***The Tree House Episcopal Montessori School***

 ***Application and Enrollment Procedures***

***2020-2021***

*Thank you for your interest in The Tree House. We are seeking families whose philosophy aligns with ours and who are committed to an authentic Montessori education for their children.*

* *Criteria for Acceptance into the Pre-Primary (24-36 months) Classroom: Children applying for the Pre-Primary classroom must be 24 months of age by September 1st.*
* *Criteria for Acceptance into the Primary (3-6 years old) Classroom: Child must be three years old, demonstrate an ability and willingness to follow directions, and must be completely toilet independent. A student applying for Kindergarten must be 5 years of age by September 1st.*

***STEPS TO FOLLOW***

***Step 1:*** *The first step in the admission process is to fill out the online inquiry form then schedule a school visit or attend an open house.*

***Step 2:******Submit Application for Admissions***

*To apply to the Tree House, complete an online application for admission and pay the one-time non-refundable application fee of $100 per child. Click the application link on the school website then follow the instructions to create a “new account” on the school’s TADS admission management software. The application is the first step in the process but is not a guarantee of admission. An interview with the teacher will be requested for children being considered for the Primary program. Toddlers require no admission evaluation for entry.*

***Step 3: Letters of Acceptance or Waiting Pool***

*The first round of letters of acceptance will be sent via email by April 30th. Families have 10 days to finalize admissions– including the annual $400 non-refundable tuition deposit and necessary paperwork to secure their spot for the upcoming school year. If no space is available, the application will be placed in a waiting pool.*

***Admission Decision:***

*It is the goal of The Tree House to create a balanced educational environment true to the philosophy of Dr. Montessori, with a relatively even distribution of boys, girls, and ages.*

*Application Preference is given in the following order:*

*Re-enrollment of current students*

*Siblings of current students*

*Children of staff*

*Children of Church Members*

*Transfers from other Montessori schools*

*Five Day Students*

*New students*

*The Head of School will determine final acceptance and level of placement. This decision is based on applicable interviews, academic and social progress, and the balance of ages and genders within the classrooms. All children are accepted contingent upon satisfactory adjustment to the school environment. Enrollment is understood to be for the full ten-month school year.*

***Classroom Placement:***

*The* ***Pre-Primary classroom*** *is designed for children who will be 2 years old by September 1. Primary teachers implement a toddler designed curriculum to foster cognitive, speech and language development, strengthen fine and gross motor skills, introduce grace and courtesy lessons, and promote independence. Students typically remain in the classroom for one year then transition into one of the two Primary classrooms once they have met certain milestones.*

*The* ***Primary classroom’s*** *three-year cycle is an essential element to Montessori education. Allowing children to remain in the familiar environment through the full three-year cycle is critical for teachers and children to build a strong, stable and consistent community. During this time, children move through the stages of development experiencing different roles, responsibilities, and lessons--having their developmental, social, intellectual and emotional needs met as they pass through each stage.*

*We are excited that you have begun this journey with us! Please feel free to reach out if you have questions.*

*Peace,*

*Summer Stough*

*Head of School*

*summer@thetreehousectk.org*

*School contact info*

[*www.thetreehousectk.org*](http://www.thetreehousectk.org)

*info@thetreehousectk.org*

*850.622.9771*

*The Tree House Episcopal Montessori School admits students of any race, sex, color, religion, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. The Tree House Episcopal Montessori School does not discriminate on basis of race, color, religion, national or ethnic origin in initiation of its educational policies, admissions policies, scholarship and programs, or any other school administered programs.*