

Admissions Policies and Procedures

Age Criteria

We are enrolling students age three through Kindergarten.

Preschool children should be at least three years of age on the date they begin attending and able to use the toilet facilities independently.

Admissions Process

We admit students any race, color, national, or ethnic origin to all rights, privileges, programs, and activities generally made available to all students at the school. We do not discriminate on the basis of race, color, national ethnic origin in administration of our educational policies, admission policies, and other school administered programs. Upon receipt of application, birth certificate, application fee, and previous school records (if they apply), parents will be contacted to schedule an interview. The decision to accept the child for a particular program is made after interviews are conducted. Upon acceptance, an acceptance letter and financial agreement will be provided. This agreement is to be returned with the annual non-refundable fee of \$200.00 to reserve space.

Prior to attending, an enrollment packet will be provided. This includes forms, emergency contact information, health requirements and other information.

Admission Schedule

Current students will be given preferred enrollment from February 17th to March 2rd.

After current students have had the opportunity to apply for re-admission, applications for new students are processed in March for the following year in the order they are received, and on an as needed basis for the current year if space is available.

Parent Involvement

All parents enrolling their children in LMS agree to involve themselves in their children's education by attending all Parent-Teacher conferences and at least one Parent Education Night per year.

Dismissal

Lakeshore Montessori School reserves the right to terminate any students' enrollment at any time for any reason, not prohibited by law, if in LMS' sole judgment the student is not meeting the programs goals or standards or if we do not have adequate expertise or resources for the child's educational, medical or other needs (subject to applicable regulatory requirements). LMS further reserves the right to decline enrollment/services to parents or guardians who, in LMS' sole judgment are uncooperative, abusive to school staff, or, in LMS' opinion, will not be satisfied with LMS' best efforts.

Withdrawal may be required if tuition and late fees are not paid on a timely basis per the financial agreement.

Behavior Standards

Lakeshore Montessori School assists each child in being a productive member of our learning community. If there is difficulty in meeting this standard, we will work with the child and parent to resolve the situation. If this is not successful, withdrawal may be required.

Court Costs/Costs of collection

If, after normal channels of collection are followed, we are forced to refer your account for collection, you will pay the cost of collection, including but not limited to, attorney's fees. By signing the application, you acknowledge you have read and understand the admissions, tuition and behavior policies, and upon enrollment, agree to abide by these policies.