



THE CHILDREN'S HOUSE

## **TABLE OF CONTENTS**

### **Family Fall Start-up Packet 2013-2014**

Welcome Letter

Back to School Orientation Schedule

Student Supply List

Community Education Calendar

School Provided Lunch Information

Rise and Shine

Parent Handbook - available on the website:

[http://traversechildrenshouse.org/downloads/parent\\_handbook\\_201314.pdf](http://traversechildrenshouse.org/downloads/parent_handbook_201314.pdf)



## THE CHILDREN'S HOUSE

August 8, 2013

Dear Children's House Families,

I hope this letter finds you well and enjoying the beauty of our Northern Michigan summer. Things here at TCH are looking spectacular with all of the gardens in full bloom, outdoor environment projects in the works, children thriving, and staff at work preparing for the upcoming year with you.

As you know, a team of 14 TCH faculty and administrative staff attended the International Montessori Congress in Portland, Oregon last week. The experience was one of a lifetime, generating inspiration, collaboration, and a reconnection to the rich philosophy, traditions and practices of Dr. Montessori's vision of education. Having had this collective experience, we enter this upcoming year feeling a deeper sense of our work together on behalf of our children.

In the following pages, you will find all of the details needed to get 13-14, our 30<sup>th</sup> year, started on the right foot. Please take time to review these details as they are important to the success of our partnership and, ultimately, the outcome of your family's experience.

A colleague of mine recently said, "Expectations lead to self-fulfilling prophecies." With that in mind, we enter our year together expecting to create conditions for the optimal development of every child—together.

Sincerely,

Michele Shane  
Head of School



**Back to School Orientation Schedule 2013-2014**  
(no classes the week of August 26-30)

**PARENTS**

Back to School Parent Meeting  
Tuesday, September 3 at 6:00 P.M. (no child care provided)

**BRITNY, BETSY & AGNES & MARIE'S CLASSES**

Thursday & Friday – August 29 & 30 Individual visits for children new to the classroom  
Tuesday – September 3 Regular schedules begin including early (7:30) and late care (5:30)

**MELISSA'S CLASS**

Tuesday – September 3 Regular schedules begin including early (7:30) and late care (5:30)

**JEN, JULIE & ALISON'S CLASSES**

Thursday & Friday – August 29 & 30 Individual visits for children new to the classroom  
Tuesday – September 3  
1<sup>st</sup> year students 8:30-9:30  
2<sup>nd</sup> year students 10:00-11:00  
Extended Day students 1:00-3:30 (Tile Party field trip to Blackbird Arts)  
Wednesday – September 4 Regular schedules begin including early (7:30) and late care (5:30)

**LOWER ELEMENTARY**

Tuesday – September 3  
1<sup>st</sup> year students 8:30-11:00  
2<sup>nd</sup> and 3<sup>rd</sup> year students 1:00-3:30  
Wednesday – September 4 Regular schedules begin including early (7:30) and late care (5:30)

**UPPER ELEMENTARY**

Tuesday – September 3  
4<sup>th</sup> year students 8:30-11:00  
5<sup>th</sup> and 6<sup>th</sup> year students 1:00-3:30  
Wednesday – September 4 Regular schedules begin including early (7:30) and late care (5:30)

School provided lunches begin on Wednesday, September 4<sup>th</sup>.

## STUDENT SUPPLY LIST 2013-2014

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

- Completed Child Information Card. New students must have one on file on the first day. Parents of returning children should return updated forms to the reception desk on the first day of school.
- 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.
- Statement of Good Health completed annually by the parent for children in the Extended Day and Elementary Programs.
- Immunization record
- Hat and long sleeve shirt for sun protection while outdoors.

### INFANTS

- 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.

### TODDLERS

- 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. Place clothing 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. Students are not allowed to participate in gym activities without appropriate footwear. Please see the details below.

**PLEASE LABEL CLOTHING, OUTERWEAR AND FOOTWEAR & BACKPACKS WITH YOUR CHILD'S NAME**

## ELEMENTARY STUDENTS

One pair of gym shoes needs to be left at school. Students are not allowed to participate in gym activities without appropriate footwear. Please see below for details.

