



THE CHILDREN'S HOUSE

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Parent Handbook - available on the website:

[http://traversechildrenshouse.org/downloads/parent\\_handbook\\_201516.pdf](http://traversechildrenshouse.org/downloads/parent_handbook_201516.pdf)



## THE CHILDREN'S HOUSE

August 2015

Dear Parents,

I hope this message finds you enjoying the warm days of summer in this beautiful place we call home. In a few short weeks, we will all be together again to begin the 15-16 school year together as a community.

Recently, I had the opportunity to attend a workshop with Dr. Yong Zhao, professor of Education at The University of Oregon who specializes in creative, entrepreneurial, and global 21st century education. Among the many thought-provoking messages included in his talk, one in particular stood out for me. He said, "The most important priority in education is for our students to become independent. It is impossible to predict the future based on what has happened in the past, because things are changing more rapidly that we can even predict. Having the ability to be able to navigate the complexities of what will come in the future by utilizing the skills of independent thinking and knowing how to learn will be critical for our children's future success."

A learning environment that is designed to foster every child's natural drive for independence is exactly what high-quality Montessori schools provide. Our TCH classrooms will soon be buzzing with activity of every student experientially learning how to be self-sufficient, independent, critical thinkers— from the moment they take their first steps, until they leave ready to navigate the world of high school and beyond. We feel fortunate for the privilege of educating in this way with you as our partners.

Within this email, you will find all of the information you need to get the year of to a great start to the school year. Please always contact me if you ever have any questions along the way.

I look forward to another fulfilling year with you and your children.

My Best,

Michele Shane  
Head of School



## Back to School Orientation Schedule 2015-2016

(No classes the week of August 31-September 4 and closed on Labor Day, September 7)

### PARENTS

Back to School Parent Meeting

Th., Sept. 10 at 6:00 – 8:00 P.M. (no child care provided)

### AGNES, BETSY, COURTNEY, & MARIE'S INFANT-TODDLER CLASSES

Th. & Fri., Sept. 3 & 4 Individual visits for children new to the classroom

Tu., Sept. 8 Regular schedules begin including early (7:30) and late care (5:30)

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

### MELISSA AND JULIE'S PRIMARY CLASS

Tu., Sept. 8 Regular schedules begin including early (7:30) and late care (5:30)

### ALISON, AMY, AND JEN'S PRIMARY CLASSES

Th. & Fri., Sept. 3 & 4 Individual visits for children new to the classroom

Tu., Sept. 8 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

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

Wed., Sept. 9 Regular schedules begin including early (7:30) and late care (5:30)

### LOWER ELEMENTARY

Tu., Sept. 8 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

Wed., Sept. 9 Regular schedules begin including early (7:30) and late care (5:30)

### UPPER ELEMENTARY

Tu., Sept. 8 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

Wed., Sept. 9 Regular schedules begin including early (7:30) and late care (5:30)

### JUNIOR HIGH


Tu., Sept., 8 Regular schedule begins

School provided lunches begin on Wed., Sept. 9<sup>th</sup>.

## STUDENT SUPPLY LIST 2015-2016

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 – complete at:  
<http://traversechildrenshouse.org/> 
- Hat and long sleeve shirt for sun protection while outdoors.
- Sunscreen – the school provides child-friendly sunscreen. If you prefer a specific brand, please send it in and clearly label it with your child's full name.

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

### 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.

#### **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**

### **JILL'S CLASS**

- 3 dozen plain #2 pencils (preferably Ticonderoga)
- 1 spiral bound sketch pad (blank) labeled with child's name
- 1 glue stick
- 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

### **UPPER ELEMENTARY – Karin & Jamie**

- 1" D-ring Binder with clear cover (view pockets for student artwork), any color
- 5 Index dividers with tabs
- 2 Composition Books (100 sheets, wide ruled, 9 <sup>3</sup>/<sub>7</sub> x 7 <sup>1</sup>/<sub>2</sub>), any color
- 24 yellow, wood, #2 pencils
- 250 sheets, reinforced, wide-ruled, filler paper
- 150 sheets, reinforced, quad-ruled (graph paper)
- 1 glue stick
- 1 small, **soft** pencil case (Please comply; our cubbies are small!)
- 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

