



# Flintridge Montessori Preschool & Elementary Inc.

## ENROLLMENT CHECKLIST (PLEASE READ CAREFULLY)

Make sure all your documents are complete, Immunization records and emergency information updated and tuition paid in full.

**Apply sunblock** in the summer on your child/children every morning, arrive and settle your children before 9 AM. Late arrivals may have to wait outside until and teacher is ready to let you in. Our classes start at 9 and late arrivals disrupt the class takes their focus away.

**Provide:** For full day students, a fitted sheet, small blanket and a small pillow in a zippered or draw string bag (not plastic) and an earth quake kit and a family picture. Remember to take the bedding home on Fridays and have them laundered and returned on Monday. Also supply a full set of change of clothes (marked with their name) in a zipped bag that stays in the child's cubby. Please provide diapers for the diaper uses weekly along with lotion, wet wipes, and a box of facial tissues. Please indicate any allergies. All clothing should have the child's name clearly marked including jackets.

**Lunch:** Please pack a **healthy lunch** including different food groups. The school provides snacks, however if there is anything your child prefers you may send that. Pre School children can be fuzzy eaters. Make it attractive and appealing for them. Remember to pack a reusable water bottle, utensils and napkins.

**Drop off & Safety:** Ensure your morning drop off is quick, and does not take more than 5 minutes as traffic builds up in the parking lot rapidly. Consider those waiting as well as the safety of the children. Please do not use up two parking spots or double park. Do not let your children loose in the parking lot and hold their hands all the time.

If you travel to school from the 2fwy, or come from west on Foothill Blvd. turning left in front of the fire station can land you a hefty traffic fine. Driving one block down and turning can save you from this. Also turning left from the school is not permitted and the chance of a serious traffic accident is more likely because you are trying to cross onward traffic crossing solid yellow lines.

**Not permitted** are Jewelry, flip flops, wedge heels, fashion gear, oversize shoes and toys. Hair must be brushed and tied behind away from the face to allow least amount of inconvenience for the child during her/his buzzy school activities. Please dress your child in sensible shoes preferably with Velcro closures. Girls must be dressed in long under pants when in dresses. Not permitted are also, peanuts or peanut based products and hard candies.

Teachers cannot come to the phone during school hours as they are watching your children. If you have any questions for them please call the school office that will transmit any messages or make an appointment if you have anything specific to discuss. Office closes for lunch between 12.30 to 1.30 pm.

**Communication:** Our usual mode of communication is via email, notice board, and class notices. It is highly imperative that you read these and stay abreast of school activities and events. Try not to send our emails to Spam folder..... Ops!

Finally, don't forget to hug and kiss your child good bye at drop off... negligence can be subject to severe penalties!