ATTENDANCE/DAILY POLICY

Daily attendance with log in and log out times must be kept by each classroom each day along with the daily register attendance.

Each student must have both log in and log out times noted every day.

If students leave a classroom to visit another (transition visits, etc.) they must be logged in and out of both rooms.

Forms should be submitted monthly to the office.

Please ensure these are taken from the room in any emergency departure.

Medical Officers of Health will have access to these records as needed.

Date Established: March 2021
Date Updated: August 2026

Montessori Learning Centre of Pickering

"With Knowledge and Understanding"

Infant Schedule

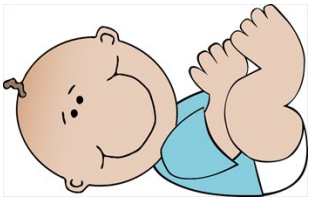
This schedule demonstrates a flexible framework based on the needs of the individuals in this room at this time. Based on parental conversation or documentation, the individualized infant schedules are followed – during their transitioning phase in particular. The following is a general guideline adjusted as dictated by infant needs.

Daily Activities include: · matching · sorting · stacking · threading · instrument use · balls · movement · sensory · music · art · French · story time · songs

8:00	–	9:00	Diaper check · free play
9:00	–	10:00	Outside time · free play · cars · balls · shovels ·etc.
10:00	–	11:00	Snack · circle time · stories · exploration · French · diaper/bathroom
11:00	–	11:30	Outside time – weather dependent
11:30	–	11:45	Lunch prep.
11:45	–	12:30	Lunch
12:30	–	2:30/3:00	Nap preparation · diaper check · nap (maximum 2 hours)
2:30/3:00	–	3:30	Diaper · exploration · snack (as awake) · tidy up · prep for outside
3:30	–	4:30	Outside time

All activities are offered daily – time frame may vary

Plus weekly Music classes on Thursday a.m.



Date Established: November 2015
Date Updated: August 2026

Montessori Learning Centre of Pickering

"With Knowledge and Understanding"

Pre-Casa I & II Schedule

8:30	–	9:00	Welcome, classroom activities
9:00	–	9:30	Snack and diaper change
9:30	–	9:45	Prep for outside
9:45	–	10:45	Outside time
10:45	–	11:45	Classroom activities
11:45	–	12:30	Lunch
12:30	–	2:30	Nap time
2:30	–	3:30	Snack · classroom activities
3:30	–	4:30	Outside time

All activities are offered daily – time frame may vary

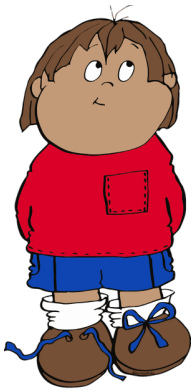
Daily French

Weekly Music and Gym as noted

Classroom Activities could include: · Practical life · Sensorial · Language · Math · Cultural · Art Activities · Care of Environment · Care of Self · Music · Gross Motor (balls, parachute, trampoline, etc.)

Day Care Activities could include: · (Indoor) Craft · Games · Manipulatives · Building · Puzzles · Stories · Lego · Straw Connectors · Stencils · Cards · Music · Gross Motor

Outdoor Activities could include: · Equipment · Cars · Free Movement & Games · Balls · Hoops · Scoop Ball · Parachute · Tunnels



Date Established: November 2015
Date Updated: August 2026

Montessori Learning Centre of Pickering

"With Knowledge and Understanding"

Casa I, II & IV Schedule

8:00	–	8:45	Daycare activities
8:45	–	10:30	Classroom activities on some days with a circle time and O'Canada – includes some or all of the following: individual chosen work, group activities, teacher lessons (group or individual), story time, fine motor activities, gross motor activities, craft opportunities, musical options, academic interactions and snack.
10:30	–	11:30	Outside time for nappers (10:30–11:30). Nap time 12:30–2:30)
12:00	–	12:30	Lunch
12:30	–	1:30	Outside Time
1:45	–	3:15	Quiet time followed by classroom activities – include some or all of the following: individual chosen work, group activities, teacher lessons (group or individual), story time, fine motor activities, gross motor activities. Snack.
3:15	–	4:30	Outside time

*Daycare program includes: outside time, arts and crafts, games/individual/group activities and snack

All activities are offered daily – time frame may vary – see classroom pouch

Daily French Weekly Music Twice Weekly Gym

Classroom Activities could include: · Practical life · Sensorial · Language · Math · Cultural · Art Activities · Care of Environment · Care of Self · Music · Gross Motor (balls, parachute, trampoline, etc.)

Day Care Activities could include: · (Indoor) Craft · Games · Manipulatives · Building · Puzzles · Stories · Lego · Straw Connectors · Stencils · Cards · Music · Gross Motor

Outdoor Activities could include: · Equipment · Cars · Free Movement & Games · Balls · Hoops · Scoop Ball · Parachute · Tunnels

Date Established: November 2015
Date Updated: August 2026

Montessori Learning Centre of Pickering

"With Knowledge and Understanding"

Casa III Schedule

8:30	–	10:30	Classroom activities, snack
10:30	–	11:30	Outside time
11:45	–	12:30	Lunch
12:30	–	2:30	Rest/nap time
2:30	–	3:30	Nap tidy, snack, classroom activities
3:30	–	4:30	Outside Time

All activities are offered daily – time frame may vary

Daily French Weekly Music Twice Weekly Gym

Classroom Activities could include: · Practical life · Sensorial · Language · Math · Cultural · Art Activities · Care of Environment · Care of Self · Music · Gross Motor (balls, parachute, trampoline, etc.)

Day Care Activities could include: · (Indoor) Craft · Games · Manipulatives · Building · Puzzles · Stories · Lego · Straw Connectors · Stencils · Cards · Music · Gross Motor

Outdoor Activities could include: · Equipment · Cars · Free Movement & Games · Balls · Hoops · Scoop Ball · Parachute · Tunnels

Date Established: November 2015
Date Updated: August 2026