

Follow Me Montessori Pre-School Handbook

2025/2026 School Year

What is Follow Me Montessori Pre-School?

Follow Me Montessori Pre-School is based on the concept of Dr. Maria Montessori's philosophy. Dr. Montessori believed education should prepare a person for all aspects of life. Therefore, a classroom is divided by practical life, sensorial, language, math, and cultural. She believed that if a student was free to learn at their own pace, he/she is ready. Montessori is full of beautiful works, not play, that give students hands-on experience in learning. They work within parameters set by their teachers. This gives them the freedom to choose their work. Teachers model respect, lovingkindness, and a belief in peaceful conflict resolution.

When a student begins Montessori at an early age, they often develop: independence, coordination, concentration, and order.

Two quotes from Dr. Montessori:

"What the hand does, the mind remembers."

"The hands are the instruments of man's intelligence."

Policies and Procedures

Hours: 7:00 a.m. to 5:00 p.m.
Monday through Thursday
7:00 a.m. to 4:30 on Fridays

Tuition: \$500 per month; (20% deduction for other family students)

Monthly tuition is due on the 1st and no later than the 3rd. If paid after the 3rd, a \$25 late fee will be applied. Even if due date is on a weekend or holiday, tuition date will not change. Please understand the school bill's due dates don't change either.

Calendar: Follow Fairfield ISD's calendar
August 1st through end of June
Building closed in July
Bad weather day – follow Fairfield ISD, listen to KNES 99.1, and look for texts from the Director

Meals: Parent must send daily lunch and snack. You are welcome to send food for warming as we have two microwaves for warming. You may also send breakfast with your child. Breakfast will stop being served at 8:30.

Daily flow: Enter front door to sign in student. Parents may enter during the school day but realize this tends to upset some students. Please remember, this is a school, not a daycare. Although class is over at 3:30, all students must be picked up no later than 5:15 at which a \$1 per minute charge will begin until the student is signed out and to be paid that day.

New Students: All new students must have a signed doctor's note on Admission Form 2935 before their first day of school at Follow Me Montessori Pre-School. The Director will no longer accept the choice, "My child has been examined within the past year by a health care professional and is able to participate in the day care program. Within 12

months of admission, I will obtain a health care professional's signed statement and submit it to the childcare operation."

Admission Form: Beginning 25/26 school year, each student must have a new Admission Form filled out.

Affidavits: If your child has an Affidavit, it must be renewed annually before each school year begins.

Vision & Hearing: Vision and Hearing must be done annually. To make this easier on you and myself, I have arranged for Freestone Medical Center to come every August. I will pay them upfront but will pass it to your next tuition payment for my reimbursement.

Immunizations: While we are required to keep up with immunization records, it is still the parent's responsibility to make sure their child is current with their immunizations. If the parent has to be told their child is due for a booster, then you have until next Friday to get this done or we will have to suspend attendance at FMMP. Once proof is turned in that child is up-to-date with boosters, then he/she may return.

Regulations: *Monthly tuition is due on the 1st and no later than the 3rd. If paid after the 3rd, a \$25 late fee will be applied. Even if due date is on a weekend or holiday, tuition date will not

change. Please understand that the school bill's due dates don't change either. Plan ahead.

*Must bring a change of clothes in a labeled gallon baggy.

*Must bring hat/cap for outside play as there are no trees for shade.

*Must bring supply list items on first day.

*Must have a **current** working phone number.

*Photo of drivers license of each person that will be allowed to pick up students.

*If someone different than parent will be picking the student up, a parent-signed (not initials) with complete date, or text, or email must be given to the Director. Your child(ren) will NOT be released to anyone except parent/guardian or those you listed on HHS's Admission form 2935, October 2023.

*No refunds/prorated rates if student is withdrawn or sick.

Capacity: Human Health Services says 30 sq. feet per student. There is only one restroom and HHS's allowance is 1:17 ratio. Full capacity will be 17 students.

Sick day procedures: Parents are required to call letting the school know the child will not be attending. No student will be allowed to enter if temperature is 100° or more. Teacher and assistant will be on staff. A Substitute will be used if possible when needed.

