

Milpitas Montessori School
SEPTEMBER
NEWSLETTER



2018

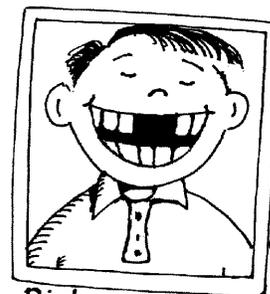


Welcome to the 2018-19 school year! We are excited to start the new year with all our families, both new and old! In this newsletter, we would like to inform parents of upcoming events, important messages, and reminders.

SCHOOL IS CLOSED
Monday, September 3rd
In Honor of Labor Day



All of our parents are invited to Back-to-School Night on Thursday, September 27 at 6:15 pm. Parents who attend will have the opportunity to meet the teachers, see how the materials are used in the classroom, and go over the curriculum, Please note that this is not a time to meet with teachers to discuss your child's academic progress.



Picture Day!

School pictures will be held on Thursday, September 20th at 9:00. All children will take their pictures without payment and on the same day, parents will receive proofs of their child's photos before deciding to purchase. Please note that make-ups will not be available for children absent on this day.

Field Trip Surveys

We are in the process of booking all of our field trips for the school year. Because these trips require advance purchase of admission tickets and bus reservations ahead of time, all parents must fill out a participation survey at this time. Please look for these survey posted on the entrance door of your child's classroom.

Your responses on these surveys are considered FINAL and cannot be changed later for any reason since the tickets and bus fares are non-refundable. Therefore, you must be certain about whether your child **WILL** or will **NOT** participate in the trips.



Check us out on Facebook! We have been and will continue to periodically post photos and announcements on our Facebook Page. If you haven't already, Like Us or Follow Us to get updates of our posts and photos!

Please note that we are dedicated to only one page on Facebook. There may be other pages linked to our school, so make sure that you follow our official page at:

<https://www.facebook.com/milpitasmontessorischool>

Label, label, label!

We want to emphasize the importance of labeling your child's belongings. Please write your child's name on everything—sweaters, drink bottles, items brought for sharing, lunch bags, lunch containers, utensils, etc.

We are a NUT FREE school

Our School adheres to a strictly NUT FREE environment. We ask all our parents NOT to provide peanuts or any type of nuts in their child's snack and lunch. Foods that are brought to school (this includes foods sent for school events, birthday parties, field trips, etc.) should be carefully checked to make sure they are nut-free. This means no nuts in sauces, spreads, granola bars, trail mixes, sweets, or other foods. Parents should read packaging labels and remind their children not to share food with other children at school. This policy has been implemented to address the needs of children in our school who have allergies and potentially life threatening to nuts. Simple contact with peanuts or any nuts or their oils could be fatal to these children. and we have a responsibility address their needs.

Important Policy Reminders

SIGN-IN & OUT: It is a **state requirement** that parents/guardians sign their children in and out **each time** they arrive and leave the school. This requirement will be enforced. The sign-in/out book is located in each classroom. Be reminded that there is a **penalty fee** for failing to sign-in/out properly.

IMPORTANT LETTERS/NOTICES: Please remember to **check your child's cubby daily** for important papers. Very often, there are urgent notices, letters, and invoices for parents that are overlooked. If your child has already cleared their cubby before you arrive to pick them up, please sort through their papers and backpacks, as your child may not pass important papers on to you. Also, please look out for any signs or notices that may be posted on the classroom doors or by the sign-in/out binder.

EARLY DROP-OFF, LATE PICK-UP FEES: Children who are NOT enrolled in the extended daycare program (7:00-6:00 program) but stays beyond their selected program hours (e.g., if a child is enrolled in the 9:00-3:00, our teacher-to-student ratio will be affected. Therefore, it is critical that these children are dropped off and picked up on time within a 5-minute grace period. Children who are NOT enrolled in extended daycare program but stays beyond their selected program hours for ANY reason will be charged penalty fees (see below).

Advanced daycare service for early drop-off or late pick-up at \$20/hour (limit 1 per month)

As an emergency daycare service, parents may drop-off their children earlier or pick-up up their children later than what their selected program hours permits at \$20 per hour. This service is subject to approval and must be requested through the office at any time before emergency daycare is needed. This advanced daycare service rate may be used only once per month; early drop-offs or late pick-ups thereafter within the same month will be charged the emergency daycare service rate (see below).

Emergency daycare service for early drop-off or late pick-up at \$20 per every 15 minutes

Children who are dropped off earlier or picked up later than what their selected program hours permits for ANY reason without notice and/or have already used the advanced daycare service once within the same month, will be charged a fee of \$20 for every 15-minute increment. Although we understand that emergencies will arise, this policy will be enforced and exceptions will not be made.

PARKING: At peak traffic hours (8:30 AM - 9:15 AM and 2:55 PM - 3:40 PM), our parking lot can get very congested and parking may be hard to find. Please park **only in designated parking spaces** and do not block other parked vehicles. Because parking can be difficult and unpredictable, we ask that parents arrive to school early enough to account for any parking delays. Most importantly, please remember to drive slowly, observe a 5 mph speed limit, and use caution when backing up—as small children are hard to see.

ATTENDANCE/PUNCTUALITY: Classes begin promptly at 9:00 am for all morning and full-time children and at 12:30 pm for afternoon part-time preschool children. It is important that children arrive on time and attend school regularly in order to achieve their maximum potential. Should an absence occur during the academic year, please email your child's teacher indicating how many days your child will be absent.

SICKNESS POLICY: Children cannot come to school if they have one or more of the following symptoms: fever over 100 degrees (children must be **fever-free at least 24 hours WITHOUT the assistance of medicine** in order to return to school), excessive and uncontrollable coughing, vomiting, and diarrhea. Also, remember that if your child is well enough to go to school, then he/she must participate in all school activities, including outside play time. Children who become ill with a communicable disease (e.g. pink eye, strep throat, lice etc.) will not be accepted back to school until it is cleared by the doctor. Parents must notify the school immediately of their child's diagnosis, so that an exposure notice can be posted and sent to all parents.