



# **Regalo Montessori Handbook** **& Enrollment Package 2024-2025**

## **Mission Statement:**

*At Regalo Montessori we aim to provide children with individualized learning in a caring, warm and nurturing learning environment that prioritizes the child through an authentic Montessori curriculum.*

*We believe the best gift is the gift of education for the future of our children.*

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## About the Program - Academics and Curriculum:

We offer an authentic Montessori Casa Program for children 3-6 years and an Elementary Program for children ages 6-12 years.

### Casa Program (Ages 3.5 - 6 years)

At the Casa level, Montessori Education is described as “an aid to life” (Maria Montessori). The children are provided with thoughtfully-curated opportunities that will help them to lay the foundation for life-long learning and success. The keystone of the Montessori pedagogy is fostering independence, a sense of responsibility, and confidence through the use of materials that are scientifically created, developmentally appropriate and community oriented.

The child-sized environment encourages exploration and self-sufficiency in a space that is safe and meant to feel like an extension of their own home, or “Casa.” The environment offers a 3-hour work cycle in which each child receives individualized and small group lessons from the trained Casa Guide. This lengthy work cycle allows for freedom of movement and association, whereby children engage with one another in meaningful and productive ways. In the Casa classroom, students learn to make independent choices that best serve themselves and their community. The child chooses their own work from a selection of presented and demonstrated activities which allows them to practice and eventually master their self-chosen activity. Children are shown and encouraged to practice activities from all areas of the classroom.

In a Montessori classroom, there are 5 main areas:

Practical Life, Sensorial, Language, Mathematics and Culture.

**Practical Life:** The activities of practical life develop independence and confidence through learning to take care of oneself, others and the environment. Through fastening buttons, sewing and preparing food, in addition to many other activities, children naturally develop and refine control and coordination of their bodies and improve their motor skills. Through their work, the children build their sense of order, come to understand and practice the work cycle (each task has a beginning, middle, and end) and build their ability to concentrate. All of these skills are crucial for academic work.

Grace and Courtesy lessons, which fall under the Practical Life umbrella, help the child to develop positive social connections and imbue them with the skills to work well in an interdependent community. Children will be given opportunities to practice social problem-solving and conflict resolution through play and dramatization. The Guide will model and encourage using our words and actions to help others instead of causing harm. Children will learn the impact that they have on others and their environment which will encourage kindness and empathy.

**Sensorial:** The sensorial materials are the tools that Maria Montessori created for the development and refinement of the senses. The child learns to classify and order his/her environment through exploration of the materials. The child is given the opportunity to compare and contrast colours, shapes, smells, sounds,

textures, temperatures, and weight. Through their work, the students are indirectly preparing for later work in Mathematics, Algebra, Geometry and Geography.

**Language:** The building blocks for language are the spoken word and the sounds which make up our speech. Our students are encouraged to engage in conversation, to name and explore the objects and works in the classroom and express themselves intelligently and accurately. Providing children with a strong vocabulary will inevitably set them up for greater literacy later on in life. Children are also provided with opportunities to strengthen their hand to prepare them for writing. Sound games, where letter sounds are isolated in a word, are used to help children prepare for spelling and writing. Through their work with the language materials, children will learn to write and subsequently, to read.

**Mathematics:** Students develop a sound understanding of mathematical concepts through extensive use with Montessori's tangible materials. Children are introduced to numeric symbols, their quantities and the decimal system. Students will also explore the basic operations of addition, subtraction, multiplication and division.

**Geography & Culture:** Children will use our Puzzle Maps to explore the continents and countries within each. We discuss the weather, animals, natural landmarks, history and cultural traditions and holidays of different places and communities from around the world. The children will be given the opportunity to study plants, animals and their parts, the life cycles of living creatures and the physical sciences. The aspects of the cultural curriculum often reflect the rich histories, languages and cultures of the students within the classroom.