### JILL'S CLASS

- 3 dozen plain #2 pencils (preferably Ticonderoga)
- 2 rectangular, pink rubber erasers
- 1 spiral bound sketch pad (blank)
- 1 pair scissors
- 1 glue stick
- 1 small, zippered pencil case
- 1 box of 12 colored pencils
- 1 pencil sharpener
- 1 sturdy, hard covered journal with **wide-lined** paper and a bookmark

### NADINE'S CLASS

- 1 dozen plain #2 pencils
- 1 pkg. of pencil tip erasers
- 1 hand held pencil sharpener
- 1 spiral bound sketch pad with blank pages for drawing
- 1 hard covered 7x9.5 composition book with lined pages
- 1 glue stick
- 1 pair of scissors
- 1 small zippered pencil case
- 1 box of 12 colored pencils
- 1 sturdy hard covered journal with wide-lined paper and a bookmark

### UPPER ELEMENTARY – Karin & Patty

- 36 yellow, #2 pencils (no mechanical pencils, please!)
- 250 sheets, 8" by 10.5", wide-ruled, filler paper
- 150 sheets, 8" by 10.5", graph paper, 4 Squares per inch or larger
- 1 glue stick
- 1 small pencil case (preferably a soft case)
- 1 small pencil sharpener
- 2 erasers (preferably white "magic" erasers)
- 1 box of 12 colored pencils
- 1 spiral bound sketch pad with blank pages for drawing

### SUNSCREEN

The school provides child friendly sunscreen. If you prefer a specific brand, please send it in clearly labeled with your child's full name.

## **Athletic Shoes for Physical Education** **By Steve Maas**

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. Athletic shoes must be worn in PE for safety and health reasons. 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?

## Community Education at The Children's House

At TCH, we believe a strong partnership with parents is a vital part of the success of every child's development and education. Our community education offerings include a wide variety of educational topics for the adults in our community.

Our trained classroom guides, head of school and invited speakers look forward to discussing subjects ranging from educational philosophy to the joys and challenges of parenting.

The Montessori method is often referred to as "Education for Life." We encourage you to attend as many events as possible as we work together to guide our children in the monumental task of their unique development.

Sincerely,

Michele Shane, Head of School and Nadine Elmgren, Elementary Guide and Community Education Program Coordinator

### 2013-14 TCH Community Education Schedule

#### **September 3<sup>rd</sup> at 6pm- Back to School Parent Meeting (Mandatory for all parents to attend)**

This evening will be your opportunity to reconnect with the TCH parent community and staff. You will spend time in your child's classroom getting to know an overview of the year to come for your family. In addition, we will gather as a group and learn about the big TCH picture and discuss something important to all parents, outcomes.

#### **September 26<sup>th</sup> at 6:00 pm- New Parent Orientation and Montessori 101**

Join Michele to talk about life at The Children's House and get to know Montessori education a little bit better. This is required for all new families.

#### **October 24<sup>th</sup> at 6:00 pm-Childhood Anxiety**

Psychiatrist Sander Weckstein, M.D., shares approaches to helping kids cope with anxiety. Stress creates challenges for the younger generation as well as adults. Children and teens experience a lot of anxiety and stressors in their lives. How they react to stress often is different than how an adult would respond. A board-certified child and adolescent psychiatrist, Dr. Weckstein will present new information on research in brain mechanisms, and approaches to anxiety in children. He practices at Northern Michigan Psychiatric Services in Traverse City.

#### **November 5<sup>th</sup> Parent Coffee Club at 8:30 am- Children's Literature**

Join Children's Lit experts from Horizon books as they discuss and suggest books for children from pre-school to 6<sup>th</sup> grade. Their choices will range from the classics to today's new releases.

#### **December 4<sup>th</sup> Parent Coffee Club at 8:30 am- Child Development based on Current Brain Based Research**

Cheryl Bloomquist, Early Childhood Education instructor from NMC, will present *What's Going on in There?* ..... An inside look at the child's brain. Make sure to attend this highly informative presentation that will provide you with many fascinating insights on your child's growth and development.

### **January 23<sup>rd</sup> at 6:00 – Montessori Night School**

Plan to attend school this evening for an exciting peek inside your child's classroom. Participate in breakout sessions led by Children's House faculty as they present key Montessori Materials and Philosophy. Sessions will be available in Infants, Toddlers, Primary and Elementary. You'll end up wishing you could come to school with your child!

### **January 29<sup>th</sup> at 6:00 pm- New Parent Orientation and Montessori 101**

Join Michele to talk about life at The Children's House and get to know Montessori education a little bit better. This is required for all new families.

### **February 11<sup>th</sup> Parent Coffee Club at 8:30 am- Healthy Eating**

We are excited to bring you a new event this year on a topic about which we often hear questions from parents. The Children's House faculty who guide our students' earth-to-table meal creation will give you a view into how they encourage the children's growing palate. Additionally, a local dietician, will also speak and respond to your questions about nutrition and food habits in the family. What should you worry about and what can you stop sweating over? You'll leave this event with lots of practical tips that you can use at home.

