types of snacks enjoyed throughout the month. It is also a vital part of the Montessori community experience for your child. To comply with health standards, food must be purchased at the grocery store and be unopened at the time it is brought to school. Juice must be 100% fruit juice.

Show & Tell Days and Toys & Cuddlies

YOUR CHILD'S OFFICIAL SHOW & TELL DAY AT SCHOOL WILL BE ON THEIR SNACK DAY. Spend some time with your child planning what he/she would like to share with their classmates. The sharing item must be of educational value such as a book, pictures of family/pets, rocks, shells, geodes, special items that he/she collects, nature items, etc. Please have the items **clearly marked** with the child's name. Pet animals are not permitted. We also cannot accept toys or personal treasures; this includes money, gum, candy, special toys, jewelry, and miniature cars. We are encouraging your child to look for - and see the beauty in nature and foster a love of reading! Our emphasis is on nature and books versus toys for your child's Show & Tell. The teacher and school cannot be responsible for lost or damaged items.

Items from home that "accidentally" find their way to school (children can be ingenious!) will be immediately placed in a special place out of reach of students for the duration of the class period. It will be sent home at the end of class. Toys, cuddlies, bottles, and blankets are not allowed in the classroom. They are disruptive to classmates and inhibit your child's ability to concentrate on his/her work.

Items from School

Children enjoy bringing home books that they are learning to read or the teacher has read to them. We invite them to take a book, enjoy it with you, and then return it the next day. Also, if your child comes home with some small object that looks like it belongs to the school, it may be part of a puzzle or other "set" material. Please return them as soon as possible. Montessori materials are extremely expensive. When one part is missing, the activity becomes invalid and it must be replaced. Our teachers are very careful in helping students become orderly in returning materials to their proper places on the shelves. However, Montessori materials do "call" to a child and are very inviting! Somehow they find their way to a pocket and go home with children! We appreciate help from the parents in identifying these small pieces and returning them to your teacher. She will be so grateful for your support!

Lunch & Nap Routine

Full Day Primary students and Early Primary students are asked to bring their lunch. Students will begin their lunch/playground time at 11:30am and finish by 12:30pm. This hour will give a 30 minute lunch time, a 10 minute game/story period, and a 15 minute recess. At 12:25pm students will line up and return to their classrooms with their teachers. Early Primary children will have a 20 minute lunch period, a 20 minute story time after lunch for a pre-nap calming period, then your child will lay down for their nap. Prior to napping, your child will be given the opportunity to go to the bathroom. Immediately upon awakening, they will again go to the bathroom and be aided in their grooming needs.

Rollee Pollees for all Napping Children

Any parent who wishes their child to nap must purchase a Rollee Pollee from the office. They are \$28. A Rollee Pollee is a pillow and blanket built into a one-piece, sleeping bag design that is machine washable. At the end of each nap time, the Rollee Pollee is rolled up and put into the child's labeled, clear backpack-style holder for ease in storing, as well as sanitation. Parents will be given their child's Rollee Pollee each Friday to take home for washing and return it to school on Monday.

Birthday Celebrations

A "Montessori Celebration of Life" has been planned for your child on his/her birthday. We emphasize the wonderful changes which have taken place since your child entered the world. We ask that parents prepare a poster board with a pictorial history of your child. Make a family project of making your child's birthday poster colorful and interesting by decorating around the pictures, adding the child's own artwork, etc. If you would like, write a short narration and attach it to the back of the poster for the teacher to read to his/her classmates. Talk about the child's family members, pets, and favorite foods, book, family vacations, songs, etc.

Note: Please do not send treats or favors of any kind! The joy of having the family work together to make the Birthday Poster, along with the "Celebration of Life" experience in the classroom will allow the child to enjoy his/her birthday in a new way where the focus is on the milestones the child has made, rather than what goodies he or she brought!

