



THE MONTESSORI SCHOOL OF CHEVY CHASE

Summer 2014

Welcome to our school!

Here is a list of the required forms that must be completed, current, and submitted before your child's first day of school. Children who are out of compliance may not begin school.

I. Forms

- DC Registration Form
- DC Authorization for Medical Treatment
- DC Universal Health Certificate/Immunization Form (TB & Lead results required)
*Make your appointment soon to avoid delayed school start.
- DC Dental form for children ages 3 and up
- Medication Authorization
- Early Stages Consent Form
- DC Travel & Activity Form for when children go on the playground for recess
- FACTS Tuition Form
- Lands' End Uniform Catalog (school code on the back of catalog)

II. School Supplies

****Label everything with your child's name.****

- Full change of clothing plus a few extra pairs of underwear and socks
- Plain slippers or crocs without any super hero designs, lights or other distractions
- 2 boxes of tissues
- 2 containers of wipes
- 2 large refills of liquid hand soap
- 1 box gallon zip-lock bags
- Sunscreen
- Water bottle for recess during warm weather
- 1 large package of pull-ups for children not yet toilet trained
- Blanket, sheet and pillow for nappers
- Plain lunch box without any distractions

*** Each teacher will send home their list of additional school supplies during the first week of school**

Please bring all items in by the first day of school.

III. Arrival Procedures

- Arrival time is at 8:45 unless enrolled in before care at 8:00am.
- Curbside Drop Off: Drive up to the school on Jocelyn Street where a staff member will greet and escort children inside. Please pull up as close to the steps as possible.
- If you prefer to walk your child inside, please do not park in the car drop off line. Find a legal space. Parked cars tie up the drop off area and the parking police frequently give tickets.
- In either case, make sure you **HAND** your child over to a staff member.
- If you bring your child inside, please sign your child in.

**If your child is not enrolled in Early Arrival there is a flat fee of \$14 for early drop ins.

IV. Dismissal Procedures

- Please come inside the school to pick up your children & sign the "Arrival/Dismissal Book."
- Please be prompt:
Half day dismissal is 1:00.
School day dismissal is 3:30.
Full Day dismissal is 6:00

A late charge of **\$2.00 per minute for late pickup**

V. School Dress Code

- All students wear Lands End Shirts with the school MSCC logo.
- Children should wear appropriate shoes that are safe for running around the playground. Flip flops and open toed sandals are not allowed.
- Children may not wear jewelry or watches to school.

Please call the school if you have any questions!

Sincerely yours,

Marlene Cherry