### **March 13<sup>th</sup> Parent Coffee at 8:30 am- The Children's House Reads**

To start our coffee, we will discuss a short excerpt/article which will be available for advance reading from the front desk. During the second part of coffee we look forward to sharing some of our favorite Parenting Books that we love from years gone by to new releases with you. Please bring some of your favorites to present/review/swap too.

### **March 19<sup>th</sup> thru April 30<sup>th</sup> Wednesday evenings from 5:30 to 7:30 pm- "Love and Logic Parenting Classes"**

Start spring off by joining us for a six week series of classes that includes tips on teaching respect, responsibility and problem solving skills. This program promises techniques that leave you giggling instead of gasping! We will meet Wednesday evenings from 5:30-7:30 pm

### **May 6<sup>th</sup> Parent Coffee Club at 8:30 am**

A Children's House favorite, Sue Bowerman, MSW, returns to share her wisdom, warmth and experience on social and emotional development in children. Come enjoy a casual, engaging discussion which will include time for your thoughts and questions.

---

# PURCHASE SCHOOL LUNCHES ONLINE

## ALL FAMILIES MUST RE-REGISTER FOR THE 2013-2014 SCHOOL YEAR

(IF YOU ALREADY RE-REGISTERED FOR THE 2013 SUMMER YOU ARE ALL SET FOR THE SCHOOL YEAR)

The Children's House partners with orderlunches.com to provide a secure, fast, and easy-to-use online ordering system that allows parents to view our lunch menu, order, prepay and manage student lunches on the web.

### SCHOOL YEAR REGISTRATION AND ORDERING WILL BEGIN ON August 20th

**IMPORTANT NOTE BEFORE YOU BEGIN** - If you are a staff member please email [beth@traversechildrenshouse.org](mailto:beth@traversechildrenshouse.org) after you have registered and before you begin ordering your profile can get updated.

- Go to <https://childrenshouse.orderlunches.com> - (please bookmark this page)
- Click on "Register"
- School Password is: **TCH1**
- Lunch Service Starts:
  - School Year Program starts on September 4<sup>th</sup>
  - NEW! Infant and Toddler lunch program now on Order Lunches
- Check out & pay



Please be sure to complete the check-out process when placing an order. **Do not close your browser prior to receiving the confirmation display or your order may be interrupted and not fully processed.** Items left in your shopping cart will not be processed and your order will not be placed.

- Print your order by clicking -



**FOOD QUESTIONS:** Please email Kristina at [Kristina@traversechildrenshouse.org](mailto:Kristina@traversechildrenshouse.org)  
**POLICY QUESTIONS:** Please email Lori at [lori@traversechildrenshouse.org](mailto:lori@traversechildrenshouse.org). You are also welcome to call her at (231) 929-9325 x17  
**TECHNICAL SUPPORT:** If you have trouble placing an order online, please email [support@orderlunches.com](mailto:support@orderlunches.com).

**FORGOTTEN/EMERGENCY LUNCHES:** A student who forgets his or her lunch will be provided a school lunch if there are any extra meals available. The kitchen is only able to prepare a limited number of additional lunches so availability cannot be guaranteed. If your child does receive an emergency lunch, the meal charge will be added directly to your shopping cart. On your next checkout this charge will be added to your order total. (Please note: if no school lunch is available, your child will be offered an alternative.)

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

Thank you for participating in our school lunch program.



## Rise and Shine!

TCH school day begins at 8:30. It is essential for the life of the classroom community and your child's ability to engage in their work that you arrive on time. Morning carline begins at 8:20 and ends at 8:40.

The classroom door will remain open until 8:40 to allow a grace period for traffic and other morning delays. However, if you arrive after 8:40, please park, walk in, sign your child in at the front desk and walk your child to the door of the classroom. Please wait outside the classroom door until the guide or assistant can kindly greet your child in the manner they deserve.

For infants and toddlers, you may check in at the front desk and a representative from the classroom will be called to greet your child there.

“But if children work independently in their Montessori classroom, why does it matter what time we arrive?”

- The Montessori learning environment is based on a three-hour work cycle in which a child can work with classroom materials with deep concentration, uninterrupted by the clock. Late arrivals disrupt the flow of this cycle for your child and their classmates.
- Guides begin presentations at 8:30. In elementary classrooms, lessons are often given in small groups and, if your child arrives late, they disrupt the group and possibly miss the presentation. In primary and toddler classrooms, presentations are offered individually which leaves the guide unable to greet children after presentations have begun. Goodbyes to parents at the classroom door can be disruptive to a working classroom of children.

Please make every effort to create a morning routine that will enable you to arrive to school by 8:30 am. It is beneficial to begin your morning routine a week or more before school begins to help the transition back to school go smoothly.

We appreciate your attention to this important component of your child's education and the life of his/her classroom!