## Elementary Program (Ages 6-12 years)

**Overview:** At the Elementary level, children continue to learn in a developmentally appropriate manner. This education is called Cosmic Education, as it encompasses and presents to children the entire universe as we know it, from the creation of our planet, to our modern world. Children work both independently and in small groups on their subject areas, using hands-on materials for support, until they achieve mastery. They also engage in 'going out' activities, which are field trips entirely planned and organized by the children, supported by the Montessori Guides.

**Core Subjects** - Language, Mathematics & Geometry, Culture (Science, Geography, History),  
Practical Life, Research, "Going Out"

**Specialized Subjects** - French, Art, Music, Drama, Physical Education,

### Core Subjects

**Language:** Children continue working on grammar, which was started in Casa, covering all nine parts of speech and exploring and mastering how they are used in writing. Children begin to engage in reading and writing longer and more complex texts such as short stories, reports, poetry, and both fiction and nonfiction writing. Children are encouraged and guided to work on proper grammatical structure and spelling in their writing. Children continue to practice and perfect their penmanship, both in print and cursive writing.

**Mathematics & Geometry:** Children continue working at memorization of their arithmetic tables and abstraction. They work with whole numbers, common fractions, and decimal fractions. Children learn and explore the commutative, distributive, and associative laws of mathematics. They work with factors and multiples, including square rooting and cubing. They also work with measurement, word problems, and money. In geometry, children are introduced to perimeter, area, and volume. They also explore lines, names of polygons, and angles.

### **Culture (Science, Geography & History):**

Science: Children are introduced to the story of the formation of the universe, which paves the way for learning about introductory chemistry, physics, and biology. Students explore and learn about the solar system, states of matter, solids, liquids and gases, gravity, and weight. These are explored through scientific experiments (completed in small groups), materials, and books in the classroom.

Geography: Children continue to learn about our geographical world, to name and label landmarks, flags, and land and water forms. Children explore the earth deeper by learning about its composition, erosion, weather, waterways, and cycles; such as the seasons and water cycle.

History: Lastly, children learn about the history of human beings, from evolution to the study of ancient civilizations and until present day events.

**Practical Life:** Children continue working on more advanced practical life skills, such as sewing, baking, food preparation, and caring for themselves and the environment. These activities continue to develop organizational skills, fine motor skills, and a sense of responsibility in students.

**Peace Education:** At the elementary level students are often passionate about justice. They begin to create important and lasting relationships with their peers. At this time, it is crucial to aid children in fostering the skills they need to attain and maintain these relationships. Peace education focuses on creating peaceful relations between peers and providing children with the skills needed to engage in an appropriate manner in all social situations. Children also learn about helping others and creating social change in the world.

**Research:** Children at the Elementary level will be doing various research projects throughout the year, both in small groups and individually. Children will have access to a computer with the internet to complete such projects. Computer time will be monitored by the teacher and there will only be one computer in the class. This will ensure that children spend their time on technology wisely and for research purposes only.

**Going Out:** Children in the elementary age are curious and interested in their communities. We will be planning monthly 'going out' trips in the community. This can include but are not limited to; the public library, the community centre, local business and stores. These will be educational activities that will enhance either the academic curriculum (such as research projects at the library) or physical education (Ex. swimming at the community centre).

### **Specialized Subjects**

**French:** Children will have weekly French classes. Children will be given lessons in small groups. French will be integrated either into a big lesson or the work cycle. Our french program will take an immersive approach, where the French teacher will only speak French to the children. Children will consolidate their knowledge through worksheets, reading and projects.

**Art:** Students learn about various artists, artworks, and important artistic periods. They work with pencils, watercolors, clay, and acrylic paints to practice various styles from different periods (pointillism, surrealism, abstract, conceptual, etc.). Art will be instructed by a specialized teacher.

**Music:** Children continue to explore and master musical notes, rhythm, pitch, notation, and harmony through various musical instruments and vocals. Students practice both creating and reading music. Music is taught by a specialized teacher.

**Drama:** Children at the elementary level will read, write, rehearse and perform classical myths and plays. Children will have access to costumes and create plays to share with peers and parents.

**Physical Education:** Children will work on developing their gross motor skills through sports, running, yoga, dance and other physical activities.