BIRTHDAY PARTY INVITATIONS - If you would like to plan a birthday party for your child outside of the school hours, we ask that this be a private matter that does not involve the school. You may ask your child's teacher for the names of the children you would like to invite, then put a request in to the office for the names and/or addresses we are authorized to give. Please give the office at least a **full week's notice** to have the list ready for you. **PLEASE DO NOT ASK THE TEACHER/STAFF MEMBER TO GIVE OUT INVITATIONS AT SCHOOL.**

Conferences & Reports

Parent conferences will be held twice a year, in the Fall and in the Spring. In addition to these two sessions, parents or teachers may call for conferences as the need arises. A written report is available for all students after each conference, upon request. Please give your child's teacher a **minimum of one week** to prepare any report or complete any paperwork you may need for your child

Parent Education & School Events

Parent Education Nights are held four times during the year for the preschool parent. Films, slide presentations, and discussions, etc. will help the parent to understand various aspects of Montessori education and philosophy. Please plan to attend. These nights are not only educational, but fun!

Please note these dates from your school calendar:

- Fall Open House (evening event)
- FUN-tastic Fall Fling! & Valentine Exchange with Petting Zoo (two daytime events)
- THE Event of the Year ~ Adobe Montessori's Children's Operetta! (Saturday morning event)

2020-2021 Children's Operetta "Little Red Hen"

In the early spring, students look forward to what has become our "spectacular musical tradition" performing a "CHILDREN'S OPERETTA"! This is an exciting event for our students and their families.

The 2020-2021 Children's Operetta will be **The Little Red Hen** held at Dobson High School's auditorium. This will be our **thirty-first** production!

To help defray the costs, a \$20 fee per student is charged in the billing for Payment #10. This aids in the budgeting for the rental costs of the auditoriums, staging, sound equipment, costumes, scenery costs, the mandatory janitorial or technical crews required by the auditoriums, etc. that these productions require.

The students and faculty appreciate your support, both financially, as well as collaboratively, with your parental efforts. These productions require the creative genius of our talented parents and faculty. We greatly appreciate your interest and support!

Illness

Any child who appears to be ill upon arrival at school will not be allowed to attend class. If you notice signs of illness before bringing your child to the school, such as a fresh cold, sore throat, inflammation, fever, rash, diarrhea, vomiting, etc., please keep your child at home. This is an Arizona State Department of Health regulation which is enforced not only to protect the ill child, but all children and staff at the school in case of communicable disease. The observation of this policy will lessen your child's risk of illness and allow a faster recovery in the home environment. In the event of communicable disease in the school, ie, chicken pox, strep throat, etc., we will notify all parents immediately of its presence and of the symptoms. Please refer to the information given along with this handbook that outlined the symptoms of the most common illnesses. A call to the school is expected if your child will be absent.

If your child's illness require medication, your child cannot return to school until he/she has been on the medication for a **minimum of 24 hours from the time of the first dosage.**

If your child becomes ill during the day, we will isolate him/her from the group and a parent will be notified. The blue Emergency Information Card, which you completed prior to your child's admission to class, will provide us with information regarding persons who can be reached in this type of emergency, if you are not available. If your child should be injured and require medical attention, you will also be notified immediately. The Emergency Information Card, with your signature, gives parental permission for medical and hospital care. If this is not done, emergency treatment cannot be given to a minor child.

Please help us reduce the rate of illnesses at our school by cooperating fully in keeping an ill child at home. Plan ahead for alternative child care in the event of illness.

Injury

Some minor injuries are to be expected when normal children are allowed to explore their physical environment and their own capabilities. We do our best to maintain the playground and the classroom in a safe condition. Standard first-aid procedures include washing the area with antibacterial soap, hydrogen peroxide (if necessary), first aid cream, and a Band-Aid. Ice, when necessary, may be applied to small bumps. A notice is sent out the day of the injury for parents to be aware of any injury. In the event of a severe injury, a parent will be notified and/or fire fighter/paramedic will be called. Students having any severe condition such as asthma will have paramedics called in the event of a severe reaction or difficulty with breathing, etc.

