



Hearts and Hands Montessori, Inc.
1660 Amsterdam Rd.
Belgrade, MT 59714
406-388-8876

Attendance Policy

*All children enrolled must be to school by 10am, unless the office has been previously notified of late drop-off (doctor appointments, etc). If your child is not in attendance by 10am, we will assume that they will be absent for the day. Our staffing will be adjusted to reflect attendance at 10am.

*If your child is not in attendance prior to their classroom “meal” schedule, they must be fed prior to being dropped off. We do not have enough staff to monitor an individual child while leaving the remaining students to continue with their daily routine. Morning snack/lunch is served at:

- Infants = 8:30am/11:00am
- Pre-K/Toddler/Primary = 9:30am/11:30am

All communication must go through the office during business hours. If a teacher is in the classroom, they are unable to use their cell phones during that time and should not be communicating with parents via their personal cell while your child is in care of Hearts and Hands.

I acknowledge and agree to the following (please initial each statement):

_____ My child will not be accepted after 10am.

_____ My child will be fed prior to attending if coming after morning snack/lunch.

_____ Communication will be made through the office at any time during business hours.

Student's Name

Parent Signature

Date