## Policies:

### General Policies:

**Parent Observations:** Parent observations are a crucial part of the Montessori methodology. Parents are strongly encouraged to book observations prior to Parent Teacher Meetings. This will allow parents to get a glimpse into their child's day, which will encourage questions and conversations regarding supporting the child in their development.

**Parent Teacher Meetings/ Communication:** Communication between teacher and parents is crucial to the success of the child and the program. There will be two scheduled sessions for Parent Teacher meetings in the school year (typically, November and April). However, if at any time you wish to discuss anything with the teacher, please feel free to email your child's teacher to set up a meeting.

**Transparent Classroom:** Staff will be using the Transparent Classroom program to plan, record and track student progress. Parents will receive notifications via email when your child's teacher shares photos or sends communications to the classroom community.

**Toilet Learning:** This program requires that your child is independent in toileting. Children who are not yet successful in toileting independence will be asked to return to the program once they have acquired the skill. This does not include occasional accidents.

### **Elementary Only -**

**Report Cards:** As a licensed Private School, Elementary students (grade 1 and up) will be receiving one progress report, a midterm and a final report card. Please refer to the School Calendar for specific dates.

**OSR Files:** All students at the elementary are required by Ontario Law to have a Student Record File, which will hold their unique student number, report cards, medical and other relevant information. Students that do not have an OEN number will receive one, while those that have attended a public or private school before will already have an OEN number. We will be requesting existing OSRs from previous schools.

## Health and Illness Policy:

The health of our community depends on the cooperation of all caregivers and staff. Sending an ill child to school jeopardizes not only your child's health, but also the health and wellbeing of their peers, staff and family members. We request that families keep us informed and up-to-date about any issues/changes with respect to your child's health. On many occasions we use the outdoors as an extension of our classroom; it is our policy that children too ill to go outside remain at home.

Parents are advised to keep their child at home for the following reasons:

- Pain – any complaints of unexpected or undiagnosed pain.
- An acute cold with fever, runny nose and eyes, coughing and sore throat.
- Respiratory symptoms such as difficulty or rapid breathing, wheezing or a persistent/severe cough.
- Fever equal to or higher than 38.5C
- Sore throat or trouble swallowing.
- Infected skin or eyes, or an undiagnosed rash.
- Unexplained diarrhea or loose stool, especially if accompanied by other symptoms such as nausea, vomiting or abdominal cramps.
- Nausea and/or vomiting.
- Thick mucus or pus draining from an eye or nose.
- Skin problems – rashes that are undiagnosed or contagious.
- Itching – Persistent itching/scratching.
- If your child looks or acts differently: unusually tired, pale, lacking appetite, confused, irritable or difficult to awake.
- Unusual colouring – eyes or skin is yellow (jaundice), stool is grey or white or urine is dark or tea coloured
- Children with known or suspected communicable diseases. Please notify the school if your child contracts a communicable disease.
- Head Lice – untreated eggs, lice or nits

If a child becomes sick or displays symptoms while at school, the caregiver will be notified and prompt pick up arrangements must be made. If it is necessary for the comfort and safety of the classroom community, the child will be given the opportunity to rest in an isolated area until the caregiver picks up.

It is our policy that children can return to school **24 hours following the breaking of a fever**. In the event of **diarrhea or vomiting, children must be symptom-free for 48 hours** before returning to school.

Children on antibiotics can return to school after 48 hours of treatment.

**This policy is strict, and is created to ensure the health and safety of the children, staff and our greater community.**

## Food Policies

**Snacks:** Children will have access to snacks throughout the day. Snacks include fresh fruit and vegetables, crackers, and hummus. Please indicate if your child has any food allergies/ sensitivities. Access to snacks is self-regulated by the child. Children also have access to food preparation activities such as cutting and preparing various vegetables and fruit, as well as baking.

**Lunch:** Parents are asked to pack a lunch for their child. Please do your best to provide a **waste-free** lunch. The lunch should include child-sized portions based on the recommendations from Canada's Food Guide:

- Roughly half of your child's lunch should be vegetables/fruits, with the remaining two quarters made up of whole grain foods and foods high in protein.
- The food guide suggests water be the drink of choice.