Health Habits

In keeping with good health habits, we teach children to wash their hands with **soap** every time they use the toilet, before eating, and anytime a child is observed touching his/her personal parts of his/her body. This should be encouraged at home until it becomes a life-long habit. Teach your child to blow his nose, discard used tissues, and cover his mouth when he coughs or sneezes. Instead of covering their mouth with the hands, we teach and encourage children to cough or sneeze into their elbows. This reduces the spreading of germs by the hands which would have been used to cover the mouth!

We strongly discourage the administration of medication at school for the obvious liability reasons. The State of Arizona asks that we encourage parents to give their children the necessary dosages before and after school. Medication that is needed 2-3 times a day may be given at home. An antibiotic, for example, may often be given at home before school, a second dose after the child is home, then a third dose before bedtime.

Medication Policy

1. No medication will be given that is not prescribed by a doctor; over the counter medications must accompany a permission slip and be in the **original container!** If medication must be given, please get a medication authorization form from the school office. **No medication will be given without this form.**
2. No medication will be given without permission from the parent to administer the medication.
3. No medication will be accepted that is not in the original prescription bottle. Any over-the-counter medications prescribed by your doctor must be in the original bottle and labeled with the child's first and last name, in pen.
4. All medications are to be **personally delivered** by a parent to a staff member. Medications **may not be brought to school by the child, or sent in his lunch container.** Medications sent in without appropriate forms, sent in a lunchbox, or delivered by the child **will not** be administered until contact has been made with the parent and forms filled out completely. This is in consideration of your child's safety!
5. If possible, medication should be administered by the parent at home.
6. If a child required antibiotics, he should not return to school until he has been on the medication a **minimum of 24 hours from the time of the first dosage**, in order for the antibiotic to take effect completely.

Immunization Information & Schedule

For the most current information regarding the recommended childhood immunization schedule posted by the Arizona Department of Health Services, see the link on our website at adobemontessori.com.

The State of Arizona requires that all students have their immunizations updated and completed before attending school. All students must have the required immunizations OR a letter of exemption. The State does allow a medical or religious belief exemption. Either medical or religious exemptions must have paperwork signed and placed in your child's file. If you should need an exemption form, we have them available in the office. AMS requires these immunizations to be updated at the time of registration. The State of Arizona's Department of Health requires this policy and is enforcing it.

IMPORTANT NOTE: If the child is exempt for any reason other than laboratory evidence of immunity and there is a disease outbreak, the child will not be allowed to attend school/childcare/preschool until the risk period ends as mandated by the State of Arizona. The risk period can be in effect for weeks and months, depending on the various outbreak factors.

Procedures for Unforeseen Events

1. Police will be called in case of any threat to the safety of the children or staff caused by civil commotion, riot, or any other threatening behaviors. Children will be kept in the safest location possible on the school premises and protected by the staff until the police arrive and pronounce that the threatening event has passed.
2. In the event children are to be sent home due to school closure for an unexpected reason, the parents will be notified, and the children will be kept in the safest location possible on the premises until the children are picked up by the parents or other authorized person(s). When the children are picked up by the parents or other authorized person(s), the school's responsibility for the children ceases.
3. In the event of fire, the fire alarm will be sounded and the children will proceed outdoors, as outlined by the fire department. The fire department will be called, and the children will be kept in the safest location on the school grounds until the fire chief declares that the fire danger is passed. If necessary, parents will be notified to pick up the children as outlined in item #2 above.
4. In the event of a bomb threat, the procedures outlined, including calling the police department, in item #3 will be followed.
5. In the event of a lockdown, all teachers are instructed to lock their classroom doors and not open them for any reason. Staff will remain in contact with the office and other classrooms via walkie talkie. No parent is permitted to remove their child from the facility during this time. An email will be sent to parents notifying them of the lockdown as well as when the lockdown precautions are lifted

