

# Primary CASA Program Enrollment Procedures



1. Parents interested in enrolling their child for the first time are encouraged to attend an information session to provide them a better understanding of the Montessori philosophy and method.
2. Parents are asked to visit the school and observe a class in progress. Steps 1 and 2 will help the parent decide if Montessori class is a good fit for their child.
3. The child is then invited to the school to attend a class and have a one-on-one observation with the teacher. This helps ensure the comfort of the child and determine any need for further observation. Steps 2 and 3 may be combined to suit the parent's schedule.
4. Parents will be provided with a registration package to be completed and returned to the school. The school must be made aware of any food allergies, behavioral difficulties, or learning difficulties so the teacher can adapt the program accordingly to better meet the needs of the child
5. Once enrolment is complete, introductory information will be provided to the parents before the commencement of the fall session. This information will include the child's start date and a list of items to bring on the child's first day of school.

Re-enrolment priority is given to students enrolled and returning in the program and those with a long-term commitment to Montessori.

Children must be three years of age by December 31 of the current school year and be fully toilet trained. Children who are fully toilet trained are able to decide on their own when they need to go to the bathroom and are able to go to the bathroom without assistance. This does not mean that the teacher / teacher assistant will not assist the child if the child asks; for example if the child needs help with buttons, snaps, overalls, etc. Wetting accidents do occur and the child is encouraged to change out of their wet clothes in to dry ones with little or no assistance. Again, assistance is given when the child asks.