



Dear New Parents,

Welcome to the Infant and toddler program at Belltower Montessori Academy. We want to introduce ourselves and give you a more detailed description of our program. We want to assure you that all of your baby's needs will be met.

To learn your child's schedule and needs, we ask for you to fill out the attached Infant Needs & Services Plan. This will need to be updated every 90 days as your child is growing and their needs change. Feel free to be as detailed as possible and ask any questions which you may have; the more specifics we have, the better we are equipped to provide quality care for your child. As moms and teachers, we keep in constant communication with the families and we would like to partner with you to provide optimum service for the children entrusted within our care.

We have an open door policy at Belltower Montessori Academy which means you are always welcome to visit and observe at any time; there is no need to call ahead. You are also welcome to call or email us at any time to check on your precious baby.

Our infant and toddler environment, symbolizes Maria Montessori's impression of a nest. It is a peaceful, spotlessly clean and loving dwelling where babies can move freely, explore and feel protected. "Since it is through movement that the will realizes itself, we should assist a child in his attempts to put his will into act." Our Infant room welcomes children as young as 6 weeks of age. Teachers speak with soft tender voices, the daily pace is tranquil, and the décor replicates the warmth of a peaceful home. Each infant is an individual to be nurtured with affection and respect. Our infant Montessori environment leads the child to interest and activity, which invites the child to conduct his own experiences in repetition. Through freedom of movement, the babies are developing coordination of their bodies, grasping skills and hand-eye coordination.

Each day you will receive a daily communication sheet. This will inform you of when your child ate, napped, and had their diaper changed. We also write little notes concerning their Montessori lessons or any reminders about supplies to be replenished. There is also a space at the top for any special instructions you may have such as: early pick up, mom is in a meeting, call dad first or be aware that my child is teething and may require some extra tender love and care.

As we are sure you have realized, infants and toddlers require numerous appropriate personal belongings. Please make sure to label all personal items with a permanent marker or clothing labels. You will need to bring the following items for your baby:



- ✓ Bottles pre-made of formula or breast milk (all bottles must be plastic)
- ✓ Water cup with enclosed spout (if used)
- ✓ baby food and/or table food (all food must be in plastic containers, not glass)
- ✓ Diapers - We check diapers every hour and change every two hours, or sooner if soiled. Feel free to bring in a large package and we will let you know when more are needed. Approximately six diapers a day are needed.
- ✓ Wipes (travel packs or containers are okay)
- ✓ Diaper cream if used - All diaper cream is considered medication and will need to be locked in a cabinet.
- ✓ Sunscreen and a Sunhat
- ✓ Please sign sunscreen and diaper cream waiver if you would like it to be applied.
- ✓ 2 x Pacifiers - We will use non-toxic markers for labeling pacifiers.
- ✓ 5 X Fitted Crib or pack in play sheets.
- ✓ Small thin throw Blanket
- ✓ 2 x arms free swaddling sacks
- ✓ At least 3 full changes of clothes

Soiled crib sheets will be returned to you daily so that they can be laundered and returned the following day. We will also have a spare set in the event of extra soiling throughout the day.

Many children have similar belongings so please **label** everything. The bottles and water cups must be **labeled daily** with your child's name, date, and contents. We will use masking tape, but there are permanent dishwasher-safe labels you can order online. We have a refrigerator for all bottles and opened food. Bottles and water cups will be returned at the end of every day.

All prepared food will be returned or thrown away after 48 hours if unheated. You may bring a week's worth of baby food in plastic containers only or a box of cereal, and it will be kept in your child's food basket. When your child is being introduced to new foods, please try new foods at home on a Friday so that you may observe over the weekend for any type of allergic reaction.

Every child will have their own crib or sleep mat. Children begin sleeping on the sleep mats at approximately 6 months when they are showing signs of starting to pull up or climb. Babies will be put to sleep on their backs until such time that they are able to turn over themselves to sleep. In the "Needs and Services Plan" please indicate how you put your child to sleep (rocking, patting, self-soothe, swaddle, etc.).



Our school's website is: www.belltowermontessori.com. We appreciate your reviews and comments. On our website, you will find a Parent section with a drop-down option listing each classroom. Each class is password protected, please contact the office to access your child's classroom page. Here, you will find lots of information about what activities your child has been doing or what is planned for the coming month. We will also post photos of activities.

In addition to our own website, within your child's class under 'Available Links' you will find a link to a 'Myprocare account'. Use the same email supplied to us when registering and you will be able to access your child's records, run off accounting reports, check their schedule, immunization records etc.

Belltower Montessori Academy has an active Facebook page. It is a forum for current parents to connect to each other and the school, and a way to market ourselves to prospective parents. We want our page to be both vibrant and relevant, and we need your help to accomplish this. You can find us on Facebook once you are logged in under: Belltower Montessori Academy.

If you have a Facebook account, go to our page and "like" us. When you like us or comment on our posts or photos, it helps our page become visible to more people. Once you are on the page, please browse the tabs and links. You'll find up-to-date photos from each class, videos and links about Montessori.

Please provide us with your E-mail address for school-parent communication. We are always here to help you with any questions you might have.

We are honored that you have chosen us to provide care for your precious baby! We are looking forward to getting to know you and your baby, cherishing this time together.

If you have any questions please always feel comfortable to share them with us.

Thank You!
The Infant Staff



Food Ideas for transitioning Infants/toddlers

In the Montessori environment, we love to watch a child succeed as they learn new skills that improve their independence. One of these important skills is self-feeding. Our School provides a nutritious snack and lunch menu created fresh every day. If that is not an option for your family, we have put together a list of nutritional & infant friendly food suggestions that will help make the skill of self-feeding easier for your infant.

Main Courses (Finger foods):

Pastas

Sandwiches cut into small squares

Chicken Nuggets

Omelets (Can mix with veggies, cut up spinach, etc.)

Hardboiled Eggs

Quesadillas cut into small squares (can include shredded carrots and meat)

Meat cut into small squares (Ham, turkey, meatballs, meatloaf, etc)

Fish

Sides

Cut up cheese

Steamed veggies

Berries and other fruit cut up (pears, cuties, mango, banana, etc.)

Dried cranberries

Cut up pieces of bread or bread sticks

Rice Cakes

Fruit/Veggie pouches (can be bought at store)

Yogurt

Apple sauce

cucumbers

Foods that makes it hard to self-feed:

Loose rice

Soups/Broth