



Awhatukee Foothills Montessori
3221 East Chandler Blvd.
Phoenix, AZ 85048
480-759-3810

Directory Deadline

If you wish to have your family included in the school directory, please turn your form in by Friday, August 6th.

The directory will be distributed to the entire school.

This information is helpful when mailing out birthday invitations, scheduling play dates or carpooling. Birthday invitations or thank you cards are not to be placed in the cubbies, unless the entire class is invited.

If we have your directory form on file, you do not need to fill out a new one unless your information has changed.

Tuition Schedule

Tuition is due the first of each month as follows:

Half day	\$500.00
8:30 – 3:00 PM	\$755.00
PM Extended 12 – 6 PM	\$740.00
Full Day	\$870.00
Pizza	\$10.00
	Per month



Please place your tuition in the container you will find on the front desk.

We do not provide a formal year-end report. [Our tax ID #86-0766012](#) is on your receipt, so you will want to save your receipts for tax purposes.

Newsletters and Conferences

Newsletters are put out in the fall, winter and spring. We feel communication between parents and the school is very important. You will be informed of all upcoming events and special activities, so please remember to check your email and your child's cubby daily. Many parents are inquiring about how their child is doing. For the most part, if you do not hear from your child's teacher, you can be assured that all is well. You will get a chance to meet one-on-one with your child's teacher when fall conferences start in October and run through early November.

You will have a second conference in the spring. If there are any concerns that can not wait, a meeting can always be arranged.

Sign in/out sheets

Please remember to sign your child in and out daily.

In an effort to create a safe environment for your child the state law requires the time and a **signature with a complete last name** when you sign your child in and out. This procedure is a requirement for our school's license by the State of Arizona. Your signature on the sign in/out sheet should match your signature on your child's blue card.

Lost and Found

Clothing found on the school grounds will be returned to the student immediately if it is marked with the child's name. We have permanent markers of all sizes at the front desk for your convenience. It is very important to mark every item that comes into the school. Clothing and other items that are not marked are turned into the lost and found and held for thirty days. All items that are not claimed go to charity. We have had situations where two or more children have had the exact same clothing, even the same size, and you can imagine how confusing that can get if they are not marked.

Quiet AM Dismissal and PM Arrival

Your help in keeping the lobby area as quiet as possible during the AM release and PM arrival is appreciated. The full day classes are still in session and phone calls are coming in to the school office. Mrs. Ginny and Mrs. Arminster will also be reminding the children to use their quiet voices in the lobby and by Mrs. Bhaloo/Mrs. Meaghan's outside windows.

Hepatitis A Immunization/Blue Cards

All children two through five years of age are required to complete a two-dose Hepatitis A series. This is a new criteria for Maricopa County.

Please check that your child has received the Hepatitis B and the Hepatitis A series. Both are required. Please bring the updated record of any immunizations your child receives during the year.

It is imperative that you keep the blue card up to date.

Please inform us of any changes in cell phone numbers, work numbers, pagers, home phone or address, etc. so we can keep the blue cards current at all times in case of emergency.

Early Pick Up

We understand there are times when you must pick your child up while classes are still in session. If you know ahead of time that you will be doing so, please let us know. There is a green form in the lobby for that purpose.

This is especially helpful if you are coming at nap time (12:30 – 2:30).

We will be able to gather your child's lunch box and other belongings before the nap begins.

One-Way Windows

The windows inside the school are the only windows you should use when observing your child. They are one-way windows with the exception of the window looking into Mrs. Julia's room from the front desk. When the windows on the outside of the school are used, the children see you and react and distract the class.

Mrs. Ginny/Mrs. Arminster's classroom can be observed anytime.

Mrs. Julia/Mrs. Marcia and Mrs. Bhaloo/Mrs. Meaghan's one-way windows are located in the middle room, which is used for nap from 12:30 – 2:30 PM. The ideal time to observe their classes in session is between 9:30 AM and noon.



Birthdays at AFM

Birthday parties at our school are not meant to be the major party for the child. We ask that you keep it simple by bringing a small treat to be shared at snack time. We suggest mini-muffins, cookies or donut holes. Please do not bring a cake! The treat must be store bought and come to the school in a sealed package. Also, check that the treats do not contain peanuts, peanut oil or nut products of any kind. We have several nut allergies in the school and we must take all precautions. The school provides the milk, cups and napkins.

The celebrations take place at 10:00 AM in Mrs. Julia/Mrs Marcia's and Mrs. Bhaloo/Mrs. Meaghan's classrooms,

Fridays only in Mrs. Ginny/Mrs. Arminster's 10:45 AM or 2:45 PM.

The celebration is a history of your child, pictures and stories are welcome.

Parents are invited and encouraged to attend.

Class Photos

Bruce Yeung will be here again this year to take individual and class photos. The photos will be taken on **Friday, October 8th** and be back in time for holiday gift giving. More information about packages and prices will be in your child's cubby in early October.



The schedule that day will be:

Mrs. Ginny/Mrs. Arminster's AM	8:30 – 10:30 AM
Mrs. Bhaloo/Mrs. Meaghan's Class	10:30 – 12:00 Noon
Mrs. Ginny/Mrs. Arminster's PM	12:30 – 1:30 PM
Mrs. Julia's Class	1:30 – 3:00 PM

A Note from Mrs. Jan

Dear Parents:

Welcome to the start of a new school year at Ahwatukee Foothills Montessori. The staff and I are looking forward to a wonderful year with your children and appreciate your confidence in entrusting us with them.

We are aware that in these trying financial times families need to make difficult choices. We will work hard to be sure you made an excellent choice in entrusting us with your child's education.

We could use your help to ensure that our classes run smoothly and that your child has every opportunity to grow academically, socially and emotionally and reach their full potential.

The time from 8:30 – 9:30 AM for full day and 8:00 – 8:30 AM and 12 – 12:30 PM for Mrs. Ginny / Mrs. Arminder's class is very important for your child because children who have the opportunity to experience movement and social interaction before class are better prepared to settle down and focus on the activities of the Montessori classroom. The child who comes in after class has already started has a more difficult time settling in and learning.

We have also found that new children who are dropped off on the playground adjust easier and get over any initial resistance to change faster than children coming into the classroom after line activities have already started.

Children coming in after line activities have started are a disruption for the directresses and the other children. Many important cultural and educational experiences are part of the line activities. When a child comes into class late they often miss music, movement, and classroom normalization activities, which are important to the whole child experience and deter from the total child development we strive for in our classrooms. We appreciate your special effort in getting your child here on time.

If doctor's appointments or emergencies necessitate a late arrival please say goodbye to your child in the lobby and ask Mrs. Mariann or Mrs. Aruna to accompany the child to class.

Thank you for your cooperation.

We look forward to a wonderful partnership with you.

Yours truly,
Jan Vickery