



Montessori Toddler Handbook

It is our pleasure to welcome you to the Toddler environment. Your child is entering one of the most exciting times of life. Our goals are to provide an interesting, safe, enriching environment where your child can explore, develop, change, and create, and to provide support for parents of toddler-aged children.

To help answer some questions you may have, please read through the information below. Please keep this handbook available for reference throughout the year.

WELCOME!

Jennifer A. Yost and Carla Turpin

Attendance

The Toddler program is open from 7:00 a.m. to 6:00 p.m. Half-day toddlers will attend school from 9:00 a.m. to 11:45 a.m. **All children must arrive by 9:00 am.** Please call the school office by 9:00 a.m. if your child will not be in school on a day he/she normally attends. Please be prompt for arrival and dismissal. Late charges may apply.

Days that the school will be closed are marked on the school calendar. Please note these days in advance and make alternative plans for your child. School closings for weather are announced on Fox 8, Facebook and via parent broadcast. You may receive a call from the parent broadcast system regarding other important information as well. Please refer to the CMS Parent Handbook for further information regarding school closings.

Birthdays

Most children enjoy sharing a snack with their friends at school to celebrate this special day. We will try to schedule your child's snack assignment to coincide with his/her birthday and will celebrate your child's special day during circle at school. Due to dietary concerns we do prohibit the use of tree nuts, peanuts, sesame seed products and eggs.

Meals and Snacks

Since children at this age need eat approximately every two - three hours, we will serve a morning and afternoon snack. Children staying until 5 or 6 will be offered an additional snack.

7:00 – 7:45 a.m. Breakfast

Children are encouraged to share a breakfast at home with family; however, they may bring a simple, nutritious breakfast to school. Finger foods like fresh fruit or a piece of toast work best. Please pack your child's breakfast in a bag or lunch box.

10 AM Snacks

Nutritious snacks will be served at approximately 10 AM and students will eat together as a group. Once a month you will be asked to provide a snack for the classroom. Snack calendars will be posted **outside your child's room and online** every month. *Due to food allergies, please provide the snack as requested.*

12:00PM Lunch

The school lunch program is available to children who are enrolled all day. As an alternative, your child may bring a packed lunch, which should include a drink. Please do not send items that may cause a choking hazard such as uncut dogs, popcorn with the hulls, or whole grapes. Uneaten food will be sent home, if requested. Daily notes are provided that lets you know how your child ate at school.

3:00 – 4:00 p.m. Snack

Nutritious snacks will be served at this time.

Due to severe allergies CMS is a PEANUT AND PEANUT PRODUCTS, TREE NUT and SESAME FREE environment

Clothing

Independent self-care is an extremely important aspect of your child's growth and development at this age. The child wants to do everything possible, without help, or wants to at least try. Your child will be helped to change his/her diaper and learn to dress independently. Please dress your child in simple, sturdy, washable play clothes, which your child can manage on his/her own. We suggest elastic waist pants, pull over or simple shirts, sneakers and socks. **Please no flip flops or dress shoes.** Experience has shown that these can be dangerous for your child to wear especially on the playground.

We will go outside regularly when the weather permits. When purchasing winter gear such as boots, snow pants, coats, and mittens, it is very helpful to take your child with you to see if these items can be easily managed by him/her. Please remove drawstrings from coats, raincoats, and jackets to prevent possible injury. **Please put your child's name on all clothing.**

Each Child Will Need

- One package of diapers
- Sensitive or unscented baby wipes
- Diaper cream if needed
- Small plastic cup (no sippy lids)
- 5 extra changes of clothing: shirts, pants, socks
- One extra pair of shoes and/or a pair of slippers
- Plastic container for extra clothing
- Small backpack or bag to carry information and work to and from school
- During winter months: hat, gloves or mittens, snow suit and snow boots

Nappers should bring:

- Blanket and/or small pillow. These will be sent home at the end of your child's week to be washed.
- Pacifiers for nap only, if needed.

Please put your child's name on all belongings.

Please resist bringing toys to school! These items often get lost, broken, or disputes arise over ownership causing hurt feelings. Explain to your child that the toy will be waiting in the car at dismissal time. Expect your child to test this limit, but please be firm.

Illness

Your child will experience mild illnesses as he continues to build immunity. Most illnesses are mild and viral in nature. The staff is very conscientious about hygiene and environmental cleanliness. However, most illnesses spread before any real symptoms appear. These illnesses come from germs and viruses from other people, not from being too hot, too cold, or exposure to the elements from daily outside play.

If your child becomes ill at school, he/she will be made comfortable and you will be called to come take him/her home. It is helpful to arrange in advance for an alternative adult who can be contacted to come for your ill child in the event that you are not available. Your child may return 24 hours after his/her fever or other symptom has abated. Please refer to the CMS Parent Handbook for more information.

Arrival and Dismissal

Parents are welcome to take advantage of arrival carline from 8:45 – 9:00 a.m. Parents of children not arriving at that time are expected to establish and follow the arrival-dismissal routines suggested below:

When arriving in the morning, walk with your child to their coat cubby. Stay near as your child removes his/her coat and hangs it up. Bid your child good-bye, explaining that you are going and will be back after circle or some other significant event in your child's day then leave promptly. Please do not slip out the door without telling your child. Your child needs to know that she can trust you to tell her what is going to happen.

Transitions can be challenging for everyone. Resist the urge to negotiate separation or ask your child's permission to leave. Your child needs to feel your confidence and trust in the classroom and staff. A confident, short and sweet good-bye will help your child feel more confident. If difficulties persist, please speak with the Directress.

When arriving to take your child home, enter quietly and greet your child. Tell him you will wait near their cubby while he finishes what he is doing. Once your child meets you there, please help him/her to prepare to go home. Dismissal can be a very pleasant reunion and transition, if a regular routine is established and followed.

Communication

We place a high value on communication between school and family. You will receive daily reports via Montessori Compass describing important events, accomplishments, and details about your child's school day. Formal feedback is also provided during Fall and Spring Parent-Teacher conferences. Any messages, such as a change in schedule or who will be picking up your child, can be communicated with the office or given to the Toddler staff. Please call the school if you have any questions or concerns. While it may not be possible to leave the classroom, we will return your call as soon as possible.