

## 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.

Children enrolled in our Casa Program have priority to continue their education in our Casa Program.

From new applications, the children are admitted as follows:

- Siblings enrolled in our programs (including the Toddler Program) have priority of admission.
- 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. Deposit refunds are **only** provided in the event that Bluffer's Park Montessori School is not able to provide a placement for your child.
- 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.

- 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 1<sup>st</sup> 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.