Daily Schedule

(subject to change)

7:00 – 8:00	Doors Open Breakfast (if brought) None after 8:30 Free Choice with the works
8:00 – 8:30	Calendar, Music, Storytime, Restroom
8:30 – 11:00	Work time (language & math), Restroom
11:00 – 12:00	Lunch (sent by parent/guardian), Restroom
12:00 – 1:00	Recess, transition, restroom
1:00 – 2:30	Rest (P3 & P4), “K” Time, Restroom
2:30 – 3:15	Cultural work/lessons
3:15 – 3:30	Snacks (sent by parent/guardian) Restroom
3:30 – 4:00	Art
4:00 – 4:30	Recess
4:30 – 5:00	Clean up Celebration time Prepare for pick up

Classroom Management:

No corporal punishment allowed! If behavior is out of control, parent will be contacted and must pick up student within 30 minutes.

My favorite and most successful management is: daily, each student finds his/her name on the table and hangs it on the yellow flower. This builds fine motor skills as it is attached by Velcro. If a student is caught doing something kind, answering a question correctly, paying attention, or various things, the teacher will ask them to move their name to a “Caught Making A Good Decision” board. This develops pride in their

word and behavior. However, if that student is asked two times to stop doing something and they continue, they are asked to remove their name and reattach to yellow flower. This develops accountability. That same student can always redeem themselves and move it back to the board. Names that are on the “Caught Making A Good Decision” board at the end of the day, will place a sticker on their chart. Once the chart is filled, they can get a treat from the treasure box. Whenever I’ve had a behavior-struggling student see what can happen if they behave, it’s amazing how their behavior begins to improve. This is acknowledged and discussed often by other students as well. Much encouragement is given.

Contact: Please refrain from calling during class time unless it is an emergency. You may email or text. Also, I ask that you please never post anything negative on the website. All of us need to be good role models for all children! If you ever have a question or problem, please let us talk it out. It is my desire that you love and understand Montessori as I do. It really can work.

Teacher Information

My name is Reecie Cannon. I have been involved in the public school system for 32 years. I have worn many hats during my time from substitute, secretary, Interpreter for the Deaf and Hard of Hearing, assistant to the Assistant Superintendent, teacher assistant, and classroom teacher. I have learned so much about the school system and teaching profession. After teaching Montessori in the Waco public school system, my heart just grew to love how Montessori works and I am a firm believer that it is the best way to teach and learn. **Every**

student is individualized because Dr. Maria Montessori designed the scientific-based curriculum to allow students to move at their own pace. It is a multi-grade classroom. Once each group gets started, it is beautiful to observe how the older student can and learn to help the younger student. Students really develop a respect for themselves, others, and the environment.

I am Texas certified with 12 years of public classroom teaching experience. And, this is the beginning of the 5th year of Follow Me Montessori Pre-School. I, also, hold a certification in Montessori, ESL (English as a Second Language) and GT. Also completed a yearlong, TEA required, class in Reading Academy.

My Philosophy

Every child has the right to an education. One that offers meaningful work. Work that they can learn and grow from. Montessori offers such. It is achieved by tactile learning, not just paperwork. When a child feels in control of their learning, they are more apt to concentrate and work independently. Thus, Dr. Maria Montessori said, "Follow the child."

Follow Me Montessori Pre-School Operational Policies

1. We will be open from 7:00 a.m. to 5:00 p.m., Monday through Thursday and 7:00 a.m. to 4:30 p.m. on Fridays during the months of August through end of June. We will follow Fairfield ISD's calendar. Notice, we are closed all of July.
2. Children will be picked up between 4:00 and 5:00 Monday-Thursday and 3:30 and 4:30 on Fridays by parent or guardian. If someone different than parent will be picking the student up, a parent-signed note (not initials)

with complete date, or text, or email must be given to the Director. Your child(ren) will NOT be released to anyone except parent/guardian or those you listed on HHS's Admission Form 2935, October 2023. Each person may need to show their driver's license for proof of identification which must be on file.

