

Admission Policy

Bluffer's Park Montessori School welcomes all prospective students and their families. BPMS is non-discriminatory in its programs and policies. Admission decisions are based on many factors, such as a comfortable fit within the Montessori environment, gender, age and balance of the existing multi-age classroom. BPMS gives priority to siblings of currently enrolled students.

CRITERIA FOR ELIGIBILITY

TODDLER PROGRAM (AGES 18 MONTHS - 30 MONTHS)

- Children must be 18 months of age to enroll into the Toddler Program and do not have to be toilet trained.

CASA PROGRAM (AGES 30 MONTHS - 6 YEARS)

- Children must be 30 months of age for admission into the Casa Program.
- Most children at the Casa level are toilet trained but we do understand that some children are not physically or mentally ready to reach that milestone by the time they reach the Casa level. The staff at Bluffer's Park Montessori School will work with parents to help their child achieve that goal and no child will be denied access to Bluffer's Park Montessori School due to the fact that they are not fully toilet trained.

Children enrolled in our Toddler Program have priority for admission into our Casa Program. We accept registrations in the following order:

- Full day Casa/Toddler (first priority)
- ½ Day Morning Casa/Toddler (second priority)
- ½ Day Afternoon Casa/Toddler (third priority)

From new applications, the children are admitted as follows:

- Siblings enrolled in our programs (including the Toddler Program) have priority of admission as listed above.
- New applicants are then selected on a first come, first serve basis; this means the sooner an enrolment application is received with deposit, the better the chance of admission. Parents indicate their preference for Full Day Casa, ½ Day Morning or ½ Day Afternoon on the Enrolment Application. A child will be offered a Full Day or a Morning or an Afternoon placement. Deposit refunds are only provided in the event that Bluffer's Park Montessori School is not able to provide a child with placement in either the Full

Day, ½ Day Afternoon or ½ Day Morning. If you do not receive your desired preference, your deposit will **not** be refunded.

- Re-enrolment applications received after the due dates will be considered along with new admissions. New admissions will be considered after the first round of re-admissions has been placed. Applications are not considered until the deposit is received.
- Returning Casa and Toddler students requesting Full Day have priority for admission. All other returning students will be placed either in ½ day morning or ½ day afternoon. After re-enrolments are received, the remaining places are filled according to places available.
- We admit children with learning differences and special needs, but with a limit of two per classroom and taking into consideration the teacher's experience, the class configuration, and the nature of the child's learning difference.

WITHDRAWAL POLICY

In the event that you wish to withdraw your child from enrolment at Bluffer's Park Montessori School Inc, two months notification (as of the 1st day of the month) must be provided in writing. All postdated cheques beyond this two months will be returned. **Deposit payments remain non-refundable.**

DISMISSAL POLICY

Bluffer's Park Montessori School may not be the right fit for certain families for various reasons. BPMS reserves the sole discretion and right to dismiss any child/family from the program who do not comply with the program objectives or philosophy or whose behaviour represents a danger to other students or if parents are unable to pay the tuition. If the school under these circumstances terminates the contract, tuition will be pro-rated and refunded accordingly.