



Montessori School

AT GOOSE CREEK PRESERVE

General Information 2018-2019

Age

2.8 – 5 years and completely toilet trained. Children enrolling at age 5 must have previous Montessori experience.

Hours of Operation

The *Montessori School* hours are from 8:45 a.m. to 12:00 noon. Kindergarten hours are 8:45 a.m. to 2:30 p.m. Monday through Friday. The *Montessori Extended Day Program* hours are 7:30 a.m. to 3:30 p.m. Monday through Friday and includes the Montessori School. The *Montessori Full Day Program* hours are 7:30 a.m. to 6:00 p.m. and includes the Montessori School.

Student Enrollment Procedures

- Application fee:** A one time \$50 non-refundable fee must accompany submission of an application.
- Acceptance:** Following receipt of the application, a teacher/parent/child “get to know you” meeting will be scheduled at the school, at a mutually convenient time.
- Deposit:** A NON-REFUNDABLE deposit is due upon acceptance and reserves a place for your child in the classroom. This deposit may be deducted from the annual or the second semester tuition payment or, if the tuition is paid by the installment plan, it can be deducted from the May 1 tuition payment only. For returning students, the deposit will be rolled over to the following school year.

Payments

Payments are based on a **ten-month school year** from late August - June and can be made in **Annual** (1 payment – includes a 4% discount) due August 1, **Semester** (2 payments – includes a 2% discount) due Aug 1 and Dec 1, or **Installment Plan** (10 equal installments due the first of each month beginning August 1 through May 1).

Programs and Payment Plans	Deposit	Tuition	Payment Plans		
			Annual (1 payment includes a 4% discount)	Semester (2 payments includes a 2% discount)	Installment Plan (10 payments)
Montessori School (8:45 - 12:00)	\$520	\$10,400	\$9,984	\$5,096	\$1,040
Montessori School and Extended Day Program (7:30 - 3:30)	\$775	\$15,500	\$14,880	\$7,595	\$1,550
Montessori School and Full Day Program (7:30 - 6:00)	\$890	\$17,800	\$17,088	\$8,722	\$1,780

Note: A sibling discount of 10% will apply to the second child when children are enrolled within the same year. For children enrolled in the Half Day Kindergarten program (9:00 a.m. - 2:30 p.m.) there is an additional fee.

Refunds and Adjustments

All children are enrolled for the full ten-month school year. No tuition refund will be made due to illness, vacation or withdrawal. If the school is given a 30-day written notice of a child leaving school, then tuition is payable through the 30 days.

The deposit is non-refundable.

Dismissal Policy

A child may be dismissed at the school's discretion upon a written notice to the parent for consistent aggressive or disruptive behavior, either physical or verbal by the parent or child. A child may also be asked to leave if the staff believes the child is not benefiting from our Montessori program. In this instance the deposit will be refunded and tuition prorated according to the time a child was actually enrolled.

Observation and Conference

Observations and conferences may be scheduled at any time by the parent or the teacher. Formally scheduled conferences are held during late winter to discuss student development assessment.

Trial Period

The first six weeks are considered a trial period for the parents, student and staff. During that time, the contract may be terminated without any further obligation on the part of either the school or the parent. The tuition during this period will be prorated for the time the child is actually in attendance. The deposit is not refundable unless the school dismisses the child.

Parent Activities

At Goose Creek we have an "open door" policy into the classroom for parents and custodial parents. Several evening programs are scheduled for parents throughout the year. Parent Education Night features a discussion of Montessori theory and the opportunity to ask questions and meet other parents. A special Father's Night and Mother's Night are scheduled later in the year. All parents are encouraged to contact the school regarding any particular interest or hobby they have which can be shared with the children during class time.

Health Certificate

Health regulations require that each child must have a physician's certificate of physical examination before they can be admitted to any school. The certificate should be submitted to the Montessori School at Goose Creek by **August 1**.

Attire

Parents are asked to dress their children neatly and simply. Children will be provided aprons in class when it is necessary to protect their clothing. Names should be attached to, or marked on, all removable clothing. Parents are asked to provide the school with a full change of clothing to be kept at the school.

Snacks

All children are served a nutritious mid-morning snack each day. Extended and full day children are also served an afternoon snack. Parents may provide refreshments on their child's birthday if they wish.

Extended and Full Day Program Information

Our *Extended and Full Day Program* consists of an after school program which is designed to provide quality care and a pleasant atmosphere for the children. Cots, sheets and blankets are provided for naps. Medicine may be dispensed according to written orders from the child's doctor.

Children enjoy the great outdoors every day, weather permitting. Since only rain, extreme cold, or wind interfere with this time, it is important to dress the children accordingly. Story time, circle games, exercise, dramatic play, music, arts and crafts, and creative free play are all a part of a busy, happy day at our school.

Lunch

Each child staying all day brings a boxed lunch. Emphasis is placed on healthy eating habits, good nutrition and proper table manners.

Snow Policy

For weather emergencies, we will usually follow Loudoun County Public Schools, but will also consider the other jurisdictions that surround us. Should Loudoun County close schools for the day, we will most likely close as well. Should Loudoun County open late, we will open at 9:00 (doors will open at 8:45 with no early care).