3. If a child wakes up sick at home, parent needs to call the school. Students will not be allowed to enter if temperature is 100° or more. If student gets sick during the day, the teacher will call parent and keep the student isolated from other students until parent picks child up. The expectation is for child to be picked up within 30 minutes or less. The child may return after fever free and/or vomiting free for 24 hours, no less.
4. We will dispense medication but prefer parent/guardian to come to school to give the medicine. If the school is to give the medication, an Authorization For Dispensing Medication form must be filled out. The medication (prescription or over-the-counter) must be in the original package with child's name, physician's name, dosage instructions, side effects, expiration date, and medication name. Parent must provide all measuring devices. **Beginning this year – if your child's medication must be refrigerated, we can not give that medication as Follow Me Montessori Pre-School does not have a separate refrigerator nor do we have the space for another refrigerator. All medications must be kept away from food.**
5. If a child becomes severely ill or injured, the parent/guardian will be immediately contacted. The child will be transported to the nearest medical facility by foot, as our building is next door to EMS and walking distance to the hospital/clinic, if parent cannot be contacted or by parent/guardian's instructions. Injuries with medical attention will be reported to Human Health Services which is the licensing agency. It will be recorded on the Incident/Illness Report form and discussed with parent within 48 hours. Parent must sign the form! The form will be kept in child's file for three months or longer.
6. Parental notifications of information can be found on calendar which is in child's daily behavior folder where parent must initial daily and in weekly newsletters. If immediate attention is needed, parent will be notified by phone with notification being documented in the child's folder. If parent cannot be contacted, the listed emergency contact person will be notified next.
7. No corporal punishment is allowed! If behavior is out of control, parent will be contacted and must pick up student within 30 minutes if called. My favorite and most successful management is: daily, each student finds his/her name on the table and hangs it on the yellow flower. This builds fine motor skills as it is attached by Velcro. If a student is caught doing

something kind, answering a question correctly, paying attention, or various things, the teacher will ask the student to move their name to a “Caught Making A Good Decision” board. This develops pride in their work and behavior. However, if that student is asked two times to stop doing something and they continue, they are asked to remove their name and reattach to yellow flower. This develops accountability. That same student can always redeem themselves and move it back to the board. Names that are on the “Caught Making A Good Decision” board at the end of the day, will place a sticker on their chart. Once the chart is filled, they can get a treat from the treasure box. Whenever I’ve had a behavior-struggling student see what can happen if they behave, it’s amazing how their behavior begins to improve. This is acknowledged and discussed often by other students as well. Much encouragement is given. This follows HHS’s Subchapter L, Discipline and Guidance which can be located at the back of the handbook.

8. Suspension and expulsion will only occur as a last resort! If behavior is out of control (constantly hitting, kicking, biting, and/or screaming), parent/guardian will be contacted and child must be picked up within 30 minutes. They may return the next day with a new beginning. I do not believe any child should permanently be expelled because these are young children. They must be met with patience and forgiveness realizing what they do is not personal to the teacher. A daily Behavior Folder is sent home reflecting child’s behavior on their calendar inside the folder. Parents are to look at that daily and initial. If a parent accepts this responsibility, then nothing should surprise the parent.
9. Nap time is set aside for PK-3 and PK-4 for one hour and a half. However, if the child does not want to nap, he/she must rest for a minimum of thirty minutes. During this time, the kindergarten students will have “K” time where they work on reading, writing, and sight words. Each pre-kindergarten student is required to purchase a plastic nap mat only used by them with their name written only on red side. They need to bring a bedroll or light blanket for comfort. No pillows. K’s typically do not nap unless by their choice after “K” time is completed. Follow Me Montessori Pre-School does not house infants.
10. All meals (breakfast, lunch, and snacks) are to be furnished by the parent/guardian. This is an initialed agreement on Follow Me Montessori’s registration page. Lunch boxes will be kept in the refrigerator and lunches, if needed, can be warmed via microwave only controlled by staff.
11. The State of Texas requires all children in childcare to be immunized against: Diphtheria, Tetanus, and Pertussis, Poliovirus, Haemophilus influenza type b, Measles, Mumps, Rubella, Hepatitis B, Hepatitis A, Varicella, and Pneumococcal. According to the Texas Health Department,

Tuberculosis is not a required immunization. Parents are to furnish an up-to-date immunization card to be kept in child's file. However, an unvaccinated child can enter the childcare center if the parent files for an exemption (Affidavit).