#### 6<sup>th</sup> 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

### **JUNIOR HIGH – Susan**

#### 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 pair scissors
- 1 ruler
- 100 (1 package) 3x5 lined index cards

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

- 1 package wooden pencils OR mechanical pencils and extra lead: LABELED with student's name
- 1 small pencil case
- 3-4 highlighters: LABELED with student's name
- 1 eraser (stick type, preferably not "click" style)
- 4 one-inch 3-ring binders
- 3 sets of 5-tabbed binder dividers
- *Note: TCH will provide a planner/calendar to each student so you do not need to purchase one this year*

#### Appropriate outdoor work gear (please LABEL WITH STUDENT'S NAME)

- Outdoor work gloves
- Outdoor work boots (rubber boots, hiking boots, or similar)
- Complete change of clothes (*to be kept at school*)
- Appropriate shoes for outdoor and gym
- Indoor shoes (that stay at school and are not used outdoors)
- Reusable water bottle
- Raingear (raincoat and rain pants recommended)
- Winter hat, gloves, coat, snowpants, boots
- Sun hat - *recommended*

## 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. 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.

The Children's House Community Education program is sensitive to the time constraints of parents – living with young children, meeting the demands of work, running a household and having down time. Therefore, a variety of gatherings are offered at different times and days with the hope that maybe two or three will pique your interest and find a niche in your hectic schedule.

Try to commit to three of these that you will attend this year. Take turns with your partner or make it a couples' night out.

Sincerely,

Michele Shane, Head of School

Nadine Elmgren, Elementary Guide and Community Education Program Coordinator

### 2015-2016 TCH Community Education Schedule

#### **September 10 at 6:00 p.m. - Back to School Parent Meeting**

#### **October 15 at 6:00 p.m. - Helping Parents Find Their Optimal Path - Sarah Moudry**

This evening is geared for parents of 0-3 year olds. Sarah, a Montessori consultant and leader of Child and Parent classes based in Houston, will cover the basics in language, movement, and social development. Come join us to understand your child's current developmental stage and plan for what is next.

#### **October 22 at 4:00 p.m. - Montessori Makeover - Primary Faculty**

This event is tailored for parents of 3-6 year olds. "Help Me to Help Myself" is the Montessori mantra of the Primary aged student. Our Primary guides will provide insight on how to prepare your home to best meet the needs, interests and abilities of these independent learners. You will be inspired to head home and get started with your makeover!

#### **November 10 at 4:00 p.m. - Supporting your Elementary Child's Work at Home- Elementary Faculty**

This topic is for parents of 6-12 year olds. Please join us for insights on how to best support your child's home learning environment Montessori style. Our Elementary guides and reading specialist will share ideas on what is important to do at home to enhance classroom learning.

#### **November 23 at 6:00 p.m. – A Junior High Dialogue**

Join Jr. High guide, Susan Holmes-Glazier, Montessori adolescent expert, Laurie Hewert-Crocker and members of TCH board for a dialogue about the TCH Jr High program. This evening is intended to be a conversational format where parents of children of all ages can come to discuss and ask questions about our Jr. High including curriculum, community, development and plans for short and long-term future.

#### **January 20 at 6:00 p.m. - The 21st Century Parenting Crisis- Faculty**

This event is relevant for parents with children of all ages. Come hear highlights from our Children's House faculty who attended a recent conference in Chicago that featured John Rosemond along with the Montessori faculty from Countryside Montessori. This promises to be a very engaging and thought provoking discussion!

### **February 2 at 8:30 a.m. - The Power of Observation - Faculty**

This event is relevant for parents with children of all ages. Observation is central to our Montessori classrooms. It provides us with invaluable information about your child; his needs, interests and abilities. Equally as important, it is an important guide for us when presenting lessons. We will cover the many aspects of observation ranging from what to watch for when visiting your child's class, how to be an objective observer, and how the adults in the classroom use and record the information they gather. Come hone your skills with us, this is a useful tool at home too!

