



August 4, 2021

Dear Sussex Montessori Families,

It is with great excitement and warmth that we welcome you and your family to Sussex Montessori School! You have chosen a very special educational experience for your child; one that is time-tested, child-centered and invites and encourages hands-on learning and exploration. You have chosen to share your child with us and as a school community, we take that responsibility very seriously. The first day of school is Tuesday, September 7<sup>th</sup>.

- Carline begins at 7:30 a.m.
- Breakfast begins at 7:45 a.m.
- Class begins at 8:00 a.m.

We have a long list of things to share with you! The following information is important and will help you navigate the school year. If you have any questions, please do not hesitate to call us!

#### **ATTENDANCE, ABSENCE AND EARLY DISMISSAL**

Please understand how important it is that children have regular attendance at school and arrive on time. It is important that they have time before school begins to socialize with their classmates and teachers. Arriving as close to 7:45 a.m. as possible in the morning will help your child begin their day successfully. If your child is absent for any reason, we must receive an email or written note explaining their absence. **If you arrive after 8 a.m., you must park in the front parking lot and check-in at the front office before your child goes to class.** If your child needs an early dismissal, please send an email to the front office via: [dismissals@sussexms.k12.de.us](mailto:dismissals@sussexms.k12.de.us) before noon. Please bring a photo I.D. (i.e. license) with you whenever you are picking your child up for early dismissal.

#### **YOUR CHILD'S TEACHER and STUDENT SUPPLY LIST**

You will be receiving a letter in the mail from your child's teacher in the next few weeks. He/She will be calling or emailing to introduce themselves to you and will set up a personal zoom call to "meet" your child face to face. During this time together, your child's teacher will be able to answer any questions you and your child may have. This will be a time to get to know each other and to talk about all the exciting things that are awaiting them! The supply list is enclosed and can be found on our school website as well. (<https://sussexmontessoricharter.com/school-supplies/>)

#### **THURSDAY FOLDERS**

Every Thursday your child will bring home a bright green folder with important calendar information such as the breakfast and lunch menu, and other school wide updates. Please review the folder every Thursday evening and return the folder to school on Friday.

#### **TRANSPORTATION**

#### **BUS**

If your child is riding the bus this year, you will find enclosed a colored index card that corresponds to the bus your child will be riding. Please write your child's full name, bus number, and bus hub location on it. (The color of the index card will indicate to us, and to the bus drivers, just exactly what bus your child should be riding.) **Please make sure your child is wearing this every day the first two weeks of school. Please remember that a responsible adult is required to stay with the child awaiting the arrival of the bus in the morning and must meet the child at the bus hub at the end of the day. If you need to change your bus or bus hub, please call Kaneisha Trott-Savage at: 302.404.5367 EXT 104**

## CARLINE

There is a sheet of bright green card stock in this mailing. This card is for your dashboard and needs to be filled out by every family with your child's name, teacher's name and Route A or Route B. Please save and use this card every time you are picking up or dropping off your child. This should be placed on the driver's side dashboard. This year we will have two (2) carline routes. Route A will go to the right and behind the barn for drop off and pick up and Route B will go to the left for drop off and pick up in front of the Farmhouse. You will be assigned Route A or Route B depending on your child's teacher and classroom quad location. (Siblings in different quads will be assigned to the same location for both drop off and pick up.) Your specific carline route will be forthcoming from your child's teacher. A map is enclosed for your review.

**Please do NOT get out of your car when dropping your child off. Our staff will be there to assist the children.** Please be patient as we navigate car line the first few weeks of school. All staff will be outside to assist with directions and will be wearing bright orange vests.

## CALENDAR

The school calendar can be found on the school website (<https://sussexmontessoricharter.com/calendar-info/>) and is enclosed in this mailing. **OPEN HOUSE** will be September 16<sup>th</sup> at 6:30 for grades K-1 and September 23<sup>rd</sup> for grades 2, 3 and 4. Open House will be in person in your child's classroom. (More information will be forthcoming.)

## STUDENT HEALTH AND SAFETY

Our board and staff are committed to keeping the children in our care as safe as possible. The Opening Plan is posted on our website. (<https://sussexmontessoricharter.com/openingplan/>) The board is continually monitoring the CDC, the American Academy of Pediatrics, and the Delaware Department of Health guidance. We will keep you informed should this guidance lead to any changes in our opening plan. Please know that your child, our staff, and our families are at the center of every decision we make.

## BREAKFAST AND LUNCH

Your child may bring a packed lunch or sign up to receive breakfast and/or lunch at school. School breakfast and lunch will be free this year for every child, and we will be able to serve warm meals. The menu will be posted on the school website and can be found in this mailing. Circle the dates that you wish to receive school lunch, and send this in with your child on the first day of school. **(Please make sure to put your child's name on the menu calendar!)** A copy will come back home in your child's Thursday folder to remind you of what you selected.

## **FREE AND REDUCED LUNCH APPLICATION**

Please read and review the enclosed forms for Free and Reduced Lunch and either fill out online or by hard copy and send into school. To set up an account online please go to:

<https://www.lunchapplication.com/>. We strongly urge every family to register online (or fill out the required paperwork) EVEN IF YOU DON'T THINK YOU QUALIFY. Even though all meals will be free for every child this year, you will still need to fill out these forms to be eligible for P-EBT benefits and any pandemic relief funds that may be distributed. If you need help filling these forms out, please reach out and we will gladly assist you.

## **SCHOOL COMMUNICATION**

We have contracted with School Messenger who will help to provide important school updates, any emergency messages and general information via text, email, and phone. You will be invited to participate (by text) so please watch for that invitation coming soon! **Please, advise the office if your phone number or email change. And PLEASE.... Clear your voice mail regularly so that you can receive our phone updates. THANK YOU!**

Maria Montessori often spoke of the importance of keenly knowing each child as an individual and adapting their educational practice to their unique learning style. Our dedicated and well-trained staff of teachers are prepared to meet your child wherever they are and to guide them to where they need to be, building a strong sense of independence, confidence, and motivation along the way. We are committed to providing the very best Montessori education and experience for you and your family.

Dear families, despite these challenging times, we as a school are dedicated to ensuring that your child has a safe, engaging, happy, wonderful, growing school experience! We cannot wait to work in partnership with you as together we watch your child soar! Please know we are here for you. We are only a phone call away.

*"A child who has become master of his acts through long and repeated exercises, and who has been encouraged by the pleasant and interesting activities in which he has been engaged, is a child filled with health and joy and remarkable for his calmness and discipline."*

*Maria Montessori—The Discovery of the Child*

Fondly,

Lisa Coldiron  
Head of School