12. Texas Health and Safety Code, Chapter 36 requires all children enrolled for the first time to have a vision and hearing screening. PK-4 and Kindergarten must be screened by September 1. Freestone Medical Center will provide vision/hearing screenings with parental permission. I will pay first, then pass the cost to you on September's tuition. If you decline, parents are responsible to get this done before end of each August. If this is not done by due date, then your child will be suspended until vision/hearing is turned in and signed by a medical professional.
13. Enrollment procedures – Before the date of admission, the parents must sign a child-care enrollment agreement and other similar documents to include the Operational Policies. Parents must fill out Follow Me Montessori Registration with \$100 non-refundable deposit, Form 2935, Form 7293, Form 1099, Parent's Rights (Form 2987), signed Handbook, complete immunization record, current (within year) physical from the doctor and signed, hearing/vision tested and covid/lesion policies. These forms can be found on Follow Me Montessori website or at the school. Parents will be notified of changes in policies no less than 24 hours before they go into effect. They will be sent a note home.
14. Follow Me Montessori will not transport any child. Parents/Guardians are responsible. In case of medical emergency, the child will be transported by parent/guardian or EMS.
15. Follow Me Montessori will not have any swimming or wading pools. The only water activities are in the Montessori Curriculum which includes washing a baby doll, pouring water that builds fine motor skills and is a pre-reading/writing skill that teaches left to right, and sink and float activities. Scientist of the week may need some water with the chosen experiment, but very little water will be used with this and the parent is always invited to do the experiment with their child.
16. Follow Me Montessori will not participate in any field trips.
17. Follow Me Montessori will not have any class pets.
18. Follow Me Montessori is a supporter of both indoor and outdoor activity as this gives children an outlet for energy, expression of loud talk, creativity, and a time to make friends. All staff must follow the plan and it must include all children regardless of special care needs. The whole class, PK-3/Pk-4/Kindergarten, will attend developmental activities daily together. There are two scheduled recesses: 12:30-1:00 and 4:00 – 4:30, children will be working in the garden outside on Fridays. This allows for gross motor development as they dig to plant seeds, remove weeds, and general

maintenance of garden. During recess (free play), the students will have sandbox, ball-n-catch games, ring toss, washer toss games, blowing bubbles, bouncing balls, and corn hole game. These materials will be found outside in the fenced-in play area. Indoor play will consist of some teacher/staff directions as they play exercise CD's by Jack Hartmann. Children will also be allowed to do somersaults, twister, duck duck goose, and staff directed calisthenics. Children will enter the fenced-in play area by exiting the backdoor and walking a few feet to enter the gate. They will be protected while transitioning to the playground by a bright yellow chain hung from the building to the fence to stop any traffic. This is a very low-traveled area. Children should wear appropriate seasonal clothing and tennis shoes for safe play. If the temperature or windchill is less than 40° or 100° or higher, recess will be inside.

19. It is the recommendation of Follow Me Montessori that if sunscreen or insect repellant is to be applied that the parent/guardian apply before dropping the child off for school because it's considered medication. However, if reapplication is needed for afternoon recess, parent must supply the insect repellent and sunscreen with child's full name taped to the original box and must not be out of date.
20. Parent rights are consistent with the rules in Division 5 of this subchapter (relating to Parent Rights). Read about Parent Rights under the heading towards end of this handbook.
21. Parents are allowed and encouraged to review and discuss any questions or concerns about policies and procedures of Follow Me Montessori Pre-School. To treat this as a private and uninterrupted conference, the parent is welcomed to set an appointment before school as early as 6:30 a.m. or after school when the last child leaves, approximately 5:00 p.m. The parent is also welcomed to text, call, or email if a face-to-face conference does not fit their schedule.
22. Parents are welcomed to participate in following Follow Me Montessori's activities: Friday's Scientist of the Week with their child, Celebration of Life (birthday; no party), holiday parties (Christmas and Valentines), and end-of-year party and awards. All treats must be specifically for your child and no other. This is to protect any possible food allergy.
23. Follow Me Montessori's most recent licensing report will be posted on a bulletin board outside of office. Procedures for parents to access the minimum standards online:
 - In address bar, enter: <https://hhs.texas.gov>
 - In the search bar, enter – Minimum Standards for Child-Care Centers, click search
 - Scroll down to Minimum Standards, click

- Scroll down to +Day Care Operations, click
- Scroll down to Chapter 746, click
- Method of accessing the Texas Abuse and Neglect Hotline – call 1-800-252-5400
- HHSC website is – <https://hhs.texas.gov>