Foods that may be choking hazards should be prepared properly. For example: cut grapes in half, cut wieners into long pieces, dice/grate/cook carrots, spread peanut or nut butters thinly.

Lunches should be packed in a thermal bag containing a freezer pack if the food needs to be kept cold. Foods needed to be kept warm should be stored in a thermos as access to ovens/microwaves is limited.

**Allergies:** We are currently **not a nut free zone**. Parents are responsible for notifying and keeping updated information on their child's allergies. The school will make proper accommodations for each child to ensure his/her safety.

**Cooking Day:** Once a month the children will be cooking their own lunch! We will ensure that all dietary needs are met. Children will have an opportunity to all work together to cook, set up and enjoy a family style meal.

### **Birthday Celebrations:**

Birthdays are a special time for your child, and as such, we endeavor to honour your child's growth with a special birthday celebration! We ask that, on the day prior to your child's birthday, you send one photo of your child from each year of life that we can keep in the classroom. We look at these as a group and discuss the changes we can see as your child develops. Some parents like to bring in a gift in honour of their child's birthday, so please connect with your child's teacher to see what the class may benefit from (usually a book, or plant). Parents are also welcome to send the child in with a snack to share with the classroom - these must be uncut fruits and/or vegetables that the birthday child can help to prepare for their peers.



## Academic Hours and schedule:

**Attendance:** Parents and caregivers are requested to bring their child(ren) to the front door and wait for a staff member to greet them. We ask that parents wait outside the door and avoid opening it, as this is a busy time and we want to ensure the safety of all students in our care. The children enter the school independently and if extra support is required, a member of staff will assist your child with their morning routine. A quick and cheerful goodbye sets your child up for success.

Lateness is very disruptive to a child's routine and the classroom as a whole. A child who is often late will miss a significant time in their day; Children greet each other and socialize while removing their outdoor gear and do well to transition from their goodbye to their parents into their learning environment with their classroom community. This transition is more comfortable when they can prepare themselves alongside their peers.

**Absences:** In order to ensure the safety of the children, absences must be reported to the administration and your child's teacher - please email before the school day begins. Parents who fail to report an absence will receive a call from the school.

**Holidays:** The school will be closed on all statutory holidays and school closures as per the York Region School board calendar. See our attached Calendar for specific dates.

**Snow Days:** School will offer emergency child care during inclement weather as per the York Region District School Board advisory. YRDSB will make the announcement no later than 6:30am on the day. We recommend checking the YRDSB for information on snow day announcements.

### **Arrival and Dismissal:**

**Arrival:** We kindly ask parents to ensure that children arrive at school on time, between 8:45AM and 9:00AM in order to create a stable routine and get the full benefit of the program.

**Dismissal:**

For Casa, please pick up no later than 5:20PM if enrolled in Aftercare.

For Casa, If not enrolled in Aftercare, **please pick up no later than 3:50PM.**

For Elementary, dismissal is 4PM unless enrolled in Aftercare.

Late pick up after the grace period will result in extra fees.

### Casa Schedule:

8:45 - 9:00AM	Arrival Window
9:00-11:45 AM	Morning Work Cycle (Snack Available)
11:45AM	Community Gathering (stories, songs, discussions)
12:00PM - 12:45PM	Lunch
12:50PM - 1:50PM	Outdoor Time
1:50PM - 3:40PM	Afternoon Work Cycle
3:45PM	Dismissal
4PM - 5:20PM	Aftercare Available

### Elementary Schedule:

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00 - 12:00	Montessori Work Cycle				
12:00-14:00	Lunch & Outdoor Play				
14:00-15:15	Montessori Work Cycle (French x2 Week)				
15:15 - 16:00	Elementary Enrichment Cycle (Music, Art, Gym, Community)				
Optional 16:00-17:00	Afterschool Programs				

**Before and after care hours are 8:00AM - 8:45AM and 3:45PM- 5:20PM.  
Please see the fee schedule regarding costs of before and aftercare.**

### After School Programs:

Children 6 years and up will have the option of participating in the following programming.

