



# casa

montessori nursery

"The child is endowed with unknown powers, which can guide us to a radiant future. If what we really want is a new world, then education must take as its aim the development of these hidden possibilities."

Maria Montessori, *'The Absorbent Mind'*



## Our environment

Recognising the distinct characteristics of the child under three, we offer a Nido (nest) for babies from 6 months and a Casa (children's house) for children from around 2½ to school starting age. Both are mixed-age groups to allow peer learning, empathy and kindness to grow. Carefully designed play rooms and our wonderful, natural garden present children abundant opportunities to discover and create.

## A day at Casa...

Relaxed arrivals from 8am, with healthy breakfast choices as children arrive and settle in.

Uninterrupted play time (indoors/outdoors) from 9am until 12pm in Casa, including independently chosen snack time. Nido children have a group snack mid-morning. Babies may have a short nap too.

Children participate in setting the table for lunch, serving themselves and clearing up as far as they are able. Teachers eat with them and serve as role models.

Getting ready to go home for some children at 1pm.

Sleep, rest or quiet play for as long as children need to, either in the Quiet Room or the classroom, or gardening for children who like to be outside at this time.

Afternoon indoor/outdoor playtime, including group activities like music or dance/yoga, language circle, cooking, or outings. Children always have a choice of joining in or not.

Children have tea together followed by story-time and calm activities until they go home.



## Why Montessori?

Dr Maria Montessori, physician and psychologist (1870-1952) promoted an educational method based on child development and scientific observation. Montessori environments are suited to children's stages, providing a wide ranging and evolving set of opportunities to appeal to their individual interests. As a pedagogy refined over a century it is a proven approach that accords with psychology and neuroscience over a century later. Today, there are 20,000 Montessori schools around the world.



## What about parents?

You play a vital role in creating consistency and security for your child when your home and our classroom are in alignment. This is a process we are here to support you with. All new parents are invited to a free introductory seminars, parent newsletters, and the online journal where you can keep track of what your child is enjoying at nursery and upload your observations of your child at home.





## Our Teachers

Teachers form a trusting bond with your child as a basis for all his/her learning and our communication with you. All our teachers are either Montessori-trained or in-training and come from a wide range of professional and cultural backgrounds. The team is supported by the principals, who spend time in each classroom and lead professional development. Our practice is backed by membership in the Montessori Schools Association and NDNA and we are working towards Montessori Accreditation with MEAB (UK). We are also an Montessori Centre International teacher education hub.

## A green setting

Casa is a three storey period townhouse and large enclosed garden with mature trees, a pavilion and a lawn filled with natural elements to encourage physical play and creative fun. Children spend a significant portion of their day in the garden enjoying gross motor play, loose parts, socio-dramatic play, and taking care of the garden and plants.

Our Montessori ethos emphasises learning about the natural world and the universe, other cultures and places around the planet and preparing children to be world citizens. Embedded in this curriculum is our sustainable practice including growing food, composting, looking after animals, re-using, repurposing and learning how to recycle materials and conserve resources such as water and energy.

We encourage parents to use eco-friendly nappies, reduce plastic waste by using a waterproof kit bag instead of disposable bags, and to support your child's learning about sustainability at home.

## Who we are

Casa was founded by Sorour Malaekhe and Rosita Niknafs Foster, both Montessori-trained teachers who met on a workshop in London in 2013. Since 2015, we have been building a Montessori parenting community in Edinburgh through our parent and child classroom, Montessori Mornings. This led us to notice the demand for Montessori nursery places, and when the opportunity came up to start our own setting, we were ready.

We are motivated first and foremost by the promise of a bright future that is carried within each child. We have high expectations of ourselves as leaders and childhood practitioners, and of parents, who are the child's first educator. Our team is selected from among teachers who share in our ethos and bring a diverse set of skills and capacities to our community.

From the beginning, we have seen ourselves as building a community and this means working with partners within our local community to provide diverse, sustainable opportunities for children. In the future, we hope to forge links with council primaries and other groups to make Montessori more accessible as well as increasing the number and reach of our workshops.

