

# MEMO

To: Spruce Tree Montessori Parents & Staff  
From: Sabrina Binkley, Head of School  
Date: March 1, 2023  
RE: **Announcement: Sprout Program Plans**



In response to the demand for top notch childcare and because we are passionate about the Montessori model for all ages, I am committed to the development of a Montessori-inspired toddler care program for siblings of enrolled Spruce Tree students ages 18 months to 3 years\*.

## Eligibility:

- Child must be a sibling of an enrolled student; i.e. brother/sister of a current student at Spruce Tree Montessori School.
  - If spots are available, siblings of alumni students (children who completed 2 or more years at Spruce Tree) will be considered.
- Parent account must be in good standing.
- Child must be 18 to 30 months old by 9/1 of the year of placement.
  - \* children 2 1/2 - 3 years (30 - 36 months) of age will be assessed for communication / toilet training abilities in order to determine placement in Sprout or Children House program.
- Child must attend a consistent schedule Monday - Friday.
- Application process: completed application, enrollment packet (no parent observation or enrollment interview until eligible for Children's House program).

## Other Program Plans / Notes:

- Sprout Program Tuition: \$1,150.00 per month (August - June), includes regular school day care during Fall, Winter and Spring break weeks, plus annual \$685.00 enrollment deposit and \$250.00 materials fee for an annual total of \$13,585 per year. Family vacation days and break weeks are not prorated or discounted for non-use.
- Sprout Program Hours: 8:30 - 3:30 pm, Monday - Friday, including Fall, Winter and Spring break weeks. Closed school holidays and during the Holiday and Summer breaks.
  - Same drop off/pick up times as other programs: 8:15 - 8:30 and 3:30 - 3:45 pm.
  - Sprout children are not eligible to participate in Sunrise or Sunset.
- School provides two snacks daily.
- Parent provides lunch in a labeled, insulated container; if another liquid besides water is preferred, parent provides labeled container on an as needed basis; i.e. weekly carton of milk (to be stored in designated classroom refrigerator).
- Parent provides all diapering supplies including but not limited to diapers and wipes, training pants and/or pull ups as developmentally appropriate.
- Parent provides extra changes of clothes as needed to be kept at school; i.e. extra pants, shirt, socks.
- Parent provides all necessary outside gear for all weather types above 0 degrees. Sprout daily recess cutoff is 0 degrees.

This memo is for planning purposes only; it is subject to change given staff and student recruitment.

Sincerely, -sb