Discipline at Adobe

- When a child first breaks the rules, it is assumed that he did not know the proper way to behave.
- The teacher will demonstrate to the child how to behave and what to say in a particular situation.
- When a child willfully disobeys, disrupts, injures or destroys, he is immediately, but gently, removed to a place apart from the group, but within the same room, when possible. This enables the child to observe other children behaving in a positive way. He may join the group or activities when he feels he can control disruptive actions. Sometimes the child must be held on the staff member's lap until he/she gains control of their body.
- When a child repeatedly has problem behavior, the parents are called in for a conference. Consistent methods of discipline are discussed, and the parents and teachers try to establish a constructive plan of action.
- If all efforts fail to help the child and he/she is a negative influence on the classroom, parents may be asked to remove the child permanently from the school. To experience negative attention brought about by negative behavior, reinforces nothing but negative behavior. This would be hurtful to the child's self-esteem. A change in the child's school environment may be helpful or may at least help to identify the source of the child's problem behavior. This is never an easy decision, and never taken lightly. Alternative placements may be considered, if a change in classroom is thought to be helpful in the child's development. However, this is only done on the approval of the teacher of the suggested classroom and on approval by the Administration.

Conditions That May Require a Child's Permanent Dismissal from School

We will work with children for an extended period of time and exhaust all avenues before requiring a student's enrollment be terminated. The length of time we work with a child is determined on an individual basis by the teacher and administration. We always try to meet the needs all concerned - foremost, the student, then his/her classmates, and then the staff. It is **always** a difficult decision, for the teacher and administration, as well as the parents, to terminate a student's enrollment. It is made only after great efforts have been made to help the child adjust to the classroom and after conferences with parents, teachers, and administration to find ways to help the child adjust her/his behavior. We are firmly committed to creating an environment that is positive for **all** of our students.

We ask that parents be aware of the love and nurturing that a teacher puts into her classroom and students. She will make every effort to have a positive environment for each individual child. She is an advocate for all of her students. Respect for each other and the environment is a high priority in a Montessori classroom. The materials and classroom routine will enable a child to calm himself/herself and maturity will be able to develop.

There may occasionally be a rare situation that may arise which could necessitate a child's placement to be terminated sooner than normal, such as within a day or week of enrollment. This is extremely rare, but in the best interests of the child and/or the classroom, it may be necessary to delay enrollment. For example, if a young child begins school and is overly distraught and won't allow the teacher or assistant to comfort him/her or get the child interested in activities; perhaps there is a language barrier which is too difficult to overcome, then on a rare occasion the teacher may suggest that the parent withdraw the child, giving him/her time to grow and develop until he/she is developmentally ready to embrace our environment. Again, this is a rare occurrence, and not taken lightly. Montessori teachers have a high commitment level to their students and will advocate what they feel is in the best interests of the new child, as well as all of their students.

Dismissal by Adobe Montessori School: The school reserves the right to discharge, at any time, any child, who, in the opinion of the Administration and their teacher, is not benefiting from the instruction **OR** whose behavior is detrimental to the program of the school. The recommendation and observations of the student's teacher are taken into consideration and withdrawal is not undertaken unless we can see that it is to the best advantage of the student, and/or the classroom. Dismissal by the school does not relieve the Parent of the responsibility for payment of the above mentioned tuition and fees.

ADOBÉ 2020-2021

MONTESSORI Application for Admission

S C H O O L

Please Print Clearly

Child's Name _____ Birthdate _____ Sex _____

Home Address _____ Phone _____
street address city zip include area code

Child lives with: Both parents Mother Father Other _____

Other Parental Address (if any) - Parent Name _____

street address city zip home phone-with area code

Mother's Name _____ Cell Phone (area code) _____

Name of Firm _____ Occupation _____

Father's Name _____ Cell Phone (area code) _____

Name of Firm _____ Occupation _____

Please list other siblings in the family & their ages: _____

Please list the name(s) of any other schools your child has attended: _____

List any characteristics, or helpful information you feel your child's teacher should know about your child:

List any allergies or dietary preferences for your child:

-----For Office Use-----

Date _____ Check # _____ Amount _____ Teacher _____

Adobe Email List

This information will be used solely for school information such as billing, newsletters, snack calendars, and other general information and announcements and will not be distributed.

