



Where the heart, mind, and spirit grow together

## GENERAL INFORMATION 2026 - 2027

*We will need a copy of each child's current immunization records and birth certificate. Additionally, proof of a dental exam is required for all kindergarteners and 2<sup>nd</sup> graders and proof of a vision exam is required for all kindergarteners. These are required by the first day of school.*

*These are requirements of the Illinois State Board of Education and we will need all documentation by the first day of school.*

This document is not meant to cover all of the information regarding your child attending Little Explorers Montessori School. The current Parent Handbook will be available online at Little-Explorers.com by the start of school. Please read the online Parent Handbook for more information on our policies and procedures.

### FIRST DAY OF SCHOOL:

**Kindergarten and Elementary** (Miss Sherry): August 13<sup>th</sup>, 8:30am - 3pm

### PLEASE PROVIDE:

**Comfortable closed-toe shoes** to wear to school. **No flip-flops**, please. Your child should be able to put their shoes on and take them off **without** assistance. This really helps foster independence and self-confidence.

Please provide a pair of comfortable inside shoes for children to wear in class and leave at school. Please remember inside shoes should **not** have characters, lights or anything distracting on them.

**Backpack** for bringing items to and from school that is **large enough** to fit a folder and lunchbox, if needed, inside. Please make sure your child's name is visible from the top of the backpack or has a name tag attached on top. After the 1<sup>st</sup> week of school, we will need to write their name on the backpack.

We cannot stress this enough...**PLEASE PUT YOUR CHILD'S NAME ON EVERYTHING YOU SEND TO SCHOOL FOR THEM.** Your child often has similar things as other children and cannot always recognize their own items. We cannot be responsible for getting your child's items back to you if they do not have a name on them.

Spills and falls happen so please provide extra clothes, no matter your child's age. Kindergarten: We will send wet/dirty clothes home in a plastic bag. Please remember to replace the clothes.

Children will need: 2 pairs of pants, 2 shirts, 2 pairs of underwear, 3 pairs of socks (PLEASE remember to label socks).

**NOTE:** Even older children need extra clothes from time to time. It's very challenging to keep at school all the sizes needed for the range of students 6-12 years old; so, make sure even your older students have extra clothes.

### **GENERAL INFORMATION**

We provide water throughout the day and a healthy snack that the children may have whenever they are hungry. We also provide water and milk at lunchtime.

**Kindergarten:** If a child brings a toy to school, it may have to be held in the office. The other option is it will have to be kept in the child's backpack, but this can present a big challenge temptation for them. But it can also present a time to exercise self-control. Use your judgement but let the teachers know if a toy is in your child's backpack. Teachers reserve the choice to say no to something being left in a backpack if it has been an issue in the past.

**Elementary Students:** We will discuss with the students the rules for any items from home. But students are not allowed to give away any item from home unless there is a written permission note from a parent and the teacher has been notified.

**Phones** are not allowed for any students under 9 years old. We will determine a phone policy for the 9–12-year-olds once the school year starts.

### **GENERAL CORRESPONDENCE**

Primary and Elementary Classes: Once school starts, you will receive an email from Google Photos. You will receive an email with a link every time photos automatically update to your child's photo folder. You will receive email updates.

### **DROP-OFF AND PICK-UP**

We will discuss the arrival and dismissal procedures in detail at the Parent Orientation or Orientation meeting after enrollment is completed.

### **SNACK FAMILY**

Each week we will have snack families from each classroom. A schedule will be passed out after the school year begins. When it is your family's turn to bring in snacks, we will provide you with a list of items to bring in. The total cost per family should be about \$10 unless you have more than one child in the school; then your cost will be closer to \$15. You will receive your list by Wednesday of the prior week. Please bring the items on the list in by the date on the form (this is usually the following Monday.)

Thanks for your snack contribution. This process really helps the children understand what it means to be a community. Because the children also get to be part of the setup of snacks, they are often very proud of the snack they made and "shared" with their friends in school.

### **BIRTHDAYS**

We have a Birthday Celebration for each child on or near their birthday. If a child has a summer birthday, we will celebrate their half-birthday during the school year. We want to make sure every child feels extra special on their birthday so **please remember to talk to your child's teacher two weeks before your child's birthday** so we both have enough time to prepare. The celebration involves a ceremony of walking around the "sun" one time for each year of their life. Also, there is the telling of the story "On the Day You Were Born" with a beautiful song and dance. And, of course, we sing Happy

Birthday. If you could send in one or two pictures from each year of your child's life for the telling of their story, that would be great. The birthday child is allowed to bring in a treat or treat bag to pass out to their friends. Some families treat their child's class to pizza.

## **PROCARE**

We use Procare for electronic registration and communication between school and parents. You will receive an email invitation. Make sure to fill out all the information for both parents and students.

## **PAYMENTS THROUGH PROCARE**

Once registered, you will receive an invoice from Procare. You may pay directly through the invoice with Visa, Credit card, Debit, or ACH. There will be a fee for credit or debit card use.

## **HEALTH CONCERNS**

**If you are dropping your child off at school, we will assume the following things:**

- They do not have a fever & have not vomited in the last 24 hours.
- They have not been given fever reducing medication in the last 24 hours.
- Do not show any signs of illness or fever.

Thank you very much for your cooperation. Your cooperation is vital to your child having a successful school experience. We have such an amazing community of families and are so looking forward to this school year with your children.

**REMEMBER:** The following information will need to be filled out and turned in by or at **1<sup>st</sup> Day of School:**

- Enrollment Contract (if not turned in already)
- Registration Fee (if not paid already)
- 1<sup>st</sup> month's tuition due by Aug. 1<sup>st</sup>. (over 10 months Aug 2026-May 2027)
- Birth Certificate
- Up-to-date Immunization and Health Record
- Vision Screening (Kindergarteners only)
- Dental Screening (Kindergarteners and 2<sup>nd</sup> graders only)
- Enrollment contract which includes Emergency Contact Info, and Allergies and Special Health Considerations
- Authorized Pick-Up/Drop-Off Form

### **AT ORIENTATION:**

- Parent Interest Form
- Family Responsibility Form
- Prescribed or OTC Medication Authorization Form (if needed)
  - Required for EPI pens at school
  - Required for inhaler at school

If you have any questions, please feel free to contact one of us by phone or email.

Miss Sherry

*Little Explorers Montessori School*

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