

# Green Trails Montessori Daycare

## Our Program



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Infant & Toddler Centre: 132 Sharon Place Nanaimo, BC V9V1C5

3-5yrs old Centre: 103-10216, 128 St., Surrey, BC V3T2Z3

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## Curriculum Breakdown

Our curriculum is designed to meet each child where they are, allowing them to progress at their own pace while being continuously inspired by new materials and challenges. Teachers serve as facilitators, gently connecting children with meaningful experiences rather than directing every moment. We focus on the **whole child** — intellectual, emotional, social, and physical development — through the following key areas:

- **Practical Life Skills**  
Activities such as pouring, spooning, tying, and cleaning teach independence, concentration, and coordination. Children also learn courtesy, responsibility, and care for themselves and their environment.
  - **Sensorial Development**  
Children refine their senses — sight, touch, sound, and smell — through hands-on materials designed to sharpen perception and understanding. Many sensorial materials lay the foundation for later mathematical and scientific learning.
  - **Language & Literacy**  
Storytelling, phonetic games, reading, and writing activities help children express themselves confidently and develop strong communication skills.
  - **Mathematics & Logic**  
Using concrete materials, children explore concepts like counting, sequencing, geometry, and simple operations — helping them understand math as something tangible and fun.
  - **Creative Arts & Expression**  
Music, dance, drawing, and imaginative play allow children to express their ideas in many forms — reflecting the Reggio Emilia belief in “a hundred languages of children.”
  - **Science & Nature Exploration**  
Outdoor learning and nature-based activities foster curiosity about the world, encouraging children to ask questions, observe, and experiment.
  - **Community & Cultural Awareness**  
Through discussions, group projects, and celebrations, children learn about community, empathy, and diversity, nurturing a sense of belonging.
  - **Physical Education & Wellbeing**  
Daily movement, outdoor play, and yoga sessions support healthy physical development and emotional balance.
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## A Day at Green Trails Montessori

Each day at Green Trails Montessori is thoughtfully structured to balance learning, play, and rest — creating a rhythm that supports children’s natural curiosity and need for both independence and connection. Our schedule provides opportunities for children to explore, create, and learn at their own pace in a caring and stimulating environment.

### Daily Schedule Outline

<b>Time</b>	<b>Activity</b>	<b>Description</b>
8:00 – 9:00 AM	Arrival & Welcome	Warm greetings as children settle in for the day.
9:00 – 10:00Am	Montessori Learning & Active Play	Hands-on Montessori lessons and guided playtime.
10:10- 10:40AM	Circle Time (Story and Songs)	Group stories and songs to build confidence and connection.
10:40-12:00pm	outdoor play	Active outdoor fun and exploration in a safe space.
12:10-12:40	lunch time	Social mealtime where children eat, share, and tidy up.
1:00– 3:00 PM	Nap or Quiet Time	Rest or quiet reading and drawing for relaxation.
3:00 – 3:30 PM	Snack & Washroom Break	Quick snack and refresh before the afternoon session.
3:30 – 5:00 PM	Arts, Crafts & Free Play	Creative projects and open-ended play before pickup.
5:00 PM	Closing	Friendly goodbyes as children head home.

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## Arrival and Departure Guidelines

At Green Trails Montessori, we believe that smooth transitions help children feel safe, confident, and ready to learn. To maintain a calm and focused environment for all, we ask that families follow the guidelines below for drop-off and pickup times.

### **Arrival**

Our Montessori program begins promptly at **9:00 AM**, so it is extremely crucial that all children arrive and be signed in **before 9:00 AM**. Starting the day together helps children settle comfortably into their learning routine and minimizes classroom interruptions once lessons have begun.

If you anticipate arriving late, please contact the center before 9:00 AM so our staff can prepare accordingly. Consistent late arrivals can disrupt classroom flow, and in such cases, the center reserves the right to review your child's enrollment status.

Please note that **staff are unable to accept children before 8:00 AM**, except in emergencies.

