



THE CHILDREN'S HOUSE

TABLE OF CONTENTS

Family Fall Start-up Packet 2018-2019

Welcome Letter

Back to School Orientation Schedule

Student Supply List

School Provided Lunch Information

Parent Handbook - available on the website:

http://traversechildrenshouse.org/downloads/parent_handbook_1819.pdf



THE CHILDREN'S HOUSE

August 1, 2018

Dear Children's House Families,

Welcome! In just a few weeks, the 2018-2019 school year will begin! We look forward to the arrival of over 230 children and their families on September 4, 2018 for orientation. Our staff will be working on their classrooms and school year planning during the week of August 27, preparing the environment for your children and you!

By now, you should have received a photo welcome card of your child's teaching team in the mail. For new families, and those who have a child transitioning to a Nido, YCC or Primary classroom this fall, you will receive a call from your child's guide soon to schedule a home visit.

All of the important details for starting a new school year are detailed in the attachment to this email. If you have any questions, please don't hesitate to call the front desk at 231.929.9325.

A Children's House education is a gift to your child. Your belief in the importance of community, academics, social and emotional growth and high quality independent Montessori education is clear. On behalf of all of us at TCH, we thank you for your trust and the opportunity to include your family in our community.

Sincerely,

Michele Shane
Head of school



Back to School Orientation Schedule 2018-2019

(There are no classes the week of August 27-31 and the school is closed on Labor Day, September 3rd)

PARENTS

Back to School Parent Meeting

Th., Sept. 6th from 6:00 – 8:00 P.M. (no child care provided)

AGNES, BRITNY, JEANETTE, & JENNY'S NIDO-YCC CLASSES

Friday, August 31 Individual visits for children new to the classroom

Tu., Sept. 4 Regular schedules begin including early care (7:30), school provided lunch & Friend's Club (5:30)

Note: Children new to the classroom attend for one hour on their first day.

ALISON, AMY, MEGAN, MELISSA and JULIE'S PRIMARY CLASSES

Friday, August 31st Individual visits for children new to the classroom

Tu., Sept. 4

1 st year students	8:30-9:30
2 nd year students	10:00-11:00
Extended Day students	12:30-3:30

(E.D. Tile Party trip to Blackbird Arts – Be sure to sign the permission form at TCH On-line.)

Wed., Sept. 5 Regular schedules begin including early care (7:30) and Friend's Club (5:30)

LOWER ELEMENTARY

Tu., Sept. 5

1 st year students	8:30-11:00
2 nd and 3 rd year students	12:30-3:30

Wed., Sept. 6 Regular schedules begin including early care (7:30) and Friend's Club (5:30)

UPPER ELEMENTARY

Tu., Sept. 4

4 th year students	8:30-11:00
5 th and 6 th year students	12:30-3:30

Wed., Sept. 5 Regular schedules begin including early care (7:30) and Friend's Club (5:30)

JUNIOR HIGH

Tu., Sept., 4

7 th years	– 12:30-3:00
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8th years - regular schedule (8:00 – 3:00) begins

School provided lunches begin on Tuesday, September 4th for Nido-YCC and Wednesday, Sept. 5th for primary, elementary and junior high.

STUDENT SUPPLY LIST 2018-2019

Welcome! Please bring the following items to school on your first day (even if it's just a visiting day). **Please contact your child's teacher if you have any questions about supplies.**

ALL STUDENTS

- Health Appraisal form completed by a physician annually for children under 30 months and every 2 years for children over 30 months who are not yet in extended day.
- Immunization record
- Updated family information and forms at: <http://traversechildrenshouse.org/>
- Hat and long sleeve shirt for sun protection while outdoors.
- Sunscreen – the school provides 30+ SPF sunscreen. If you prefer a specific brand, please send it in and clearly label it with your child's full name.

Children's House
On-Line

Please label clothing, outerwear, footwear, and backpacks with your child's name.

NIDO

- Diapers as needed. We can store larger quantities and let you know when the diapers run low. Diaper cream as needed. The school provides an organic and unscented brand of wet wipes. Please send your own wipes (labeled packages) if you do not want us to use these on your child.
- One or two complete changes of clothing, a jacket/sweater/sweatshirt as needed, a sunhat and foot covering/shoes for outdoors.
- The state regulations are very specific about bottles/milk being sent to school. All bottles must be prepared at home in a ready-to-feed manner and labeled with your child's full name. Breast milk can be stored in our classroom freezer. Breast milk bottles prepared at home must come ready-to-feed and be labeled with your child's full name and also bearing the date of collection.

