



Montessori Learning Centre

“Knowledge with Understanding”

Dear Parents/Guardians,

Welcome to the MLCP Infant “cottage”. We realize how big a step this is and hope to alleviate concerns with the following information.

The cottage offers loving reassurance and care while reinforcing your baby's personal schedule. Your decisions regarding feeding, diaper changing, etc. are very important for your baby and we strive to meet requests as outlined. Each baby enjoys both individualized attention and group activities. Music, stories, French, motor skill exercises and outside time are offered each day. We work hard to ensure an inclusive environment where belonging, engaged babies enjoy a sense of well-being throughout the day.

Please call as often as you need, especially during the first days, to ensure your comfort level. Eventual visits are welcome – but give your baby time to become accustomed to a new environment, with new faces, before a visit.



BEDDING

please bring familiar bedding from home – two labelled pieces (something to lie on and something to cover with) are required and will be sent home each Friday for laundering.

BOTTLES/FOOD

for each infant are to be kept in their **labelled** basket in the fridge in which formula or milk for the day should be stored. Items and containers must all be clearly **labelled**. It is probably a good idea to keep an extra supply here for unexpected needs.

You may provide whatever food your child is enjoying at present, but are welcome to utilize the school menu whenever you are ready for that to begin. We do provide snacks – fruits, vegetables, dry cereal, teething biscuits, etc. in snacks during the day.

CLOTHING

should all be **labelled**. We suggest keeping **AT LEAST THREE** changes of clothing, plus bibs, if necessary, in your child's basket. Mabel's Labels are a great way to keep things identified. Labels are available for clothing, bags, shoes, household items and more and can be ordered from the website link found on the MLCP PTA Facebook Group Page.

DIAPERS/WET WIPES

are your responsibility. Please leave an adequate supply at school. A note will be sent for you when replacements are necessary.

DROP-OFF



for the first days and maybe even the first weeks may yield tearful separations, probably for both parties. Your positive attitude and cheerful reinforcement will make adjustment much easier for your young one. It has been proven over and over that a short period (5 minutes maximum) of reassurance, a kiss and hug and a **QUICK** departure is the best way for the child to begin his/her day.

Once the parent has left and the child is free to begin exploring the environment and friendly faces, the sadness eases quickly. Please trust us on this point and, after the final hug and kiss, leave your child to begin the wonder of exploration. Call us as often as you like during the first few days and believe that the adjustment is much more difficult for you than for your child.

We encourage pre-admission visits with your baby to familiarize both of you with the setting and the staff.

INFORMATION

is communicated through daily notes. Forwarded emails, to the provided address each Monday, is another source of information. Please check the website regularly for added communication. Each child does have a labeled pouch where additional or complimentary information can be exchanged. Please submit the requested **Annual Sign Off Form** to the classroom during the first week of school.

MEDICATIONS

can be administered only if noted in the medication booklet and on the notice board with parental documentation to the prescribed patient. Any prescription medication can only be administered as written on the original container or with a doctor's written instruction.

Emergency dosages of antihistamines, fever reducers or pain relievers, etc. can be administered with signed consent as needed and only if provided by the parent. We suggest parents, particularly of younger students, store a fever/pain reducer and an antihistamine with the student's name clearly noted at school. In the event of these being needed, we can only administer labelled medication sent from home with parental signature to the applicable student.

Standing medications require a specific form and should be updated as needed i.e. puffers, epi-pens, insulin etc. As such, we do suggest that you keep a supply at school to be stored with the classroom teacher.

Medications of any kind (prescribed or over the counter) may not be stored in backpacks or lunch bags nor carried by the student but must be stored with the classroom teacher in the emergency bag or the fridge.

A reminder that children who are unwell must remain at home until symptom free for 24 hours or 48 hours if stomach related.

NECESSITIES

should **ALL** be labelled. MLCP suggests the following items:

- ☐ Fever/pain reducer/antihistamine-with permission notes
- ☐ Diapers
- ☐ Wet wipes
- ☐ Personal food items and bottles
- ☐ Bibs
- ☐ Vaseline and other creams-as needed
- ☐ Photograph for hooks
- ☐ Bedding-2 labelled pieces please
- ☐ Weather appropriate clothing-tops, bottoms and socks-3 sets
- ☐ Jackets and snow pants may be stored on the assigned hooks
- ☐ Hats, gloves and scarves are to be stored in sleeves for easy movement to dressing areas
- ☐ Indoor and outdoor shoes/footwear-as applicable
- ☐ Backpacks should be stored on the appropriate shelves



STAFF/PARENT COMMUNICATION

We endeavour to touch base with parents at drop off and pick up time but this is not always feasible. Please check hooks or bags **daily** as mini reports pertaining to bathrooming, eating and sleeping will be provided. Please feel free to contact the teachers through note, email or telephone should you feel further discussion to be necessary. Please do not hesitate to contact the office or teacher for clarification on questions, which way arise.

Allow your child 3-4 weeks to comfortably settle and enjoy their first formalized learning experiences with them. Please keep an eye on notice boards, notes sent home, emailed memos, website (www.mlcp.ca), etc. for other upcoming information.

WELCOME TO THE MLCP INFANT PROGRAMME!

Together we can make this transition a comfortable, happy time for your baby.

Nicola Phillips, Principal