- **TaeKwonDo: Martial Arts.**

Classes will be \$150/month + HST. Twice weekly 4-5pm with First TKD Studio across the street.

## Staff Training and Qualifications:

### **Lead Teachers:**

All teaching staff must have the following qualifications to be employed by Regalo Montessori:

- OCT (Ontario certified Teacher Certificate in good standing) and/or AMI Montessori Diploma
- Vulnerable Sector Check
- CPR
- Training on school policies and behavior management practices

### **Assistants/ Volunteers:**

- Vulnerable Sector Check
- CPR
- Training on school policies and behavior management practices

## Behaviour Management

### The Three Basic Guidelines:

1. A child may not hurt anyone.
2. A child may not destroy any of the school materials.
3. A child may not disturb the work of another child.

### Permitted Practices:

Our behaviour management policy is designed to teach children appropriate behaviour rather than as a punishment. We teach by example, by being courteous and graceful at all times.

Firstly, under supervision, we encourage children to work out problems on their own.

- If intervention is necessary - it will be done in a **positive manner**, for example: "You need to walk."
- If further intervention is necessary the child will be **redirected** to another activity.
- If a child demonstrates an act that places the child or another children in jeopardy, the child will be asked to **stay with an adult**. The adult may pick up a child if the child is causing self or other children physical harm.
- If the above interventions become frequent, a child's behaviour is to be recorded by as many staff as possible: included should be any precipitating incidents and the follow-up by staff.

The staff and parents should then meet to develop a common strategy to assist the child.

Several meetings will be arranged in order to monitor the situation. Appropriate time frames will be set and meeting results will be documented.

## Prohibited Practices

*No form of corporal punishment will be allowed at any time, including: hitting, pinching, spanking, grabbing, biting, slapping, shaking, pushing, etc.*

- A child must not be humiliated either physically or verbally through sarcasm, taunting, teasing, degradation etc. Staff will not speak about negative or embarrassing events regarding a child in the presence of the child or other children.
- A child must not be confined or locked in any room. A child must not be placed in a room alone.
- A child must not be deprived of basic needs for food, clothing, shelter, water or bedding. Food must not be used as a punishment or threat at lunchtime or snacktime. Access to liquid (water, juice, etc.) must always be available to the child.
- A child must not be punished or reprimanded in any way for failing to use the toilet.
- Any adult who observes any mistreatment of a child must contact the supervisor immediately who must contact the Children's Aid Society. This is a legal obligation. If the supervisor fails to contact the CAS, the adult is obligated to do so.

## Contravention of Behaviour Management Policy

Failure to comply with the behaviour management policy may result in the following:

1. Verbal warning
2. Written warning
3. Dismissal

\*Minor Incident: a minor incident is defined as an incident where the child's overall well being is not threatened. This can include but is not limited to bumps, falls, conflict etc. Parents will receive an incident report if necessary from the teacher.

## Monitoring Behaviour Management - Staff

At Hiring:

1. Review the Behaviour Management Policy (permitted practices, prohibited practices contravention and monitoring) and have the employee/volunteer/student sign.
2. Review the Behaviour Management Monitoring Observation checklist that will be used for evaluation and have the employee/volunteer/student sign.

Ongoing:

1. The supervisor will informally observe the behaviour management practices of staff daily.
2. The supervisor will review the Behaviour Management policy & checklist two times each school year (in December and in June) with the employee/volunteer /student. Both parties will sign.

## Termination of Care:

### **Parental Termination of Care:**

If for any reason you no longer wish to have your child at this school, please notify us, in written form, one month in advance, otherwise you will be charged for the month.

### **Regalo Montessori Terminating Care:**

Failure to make payment by the end of the first week of the month will result in a dismissal of the child from the school until the payment has been made in full.

*Children who fail to meet the three basic rules of behavior on a consistent basis, after various interventions and conversations with families, will be dismissed from the school. Children may not cause verbal or bodily harm to other children or staff.*

## **Fee schedule:**

Please ensure that you have made your payment by the 1st of each month. A late fee of \$10/day will apply after the 1st of each month up to one week. If no payment has been made, the child will not be admitted to school.

