



## GRACE MONTESSORI SCHOOL Admission Procedures

*Thank you for considering Grace Montessori School (GMS) for your child's education. Our admission process serves several important purposes. It allows you, the parent, to become better acquainted with our mission and practices. Likewise, it provides us with the opportunity to learn about your expectations and goals for your child's education. It also gives families who are new to Montessori an excellent introduction to the philosophy and methods of Montessori education in general.*

1. **TOUR** – A tour will give you an opportunity to observe our classrooms, see our facility and have questions answered about our program. Please note that tours and observation sessions are for **parents only**. Tours are scheduled by appointment through the Admission Office. As a helpful reference, please review the school literature prior to your visit. We request all prospective parents to tour our facility.
2. **APPLICATION** – A completed Application for Admission, a Parent Questionnaire and a **non-refundable \$75.00 application fee** are required for each family seeking student admission. A completed application for admission may be submitted after you have toured the school. Applications are accepted throughout the year; however, for optimum consideration for the upcoming school year, please submit your child's application no later than March 1.
3. **TRANSCRIPT/TEACHER RECOMMENDATION** - If applicable, please sign and forward the Authorization for Release of Information Request form to your child's previous school(s). Your child's past two years and current academic records/test scores are required for admission consideration. A GMS Confidential Evaluation Form, sent from the Admissions Office to your child's present school, must also be received prior to acceptance. This information is necessary to make your child's application complete.
4. **STUDENT INTERVIEW** – Upon receipt of your completed application records and evaluation, the Admissions Office will schedule an interview (intake) for your child with one of our teachers. Students are required to be fully toilet-trained and will be assessed primarily in the areas of academic skills, independence, concentration, language skills, physical development, behavior, and readiness for our program. The interview also determines class placement, familiarizes the child with the school and establishes a mutual understanding of Montessori Education between the family and school.
5. **ADMISSION DECISIONS** – You will be notified of the admission decision as soon as possible by phone. Enrollment contracts are offered on a space-available basis.

### Admission Policy

Grace Montessori School is coeducational and accepts qualified students regardless of race, color, religion, or ethnic origin. Admission decisions are based upon the space available and an evaluation of the suitability of GMS for each student. Generally, priority consideration for enrollment is given to applicants in the following order: (1) qualified siblings of current GMS students; (2) qualified students with previous Montessori experience; (3) all other qualified applicants. GMS seeks to create an optimal developmental environment for all students. The creation of peer groupings is very important; therefore, great care is taken to maintain a balance by gender, age and learning differences and styles in each classroom.

*Grace Montessori School admits students of any race, color, gender, creed or national origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, gender, creed or national origin in employment or in its administration of its education policies, admission policies, financial aid programs, athletics or other school-administered programs.*







**GRACE MONTESSORI SCHOOL  
PARENT QUESTIONNAIRE**

*Our foremost goal in the admissions process is to find the right fit between student, family and school. Please answer the following questions to help Grace Montessori School (GMS) gain a better sense of: your child as a unique individual; your expectations for your child's education; and the values around which you have built your family.*

1. How did you learn about GMS? \_\_\_\_\_
2. Through what grade level do you plan to have your child attend GMS (Kindergarten, Grade 1, 2, 3)?  
\_\_\_\_\_
3. What is it about GMS that appeals to you? \_\_\_\_\_
4. What did you experience during your tour/observation that makes you think that this would be a good educational environment for your child? \_\_\_\_\_
5. Do you have any knowledge of Montessori education, and if so, from what sources? \_\_\_\_\_
6. How would you describe your child's personality and learning style? \_\_\_\_\_
7. What do you see as your child's greatest strengths? \_\_\_\_\_
8. In what areas would you like to see your child's potential more fully developed? \_\_\_\_\_
9. Has your child had experience being away from you? (Briefly discuss separation.) \_\_\_\_\_
10. Describe your child's previous school experience, if any. Has your child previously attended a Montessori school? If Yes, how long? \_\_\_\_\_
11. Is your child involved in any activities outside of school? \_\_\_\_\_
12. How do you discipline your child? \_\_\_\_\_
13. Does your child have any special learning, behavioral or developmental needs that you are aware of or that have been diagnosed by a professional? (*This mandatory information is needed in order to assess proper placement of your child.*)  
Please check any/all that apply?
  - ADD/ADHD
  - Asperger Syndrome
  - Auditory or visual processing
  - Dysgraphia
  - Dyslexia
  - Oppositional defiance
  - Other \_\_\_\_\_

**Thank you for your cooperation and your interest in Grace Montessori School.  
814 W. Linden St. Allentown PA 18101 610-435-4060**



### **Authorization for Release of Information**

Parents please complete the top of this form and give it to the Principal of your child's current school.

#### **Parent Waiver:**

In order to allow the applicant to be considered for admission to the Grace Montessori School, I/we authorize the release of my/our child's records as requested by the Grace Montessori School. I/we release every person and institution from all liability resulting from or pertaining to the furnishing of records, documents, and other information provided to the Grace Montessori School for that purpose. I/we will not seek access to confidential recommendation and evaluation materials before and/or after the admission decision is made.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### **School Reference Form:**

To The Principal of Current School:

\_\_\_\_\_ has applied for admission to Grace Montessori School. Will you please:

Send:

- Current Student Progress Report/Transcript of Academic Record through the most recent marking period.
- Health and Immunization records
- Psychological Reports or Professional Evaluations
- Answer the attached questionnaire on the back of this form.

Please feel free to add anything that will be useful in considering this applicant. The information you give us will be held in confidence. We appreciate your returning this form and the student's records to the address found below by \_\_\_\_\_. Thank you very much.

Grace Montessori School  
814 W. Linden Street  
Allentown, PA 18101  
Phone: (610)435-4060; Fax: (610)351-6276

Sincerely,

*Priya Amin*

Priya Amin  
Program Director

**Student's Name:** \_\_\_\_\_

**Present Level/Grade** \_\_\_\_\_

- 1.) Does the student have intellectual interests?
- 2.) If achievement falls noticeably below ability, can you give any explanation
- 3.) Does this student cooperate with those in authority? \_\_\_\_\_ with fellow students? \_\_\_\_\_
- 4.) Are there any personality problems? Explain.
- 5.) Is there any sort of behavior problem? If so, please explain as fully as possible.

6.) Special Interests:

7.) Parent relations with the school:

Indifferent: \_\_\_\_\_

Often Critical: \_\_\_\_\_

Sometimes Overly Concerned: \_\_\_\_\_

Generally Cooperative: \_\_\_\_\_

Enthusiastic and Supportive: \_\_\_\_\_

8.) Parent Relations with the child:

Evidence of pressure, disharmony, or indifference: \_\_\_\_\_

Seems Normal: \_\_\_\_\_

Clearly supportive and harmonious: \_\_\_\_\_

9.) Do the parents cooperate with the school calendar?

Extended Holidays \_\_\_\_\_ Responsible about limits of holidays \_\_\_\_\_

Do they volunteer with special school events, needs, etc. \_\_\_\_\_

Date: \_\_\_\_\_ Signed \_\_\_\_\_

Position: \_\_\_\_\_ School: \_\_\_\_\_