



**ONEONTA MONTESSORI SCHOOL
DOCUMENT CHECK LIST**



The first day of school is MONDAY, AUGUST 27TH, 2018

*We hope that you are as eager to start the new school year as we are.
Here are a few last minute reminders to help us get off to a smooth start.*

- Children may not start school unless all Registration documents including Immunization and Medical forms have been received by **Friday, August 10th**.
- Children **cannot** start school unless August tuition + other annual fees have been received by **Friday, August 10th**.
- Uniforms for TK - 6th grade students must **ONLY** be purchased from **CASUALTEE**. CasualTee will be selling uniforms on our campus on **Thurs, August 2nd and Fri, August 3rd**. CasualTee is an online company and after the 2 day onsite sale at Oneonta, all uniforms must be ordered on line. Items will be shipped to homes with return labels for easy returns. The email address to CasualTee is: casualTeestore@gmail.com.
- Rollee Pollees (blanket and pillow) are mandatory for preschoolers to be used during nap time. They are available in the office for **\$25.00**.
- Green school t shirts, to be used on field trips, are available in the office for **\$15.00**.
- **Monday, August 27th, is** the first day of the new school year.
All elementary students, (Transitional Kindergarten - 6th grade), must attend school in uniform.
- The Hot Lunch Program will start **Tuesday, September 4th**.
- Back to School Night is on **Friday, September 7th from 4:00 – 7:30 p.m.** for parents only.
School closes at 12:00 noon. There is no child care available.
- **SCHOOL IS CLOSED FROM MONDAY, AUGUST 20th - FRIDAY, AUGUST 24TH.**

Documents that must be completed and returned by Friday, August 10th, 2018

Preschool (2 – 5 year olds)

- ___ Parent Tuition Agreement
- ___ Emergency Card information
- ___ Daycare Enrollment
- ___ Hot Lunch Program
- ___ Field Trip Authorization
- ___ Physician’s Report
- ___ Copy of Immunization Card
- ___ Custodial Court orders (if any)
- ___ Care giver Background check (need not return)
- ___ Parent Hand Book (signature page, new students only)
- ___ Personal Rights (new students only)
- ___ Parent’s Rights (new students only)

Elementary School (TK – 6th Grade)

- ___ Parent Tuition Agreement
- ___ Emergency Card information
- ___ Daycare Enrollment
- ___ Hot Lunch Program
- ___ Field Trip Authorization
- ___ Physician’s Report (TK)
- ___ Health Exam for School Entry (K)
- ___ Student Health Examination (1st – 6th)
- ___ Physical Education Release
- ___ Parent Hand Book (new students only)
- ___ Cumulative records (new students only)
- ___ Custodial Court orders (if applicable only)

Documents & Payments must be received by August 10th (could be mailed or dropped off). The school office is open Monday - Friday from 8:00 a.m. to 5:00 p.m. We are not available to accept documents and payments after Friday, 10th, as it is the deadline. If you miss the deadline and we haven’t heard from you, your child will be taken off the roster.

*IF YOUR CHILD WILL NOT BE ATTENDING ONEONTA IN THE FALL,
PLEASE CONTACT THE OFFICE IMMEDIATELY. IF NOT, YOU WILL BE RESPONSIBLE FOR THE
AUGUST TUITION FEES, DAYCARE & MATERIAL FEES.*

We thank you for your prompt cooperation

Revised 7/1/18