PROGRAM	HOURS	FEES (Monthly)
FULL DAY	8:45- 3:45	\$1,300 Casa \$1,300 Elementary
BEFORE AND AFTER CARE	8:00- 5:30	\$100/MONTH
BEFORE AND AFTER CARE DAILY	8:00- 5:30	\$10/DAY

**End of Day Pickup Late fees:** We will provide a 10 minute grace period for lateness if you have notified the staff that you will be late. If lateness is persistent then you will be charged \$1/ minute. However, extra care is available at a charge of \$10.00 per hour for occasional use with a minimum of 24 hours of notice to the school.

**Registration:** A registration fee equivalent to the Monthly Tuition of the program must be paid to enroll in the program. This fee will go entirely towards your last month's tuition. The fee ensures your spot for the program and allows our staff to plan for your child throughout the year.

**School Payments:** We ask that parents pay tuition by the 1st of each month either via E-transfer or cheque. We will provide parents with receipts upon request. Children will not be able to attend if a payment has not been made by the end of the first week of the month.

# Acknowledgements

## I understand the following:

1. For any cheque not honoured by the bank, a non-sufficient fund (NSF) charge of \$40.00 will be charged by Regalo Montessori.
2. There are no refunds/reduction in tuition for days that school is closed or child is absent for reasons such as sickness, family vacation or any other reason.
3. Deposits are not refundable. All students are accepted on a trial basis to assess the suitability of the program. If parents or the school feel the child is not adapting to the Montessori environment, the child may be withdrawn. If a parent chooses to withdraw for any other reason, the deposit and the fee for the current will be forfeited, but the remaining cheques will be returned.
4. After-care: Advance registration is required for before and/or after school programs. However, emergency care is available at a charge of \$10.00 per hour for occasional use with a minimum of 24 hours of notice to the school.
5. All late pick-ups will be charged at the rate of \$1 for every minute after the grace period.

Name of Parent/Guardian:	
Signature:	
Date:	

## Medical:

**Administration of Medicine:** If your child requires prescription medicine to be administered throughout the day, you must inform administration. Please complete the 'MAC Form' located at [\[https://www.regalomontessori.ca/policies\]](https://www.regalomontessori.ca/policies), this is to be filled out by a parent/guardian and a staff member who will be administering the medicine.

## Permission Forms

### Consent for Short/Local Field Trips:

As a part of the curriculum, Regalo Montessori staff will take children on short field trips throughout the school year. These field trips include locations that can be reached either by foot or by local transit. Examples include; local parks and splash pads, libraries, restaurants, stores, and community and recreation centers.

I understand that:

- Local field trips will occur over the course of the academic year and I permit my child to attend.
- Field trips that involve more extensive transportation and entry fees are not included in the cost of tuition, for which I will be required to provide a permission slip & charged a nominal fee for these supplemental field trips
- On field trip days, there will be no care at school and therefore, hereby consent to making any necessary special arrangement, at my expense, for my child to be away from school should I choose that my child not attend the field trip.

Name of Parent/Guardian:	
Signature:	
Date:	

### Consent for my child to be photographed while at school and during field trips:

I consent to my child(ren) being photographed while working in the classroom, in the yard and on field trips. I do not object to these photographs being used for demonstration purposes at Regalo Montessori.

I understand that I am NOT consenting to Regalo Montessori using these pictures for commercial purposes such as advertisements or on its website. I understand that Regalo Montessori would request permission for use of any photograph for such purposes.

Name of Parent/Guardian:	
Signature:	
Date:	



## Consent for Afternoon Naps:

I understand that napping is not compulsory at Regalo Montessori.  
However, if my child is tired and chooses to nap, the school can provide a floor bed for him/her.

Name of Parent/Guardian:	
Signature:	
Date:	

## Medical Information:

\*Please attach an immunization record for your child.