We are very grateful to have the support of families in the community who appreciate our work and ethos.

## Our healthy menu

We believe that children should learn where food comes from and how it gets to their plate. Through the practical activities of everyday living, such as weeding, planting, watering, then peeling, cutting, and cooking, children will be participants in all stages of food growing and preparation. They will be encouraged to prepare and serve their own fruit and cereal snacks, according to their age. Our sustainable, vegetarian catered lunches and teas will ensure they eat healthy and varied meals.







Potential, present and future.



Your child is born with innate potential, and the first few years are the time to unlock it. Our Montessori ethos means we meet your child in the present - where they are as an individual in this moment - seeding their interests to allow their present potential to drive their learning. Over time, our gentle approach will nurture their enthusiasm, powers of observation, senses, mental order and love of learning into future potential - giving them tools and skills for success in school and in life.



Find Casa:

75 Viewforth, Edinburgh EH10 4LL  
[www.casamontessorinursery.com](http://www.casamontessorinursery.com)  
0131 466 4413

There is ample cycle and pram storage and families are encouraged to walk, cycle or take advantage of the excellent transport links to the area. There are also off-street spaces for vehicular drop-off and pick-up.

## Definitions:

"Enrolment" means applying and accepting an offer of a place at Casa.

"Casa" or "Casa Montessori Nursery" or "We/us" refers to Montessori Methods Ltd.

"Service" the services of a day care nursery during the sessions indicated in the Application form or Offer letter.

"You" or "Parent" means the adult over 18 years who is purchasing the service from us.

"Child" means the person named in the application form.

"Booking form" means the electronic form available on the website or the paper equivalent.

"Application" means submitting a Booking form/Waiting pool form, paying the administration fee and coming for a visit.

"Offer" means the email and draft Parent Contract that we send you after scheduling your child based on your requirements.

"Parent Contract" is the document that constitutes the core of our service agreement and fee agreement.

"Amendment" is any change to the Booking start date or sessions that occurs after the signed contract has been returned.

By filling out a Booking form, you are entering an agreement based on the following Terms and Conditions. To proceed, certain minimum criteria will apply, as below:

- Enrolment must be open for the relevant age group. If the roll is closed, you will be offered a place in the waiting pool.
- The start date should be within one year of the Booking form being submitted.
- The child will be at least 6 months old by the start date. Newborn/unborn siblings of children already at Casa; children who have attended Montessori settings prior to Casa, and children of key workers will have priority.
- The sessions chosen should meet the minimum sessions for the age group.
- A minimum immunisation rate of 95% is required for the collective safety of young children, staff, pregnant mothers, newborns, and those with underlying conditions. We will fill spaces in a manner that maintains the immunisation rate.

If your Application does not meet the minimum criteria or there is insufficient information to process it we will let you know and you can either rectify or withdraw it and you will not pay the admin fee.

Where the Application meets minimum criteria a non-refundable administration fee will be payable. If and when there is the possibility of a place that meets your stated requirements we will arrange a tour of the nursery for you and your child(ren) at a time that is least disruptive to the nursery, after which, should you wish to proceed, we will send you a pre-offer. Applying and paying the administration fee do not guarantee a place.

We are an inclusive setting and will, by law, accommodate the needs of children who have additional needs for which, after reasonable adjustments, we can cater adequately.

As a parent, you must, at the time of Application, provide to us such information as we may reasonably require about the child, eg. any known medical condition, health problem, allergy, or diagnosed dietary requirement; any prescribed medication; any lack of any vaccination which the child would ordinarily have by their age; any family circumstances or court orders affecting the child; any concerns

about the child's safety or development; or any other information that would reasonably be considered important for a day care of children setting to know. If it becomes apparent to us that such information has been omitted, withheld or misrepresented, your Application/Offer/Parent Contract will be void.

Enrolment is to the Nido or Casa (preschool), depending on the child's developmental stage while fees are based on the child's calendar age. Children will transition from Nido to Casa when they are developmentally ready according to the Head Teacher and Fees will change for the month closest to the child's 3<sup>rd</sup> birthday.

