VILLAGE MONTESSORI SCHOOL

Grow through experience

Toddler Phase

2027



"Free the child's potential and you will transform him into the world."

DR MARIA MONTESSORI

Village Montessori School

Toddler Phase

Ages: 18 months to Three years

Physical Address:

245 Glover Avenue, Lyttelton AH, Centurion

Tel: 012 664 2944

Email: info@villagemontessorischool.co.za

Website: www.villagemontessorischool.co.za

Management:

Owner: Daleen & Nico Koen

Principal: Bhavna Bhagattjee

Our School

Village Montessori School was established in 1992 and is registered with the Gauteng Education Department as an Independent School.

The medium of instruction is English.

Village Montessori School Mission Statement:

We are committed to provide a holistic education, which encourages understanding through a questioning mind.

We aim to achieve this by:

- Allowing children to develop intellectually at their own pace with the specially designed programme.
- Allowing children to develop an awareness of the environment and the importance of their role in its stewardship.
- Fostering within the children an awareness of their roles and responsibilities in society.

The Montessori Method:

- Dr. Maria Montessori based her education on her scientific observations of young children's behaviour. As the first woman physician to graduate from the University of Rome and became involved with education as a doctor treating children labeled as mentally challenged.

- The basis of the education principle is that each child has an innate desire to learn. Each child learns with a unique style and pace. A holistic approach is taken where the child's development involves many aspects: physical, cognitive, social, emotional and moral.

- The Montessori environment changes and grows with the developmental needs of the child. The materials offer concrete, multi-sensory experiences, which actively engage children, correcting, giving feedback and increasing children's opportunities for self-directed work.

Village Montessori Toddler Phase:

"The greatness of the human personality begins at the hour of birth."

Maria Montessori

Birth to Three:

8 to 18 months: Sitters, Standers and Explorers

18 months to 24 months: Movers, Shakers and Players

24 months to 36 months: Walkers, Talkers and Pretenders

Children learn through doing, imaging and discovering for themselves.

It is the discovery and exploration of the senses.

Cognitive Development is about the equilibrium of holistic development and the way the child explores, makes connections and communicates their new discovery.

The toddler child needs to be seen as an active learner.

The toddler child will be encouraged to develop ideas, thinking, intelligence, imagination, creativity, concentration, attention, memory, schemas and language development.

The toddler child will be developing and strengthening their Gross Motor Skills, Fine Motor Skills, Spatial Orientation, Music, Movement, Art, Emotional, Social and Cognitive Skills through various activities, songs, games, rhythms and play.

The Learning Areas also include Practical Life, Knowledge and Understanding of the World, Language and Math Development.

Village Montessori Toddler Phase Times:

Morning Care	Toddler, Pre-Primary, Primary and High School	07:00
School Starts	Toddler, Pre-Primary, Primary and High School (VIA)	**07:45**
School Closes	Toddler	12:30
	Pre-School	13:00
	Junior Primary	13:30 13:00 (on Fridays)
	Senior Primary	14:30 13:00 (on Fridays)
	High School:	15:15 12:30 (on Fridays)
Aftercare	Toddler, Pre-Primary, Primary & High School	**Until 17:00**
Meals provided	Toddler	Breakfast, Snack & Lunch
	Pre-Primary	Snack & Lunch
	Primary & High School	Cooked Lunch can be ordered at a reasonable cost (R30 – R40).

"The most effective kind of education is that a child should play amongst lovely things."

Plato 427-347BC

Compulsory Supporting Documents:

Please ensure that all the legally relevant documentation is submitted to the school to finalize enrolment at VMS:

- Child's Birth Certificate
- Child's Immunization Record/ Clinic Card
- Copy of both parents/Guardians ID documents
- Copy of Medical Aid Card
- Proof of Residence

Updating Contact Details:

Please ensure that your address, telephone numbers and emergency contacts are updated when any changes are made. It is your responsibility to keep this information updated, as it is vital for emergencies.

Sick Children:

No child may attend the school if he/she has:

- Any contagious/infectious illness
- Diarrhea in the past 24 hours
- Vomited in the past 24 hours
- Temperature above 37.8.
- A rash; infected eyes
- Septic focus
- Lice/nits
- Heavy cold or cough

Village Montessori Toddler Phase Requirements:

All the requirements must be brought to school in the first week of school, in a plastic bag, clearly labeled.

All your child's clothing and belongings need to be clearly labelled.

- A school bag which your child can pull/carry and open themselves. It must be clearly labelled.
- 1 x Empty & clean 2L ice cream tub.
- Three sets of a full change of clothing & a pair of shoes (according to the season)
- A Box of nappy bags PER TERM (in case of emergencies for toilet accidents)
- A sun hat is compulsory; clearly labelled which will stay at school.
- A blanket for nap time clearly labelled
- A pillow for nap time, clearly labelled
- 1 x Sunblock (Boys)
- 2 x Dettol Hand Wash (Girls)
- 1x soft tissues PER TERM (3)
- A 20-page Flip File
- A4 Plastic pouch with press stud for notices/messages/artwork
- 1x Pritt
- 1x Box Coloured Pencils
- 1x Pack of Colour Paper
- 1x age-appropriate storybook for the class library (non-fantasy book)
- Water bottle – a clean water bottle daily
- Children who are not potty trained will need a **daily** supply of **3** x nappies, barrier cream/powder and wet wipes along with their change of clothing.
- Children need to be dressed comfortably for the activities of the day.
- Tights must be worn under skirts/dresses.
- No high heels or jewelry is allowed.
- No make-up or fancy dress or character costumes/t-shirts may be worn at VMS. E.g. Superman
- A snack for children staying later than 16:00
- Umbrella/raincoat to be left at school.