Mother's Name E-mail

Father's Name E-mail

Parent Directory

Please make the following information available to all Adobe Montessori parents:

Child's Name

Mother's Phone Number Father's Phone Number

Mother's Email Father's Email

Address

Marketing Release

Adobe Montessori School may use photographs, videos, and/or sound recordings of my child(ren) for the purpose of school programs and advertising (both in print and online).

I accept I refuse

*Please Note: Adobe Montessori School will use photographs of your child for classroom use only.

Parent signature Date

Text Alerts

I would like to receive alerts via text message from Adobe Montessori School

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

I would NOT like to receive alerts via text message from Adobe Montessori School

Additional Preferences

Teacher Preference (if any): _____

My child takes a nap daily: yes no

ADOBE 2020-2021

MONTESSORI Enrollment Agreement

S C H O O L

Child's Name _____ Age _____

Child & Parent Readiness:

AMS enrolls children between the ages of 2-6 years old for preschool, pre-kindergarten, and kindergarten. Children must be potty trained or actively working on the potty training process. Child must be able to follow simple directions and exhibit manageable behavior. Parents must be ready to leave their child with confidence, ready and willing to follow the suggestions of their child's teacher and the administration.

Enrollment Fee: \$125.00

The Enrollment Fee is a yearly fee and is non-refundable & non-transferable. Withdrawal at any time, for any reason, after three days from the submission of the enrollment forms results in the forfeiture of the Enrollment Fee. This fee cannot be applied to the payment of any other fees.

Activity/Supply Fee: \$100.00 This fee will be charged in the billing you receive for Tuition Payment #1, due August 1st. This fee covers all classroom supplies and special holiday parties and projects.

American Montessori Society Affiliation Fee: \$20.00 Fee charged in Tuition Payment #2 due Sept 1st. The fee is part of the requirement in being affiliated with AMS.

Tuition: Please **CHECK** the desired program. Each program has limited openings. 2020-2021 Part Week Programs will be offered in the PM Primary Classes only.

MONTHLY TUITION RATES

AM & FULL DAY CLASS

5 Days/Week

_____ Early Primary AM (Ages 2 – 3 ½): 8:30-11:30	\$660
_____ Early Primary FULL DAY (Ages 2 – 3 ½): 8:30-3:15	\$845
_____ Primary or K AM (Ages 3 – 6): 8:30-11:30	\$635
_____ Primary or K FULL DAY (Ages 3 – 6): 8:30-3:15	\$820

PRIMARY PM CLASS

5 Days/Week

3 Days/Week (MWF)

2 Days/Week (TTh)

Primary or K PM (Ages 3 – 6): 12:30-3:15	_____ \$630	_____ \$565	_____ \$505
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Extended Day Fees: \$6.00 per hour billed in half-hour segments.

Primary Extended Day Hours: 7:00am - 8:30am, 11:30am - 12:30pm, 3:15pm - 6:00pm

Early Primary Extended Day Hours: 7:00am - 8:30am, 3:15pm - 6:00pm

*The billing statement will show the time period and any hours that were accrued.

Tuition Policy: Adobe Montessori School, Inc. has a 10 month academic year for all classes. Tuitions are based on the full year's fee which has been divided into 10 equal monthly payments for your convenience. Payments are not considered "by the month" charges. It is the full year's tuition divided into a 10 payments plan for a 10 month period. Payments are billed on the 1st of each month, beginning August 1 and ending May 1. Tuition is not refunded or pro-rated due to a student's absence. Early withdrawal/dismissal from the year's program does not terminate parent's tuition responsibility. Enrollment in the program entails responsibility for the entire year's tuition.

Extra Class Fees: If you desire your AM or PM child to stay in a class period in which he is not enrolled, Parent must ask permission of Mrs. Root, Adobe's Administrator prior to the class time. If your child is permitted to attend the class, the billing will be **\$30.00** in addition to the extended time accrued on either end of his/her class period.

Late Pick-Up Fee: Adobe Montessori School, Inc. is open from 7:00am - 6:00pm. Beginning at 6:01pm, **\$1.00** per minute for each additional minute is billed until your child is picked up.

