



Preprimary and Primary
Admissions Procedure and Policy Check-Off List
for all new students of Clay-Platte Montessori School

- Return the Wait List Placement Form with a \$10 non-refundable processing fee
- Attend a Parent Information Meeting (parents only please)
- Call the office to set up an appointment to observe in a classroom
 - a: Preprimary program – parents observe first without child
 - b: Primary program – parents observe with childThen meet with office personnel (approximately 30 minutes total)

1 - 3 must be completed before we consider your child for enrollment.

- The office will notify you when there is an opening
 - Meet with office personnel to go through final paperwork
 - Within 24 hours, notify the office to confirm your child's enrollment
- The following is now due:
- \$100.00 registration fee (non-refundable)
 - enrollment form
 - school agreement
 - immunization records

Enrollment is always on a trial basis.

A Parent/Teacher conference may be requested if concerns arise.

Your partnership with the school will help to ensure a
successful Montessori experience for your child.