

Michele's Montessori School
4611 Swede Ave. Midland MI 48642
989-835-3999 michelesmontessorischool.com

2 1/2 to 5 Summer Program 2021

Our Summer Camp Program begins on Monday June 14th with a vacation day of Monday, July 5th We will also be having 2 workdays at the end of the summer - tentatively. These workday dates are tentative due to Midland Public Schools' 2021-2022 calendar has not yet being published giving us the school year start date.

We are open Monday through Friday from 7:00 a.m. to 6:00 p.m. There are four program options available and are listed on the following pages. We also offer drop-in care on an hourly or daily basis but you must call ahead to make sure that room is available.

Each week of the summer program will have a different theme. Age appropriate activities are based on the theme and involve areas such as art, stories, exploration and group learning activities. We also have large motor, group time, free play, snack and outdoor activities(weather permitting) on a daily basis. Field trips and special visitors can also be part of our summer program.

Some of the past themes have included: All about Me, The Artist in Me., Let's Explore The Ocean, Flowers, Chef Camp, Camping, Safari Week, Bugs-Bugs-Bugs, and Robotics and Engineering. We have had visitors like Lou E. Loon, Soccer players, Robotics Group and Musicians along with field trips to such places as the Farmer's Market, the Library, Dow Gardens and Whitening Forest to name a few. The staff works together to develop the components of the themes, trips and visitors, each sharing their ideas and activities with the children.

Our goal is to provide a safe, fun and stimulating environment that involves a variety of activities for all of the ages. We believe that each child, given the environment to explore, will grow and learn at their own pace.

If you have any questions, please call me at 835-3999 or email me at micheles.montessori@yahoo.com and our website listed above is always available to you.

Sincerely,

Michele Parker

A Typical Day at Michele's Montessori School
(Subject to Change due to weather or routine adjustments)

7:00 – 8:30	<i>Arrivals and Breakfast</i>
8:30 – 8:55	<i>Morning Group Time</i>
9:00 – 11:00	<i>Summer Theme Activities/Possible field trips</i>
11:00 – 12:00	<i>Outside Time</i>
12:00 – 12:25	<i>Lunch</i>
12:30 – 3:15	<i>Summer themes Activities/Rest Time</i>
1:00 - 3:00/3:15	<i>Adventure Group possible Field Trips/Swimming</i>
3:13 – 4:00	<i>Group Time</i>
4:00 – 5:00	<i>Outside Time</i>
5:00 – 5:40	<i>Free Choice Time/Departures</i>
5:40 – 5:50	<i>Clean-up/Departures Continue</i>
6:00	<i>Building Closes</i>

Calendar Information

Summer Camp - June 1st - September 2nd (ending date TBD)
Closed Monday, July 5th
Tentative Work Days (Building Closed) - September

Michele's Montessori Policies

Admission

1. Non-Discrimination Policy
 - a. *Michele's Montessori School shall operate on a non-discriminatory basis and all rights and privileges of the school shall be afforded to all students.*
 - b. *The admissions policy shall never deny students admission on the basis of race, sex or national origin.*

2. Age
 - a. *The Program is open to all children ages 2 ½ to 12.*
 - b. *Young Children must be toilet trained*

3. Applications
 - a. *A completed application consists of the Application for Admission form and a \$10 non-refundable placement/registration fee.*

Withdraw/Dismissal Policy

1. *Parents will be notified of possible dismissal of their child for the following reasons:*
 - a. *Non-payment of tuition for a one month period.*
 - i. *Suitable arrangements must be made*
 - ii. *Reinstatement may be considered only if all payment have been made in full.*
 - b. *Persistent disruptive behavior in the classroom or repeated acts of bodily harm to self or others.*
 - c. *If at the conclusion of a 1 month probationary period for the new student, it appears that the student is not ready for Montessori.*

2. *The following steps must be implemented in order to dismiss a student:*
 - a. *Notification by the teacher to director.*
 - b. *Notification to the parents of the problem.*
 - c. *Child is placed on a probation period of three weeks.*

- d. *At the end of the three week period, a parent-teacher conference must be held.*
- e. *Final termination.*

Discipline Policy

1. *Because of the unique nature and structure of the Montessori program, most children quickly become self-disciplined. Sometimes, however, there will be a need for some type of disciplinary action. A child may need to be reminded of appropriate behavior in the classroom or on the playground. Usually that will be enough. Calm and rational talking at the child's level will help them to develop self-control.*