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### **Departure**

Our daycare closes at **5:00 PM**, and we kindly ask that all children be picked up by this time. Pickups made after **5:15 PM** will incur a **late fee of \$50 for every 15-minute period (or part thereof)**. This policy ensures fairness and helps our educators maintain a healthy work-life balance.

If you know you'll be late, please inform the staff as soon as possible. Repeated late pickups (more than three occurrences of 15 minutes or more without notice) may result in a review of your child's enrollment.

For details on authorized pickups and safety measures, please refer to our **[Child Release Policy](#)** **(ADD LINK for CHILD RELEASE POLICY)**.

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## **Staff Meetings and Early Pickups**

At Green Trails Montessori, our educators are continually learning and collaborating to ensure we provide the highest quality care and education for your child.

To support professional development and ongoing program improvement, we hold monthly staff meetings on the first Friday of each month. These sessions allow our teachers to discuss classroom progress, review upcoming events, and share new ideas to enhance our programs and learning environment.

On these days, we ask that parents plan for an early pickup at 1:00PM every first week of month for Nanaimo branch and for Surrey branch pick up time for staff meeting will be every last Friday of month to give our team the time to plan the programming.

A full schedule of early pickup dates is shared with families at the beginning of each school year.

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## Holiday Closures & Seasonal Programs

At Green Trails Montessori, we follow a yearly rhythm that balances structured learning with opportunities for rest, celebration, and exploration. Below is an overview of our holiday closures and seasonal programming so families can plan ahead with ease.

### Holiday Closures

Our center observes all **British Columbia statutory holidays**, including:

- New Year's Day
- BC Family Day
- Good Friday
- Easter Monday
- Victoria Day
- Canada Day
- BC Day
- Labour Day
- Thanksgiving
- Remembrance Day
- Christmas Day
- Reconciliation day

We also take a **Winter Holiday Break** that aligns with **School District 68's schedule** (typically from *late December to early January*). During this time, the center remains closed, and regular programming resumes once the school district returns.

All holiday closures, including exact dates, are communicated to families at the beginning of each school year and posted on our parent chats.

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### Seasonal Programs

Our **Montessori school year runs from September through June**, focusing on academic, social, and creative development.

During **July and August**, we offer a **Summer Program** designed with a lighter Montessori structure and a greater emphasis on outdoor exploration, creative arts, and nature-based activities. This allows children to continue learning while enjoying the spirit of summer.

To help us plan staffing and activities, we kindly ask parents to confirm their child's **summer attendance at least four months in advance**.

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## Events Calendar

At Green Trails Montessori, we love celebrating learning, friendship, and community throughout the year. Our special events and field trips give children opportunities to explore beyond the classroom, connect with nature, and share joyful experiences with their families.

### Annual Highlights

Each year, we organize a variety of events designed to strengthen the connection between home and school. **Parents and guardians are warmly invited** to participate in these moments of celebration and discovery.

- **October – Pumpkin Patch Field Trip**  
A beloved fall tradition where children experience the joy of the season — exploring the pumpkin patch, enjoying outdoor play, and bringing home a special pumpkin.
- **December – Holiday Party**  
A festive celebration filled with songs, crafts, and holiday cheer, bringing together children, families, and staff before the winter break.
- **May / June – Parent Appreciation Day**  
A heartfelt event to celebrate our wonderful families and thank them for their continued trust and partnership.
- **End of June – Year-End Picnic**  
A joyful send-off to the school year with games, laughter, and shared memories. A perfect way to celebrate each child's growth and accomplishments.

### Event Notifications

Notices and permission forms for all field trips and special events are shared well in advance. Families typically receive event details **at least three months prior**, ensuring everyone has time to plan and participate.

We encourage parents to join in these experiences — your involvement enriches our community and makes each celebration even more meaningful for the children.

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Please refer to our [Parent Guidelines and Policies](#) Document for further details. You can also find the Enrollments form and details [here](#).

We look forward to welcoming you to our Green Trails Montessori Family.