



**PLEASE READ  
IMPORTANT INFORMATION**

July 15, 2021

Dear Parents/Guardians,

On behalf of the faculty and staff at the Montessori Elementary at Highland Park, it is a pleasure to be a part of the MEHP family and we are looking forward to working with each of you.

We first want to remind you of the required attendance during our **Registration Day on August 3<sup>rd</sup>**. Parents are expected to attend and participate in registration with your student. For your convenience and to save you some time, you may download registration forms from our website at [www.mehp.com/registration](http://www.mehp.com/registration) and complete prior to arrival.

"We will have registration 3 times on this day, to assist you in being able to attend only **one** of the sessions. Please see enclosed schedule included and choose the best that fits your schedule. Important information will be presented during the session that you attend. **Parent conference hours will be discussed in detail and must be met this year for your student to continue enrollment at MEHP.** One way to gain parent hours this year is to join our newly formed PTO. More on this at the meeting. The registration meetings will be held in the MEHP Cafeteria inside the school. We look forward to seeing you there!

We have also enclosed the dress code for our students. We will adhere strictly to the uniform code this year. Please discuss with your student about wearing the proper uniform and how the uniform is to be worn at school. For your convenience, you will be able to order some student uniform clothing through our school online store.

This year we will engage students through our Montessori based curriculum as we prepare our students for success and learning. We want you to be an active participant and an avid supporter of our school. One of the areas that we need your total support is student attendance. Children cannot learn if they are not in school or tardy to school on a frequent basis. We are going to monitor attendance and expect that our students are present and on time each day.

Please take time to go over this letter with your child and purchase only school items for the school uniform that meet the criteria set forth in this letter. If you have any concerns or questions, please feel free to call us at-----

A few reminders to bring with you to registration:

- ID
- Student's Social Security Card
- Legal Guardian Information
- Recent immunization form from physician

Thank you once again for your support.

Elaine Swafford, EdD  
Chief Executive Officer

Gwen Howard  
Principal