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## ADMISSION PROCEDURE

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# Program Information

The Montessori School of Calgary is committed to developing the academic, emotional, social and physical growth of children so they may become self-directed learners, flexible thinkers and creative problem solvers. Primary and Elementary classes are multi-aged and multi-graded and are based on specific planes of child development. The Primary program is for children ages 3-6, and the Elementary program is for children ages 6-12.

Children remain in the same classroom for approximately three-years under the guidance of specially trained Montessori Guides and Alberta Education Certificated teachers. Each classroom environment is carefully prepared to meet the individual characteristics and needs of the student. In our peaceful environment with purposeful work children develop a life-long love of learning fueled by their inner curiosity and self-initiative.

## Primary (Preschool) - Half Day Program for children 3 & 4 years of age

Children 3-years of age (or thereabouts), who have fully mastered toilet learning and require no assistance, begin year one of our Primary program. Students remain in the Primary program until completion of the Extended Day (age equivalent to Kindergarten) and then move into the Elementary program.

The Primary classrooms have 2 teachers and approximately 28 children enrolled ranging in age from 3 – 6 years. The learning environment includes the key areas of Montessori curriculum: practical life, sensorial, language, math and cultural subjects. The curriculum is enriched by art, music and French. The half day students attend class from 8:30 – 11:30am.

## Bambini - Full Day Program for children 3 & 4 years of age

The Montessori School of Calgary Bambini program is a full day experience for 3 & 4-year-old children and includes both an hour of outdoor play and an optional afternoon nap/rest time. If parents require, additional care, the Bambini program includes Before School Care beginning at 7:45am and After School Care that ends at 5:30pm.

## Extended Day (Kindergarten) Program for children 5 years of age

The Montessori School of Calgary Extended Day program is a full day experience for kindergarten-aged students. It is the crucial last year of the three-year cycle in the Primary program. Children are given the maximum opportunity to develop self-confidence and self-esteem, spending an extended academic day with lessons taught in small groups allowing for maximum peer interaction. The curriculum includes literacy extensions, advanced practical life, math, cultural and science lessons that meet or exceed the Alberta Education Program of Studies.

## Elementary Program (Grade 1 - Grade 6) for children 6 – 12 years of age

The Elementary program is a hands-on, process learning environment that builds on children's previous Montessori exposure and skills. In the elementary years, students grow their ability to learn cognitively through imagination and abstract thinking. The classroom setting provides opportunities for working in small groups and the teacher guides the children toward independence. The curriculum also includes lessons that meet or exceed the Alberta Education Program of Studies.

## Before and After School Care (BSC & ASC)

The Montessori School of Calgary provides quality care for currently enrolled students both before and after the school day. Students are cared for and engage in activities including snack time, games, arts and crafts, quiet play and outdoor recreation. Before School Care begins at 7:45am and After School Care concludes at 5:30pm. Parents should request registration in these programs upon acceptance into the school. Registration is made on a first-come, first-served basis. Should the After School Care program reach capacity, a waiting list is maintained. Additional fees apply for the Extended Day and Elementary students only. The cost of BSC and ASC is included in the Bambini tuition.

***Enrollment in each of the program years is open to all students if space permits however due to the unique nature of the Montessori classroom prior experience is preferred.***

***Admission to the Montessori School of Calgary is based on ensuring the school is the right fit for your child and your family and not on student testing.***



# Admission Procedure

## Visit Us!

If you would like to find out more about the Montessori School of Calgary, please attend our annual Open House in January or send a request to schedule a school tour and/or classroom observation by emailing [admissions@msofc.ca](mailto:admissions@msofc.ca). Please be sure to include your child's full name, date of birth and your contact information.

## 1. School Tour

School tours allow families to see children working and interacting in our Montessori community. Tours are 30 minutes in length and are scheduled on Tuesdays, Wednesdays and Thursday mornings at 9:00am or 9:30am. These take place throughout the year from November - May. Following the tour, the Head of School is available to connect and answer any questions. **An appointment is necessary – please email [admissions@msofc.ca](mailto:admissions@msofc.ca)**

## 2. Application

Please complete the Application for Admission form and submit to the Montessori School of Calgary either by email at [admissions@msofc.ca](mailto:admissions@msofc.ca), in person or through Canada Post at:

**2201 Cliff Street SW Calgary, AB T2S 2G4**

The application can be found on our website, [www.montessorischoolofcalgary.com](http://www.montessorischoolofcalgary.com) under the Admissions tab.

The application should include:

- Application for Admission
- Copy of the child's birth certificate
- \$150 non-refundable application fee, cheque, cash or eTransfer

## 3. Classroom Visit

The classroom visits include interacting with one of our teachers and is an informal meeting for your child allowing them the opportunity to become familiar and comfortable with the Montessori School of Calgary. The duration of the visit is approximately 30min and is scheduled by appointment.

## 4. Offer of Admission

The Montessori School of Calgary acknowledges receipt of your application and the processing of your application fee within one month of receiving the completed application at the school. Please note that MSofC practices rolling admissions and children may be accepted throughout the school year for programs beginning in the following January or September. If classes are full, prospective students are placed on a waiting list as returning students are confirmed.

## 5. Acceptance Commitment

The Montessori School of Calgary guarantees placement of students upon receipt of a signed Tuition Agreement accompanied by the first installment payment.

## 6. New Family Orientation

New Family Orientation is held annually in late spring for all parents and caregivers new to the school. During the presentation, the Montessori School of Calgary administrative and teaching team provide an outline of the daily routine of our Montessori classroom, and how parents can best prepare themselves and their child for school in the fall. This also allows parents and caregivers the chance to ask any questions and to meet their child's teachers.

## Montessori School of Calgary Events and Involvement

All prospective applicants to the Montessori School of Calgary are encouraged to attend our school community events including our Open House, Fall Fair and Winter Carnival as well as our Parent Workshops offering an opportunity to foster a deeper understanding of Montessori methodology.

## Elementary Student for a Day

We invite prospective Elementary students to experience the Montessori School of Calgary from a student's perspective. Visits are scheduled October through May and children spend a full day attending class, connecting with fellow students, touring facilities and chatting with teachers and Montessori guides. To register for Student for a Day, please contact [admissions@msofc.ca](mailto:admissions@msofc.ca)