Toddler Phase Application Process

We are selective when it comes to admitting students because the groups are small and we need to ensure that the appropriate atmosphere of learning and respect is always maintained.

For any potential pupil to be considered, we must receive a completed application form accompanied by a copy of the most recent therapy, relevant medical or professional reports and recommendations where applicable. We cannot proceed with the application until we receive your forms. Parents are strongly advised to submit the application form as early as possible because the enrolment date is a factor in establishing priority in the event of a shortage of places. Young children may be placed on the waiting list. Younger siblings must also be enrolled as soon as possible.

Parents will be notified in writing of the results of their child's application, as well as the commencement date. They are then asked to inform the school, either verbally or in writing, of their intention to accept the place. Before your child can be enrolled, the good faith deposit, registration fee and first month school fees are payable within the time stipulated to secure their place in the school. Should the child be accepted, parents will also be invited for a parent interview. The interview is held with both parents/caregivers, the Village Montessori Enrolment Committee and the Principal. This is a platform for both sides to explore expectations and suitability. The Enrolment Committee considers several factors, but the key considerations are the suitability of the child to the Montessori environment, level of family commitment to the Montessori Method, welfare of the school and smooth transition for the child.

Family Commitment

All primary caregivers should attend a parent interview as Montessori education is most effective when a child's caregivers understand and co-operate with the long-term programme.

Parents and caregivers need to show understanding of the Montessori philosophy of teaching and fully support its methods. They need to agree to support the VMS staff. Parents and caregivers need to be willing participants and fully support all initiatives of the school in fundraising ventures, working days, parent education evenings, equipment making and social events. We are very happy for parents to indicate their skills and preferences for areas they would like to assist with.

Toddler Phase School Fee Structure for 2027

Enrolling a child at VMS represents a significant financial investment for the average family. Our families are very special people who recognize and appreciate that an investment in education truly pays the best dividends.

Our fees are calculated as one child's share of the annual operational expenses; therefore, we must ensure our annual income through parents' timely payment of fees.

Good Faith Deposit: R15 000-00

Registration Fee: R 500.00

Fee per Month: R4 500.00 (x 11) for full day, (R4 000 up to 12:30)

This Fee includes Aftercare up to 17:00, Clamber Club, Breakfast, Snack & Lunch

The Good Faith Deposit is required in advance upon successful application to secure your child's place. The deposit will be adjusted whenever a child moves up from one phase to the next, in other words, to Pre-School, Junior Primary, Senior Primary and High School.

The deposit, or the balance of the deposit after deducting outstanding amounts, will be refunded after termination of enrolment. In terms of the enrolment contract signed by parents, a term's written notice must be given for the deposit to be refunded. Parents whose children leave at the end of the year will be refunded at the end of January the following year.

Banking Details:

FIRST NATIONAL BANK

Branch no: 250-655

Account no: 62904723914

Cheque (Current) account

Name: **Village Montessori School**

Please use the child's name and surname as a reference.

Proof of payment can be e-mailed to:
accounts@villagemontessorischool.co.za

SCHOOL CALENDAR 2027

TERM 1

School Opens:	**Wednesday**	**13 January**	
Mid-term School Closes:	Thursday	18 February	
Mid-term School Opens:	Tuesday	23 February	
Public Holiday	*Monday*	***22 March***	*(Human Rights Day 21/03)*
School Holiday	*Tuesday*	*23 March*	*School Holiday*
School Holiday	*Wednesday*	*24 March*	*School Holiday*
School Holiday	*Thursday*	*25 March*	*School Holiday*
Public Holiday	*Friday*	***26 March***	*(Good Friday)*
Public Holiday	*Monday*	***29 March***	*(Family Day)*
School Closes:	**Friday**	**09 April**	11:00 (Aftercare 14:00)

Holiday Care: Monday, 12 April to Friday, 23 April 2027 (07:30 to 14:00)

TERM 2

School Opens:	**Wednesday**	**05 May**	
Public Holiday	Wednesday	16 June	Youth Day
Mid-term School Closes:	Friday	25 June	
Mid-term School Opens:	Monday	05 July	
School Closes:	**Friday**	**06 Aug**	11:00 (Aftercare 14h00)

Holiday Care: Tuesday, 10 Aug to Tuesday, 24 Aug 2027 (07:30 to 14:00)

TERM 3

School Opens:	**Tuesday**	**07 September**	
Public Holiday:	Friday	24 September	(Heritage Day)
Mid-term School Closes:	Thursday	21 October	
Mid-term School Opens	Tuesday,	26 October	
School Closes:	**Friday**	**03 December**	11:00 (No Aftercare)

No Holiday Care for December 2027

VMS Toddler Phase Disciplinary Policy:

Maria Montessori developed the concept of “normalisation” to describe the process by which each child acquires certain personality characteristics that lead to success in the classroom and throughout life. A “normalised” child will love learning, be kind to others, develop concentration and good work habits and become independent.

Our goal is to create and maintain an environment in which each child can successfully reach this level of normalisation. Many discipline problems can be avoided by the following proactive strategies practiced in every VMS classroom.

Basic rules are explained to the children. They are reminded if they break the rule for the first time. The teacher will demonstrate the correct way to act or do. The child will be gently removed if they are hurting others.

Discussions are vital with the parents. The parents will be informed, and the children will be assisted most lovingly.

The principal will talk to the child/parent if needed. Intervention from an Educational psychologist may be suggested to support the needs of the child.

It is important that the parents understand the Montessori Philosophy and apply the same philosophy of discipline at home. This is most beneficial for the holistic development of the child.