- 24. Emergency Preparedness** – (Fire) Primary and alternate escape routes are posted at each exit. During fire alert, Director/teacher will lead children to the proper exit retrieving a red emergency folder that has up-to-date roster, pencil, and emergency contact numbers plus parent/guardian numbers, and emergency care authorization for each child. Children are assigned a partner to leave quickly to ensure safety. We will go to the back of the playground as the primary gathering place unless directed further back by fire professional(s). The secondary exit is through the front door, turning left and walking on grassy area between farther end of building and EMS building to behind the playground unless directed further back by fire professional(s). If fire department has not arrived on scene, the teacher will call. Then once children are calmed, teacher will begin calling parents reassuring their child's safety. (Alternate Shelter is 764 Commerce St) If warning of an emergency such as a flood, hurricane, medical emergency, or communicable disease outbreak, parents will be instructed to keep children at home or pick them up immediately. Communication to parents will be via telephone, text, website, and local radio station, KNES, 99.1. (Shelter and Lockdown) In case of a tornado, volatile person on the premises, or an endangering person in the area, the children will be moved to the workroom that is without windows. Workroom doors will be locked and if time allows, exterior doors will also be locked. The workroom will also have a folder with an up-to-date roster, pencil, and emergency contact numbers plus parent/guardian numbers, and emergency care authorization for each child. The workroom will be supplied with a large flashlight and smaller flashlights so children can look at books to calm them if needed. We will remain in locked room until notified by the authorities of safety. Communication will be via cell phone. Children will be released to their parent/guardian documenting the time, date, and person the child was released. Fire drills will be practiced monthly each school year. Staff will continue to monitor and reassure children. Staff will follow our pre-planned and posted evacuation drills.
- 25. Adult size chairs (2)** will be in the classroom and office if needed. Parents, you have the right to breastfeed your child in an adult-sized chair in the workroom for privacy. If you need anything, just let us know and we will try to accommodate you the best we can.

26. Preventing and responding to abuse and neglect of children

- Director and all employees must have a minimum of one hour training annually.
- The Director is required 30 hours of training annually over various topics. All employees are required 24 hours of annual training.
- During parent and employee orientation, a pamphlet will be available for them to take. During all employee inservice training, this topic will be discussed.
- Strategies for coordination regarding child abuse will be with local school counselors and local pastors.
- Parents who believe their child is a victim of abuse or neglect can contact Texas Abuse/Neglect Hotline (1-800-252-5400) which is also posted on the bulletin board in the classroom for assistance and intervention and listed on #23.

27. Procedures for conducting health checks:

- Upon arrival to the school each day, children will be observed for symptoms of illness and have their temperature checked. If 100° or more, the child will be sent home.

28. Employees are required to have all childhood vaccinations unless prevented by medical conditions or reasons of conscience, including a religious belief. Any employee that does not have the required vaccinations must wear personal protective equipment (PPE) as recommended by the Centers for Disease Control and Prevention (CDC). A dated written note from the employee's doctor will be kept in their file indicating their safety for employment with Follow Me Montessori Pre-School. A person will not be hired if a doctor's note is not furnished before the first day of employment.

29. Follow Me Montessori Pre-School does not maintain nor administers unassigned epinephrine auto-injectors. Food is not provided by the school.

30. Requirements for supporting inclusive services to children with special care needs:

1. Provide accommodations recommended by a health-care professional or qualified professional affiliated with the local school district or early childhood intervention program.
2. Utilize recommended adaptive device provided to Follow Me Montessori Pre-School for child's use.
3. A child who receives early intervention services or special education services can also receive those services from a qualified service provider at Follow Me Montessori Pre-School, with parental request and approval.
4. Activities integrate children with and without special care needs.

5. Caregivers adapt equipment and procedures and vary methods as necessary to ensure we care for special-needs children in a natural environment.

Any area within 1,000 feet of a child-care center is a gang-free zone, where criminal offenses related to organized criminal activity are subject to a harsher penalty under the Texas Penal Code. This information is also listed on Form 2935 which parents sign, and is discussed in the required new-parent orientation.

To learn more about your child's development for Early Childhood Intervention services, go to: <https://www.hhs.texas.gov>

During orientation and conferences:

- Parents will be told they may visit Follow Me Montessori at any time during 7:00 a.m. to 5:00 p.m. Monday – Thursday or 7:00 a.m. to 4:30 p.m. on Friday to observe their child, program activities, building, premises, and equipment without securing prior approval.
- Parents will be informed that the Texas Penal Code states that any area within 1,000 feet of our facility is a gang-free zone, where criminal offenses are subject to harsher penalty.

Parent Rights

Within all the admission forms a parent must fill out, they are also given Form 2987 which is Parent Rights that they must sign and date. Nothing has changed; however, it is required that all rights be listed in Operational Policies.