YOUNG CHILDREN'S COMMUNITY

- Diapers as needed. The school provides an organic and unscented brand of wet wipes. Please send your own wipes (labeled packages) if you do not want us to use these on your child.
- One pair of shoes with good tread, a waterproof bottom, and easy for the child to put on and take off. No "light-up shoes" please.
- One complete change of clothes including socks and underclothing. Place clothing in a one gallon size labeled zip-loc bag. (Wet clothes will be sent home in plastics bags to be washed.)

PRIMARY STUDENTS

- One complete change of clothes including socks and underclothing placed in a one gallon size labeled zip-loc bag. (Wet clothes will be sent home in plastics bags to be washed.)
- **One pair of gym shoes to be left at school.** (The gym shoes can also be used as classroom indoor shoes.) Students are not allowed to participate in gym activities without appropriate footwear. Please see the details below.

Athletic Shoes for Physical Education - By Steve Maas

Primary, elementary and junior high students must have one pair of athletic shoes to be left at school.

Students are not allowed to participate in gym activities without appropriate footwear.

Athletic shoes with "non-marking soles" must be worn in PE. Shoes with non-marking soles are common and the norm. It is rare to find an athletic shoe that marks the floor. Improper shoes can cause shin splints, injury to the students and others if it comes off while kicking or running. Athletic shoes are more shock absorbing and thus protect the knees, hips and ankles of the child. The shoe must be secured by laces, Velcro straps, or elastic so that the shoe does not fall off during active play. Mary Jane style shoes or slip-on loafer style shoes do not provide support, traction or protection to feet and ankles. When considering a purchase, please consider the following issues:

- Would you run in this shoe? (The activity level in a PE class is similar to running 1.5 miles)
- Does the shoe offer proper shock absorption? Does the shoe fasten securely to their feet?
- Does the shoe motivate the child to be an active participant in PE class?

ELEMENTARY & JUNIOR HIGH

SANDRA'S CLASS

- 3 dozen plain #2 pencils (preferably Ticonderoga)
- 1 inch 3-ring binder, color does not matter (please keep it 1 inch)
- 1 spiral bound sketch pad (blank)
- 3 rectangular pink erasers
- 1 level appropriate silent reading book (to be returned home after school starts)

NADINE'S CLASS

- 1 spiral bound sketch pad with blank pages for drawing
- 1 glue stick
- 1 pair of scissors
- 1 small zippered pencil case
- 1 box of 12 colored pencils (no larger sizes please)
- 4 pink rectangular erasers
- 1 dozen plain number 2 pencils

UPPER ELEMENTARY - Karin and Jamie

- 2 Composition Books for Work Log and Spanish (100 sheets, wide ruled, 9 $\frac{3}{7}$ x 7 $\frac{1}{2}$), any colors (no spiral binding)
- 1 Graph Composition Book for Math Dictionary (100 sheets, 9 $\frac{3}{7}$ x 7 $\frac{1}{2}$), any color, no spiral binding (returning ---5th and 6th years left this item at school)
- 36 yellow, wood, #2 pencils
- 50 sheets, reinforced, wide-ruled, filler paper
- 50 sheets, reinforced, quad-ruled (graph paper)
- 100 index cards (4" x 6")
- 2 glue sticks
- 4 erasers (preferably white "magic" erasers)
- 1 spiral bound sketch pad with blank pages for drawing
- 1 silent reading book

6th year students

- 1 tool to organize MMUN materials, such as notes, printed resources, rough drafts, rubrics, etc. (e.g., binder with tabs/pockets, folder with pockets, accordion folder w/strap).
- Small calendar/planner for recording important dates/deadlines
- Highlighters
- 1 usb drive if student is planning to work on home computer

JUNIOR HIGH – Tree & Kristina

Materials to be used by whole Jr. High Community:

- 1 package lined paper: college ruled, 8.5" x 11"
- 1 package graph paper: Quad ruled, 4 squares per inch (8.5" x 11" or 8" x 10.5"), hole punched for 3-ring binder
- 1 durable ruler graded in inches and centimeters
- 100 (1 package) 3x5 lined index cards
- (optional) Mechanical pencils and extra graphite labeled with student's name

Materials to be used by student (please LABEL WITH STUDENT'S NAME)

- Day Planner: Must meet the following criteria: Sufficient size to write legibly, Ample room to write assignments for each day of the week. Must have Month-at-a-glance with room to write daily assignments.
- 1 package wooden pencils (Dixon Ticonderoga preferred)
- 1 pencil case (for personal storage of pencils, highlighters, etc.)
- 3-4 highlighters
- 1 flat eraser
- 5 one-inch 3-ring binders
- 5 sets of 5-tabbed binder dividers (optional)
- 1 two-inch 3-ring binder with 5 tabbed dividers for portfolio work
- 2 college ruled Composition Book (usually \$1.00 or less)
- Glue sticks
- (optional) Non-networked MP3 player to be used solely for listening to music during individual work time. Smart phones, even on airplane mode, will not be allowed in the classroom.

