



Summerland Montessori School

Nurturing the Joy of Discovery and the Love of Learning

Admission Package September 2011- June 2012

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Sponsored by the South Okanagan Montessori School Society



Summerland Montessori School

Admission Procedure

1. Application

Parents are required to submit a completed Registration Form to the Summerland Montessori School. A school tour for families will be conducted prior to the start of the school year.

Applications will be considered by April 1st or sooner.

2. Head of School Conference

A conference with the parents and Head of School will be arranged upon receipt of an application form, a copy of the child's most recent report card and a formal visit to the school. The interview will establish or confirm:

- The parent's commitment to a Montessori-style education
- The parent's understanding of the school policies and procedures including school support hours
- The parent's acceptance of the financial obligations associated with attending the SMS including the Parent Equity Program (see attached information package).

3. Acceptance and Registration

Upon acceptance of a child into the school, parents will be required to complete and submit a registration form, an academic history and a health record, as well as a \$200.00 Acceptance Fee (for new families only). All fees are made payable to the South Okanagan Montessori School Society.



Summerland Montessori School

Student Considerations

1. The Summerland Montessori School exists to provide a program of instruction that follows the principles of a Montessori-style education. It is expected that parents will want their child to be educated in accordance with the school's principles and philosophy. Upon review of the student's registration form and the conference, the student may be asked to spend a portion of a day, or longer, in the classroom. The school will accept a student only if it believes that he/she will benefit from the enriched Montessori-style education program. In some instances, the school may decide it lacks the resources to provide for the educational needs of a child.
2. Junior Kindergarten children must be 4 years of age by December 31st of the year of enrollment. Kindergarten and Grade 1 must have reached 5 and 6 years of age, respectively, by December 31st of the year of enrollment. Government funding regulations require that parents supply the school with their child's birth certificate for proof of age and also documentation that one parent is a Canadian citizen. Junior Kindergarten children are required to attend 3 full days per week.
3. Junior/Jr. Kindergarten children are required to attend 2 full days per week and must be turning 4 by June 30th.

Kindergarten children attend either full days Monday, Wednesday and Friday or, for an additional fee, full days Monday through Friday.

Grades 1-5 must attend full time.

4. Independent schools do not receive government grants for students whose parents are not Canadian citizens, landed immigrants or permanent residents. Therefore, such students will be charged additional tuition to cover the lack of such grants.
5. Upon enrollment there is a one-month probation period. A student whose conduct is in conflict with the character of the school may be subject to dismissal. The Head of School, in consultation with the Board of Directors, will make any decision regarding dismissal.



Summerland Montessori School

Upon Acceptance

1. For returning students, September's tuition (post-dated for March 11, 2011) and the first payment of the Supplies, Activities and Transportation fee (post-dated for June 15th, 2011) is required to be submitted no later than February 21st, 2011 in order to reserve a place for the coming year. These payments are non-refundable. Early confirmation from returning students is essential for the effective operation of the forthcoming year.
2. For new students, the Acceptance Fee, September's tuition, the first payment of the Supplies, Activities and Transportation Fee (post dated for June 15th, 2011), and a signed Parent Equity Program Subscription Form must accompany the acceptance and enrollment forms. These payments are non-refundable. A student is not deemed enrolled until all registration requirements, including payment of tuition and fees have been fulfilled.
3. Once a student is enrolled, a position is reserved for the entire year. The school's operating budget is dependent on the income received from tuition. Therefore, the school cannot consider reducing fees for absence or withdrawal from the program unless written notification is received a minimum of 30 days prior to withdrawal (in all cases September's tuition fee and the 1st half of the Supplies, Activities and Transportation fee are non-refundable deposits).
4. Parents are required to attend a Summerland Montessori School Community Meeting held in the fall.
5. Parent support is essential to the fiscally responsible operations of the school and therefore parents are required to either volunteer 40 hours per school year or contribute \$800.00 to the Society in lieu of volunteering. Volunteer activities are many and can include driving on field trips, cleaning the school or helping with the reading program. Volunteer opportunities are posted throughout the year.



Summerland Montessori School

2011/2012 Tuition Schedule

Level	Weekly Schedule	Monthly Tuition
"Junior"/Junior Kindergarten	2 days (Tuesday, Thursday)	\$328.00
Junior Kindergarten	3 days (Monday, Wednesday and Friday)	\$436.00
Kindergarten	3 days (Monday, Wednesday, and Friday)	\$328.00
	5 days	\$328.00
Grade 1 – 5	5 days	\$328.00

ACCEPTANCE FEE FOR NEW STUDENTS: A \$200.00, one time per family Acceptance Fee is due as part of the registration package (for new families only). This is a non-refundable fee.

Payment Options

Every option includes the prepayment of September's tuition. September's tuition, based on your payment option, is due no later than March 11th, 2011 or, at the time of enrollment. This cheque will be deposited immediately and will act as a deposit for the following year. This deposit is non-refundable.

1. 9 Monthly Payments –Due, in the form of post-dated cheques, each month for 9 months starting October 1 and ending June 1
2. 1 Lump Sum Payment – Due, in the form of a post-dated cheque, on June 15.
This payment option represents a 5% discount for the annual tuition.

LATE and NSF PAYMENTS: Late and NSF payments will result in a \$20.00 service charge per incident. In order to efficiently handle NSF and Late payments all families will be asked to put a credit card on file.



Supplies, Activities and Transportation Fee

The Supplies, Activities and Transportation fee for the 2011/2012 school year is \$400.00. This fee covers the cost of all school supplies, field trips such as yearly camping trip for older students, swimming, skating, bowling, a class photo and the use of the SMS School Bus.

If you are enrolling for the first time, your Supplies, Activities and Transportation fee also includes your first white SMS t-shirt and house games shirt. (This is for first time enrollment only).

“Junior”/Jr. Kindergarten will have a \$300.00 a year Supplies and Activities fee. \$150.00 is due at time of enrollment and \$150.00 is due February 1, 2012.

1. Parents have the option of paying one lump sum of \$400.00, in the form of a post-dated cheque, due at the time of enrollment and dated for June 15.
2. Or, one payment of \$200.00 is due, in the form of a post-dated cheque, at the time of enrollment and dated for June 15. The second payment is \$200.00 and should be post-dated to February 1, 2012.