



ENROLMENT - APPLICATION PROCESS

Who can apply

- Montessori @ Howick Primary welcomes applications from all children with preference given to children attending a Montessori preschool in New Zealand or overseas.
- Transfer from another Montessori primary school is also possible subject to availability.

Registration of interest form

It is important to place your child's name on the waiting list as early as possible by completing the *Registration of Interest Form*. This form must be completed prior to the observation visits. It must also be accompanied with a non-refundable \$50 administration fee.

Enrolment application form

Please take note of the enrolment timelines and complete the enrolment form.

Eligibility criteria

- Where possible, your child has been placed on the waiting list at least 2 years prior to their expected start date. A registration of interest form must have been submitted.
- Your child has two years Montessori preschool experience.
- Starting age at Montessori @ Howick Primary is 6 years old. An earlier start date can be requested however, no earlier than five and a half. The teachers will review a child's readiness to move from preschool to primary. This will include observation during three half day assessment visits to the Montessori Primary class room, observing your child in the pre-school setting and or discussion with pre-school teachers.
- Your child has built up their pre-school sessions, so that by 4 and a half, they are attending 4 half days and by 5 years old they are attending 5 full days per week.
- It is preferable that your child has stayed in the Montessori system prior to entering Montessori Primary school (i.e. has not been to a mainstream primary school after leaving a Montessori preschool). Each application will be considered by the Trust and the Teachers on an individual basis.
- Parents have completed the enrolment application form and paid the \$50.00 administration fee.
- Parent/s have attended an observation morning



ENROLMENT - APPLICATION PROCESS

Eligibility criteria - continued

- Parents and their child have met with the Trust and the Teachers and demonstrated an understanding and support for the Montessori philosophy of learning.
- Child orientation visit prior to starting.
- Parents have signed a contract for services which details payments and conditions of attendance at Montessori @ Howick Primary.
- All placements are at the discretion of the Trust.

Contract for Services

Once your child has been accepted at Howick @ Montessori Primary you will be required to sign a contract for services which details payments and conditions of attendance at Montessori @ Howick Primary. Every place in the Montessori unit is reviewed at the end of each year and is dependent on adherence to the contract for services.

This document must be returned to the enrolment officer via the teacher within the child's first week of starting in the Montessori Unit.

Family commitment

There is an expectation that parents will be involved in assisting with at least two events each year. Parents need to show an understanding of the Montessori philosophy and teaching methodology. Parents must be willing to be actively involved and support Trust initiatives, fundraising ventures, working bees, parent education evenings and social events.