

## Parent Information Night September 2019 – 2020



### Welcome to Sunrise.

We hope that you had a lovely summer and are excited to start a brand new school year with us at Sunrise. We look forward to what will be a fun-filled year of learning! We look forward to getting to know you and your child/children. This package contains important information in regards to our school philosophy and practices.

#### Communication Folder

Each day, your child will bring home a Communication Folder in his/her backpack which will include any letters or notes, work that has been completed, order forms, permission forms, etc. Please note whether items are to be kept at home or returned to school and return this folder with your child each day. If sending loose change to school with your child, please ensure it is sent in a Ziploc bag or envelope with your child's name. This will help us to avoid any misplaced money and to ensure all is accounted for. If there is a change in your child's pick-up routine, please either send a note in your child's folder or phone the office to advise of any changes

#### Indoor Shoes

It is important that your child bring a pair of **labeled** indoor running shoes that will be left at school to wear in our classroom and around the school. If your child cannot tie laces, Velcro straps are best. However as Montessori teachers we will strive to teach your child how to tie laces. Please do not send Crocs, flip flops or dress shoes as these are inappropriate footwear for Gym and daily Physical Activity and could pose as a safety concern during play.

#### Backpacks and Labels

Your child will require a backpack large enough to transport his/her lunch bag and folders. Please write your child's first and last name on the following necessary items, backpack, water bottle, both indoor shoes, both outdoor shoes, jacket, hats, gloves, mittens, neck warmer, sleep sack, beddings, and any other items sent to school. With multiple classrooms, it is helpful to also write your child's classroom i.e. C1 (CASA 1) T1 (Toddler 1) if possible.

## **Peanut Free, Shell Fish Free School**

Please do not bring a snack or food that contain NUTS or even “May Contain Traces of Nuts”. They are NOT permitted in our school in order to protect students with severe allergies (e.g. no almond butter etc is allowed). No Shell fish or seafood is allowed in our school due to Anaphylaxis allergy.

## **Change of Clothes**

Please prepare a change of clothes (shirt, pants, underwear and don't forget socks) for your child that will be kept at school. If possible, a labeled Ziploc bag to keep his/her clothes in would be appreciated.

## **Wanted: Donated Items for Charity**

Many notable events will be held throughout the school year with the intention to collect items (clothings, shoes and etc) for children in need or for charitable organizations. Please donate generously.

## **Scholastic Book Orders**

Our school will be participating in Scholastic Book Orders, which will be sent home once a month with a deadline to be returned. These books are reasonably priced for gifts or additional reading time at home. If you wish to place an order you can pay online at <https://parentpay.scholastic.ca/> and fill in the information boxes, or please send your order form (note Ontario prices) and a cheque in an envelope or Ziploc bag with your child's name in their communication folder. Order forms can be sent in your child's communication folder with a cheque payable to Scholastic Canada Ltd. Unfortunately cash is not accepted.

## **Observe traffic laws**

The speed limit in our parking lots is 20 mph. Please drive slowly. Please do not drive against the traffic. Laws are in full effect for **handicapped spaces**. Violators are subject to a fine by the York Region Police Department. Come to a complete stop at stop signs and yield to traffic with right-of-way.

## **Dress Code Policy**

The purpose of Sunrise Montessori School Dress Code Policy is to clearly define acceptable student attire. The objective of the policy is to promote an atmosphere for academic success and confidence building within a prepared environment

We ask of parents/guardians and friend of the school community to help maintain an orderly school environment and to respect the policies of our School. While our goal is to maintain consistency of attire throughout the school, it is important to note that parental commitment and support is crucial in determining the success of this policy

Therefore please be reminded on the following dress code for all Students as listed below:

### **Dress Code for all Students (Toddlers, CASA & Elementary) except the Infant Program**

It is mandatory for all students (boys and girls to be attired in the official SMS uniform during official school hours including field trips). Field Trips are applicable only to CASA & Elementary students only.

The dress code is as follows;

1. **White/Blue Polo T-shirt/Field trip T-shirt/Anti-Bullying T-Shirt with SMS logo with Tunic/Skort/Pants.**
2. **Cardigan with SMS crest**
3. **Green T-shirt for Field trips.**
4. **Pink T-shirt on every Friday. It is for sale at \$18 each**

### **Punctuality**

A sense of order and punctuality is in line with Montessori's learning. We strongly encourage students to arrive at school 5 minutes before class begins. Class begins at 8.30 a.m.

A student arriving late for class is both disruptive and distracting to the ongoing learning process. Late arrivals result in a child missing out the invaluable introduction of new topics and lessons by the teacher.

The Before School Program starts at 7.15a.m. and the door closes at 3.30p.m. (for students who attend the full day program) and at 6.30 p.m. sharp (for students who attend the extended program). Pick-up after 3.30 p.m. or 6.30 p.m. onwards will incur a late fee

### **The late fee charge is as follows**

From 3.30 p.m. – 3.45 p.m. - \$5.00                      After 3.45p.m. - \$1.00 per minute

After 6.30 p.m. – \$1.00 per minute

### **Kiss and say Goodbye**

Please send your child/children to the classroom entrance door and kiss and say goodbye. No admission into the classroom is permitted in the morning as this will cause disruption in the classroom. The teachers will greet the parents and the children at the entrance.

Upon picking up your child in the evening, after 4.30pm, please feel free to enter the classroom to collect your child and his/her belongings.

### **Parent Volunteer for Field Trips**

Parents may volunteer for school Trips. However parents will be required to forward a Vulnerable Sector Check which is less than 6 months old prior to the first trip to the office. A parent Volunteer will be responsible for 5 children. A signed letter by the Principal is required to support your application for the Vulnerable Sector Check at a discounted rate.

### **Credit Card Facility**

We are now offering payment via Credit Card as well. MasterCard and Visa card are accepted with an additional payment of 2% commission added to the total amount. Other method of payment is cash and check.

## **Health Care:**

We will be experiencing a lot of children falling ill during the flu/cold season. We seek co-operation from the parents in this matter; please DO NOT send your child to school if he/she displays flu/cold like symptoms (fever, diarrhea, pink eye, vomiting, runny nose with green discharge...etc). Please ensure that your child has completely recovered before sending them back to school; in doing so helps avoid the transfer of germs to other children.

Parents please take note of the following to practice with your child/children:

- Practice cough and sneeze etiquette
- Use the correct hand washing process
- Practice frequent hand washing (i.e. after sneezing or coughing, before and after eating, after using the washroom, after recreation play, in between activities etc)

We request all parents provide their child with a labeled tissue box monthly.

## **Make an appointment to speak to the teacher**

A clear line of communication between parent and teacher is essential to a child's success. Stopping by first thing in the morning to talk to the teacher as she is preparing for the day is inappropriate. This also applies to the end of the day when school is still in progress. A teacher cannot give proper focus to the students or the parent's concern when class is in progress and when children are entering/leaving the classroom either at the beginning or end of the day. If you have a concern write a note, send an email, or ask the teacher for a good time to meet. Setting up a mutually agreed meeting time will benefit both parties, and your concern will receive the attention it deserves.

## **Be a Good Volunteer**

During the school year we require assistance and volunteers in supporting our numerous events i.e. concert nights, fundraising events, trips...etc.

## **Use your Classroom Voice**

Please use your classroom voice when dropping off or picking up your child/children.

## **SMS Parent Council**

We welcome all parents to join our SMS parent Council. Some of the events lined up for the school year are Bake Sale, BBQ's, Book Sale, Winter Fun and etc. Please see Ms Grace if you wish to contribute to our Parent Council