



Admissions and Placement

The following admission policies and criteria weigh not only a student's compatibility with a particular classroom, but also the student's and family term commitment to a Montessori education and commitment to an active school partnership.

We practice a policy of nondiscrimination on the basis of race, gender, disability, religion, and national and ethnic origin regarding the receipt and review of applications for admission. Furthermore, Grasslands Montessori Academy makes every effort to promote diversity as a value in its curriculum and within its student body and staff. Grasslands Montessori Academy seeks diversity, believing that a child benefits from learning with children of various backgrounds, learning styles, and inherent abilities.

We respect the right to privacy of all prospective students and families, and honor the confidentiality of all reports, records, interview information, and any other information or materials obtained as part of the admission application process.

There is a two-week probationary period for new students only, during which students are evaluated regarding the appropriateness of their placement in the school. If it is felt that the student's needs would be better met in another setting, a conference with the parents, teacher, and Directress will be called.

We welcome applications from a wide variety of students. Recognizing that each child develops in a unique way, we also recognize our limitations in meeting some highly complex or specialized learning needs. Our admissions procedure therefore factors our ability to accommodate particular students' special needs without disruption to our program in the evaluation of applications for admission. Students who have special needs that fall within our ability to address may be accepted on a provisional basis, with additional stipulations.

A Montessori education is most effective as a three-year cycle (ages 3-6, 6-9, 9-12, 12-14) and in a classroom community with a balanced ratio of ages and gender. Our admission process therefore takes into consideration the long-term educational goals of the parents as well as the balance required in the classroom.

Final placement decisions will be made by the Administration with input from parents, teachers, and records. Interviews and classroom visits by student and parents may be required before a final enrollment decision is made. The Directress's decisions will be based on the needs of the child individually and as part of the classroom community.

Toddler Admission

Children must be at least 18 months of age as of September 1, to be considered for Toddler admission.

Children need not be trained in bathroom habits as this is part of our curriculum.

Early Childhood Admission

Children must be at least 3 years of age as of September 1, to be considered for Early Childhood admission. Unless due to a disability the child should be able to toilet independently.

Early Childhood All Day Admission

Children, ages 4 and under, will be assessed individually as to their ability to attend a full-day class. Grasslands Montessori Academy does not provide daycare; therefore, children must be able to participate in both a morning and afternoon class.

2020-21 Tuition, Fees, and Discounts

New Student Fee (does not apply to current GMA students) \$100

Non-Refundable Registration Fees Due at Enrollment

Program	Materials, Books, and Supplies	Activity Fee	Annual Staff Development Fee	Total Due @ Enrollment Current Students	Total Due @ Enrollment New Students
Toddler AM	\$75	**	\$75	\$150	\$250
Toddler All Day	\$75	**	\$75	\$150	\$250
Early Childhood PM	\$175	\$50	\$75	\$300	\$400
Early Childhood All Day	\$175	\$50	\$75	\$300	\$400

**Activity Fee will be charged per field trip for gas and any fees associated with activity

2020-21 Academic Day Program Tuition Schedule (Sept-May Enrollment)

Academic Day Program Regular School Year	2020-21 Annual Tuition	Paid in Full by August 01, 2020	10 Monthly Payment Plan (August 2020-May 2021)	Monthly Installments (for students registering after August 1 st ONLY)
Toddler AM	\$5011	\$4760	\$501	\$557
Toddler All Day	\$7696	\$7311	\$770	\$855
Early Childhood ½ Day	\$4266	\$4053	\$427	\$474
Early Childhood All Day	\$7481	\$7107	\$748	\$832

2020-21 Academic Day Program, Year-Round Tuition Schedule (Sept.-August Enrollment)

Academic Day Program Year-Round	2020-21 Annual Tuition	Paid in Full by August 01, 2020	12 Monthly Payment Plan (August 2020 - July 2021)	Monthly Installments (for students registering after August 1 st ONLY)
Toddler AM	\$6845	\$6503	\$571	\$623
Toddler All Day	\$10,422	\$9901	\$869	\$948
Early Childhood ½ Day	\$5852	\$5559	\$488	\$531
Early Childhood All Day	\$10,139	\$9632	\$845	\$922

2020-21 Optional Supplement Plans* (may be added to your above selection)

Optional Plan	2020-21 Annual Cost Regular School Year (Sept-May)	10 Monthly Payment Plan (August 2020- May 2021) Regular School Year Students Only	2020-21 Annual Cost Year-Round Program (Sept.-Aug.)	12 Monthly Payment Plan (August 2020 - July 2021) Year-Round Students Only
Extended Day AM Only	\$689	\$69 per month	\$949	\$80 per month
Extended Day PM Only	\$2571	\$257 per month	\$3550	\$296 per month
Extended Day AM & PM	\$3162	\$316 per month	\$4396	\$367 per month

*Plans must be registered for at the time of enrollment for the above rates to apply.