### **March 11 at 4:00 p.m. - The Great Lessons- Elementary Faculty**

This event is relevant for parents of elementary students and those who want to learn more about our elementary program. Join our Elementary Guides as they share an overview of the Montessori "Great Lessons" and dive more deeply into the one called "The Great Story of our Numbers". We then will take you on a mathematical journey of the multiplication strand in our elementary curriculum.

### **April 11-15 Screen Free Week - Take the challenge!**

Throughout the week will be providing information for adults and children alike on the impact of technology in our lives, smart use and healthy alternatives. All participants who have successfully completed a screen free week are invited to join us for a celebration Friday, April 15th from 5:30-7:00.

Primary Students: Pizza, Pajamas and Pages- an evening of stories.

Elementary/ Junior High Students: Please bring your favorite board game from home and/or a healthy snack to share.

# TCH Lunch and Additional Childcare Information

## CREATE YOUR ONLINE LUNCH AND CHILDCARE ORDERING BOOKMARK!!

The website address for the Order Lunches program is <https://childrenshouse.orderlunches.com>.

### NEW FAMILIES:

Welcome to our online ordering program. Start by going to <https://childrenshouse.orderlunches.com> 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. The website functions like a typical shopping site with a virtual cart. Please be sure to check out & pay or we will not receive your order. Do not close your browser prior to receiving the confirmation display 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 "My Account" and click "User Profiles". The "location" box has a drop-down menu with all of the classrooms. You can update the classroom there.

### PRIMARY AND ELEMENTARY PROGRAMS:

The lunch menu will be available Thursday, August 20<sup>th</sup> and will begin Wednesday, September 9<sup>th</sup>. Lunch may be ordered by the day. Lunch orders must be completed by midnight two nights before the date of the lunch.

Childcare not included in your tuition agreement (Early Care 7:30-8:30am and After Care 3:30-5:30pm) may be ordered through the Early/After Care tabs at Orderlunches.com by the half hour. Early Care reservations must be completed by noon the day prior to the care. After Care reservations must be completed by noon the day of the care.

### TODDLER AND INFANT PROGRAMS:

The fall semester toddler lunch program will be ready for you to place your orders on August 20<sup>th</sup>.

REGISTRATION FOR INFANT/TODDLER LUNCH WILL CLOSE ON SEPTEMBER 6<sup>th</sup> SO PLEASE REGISTER AND ORDER SOON!

- Register your child
- Open the Infant/Toddler menu and select the days of the week your child will participate in the lunch program and put those days in your "cart."  
For example, if your child's schedule is Monday and Wednesday, click on the menu item for Monday, September 7<sup>th</sup> and Wednesday, September 9<sup>th</sup> and put those in your cart. This will register you for lunches every Monday and Wednesday from September 9<sup>th</sup> – December 18<sup>th</sup>.  
The total cost of a two-day schedule is \$70 (\$35 x 2 days) for the entire semester.
- YOU MUST COMPLETE REGISTRATION BY MIDNIGHT ON SEPTEMBER 6!!
- Due to the very low cost of this program, there will be no refunds for missed lunches.

\*Infant-Toddler 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 OrderLunches.com and satisfy your bill to clear the five forgotten lunches. Additional details about our lunch program can be found on the Program Info page on Order Lunches.

FOOD QUESTIONS: Please email Kristina at [Kristina@traversechildrenshouse.org](mailto:Kristina@traversechildrenshouse.org)

CHILDCARE AND POLICY QUESTIONS: Please contact Lori at [Lori@traversechildrenshouse.org](mailto:Lori@traversechildrenshouse.org) or call (231) 929-9325 x11

TECHNICAL SUPPORT: If you have trouble placing an order online, please email [support@orderlunches.com](mailto:support@orderlunches.com).

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