Snack and Lunch Procedures:

- 1) *Snack: Snacks are provided during the summer months*
- 2) *Lunches: You are responsible for sending in a lunch for your child each day. We have refrigerators available to store lunches that need refrigeration.*
- 3) *Picnic/Brown Bag Days: Please bring your child's lunch in a brown bag with their name on it. Please also indicate if it contains any peanut products.*

Emergency Procedures:

In the event of a medical emergency, accident or injury all efforts will be made to contact the parent/guardian and/or the person designated on the emergency card. If none of these people can be reached in a timely manner, a staff member will accompany the child to an appropriate emergency care facility either in a private vehicle or in an emergency vehicle. Michele's Montessori School will not be held liable for any fees incurred in so doing. Michele's Montessori School also assumes no financial liability in the event of any non-insured party.

Illnesses:

*The following guidelines are adhered to in order to maintain the healthiest environment possible for all children and staff. **DO NOT** bring your child to school if he or she has any of the following symptoms. And **Please** be advised that in fairness to the staff and other children, if your child should become ill while in our care, you will be contacted and asked to take them home.*

1. **Fever** of 100 F or more until it subsides for 24 hours. *Medicine will not be given to control a fever. **We cannot keep any medications in the school that have a fever reducer in it.***
2. **Earache** until the cause has been determined by a doctor. *If a child has an ear infection, the child needs to be on medication for 24 hours before returning to school.*
3. **Nasal Discharge** that is thick and/or discolored, until it clears.
4. **Sore Throat** until redness clears and a doctor determines that is not strep throat. *Please provide written confirmation that your child has been seen by a physician. If your child has strep throat they must be taking an appropriate medication for 24 hours before returning to school.*
5. **Persistent cough** until it stops or the doctor gives permission for your child to return to school
6. **Upset Stomach or Vomiting** night before or morning of the school day. *Please make sure your child has no more symptoms of this before returning to school*
7. **Rash of Undetermined Cause** until doctor gives you written confirmation that is NOT contagious.
8. **Chicken Pox.** *Parents are to notify us as soon as blisters appear. The child may return to school at the advice of your doctor.*
9. **Diarrhea** the night before and/or the morning of the school day.

Non-emergency injuries or incidents or behavioral issues:

You will be contacted by the Director or a staff member about any non-emergency injuries or incidents or behavioral issues. This contact may be made verbally, via phone call or email or by written note. With each situation being different the Director or staff member will determine the best course of communication.

Center's Licensing Notebook:

Our licensing notebook is available for your viewing during our regular business hours. This notebook is which is kept in our main office includes all licensing inspection and special investigation reports and related corrective action plans. so please ask a staff member if you wish to look it over. You can also check out the child care licensing website at www.michigan.gov/michildcare for any reports from the previous 2 years.

Along with this general information you will also receive individual sheets within our final enrollment packet regarding some of the information above which will need to be signed and returned to the school before attendance.

Application, Acknowledgement of information and Multi-age classroom forms are on the pages following.

*Michele's Montessori School
4611 Swede Ave
Midland MI 48642
989-835-3999*

By signing below, I _____ the parent/guardian of

_____ acknowledge that I have received written

information covering the areas in R. 400.8146 sub rule(1) listed below:

Admission and withdrawal

Schedule of operation – Calendar

Fees and policy

Discipline policy

Food service policy

Program philosophy

Daily Routine

Parent notification plan for accidents, injuries, incidents and illnesses

Exclusion policy for child illnesses

Availability of Center's licensing notebook

Signature of Parent or guardian

Date

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*Parental Permission of Enrollment in  
Michele's Montessori School's Multi-age Program*

*I \_\_\_\_\_*

*the parent/guardian of \_\_\_\_\_*

*understand that by enrolling my child in Michele's Montessori School at 4611*

*Swede Ave, Midland MI 48642, he/she will be in a multi-age classroom of*

*children 30 months to 6 years of age. I also understand that within the daily school*

*environment and overall program there will be times when my child will be*

*with children 30 months to 12 years of age.*

*My signature below indicates my understanding of and permission for my  
child's enrollment in the above stated programs.*

\_\_\_\_\_  
*Parent/guardian Signature*

\_\_\_\_\_  
*Date*