- Who has the right to access children's records? A. All children's records must be immediately accessible to caregivers during hours of operation for use in an emergency. B. Parents have the right to access their own child's record during a parent conference with the caregiver or child-care center's director. C. All children's records are subject to review and/or reproduction by Licensing upon request during hours of operation.
- Information regarding how to access your center's compliance history online: A. Google Search Texas Child Care. B. Click Search Texas Child Care. C. Click By Provider and enter Follow Me Montessori Pre-School. D. Scroll down to blue wording – More Details/Compliance History, Click
- Contact information for Child Care Regulation:
Child Care Regulation Office
801 Austin Avenue
Suite 400

Waco, TX 76701
PH: 254-756-5571

- Follow Me Montessori Pre-School does not have any video recorders. This is not a requirement.
- Follow Me Montessori Pre-School's Policies and Procedures can be found in the current year's Handbook. The handbook is given annually to all parents to acknowledge they have, "received, read, and understand the Complete Handbook with: What is Follow Me Montessori Pre-School? Policies and Procedures. Daily Schedule; Classroom Management. Teacher Information. My Philosophy. Operational Policies. Parent Rights. Professional Development. Release of Children." This signed and dated page is the last page of the Handbook. Parents keep the Handbook, but the signed acknowledgement page is filed in the student's file. The Handbook can also be read on the website – www.followmemontessori.com.
- Enter and examine your center during its hours of operation without advance notice.
- File a complaint against Follow Me Montessori Pre-School by contacting the local Child Care Regulation office. The address and phone number are given above.
- Obtain a copy of the childcare facility's policies and procedures.
- Review Follow Me Montessori Pre-School's publicly accessible records.
- Receive from FMMP:
 - a. HHSC's inspection reports of FMMP (on bulletin board in classroom)
 - b. FMMP will comply with a valid court order signed by a judge that prevents another parent/guardian from visiting or removing the parent's child from FMMP.
- Review, upon the request of the parent/guardian:
 - a. Staff training records
 - b. Any in-house staff training curriculum used by FMMP
- Be free from any retaliatory action by Follow Me Montessori Pre-School for exercising any of the parent's/guardian's rights.

Professional Development

- A. Training may include clock hours or CEUs provided by:
 - 1. A training provider registered with the Texas Early Childhood Professional Development System Training Registry, maintained by the Texas Head Start State Collaboration Office;

2. An instructor who teaches early childhood development or another relevant course at a secondary school or institution of higher education accredited by a recognized accrediting agency;
3. An employee of a state agency with relevant expertise;
4. A physician, psychologist, licensed professional counselor, social worker, or registered nurse;
5. A person who holds a generally recognized credential or possesses documented knowledge relevant to the training the person will provide;
6. A director at Follow Me Montessori Pre-School if:
 - A. The director has demonstrated core knowledge in child development and caregiving;
 - B. HHSC has not placed Follow Me Montessori Pre-School on probation, suspended, revoked, or refused to renew our permit ever;
 - C. HHSC has not assessed an administrative penalty against Follow Me Montessori Pre-School ever;
 - D. The only caregivers receiving the training are employees of FFMP.
7. A person who has at least two years of experience working in child development, a child development program, early childhood education, a childhood education program, or Head Start program and:
 - A. Has a current Child Development Associate (CDC) credential; or
 - B. Holds at least an associate degree in child development, early childhood education, or related field.

Training may include clock hours or CEUs obtained through self-instructional materials, if the materials were developed by a person who meets one of the qualifications.

Instructor-led and self-instructional training, but not self-study training, must include:

1. Specifically stated learning objectives;
2. A curriculum, which includes experiential or applied activities;
3. An evaluation/assessment tool to determine whether the person has obtained the information necessary to meet the stated objectives; and
4. A certificate of successful completion from the training source.

Release of Children

To whom may I release a child?

- A. A child must only be released to a parent or person designated by the parent.

- B. Upon receipt of a valid court order signed by a judge that prohibits a parent from removing the named child or children from the child-care center, the child-care center must:
 - 1. Comply with the court order immediately and until:
 - A. Receipt of a subsequent court order that revokes the primary order; or
 - B. The court order expires as defined in the document; and
 - 2. Maintain a copy of the court order in the children's file.

Follow Me Montessori Pre-School

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**I/We the parents of _____ have
received, read, and understand the above
listing about Follow Me Montessori Pre-School.**

Parent/Guardian

Date