

Important Information

WHO...

- **Who should I email for absences, or when someone unexpected is picking up my child?**
 - Your classroom email + Bekke or Kirsten
 - We always ID new pick-up people
 - Add any new caregivers to Approved Pickup in BW

Contacts:

Toddlers: toddlers@cgmontessori.com

BJP: bjp@cgmontessori.com

WH: whh@cgmontessori.com

Studio: studio@cgmontessori.com

Bekke: bhowell@cgmontessori.com

Jamie: jboes@cgmontessori.com

Catherine: cramey@cgmontessori.com

Kirsten: kgoode@cgmontessori.com



WHEN...

- **When does my child start school?**
 - Week of August 24 (Classroom visits 8/21)
 - Primary children start on a staggered schedule for first week (1/2 the class on M/T, 1/2 class W/Th)
 - Toddlers start on a shortened hours schedule for first two weeks (details to follow)
- **When will I know my child's classroom placement & Phase-In schedule?**
 - First week of August
- **When are Home Visits?**
 - Before school starts in August; your child's teacher will reach out in early August to schedule

WHERE...

- **Where is the school calendar?**
 - On the website! (Also included in forms/information here!)
 - Check your Important Dates doc, add it to your personal calendar
 - *Snow Days* are communicated via Textedly - system testing in Fall
- **Where is drop off/pick up?**
 - A teacher will meet students at the gate for d/o, where you'll say goodbye and they'll walk in with their peers. You'll reunite at the same gate for p/u!
- **Where do I find answers to any other policy questions?**
 - Parent Handbook! Please be sure to read it in full over the summer, so you are familiar with our policies. Thank you!



WHAT...

- **What can I do to get involved?**
 - Parent Involvement Opportunities Form!
 - Sign-ups also sent out from Admin for event planning, community building, etc.
 - Sign-ups will come from Teachers re: classroom specific involvement (usually after first 6 weeks)
- **What do I need to send to school each day?**
 - See Back to School checklist for 1st day reminders
 - Toddlers: backpack w/ diapers & wipes, extra clothes, wet bag
 - Primary: Nothing! Extra clothes will stay at school (refreshed as needed)
 - XP: Backpack w/ lunch + water
 - **A weather-appropriately dressed kiddo! We go outside in all weather. Clothes can get messy every day! Label, label, and label all clothing and accessories!**
- **What should I keep at home?**
 - lovies/stuffies/attachment items/binkies/toys
 - medication that is **NOT** on their list (we cannot administer anything that is not in their meds log)
- **What slippers should I get for school?**
 - easy to clean (Toddler especially!), Crocs or similar recommended



WHAT TO EXPECT

Communication:

- Friday Update Newsletters (whole school)
- Periodic Classroom Newsletters
- Touch base phone calls (4-6 weeks after start)
- Conferences (November, April)
- Emailing your classroom is best for sharing info & scheduling a time to talk for longer conversations

Drop off/Pick up:

- At gate, children usually transition best with a quick, positive goodbye routine (ex: 2 kisses, 1 hug, off you go!).
- Say goodbye with confidence, give positive messages, and *avoid lingering*. Avoid carrying your child to gate. We are here to help!
- No phone usage at drop off or pick up. Please be sure to meet your child right at the gate for dismissal.