Late Tuition Fee: Tuition payments are billed on the 1st of each month. Payments are due no later than the 10th. A **\$25.00** late charge is billed for payments arriving after the 10th of the month.

Discount: A 5% discount given in the tuition fee for younger siblings. All additional fee are not included in the discount.

Returned Checks: A charge of **\$25.00** will be made on any returned check.

Failure to Sign Your Child In or Out on the Attendance Record: The State of Arizona requires parents to sign an attendance record each time the child(ren) are dropped off and picked up. The State requires a legible signature (or first initial and full last name) and legible time as State inspectors review it every year. Failure to sign your child in or out, and document the time, will be billed as an extended billing– half hour billing, or \$3.00, per occurrence. Reminder: Please be sure that the signatures & times are legible. Thank You!

Montessori Instruction: Adobe Montessori School, Inc., shall provide instruction and guidance to your child based upon the methods, principles, and teachings of Dr. Maria Montessori and the interpretation of these concepts by the Administration. The school agrees to provide the instruction and training as stated herein and agrees to make its facilities and personnel available for such purposes during the term of this agreement. Adobe Montessori School, Inc. will provide the child with any instructor employed by the school and is not obligated to provide any specific instructor.

Changes in Class Sessions: If a parent desires a change in their child's teacher or class session, the parent must notify Mrs. Root, our Administrator. She will verify status of session requested and inform the parent if opening is available and the request may be accommodated. Changes must be made through the Administration. School cannot guarantee that the request may be accommodated.

Disclosure: The parent has disclosed in writing to Adobe Montessori School, Inc., any physical, mental, or emotional disabilities of the child or any other matter which could affect the child's enrollment and/or participation at the school. Except for any such separate written disclosure, the parent signifies by signing this agreement that the child is physically capable of participating in all aspects of the instruction and training of the school.

Withdrawal: This agreement may be terminated by the parent upon a 60 day written notice. Parents will be responsible for payment of tuitions and fees for sixty days following the office receiving your written notice of withdrawal. The parent agrees that withdrawal or dismissal of their child(ren) after the execution of this agreement, whether as a result of accident, transfer, relocation due to parent's occupation, financial difficulty, sickness, disciplinary action, disagreement with teaching style, school policies, or otherwise, does not relieve the parent of the responsibility of fulfilling the school's tuition policy. This agreement becomes effective at the time it arrives at the school's office with the attached registration fee.

Dismissal by Adobe Montessori School: See Parent Handbook ~ Section "Conditions That May Require a Child's Permanent Dismissal from School"

Failure to Pay: If your tuition payment is delinquent by 30 days or more, Adobe Montessori may suspend your child's attendance until payment is received in full.

* The Parent understands and agrees that the Child's placement is not secured until all enrollment forms and the enrollment fee have been turned into the office.

* Parent also understands that their child is considered enrolled upon submission of the completed forms with fees to the office. Parent has three days after submitting the forms & fees to withdraw enrollment. If parent decides to withdraw after this three day period, for any reason, it will result in the execution of the 60 day withdrawal policy and forfeiture of the enrollment fee. The parent will be responsible for 60 days of required tuition that is due during the 60 days after the written notice of intent to withdraw is submitted to Mrs. Root, Administrator. The 60 day time period is not in effect until the written notice has been submitted to the office.

I have read the 2020 – 2021 Enrollment Agreement and General Release Form.

I have read a copy of the Parent Handbook provided online at www.adobemontessori.com.

I have taken full opportunity to make all inquiries necessary to understand the policies, curriculum, and terms of tuition responsibilities of Adobe Montessori School. Upon signing, I agree to abide by the policies, both financial and otherwise, as stated in the handbook and enrollment forms.