### PERMISSION TO RECEIVE EMERGENCY MEDICAL CARE

I HEREBY GRANT PERMISSION FOR THE STAFF OF REGALO MONTESSORI TO TAKE WHATEVER STEPS THAT ARE NECESSARY TO OBTAIN EMERGENCY MEDICAL CARE FOR MY CHILD IF WARRANTED.

These steps may include, but are not limited to the following:

- Attempt to contact a parent or guardian.
- Attempt to contact child's physician Attempt to contact the listed emergency contact person
- Call an ambulance, in which case a staff member would accompany the child to hospital.
- Have the child taken to the emergency department of a nearby hospital, accompanied by a Regalo Montessori staff.

I have read and I agree with the statements above.

Name of Parent/Guardian:	
Signature:	
Date:	

Witness: \_\_\_\_\_

Date: \_\_\_\_\_

## DECLARATION OF COMMUNICABLE DISEASES

Ministry of Education requires that the following declaration be signed by parents of Regalo Montessori. Please check if your child has had any of the following communicable diseases.

Name of Child: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Check All that apply.

Chicken Pox	<input type="checkbox"/>
Measles	<input type="checkbox"/>
German Measles	<input type="checkbox"/>
Whooping Cough	<input type="checkbox"/>
Fifth's disease	<input type="checkbox"/>
Bronchitis	<input type="checkbox"/>
Middle Ear Infections	<input type="checkbox"/>

Name of parent/guardian	
Signature	
Date	

BY SIGNING ON THIS PAGE I CONFIRM THAT I HAVE READ, UNDERSTAND AND AGREE TO COMPLY WITH THE POLICIES AND PROCEDURES STATED ABOVE:

NAME & SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

## What to Bring for School: CASA

Please **label every item** that comes into the school, as this will allow your child (with the support of staff) to best manage and care for their belongings.

- Litterless lunch in an insulated lunch bag
- Reusable Water bottle
- One pair of Indoor shoes to be left at school
- Sunscreen to be left at school
- Wetbag to be left at school and sent home when/if clothing becomes soiled  
(can be purchased through [Well.ca](http://Well.ca) or [Amazon.ca](http://Amazon.ca))

Change of clothes that includes:

- Shirts (one long and two short sleeve)
- Two pairs of pants
- One sweater
- Three sets of underwear and socks

*We endeavor to go outside in all reasonable weather, including light-moderate rain. Please ensure your child arrives in **weather appropriate clothing each day**. Making an evening practice of checking the weather forecast for the following day is a wonderful way to prepare your child and help them to make appropriate wardrobe choices.*

**All non-essential items (toys, stickers, distracting jewelry, etc.) should remain safe at home.** These items tend to be a distraction, not only to your child but their peers as well. *Some children do stow away items in clothing, so please be sure to check pockets daily to ensure items stay safe at home.*

If your child is interested in bringing a book or artifact/souvenir to share with the classroom, please reach out to your child's teacher by email prior to doing so.

## What to Bring for School: ELEMENTARY

- Lunch literless when possible
- Lunch bag and backpack (SMALL but large enough to fit a standard size folder/agenda)
- Indoor shoes to be left at school: Labelled
- Water bottle: Labelled
- Sunscreen: Labeled
- Apron: Labelled
- Wetbag (can be purchased through [Well.ca](http://Well.ca) or [Amazon.ca](http://Amazon.ca))

Change of clothes: Labelled

- Shirts (one long and one short sleeve)
- Two pairs of pants
- One sweater
- Two sets of underwear and socks.
- Weather appropriate clothes (rainjacket, boots, hats, etc.)

Optional Items:

- Pencil Case

*We endeavor to go outside in all reasonable weather, including light-moderate rain. Please ensure your child arrives in **weather appropriate clothing each day**. Making an evening practice of checking the weather forecast for the following day is a wonderful way to prepare your child and help them to make appropriate wardrobe choices.*

***All non-essential items (toys, stickers, distracting jewelry, etc.) should remain safe at home.*** These items tend to be a distraction, not only to your child but their peers as well. *Some children do stow away items in clothing, so please be sure to check pockets daily to ensure items stay safe at home.*

*Parents are asked to label everything with their child's name to ensure items are not lost or mixed up with other children's items.*