



MONTESSORI INTERNATIONAL SCHOOL

## PARENTS' HAND BOOK CASA 2 and ELEMENTARY 2018 – 2019

### **ARRIVAL**

School starts at 9:00 with a drop-off time of **8:45**. For the children's safety, always close the front doors and main gate as you leave.

The doors are locked at 9:00.

**CASA 2** class takes the brown stairs at the front of the school to enter and **Elementary** the front door. Elementary parents, if you arrive late and the front door is locked, please do not ring the doorbell. You should use the CASA 1 glass door situated at the back.

### **END OF DAY**

Afternoon sessions end at 15:00 and children should be picked up on time. Without prior notice, children are not allowed to leave the school with anyone other than their parent. Please introduce any new person picking up your child to the class teacher and sign the authorization form. Please notify the teacher in writing (a notebook can be found in the entrance) of any changes in your child's routine.

### **GARDERIE**

After-school garderie is available until 17:00 and costs € 8 per hour. The school should be notified in advance if you wish to avail of this service.

### **SWIMMING**

Swimming is on Wednesday. Children leave the school at 10:30 in a bus and are picked up at the pool at 12:00. A swimming cap and bag will be provided by the school. The children bring their bathing suits and a towel. Arm bands are not required. Girls cannot wear tights/ jewelry. Children should wear clothes they can easily change. Boys must have proper swimming briefs, not bermudas. If your child has a wart, he/she cannot go swimming until it has healed.

### **MUSIC & GYM**

Music & Gym schedule will be communicated in the first days of this term. It is recommended that children wear loose comfortable clothes on these days. A school sweatshirt can be purchased from the school for € 20.

CASA 2 parents, please send canvas gym shoes to keep at school. ELEMENTARY children are required to have comfortable sneakers/ indoor shoes to wear in class which they will also wear for gym.

### NATURE WALK

The two classes go on weekly nature walks. Children should wear boots on those days. To avoid ticks, trousers are recommended.

### SNACK

A snack list is given in the first week detailing when you will provide class snacks. We recommend fruits, vegetables (cherry tomatoes, cucumber, carrots etc.) and crackers/rice crackers for snack. **Please check all snacks are nut free as this can be life-threatening for children with allergies.**

### LUNCH

The children bring lunch in a reasonably sized back pack, no wheelies please. Food that needs heating should be in a microwave proof dish. **Fizzy drinks and sweets are not allowed.**

### DAILY

CASA 2 bring practical indoor shoes in canvas/cloth to wear in the classroom. ELEMENTARY class, as mentioned above, bring comfortable sneakers/ indoor shoes to wear in class and will wear same for gym. All children must have strapless waterproof pants for nature walks /wet days to keep at school. Please label all items that belong to your child.

Children cannot bring toys to school. They may, however, bring a book or an object/artifact related to a class topic.

### BIRTHDAYS

Children love celebrating birthdays at school. Let us know if you plan on sending a cake for the class to share.

If your child is having a birthday party outside of school and the whole class is not invited, invitations cannot be given out at school.

### PARKING

Please be aware of the garages in front of the school and avoid parking there. If parking on the street, please avoid the footpath.

### CALENDAR

The school calendar is attached to this mail. Please check dates of school events when planning holidays, so that all children are present, especially at the winter concert and end of year play.

September 2018