

FIRST DAY OF SCHOOL

NAME TAGS-(Given at Open House)-Please have your child wear their name tags the first few weeks of school.

SCHOOL BAGS-(Given at Open House)-All students will receive a tote bag with the Country Children's House logo on it at open house. Please send this bag with your child everyday of school. You will also find a binder clip on the bag which should be used when sending in notes to the teachers & forms etc.

DROP OFF/PICK UP-Beginning the first day of school, we will use the drop off/pick up procedures as described in the school policies. We will be using the main entrance of the school on the West side of the church (with cover) for both drop off and pick up. You will need to form one lane moving counterclockwise around the perimeter of the parking lot from the front door leading around the perimeter of the parking lot leading to the road. Please do NOT block the entrance to the parking lot on the South side of the church. In an attempt to organize our drop off/pick up procedure and help make it faster and safer, we have created a time schedule. Please remember this is simply a suggested schedule and we do realize prior commitments and traffic may alter it slightly. Teachers will open doors promptly at 9:00 AM & 11:30 AM to help children out of their cars and to help them in at the end of our day. We are asking families whose last names begin with **A-K to arrive at 9:00 & 11:30** families whose last names begin with **L-Z to arrive at 9:05 & 11:35**. This will allow our line to flow and will decrease your wait time. Please have CCH children's seats on the passenger side of your vehicle so teachers do not have to pass in front of or behind vehicles to get children out of the cars. Please have your child unbuckled and prepared with bag (& lunch box, if staying for LB) in hand ready to go. ***Please remember to place your car in park when it is your turn in line. The teachers will open and close the car doors to protect our little ones. Please do not put your car into drive until the teacher has closed your car door and has walked away from your car.***

CAR LINE SIGN-Please write your child's first name in **LARGE, DARK, BOLD** (at least 1 inch thick) letters on the **PINK OR BLUE** paper found in your Open House packet to be displayed in the windshield or passenger window for easy identification at pick up. Suggestion-hang the sign on the rearview mirror, on a pant hanger, for better visibility:-) ***If there is a different person picking up your child other than yourself, please inform us in writing or email that day when you bring your child to school. Please make them aware they may need to show identification. The person's name & car description is needed.**

FIRST DAY-We realize the separation time may be difficult for both you and your child. We encourage each child to come in with a teacher rather than with you, even on the first day of school, to help the child learn the routine beginning with the first day of school. Here are a few helpful hints: send a small picture of your family with your child for them to keep in his/her pocket or bag. If they have a special blanket, cut a small piece off that will also fit in his/her pocket that may help comfort him/her for the first few days. Please realize that the teachers are very loving and all are mothers and will do all they can to help ease the transition into school. Before you arrive the first day, please explain to your child that a teacher will be coming to the car to get them from the car.

QUESTIONS-Communication is essential in our partnership in your child's education. Administrative questions & absences, please email **Director, Miss Shelly at teacherrjb@comcast.net**.

Day-to-day classroom questions, please email **Co-Director-Miss Teresa at teresamhogan@me.com**. You can also visit our website for information: cchmontessori.com.

We look forward to answering any questions you may have for us & we are very excited about a new school year!

IMPORTANT INFORMATION ON THE WEBSITE

-Medical Release & Directory information-***DUE May 15th***

-FaceBook permission form--***DUE May 15th***

-Spirit Wear Order Form, ***DUE August 29th**

-Volunteer form-***DUE the end of the 1st week**

-Yearly Calendar

-LUNCH BUNCH FRIENDS-Please read if your child is registered for Lunch Bunch

-CCH Policy Statement & Tuition Payment Policy

-Birthday Celebration Form-return to school if you wish to celebrate at school 2 weeks before your child's birthday.

-Information letter regarding our calendar & newsletters

-August & September calendar