



THE CHILDREN'S HOUSE

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[http://traversechildrenshouse.org/community\\_ed.asp](http://traversechildrenshouse.org/community_ed.asp)

Parent Handbook - available on the website:

[http://traversechildrenshouse.org/downloads/parent\\_handbook\\_201718.pdf](http://traversechildrenshouse.org/downloads/parent_handbook_201718.pdf)



## THE CHILDREN'S HOUSE

August, 2017

Dear Families,

It is my pleasure to be welcoming you and your children to the 2017-2018 school year. The Children's House is a unique school community unlike any other—a place where each individual, young and old, is known, encouraged, respected and guided in becoming the best version of the person they were born to be. We are privileged for the opportunity to be a part of this process.

In the upcoming year, guided by our mission,

***The Children's House prepares a Montessori learning environment that supports and respects the development of each unique child and nurtures them to become independent, curious, confident, lifelong learners who strive to contribute to their communities and the greater world.***

we are committed to supporting your child in the natural process of their development by providing them with a community intent on strong and positive academic, social and emotional outcomes. And, we believe one of the most important ways to achieve our mission is through consistent, honest and open communication with families.

We look forward to seeing you for Back to School Night on September 7<sup>th</sup> where all parents, new to TCH and in their final years, come together as a community to kick off another great year to come.

Please review the contents of the attached documents with detailed information related to the upcoming year. As always, please contact the school at (231) 929-9325 if you have any questions about this information or anything else along the way.

I look forward to a great year of learning ahead with you and your children.

Very Sincerely,

Michele Shane  
Head of School



## Back to School Orientation Schedule 2017-2018

(There are no classes the week of August 28-September 1 and the school is closed on Labor Day, September 4<sup>th</sup>)

### PARENTS

Back to School Parent Meeting

Th., Sept. 7<sup>th</sup> from 6:00 – 8:00 P.M. (no child care provided)

### AGNES/JEANETTE, BRITNY, JENNY/BETSY & MARIE'S NIDO-YCC CLASSES

Friday, Sept. 1 Individual visits for children new to the classroom

Tu., Sept. 5 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.

### MELISSA AND JULIE'S PRIMARY CLASS

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

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

Friday, Sept. 1 Individual visits for children new to the classroom

Tu., Sept. 5

1 <sup>st</sup> year students	8:30-9:30
2 <sup>nd</sup> 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. 6 Regular schedules begin including early care (7:30) and Friend's Club (5:30)

### LOWER ELEMENTARY

Tu., Sept. 5

1 <sup>st</sup> year students	8:30-11:00
2 <sup>nd</sup> and 3 <sup>rd</sup> 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. 5

4 <sup>th</sup> year students	8:30-11:00
5 <sup>th</sup> and 6 <sup>th</sup> year students	12:30-3:30

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

### JUNIOR HIGH

Tu., Sept., 5 7<sup>th</sup> years – 12:30-3:00

8<sup>th</sup> years - regular schedule (8:00 – 3:00) begins

School provided lunches begin on Tuesday, September 5<sup>th</sup> for Nido-YCC and Wednesday, Sept. 6<sup>th</sup> for primary, elementary and junior high.

## STUDENT SUPPLY LIST 2017-2018

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 spiral bound sketch pad (blank) labeled with child's name
- 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 & Jamie**

- 2 Composition Books for Work Log and Spanish (100 sheets, wide ruled, 9 3/7 x 7 1/2), any colors
- 1 Graph Composition Book for Math Dictionary (5th & 6th years may use last year's) 100 sheets, 9 3/7 x 7 1/2, any color
- 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")
- 1" index card holder
- 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

### **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 NEW NAME OF OUR ONLINE LUNCH AND CHILDCARE ORDERING WEBSITE (FORMERLY KNOWN AS ORDERLUNCHES).** 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 "Create an Account." It will ask you for a school password which is TCH1. Follow the instructions for setting up your family's profile. Once your profile is set up and you begin ordering items, please remember to check out and pay or we will not receive your order.

## RETURNING FAMILIES:

Review your student's profile(s) and class assignments. If you do not see ordering buttons when you log in, make sure you are in the correct month, and that your child is listed 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 your child's class assignment there.

## PRIMARY, ELEMENTARY & JUNIOR HIGH PROGRAMS:

The lunch menu will be available Tuesday, August 8<sup>th</sup> and the lunch program will begin on Wednesday, September 6<sup>th</sup>. 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 Aug. 8<sup>th</sup>.

To place an order:

- Open the Nido/YCC lunch ordering menu and click on **Tuesday September 5<sup>th</sup>**. 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 5<sup>th</sup> – December 18<sup>th</sup>.
- All semester lunch orders must be in and paid for by September 5<sup>th</sup>.
- 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. Please log on to <https://childrenshouse.boonli.com/login> and pay for the items in your cart. Additional details about our lunch program can be found on the Program Info page on Boonli.

**FOOD QUESTIONS:** Please email Jamie Chamberlain at [JamieC@traversechildrenshouse.org](mailto:JamieC@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@boonli.com](mailto:support@boonli.com).

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