Signature of Parent (Mother) or Guardian

Date

Signature of Parent (Father) or Guardian

Date

ADOBE 2020-2021 MONTESSORI General Release Form S C H O O L

Enrollment Forms Both the Application Form & Enrollment Agreement, along with the \$125 enrollment fee must be completed and submitted before the child's placement is secured at the school. The **Emergency Card** must accompany the child on the first day class or have been submitted prior to the first day. **No Child** will be admitted without this card on the school premises, completed and signed. A copy of your child's immunization record must be stapled to the emergency card. **This copy of proof of immunization must be submitted at time of enrollment or within 10 days of the admission of your child.**

1. I hereby release, indemnify, and hold harmless Adobe Montessori School, Inc., and its staff from any loss or damage to toys, clothes or any other personal articles.
2. I hereby warrant Adobe Montessori School, Inc., that I am entitled to legal custody and possession of my child(ren) and, accordingly, am authorized to place my child(ren) in your care and custody and am further authorized to sign this release form. If proof of custody is required, I agree to provide the school office with appropriate court papers to keep on file.
3. On admission of my child(ren) to Adobe Montessori School, Inc. I agree to observe the policies and regulations as set forth by the school. I have read, and agree, with the philosophies, policies, and curriculum as outlined in the school handbook, which I have downloaded or will receive a copy from the office upon request.
4. I am aware that Adobe Montessori School, Inc., liability insurance policy covers only the students formally enrolled and no other children using the facilities. Therefore, if for any reason I bring to school children other than those enrolled, and in the event that they should sustain injuries on said premises, I hereby release and absolve the school completely and totally from all blame for any and all subsequent consequences thereof, if any. The above also pertains to any animals brought onto the premises. I also understand that by bringing other children to the school, I will do so only with the administrator's permission and may incur not only a class fee, but other pertinent fees. I understand that I must fill out an emergency card for the non-enrolled child. This card must be in the school office before I leave my non-enrolled child.
5. Parents have access to Adobe Montessori School, Inc., anytime during school hours. We do request however, that the work of the children and the teacher's and other staff member's attention will not be disturbed and that parents will walk and speak quietly at all times. If you wish to speak with your child's teacher, please make an appointment. Parents are allowed to stay for a period of 30 minutes in the classroom or on the campus, after which their stay may only be lengthened upon teacher or Administration approval. Lengthy visits can disturb the focus of their child and the students/teacher during class and play times.
6. Upon enrolling their child at Adobe Montessori, parents are aware, and agree, that part of the Practical Life & other areas of the environment in a Montessori classroom involves activities such using pencils, scissors, sewing buttons, using push pins for motor development, cutting vegetables, cutting paper, etc. Children are taught the proper use of household utensils, which are then used by the children under the supervision of the directress and/or her assistant. This is a vital part of their learning experiences. Parents agree to allow their child to fully participate in these activities.
7. Adobe Montessori School occasionally has classroom animals as part of their curriculum. These may include, but are not limited to, rabbits, birds, hermit crabs, fish, sheep, pygmy goats, turtles, cats, etc. Sometimes even a llama, pot belly pig, sheep, mule, or pony may visit! These are for the benefit of the children to learn to care for pets, as well as to aid in zoological studies. Two child therapy dogs will eventually join the AMS family. Parent(s) agree to allow their children to participate in the care of these animals, unless there is a specific medical reason that precludes their participation. Parent(s) agree to inform their child's teacher(s) and Mrs. Root about any medical condition concerning animals and will provide written instructions and request for exclusion from this activity, which will be placed in the child's file.
8. The 2020-2021 Parent Handbook has dress and behavior codes. Parent(s) agrees to review them and will support the dress and behavior standards as stated in the handbook.
9. Adobe Montessori School, Inc. accepts students with special needs on a case by case basis. After enrollment, observation of the child in the classroom along with conferencing with faculty and parents will help to ascertain if the child's placement continues to be appropriate for him/her and classmates.
10. Adobe Montessori School, Inc. does not provide transportation.
11. Adobe Montessori School, Inc. carries the appropriate liability insurance as mandated by the Arizona Department of Health Services/Office of Child Daycare Licensure.

Signature of Parent (Mother) or Guardian

Date

Signature of Parent (Father) or Guardian

Date