Footwear and clothing (please LABEL WITH STUDENT'S NAME)

- Outdoor work gloves (think all season, multipurpose)
- Outdoor, waterproof work boots (rubber boots, hiking boots, or similar)
- Complete change of clothes (to be kept at school)
- Outdoor shoes (cross trainers or similar that may be used for outdoor recreation/gym)
- Indoor shoes (tennis shoes or similar, closed-toe shoes that may be used for indoor gym and in the classroom. These are not used outdoors)
- Reusable water bottle with your name on it
- Raingear (Rain jacket a must. Rain pants recommended.)
- Winter hat, gloves, coat, snowpants, boots

TCH Lunch and Additional Childcare Information

BOONLI IS THE NAME OF OUR ONLINE LUNCH AND CHILDCARE ORDERING WEBSITE.

To access Boonli: <https://childrenshouse.boonli.com/login>

NEW FAMILIES:

Welcome to our online ordering program. Start by going to <https://childrenshouse.boonli.com/login> and click on "Register." It will ask you for a school password which is **TCH1**. Follow the instructions for setting up your family's profile. Things to Note: Be sure to check out & pay or we will not receive your order. Do not close your browser prior to receiving the confirmation or your order may be interrupted and not fully processed. If you wish, you can print your order by clicking the print icon.

RETURNING FAMILIES:

Review your student's profile(s) and class assignments. If you do not see a menu listed when you log in, it may be because your child is not in the proper classroom. Go to the drop down menu on the left and choose "Edit/ View Profiles." The "location" box has a drop-down menu with all of the classrooms. You can update the classroom there.

PRIMARY, ELEMENTARY & JUNIOR HIGH PROGRAMS:

The lunch menu will be available Tuesday, August 21st and the lunch program will begin on Wednesday, September 5th. Lunch may be ordered by the **day, month or school year**. Lunch orders must be completed by midnight two days before the date of the lunch.

Childcare not included in your tuition agreement (Early Care 7:30-8:30am and Friend's Club 3:30-5:30pm), may be ordered by the half hour through the Early Care & Friend's Club buttons. Early Care reservations must be completed by noon the *day prior* to the care. Friend's Club reservations must be completed by noon the *day of* the care.

NIDO AND YOUNG CHILDREN'S COMMUNITY (YCC):

The fall semester ordering for the Nido and Young Children's Community lunch program will be ready for you to place your orders by Tuesday August 21st. Lunch will begin on Tuesday, September 4th.

To place an order:

- Open the Nido/YCC lunch ordering menu and click on Tuesday September 4th. Then, you'll see the option to choose Monday, Tuesday, Wednesday, Thursday and Friday for the whole semester. Choose only the days your child is scheduled to attend!
For example, if your child's schedule is Tuesday and Thursday, click "NIDO-YCC 2. Tuesdays for September through December," and "NIDO-YCC 4. Thursdays for September through December;" this will register you for lunches every Tuesday and Thursday from September 4th – December 21st.
- All semester lunch orders must be in and paid for by September 1st.
- Due to the very low cost of this program, there will be no refunds for missed lunches.

*Nido - YCC childcare reservations are not currently available online. Please discuss your needs with your classroom guide.

FORGOTTEN LUNCH POLICY:

Families will be allowed five forgotten lunches before getting "locked out" from forgotten lunches. If your child incurs more than five forgotten lunches, you will receive a phone call from the front desk asking you to bring a lunch to school. Alternatively, you can log on to <https://childrenshouse.boonli.com/login> and satisfy your bill. Additional details about our lunch program can be found on the Program Info page on Boonli.

CHILDCARE AND POLICY QUESTIONS: Please contact Lori at Lori@traversechildrenshouse.org or call (231) 929-9325x113

TECHNICAL SUPPORT: If you have trouble placing an order online, please email support@boonli.com.

PAYMENT INFORMATION: The lunch program accepts payment by Visa, MasterCard, or your debit card with a Visa or MasterCard logo.