Enrollment is either for the entire academic year (September 8, 2020 – May 26, 2021) or for the entire academic year-round (September 8, 2020 – August 27, 2021), depending on your program selection at enrollment. No credit is given for days missed due to holidays, vacations, or illness. Monthly tuition payments are made directly to Grasslands Montessori Academy.

A 5% discount is applied if entire annual tuition and/or extended care fees are paid by **August 01, 2020**. A Sibling discount of 5% is applied to the tuition of any younger sibling(s).

Monthly installments are due on the 25th of the month prior to the month being billed, i.e., the September 2020 payment is due August 25th, 2020. Any tuition payment not received in the office by the 1st day of the month is considered late. Tuition that is 30 days past due may result in termination of enrollment until payment is received or the total yearly tuition is paid. If enrollment begins during the school year, the annual tuition will be pro-rated for days remaining and the monthly installments will be adjusted accordingly.

Payment of fees and total annual tuition may be made by check or money order. Payment of monthly installments may be made by cash, check, or money order. Grasslands Montessori will charge a flat \$50 fee plus \$5 per day late fee after the 1st of the month on any unpaid balance. A \$30 fee will be assessed for returned checks. A \$10 fee will be applied for declined online payments.

Late Pick-Up Fees

Parents who arrive to pick up half-day, AM children after the regular class departure time (11:35 am) will be charged a \$10 late fee per car. Parents who arrive after the regular departure time (3:35 pm) for the all-day programs, will find their children in the After School Extended Care Program and will be billed for the daily drop in rate.

Parents who arrive to pick up children after the After School Extended Care Program departure time of 6 p.m. will be charged late fees as follows: \$5 per student, for every five minutes, or part thereof, past 6 p.m.

School Hours and Attendance

No school is held on legal holidays or during school breaks. See school calendar for exact dates. School Closure Care is offered at the school on most of these days for an additional fee. Please refer to the School Closure Care Calendar for more information on which dates the service is offered.

School starts **Tuesday, September 8th, 2020**

Scheduled Arrivals and Departures

	<u>Arrive</u>	<u>Depart</u>
Toddler	8:25 - 8:35 a.m.	11:30 - 11:35 a.m.
Toddler All Day	8:25 - 8:35 a.m.	3:30 - 3:35 p.m.
EC-PM	12:30 - 12:35	3:30 - 3:35 p.m.
ECH All Day	8:25 - 8:35 a.m.	3:30 - 3:35 p.m.

If a student arrives late or departs early, a parent must sign the child in or out in the main office.

All students will be escorted to and from the cars at curbside during arrival and departure. Students should **not** be dropped off early to wait unattended at the school. Unsupervised students will be sent to the Before School Activities Program and parents will be charged the drop-in rate. After the appropriate departure time, students will be placed in the After-School Activities Program and parents will be charged the daily drop-in rate.

Withdrawal

Grasslands Montessori Academy is committed to your child's success and we offer every opportunity for your child to thrive and grow, and we work hard to insure a safe, clean, and fully equipped school for everyone. We expect our commitment to be matched by yours: signing the Enrollment Contract is your commitment to the school that you will be financially responsible for all payments according to the agreement. Grasslands Montessori Academy will not release a family from its enrollment contract, including full payment of the annual tuition, unless the withdrawal is requested by Grasslands Montessori Academy.

Extended Care

Extended Care is offered as supplemental plans to your child's academic program. Plans are available only to children enrolled at Grasslands Montessori Academy at the time of use. The programs are structured with activities organized for the maximum benefit of our students. The lessons of grace and courtesy which are taught and practiced during school time will also be expected during these times. All GMA policies and procedures apply to the Extended Care programs. Please see office personnel or refer to the Tuition, Fees, and Discounts document for more information.

Schedule/hours of Availability

- **Extended Care:**

Extended Care is available on all regular school days from 7:30am-8:30am, and 3:30pm-6pm.

Parent Involvement Program

The Parent Involvement Program ("PIP") benefits the students in many ways, the most positive one being the demonstration of family involvement in the child's education. Having your child aware that you give gifts and participate in projects to enhance his/her school is a very valuable lesson, indicating the importance you place in his/her education. PIP allows parents to participate in the classroom community, establishes friendships among families involved in school projects, and allows Grasslands Montessori Academy to keep tuition and fees as low as possible.

Upon enrollment, each family agrees to either a \$225 donation, or 15 hours of participation per year per family. Families may choose to participate a lesser number of hours and donate the difference (\$15 per hour). Service jobs include: helping with fund raisers, working on the grounds, assisting with the preparation of new works, being a "reading listener" for children, caring for animals during school breaks, sharing a skill or hobby, driving on field trips, coordinating box tops, coordinating scholastic books, and coordinating and helping with parties and special even.