Fees are as published at the time of accepting a place and are subject to annual rises, with a month's notice. Fees include all food and drink but not formula milk nor nappies. Fees are calculated based on 50 weeks per year divided into twelve equal monthly payments which are due 14 days in advance of the first of each month.

A deposit, equivalent to two months' fees, is required upon acceptance of a place in order to complete the Enrolment. Two months' notice of withdrawal is required, whether before or after the child's start date as indicated on the contract, during which period the normal monthly fee is due. Deposits are returned at the close of the withdrawal notice period.

When your space has been allocated we will send you an Offer letter and deposit invoice by email. To accept the Offer, please return the signed parent contract and two months' deposit by the due date. Your Offer will expire on the date indicated in the cover email.

Offers will always be made based on the requirements you indicated in the application fee and subsequent communications with us. If, before accepting the Offer, you wish to make changes to the start date or weekly booking, we will try to accommodate you depending on the circumstances, but we cannot guarantee we will be able to honour the Offer.

Enrolment is complete when the signed Parent Contract is returned and the deposit invoice is paid in full. The first month's nursery fee will be due on the 15<sup>th</sup> of the month before your start date.

If, once Enrolled, you wish to Amend (defer) your child's start date by more than 2 weeks, we will not be able to hold their place, therefore we will treat the notice as two months' notice of withdrawal.

We shall not be liable to you for any loss you incur as a result of not being offered a place, as a result of your Offer being withdrawn due to changes we cannot accommodate or as a result of circumstances beyond our control.

Data Protection: Any personal data related to You or your Child will be dealt with in accordance with our Confidentiality and Data Protection Policy.

We may change these terms and conditions where such a change arises from changes in regulations or legislation affecting us. We may materially change any other terms in these terms and conditions with written notice.

Revision date: 18.06.20  
Montessori Methods Ltd SC437938  
Casa Montessori Nursery  
75 Viewforth EH10 4LL

## Fees

Under-3's	£32 per session
3 – 6s	£29 per session

\*Fees indicated may change at any time.

Fees include all meals, snacks, drinks and any activities run by specialists.

Formula and nappies are not included. Please use the most sustainable option that is practicable, eg. cloth or biodegradable nappies.

The nursery is open 50 weeks per year with fees divided equally over 12 months and payable monthly.

Application fee	£35 per family
Sibling discount	10% off the fees of the eldest child.
Deposit	Equiv to 2 months' fees
Notice period	Two months

Fees do not include any 1:1 support that might be required for children with additional needs.

## Sessions

Morning session	8am – 1pm
Afternoon session	1pm – 6pm

## Minimum bookings

### Nido

- Babies up to 2<sup>nd</sup> birthday - two full days minimum,  
- any additional full days  
- no single sessions

- Toddlers 2y to 3<sup>rd</sup> birthday - two full days minimum  
- any single session(s)

### Casa

- Pre-schoolers from 3y +  
- four mornings or three full days at minimum so children can consistently access the Montessori curriculum.

It is up to the Lead Teacher's discretion (after observing the child and listening to their views) when the individual child is ready to move from the Babies to the Toddler environment and from Nido to Casa. The fees and minimum sessions are based on age only.

## Nursery Kit

We ask that parents follow the guide to appropriate dressing to ensure their child has all the items they need every day. We will be encouraging even the youngest children to take part in their dressing and toileting and we will ensure they are comfortable, warm and dry in all conditions.

Full details of the nursery kit will be issued to you in the Parent's Handbook.

## FAQs

**Which days is the nursery closed?** In general, Casa will be closed over Christmas, on the first work day of the year, and Easter Monday. Please check the website for exact dates.

**Child-care vouchers and Tax-Free Childcare?** Yes to both. Please tick either payment option on your Parent Contract.

**Early years partnership funding?** We will be applying to join the scheme but is not available currently.

**Where will my child sleep?** Babies will sleep when they need to in the sleep pods in the Nido or the Quiet Room and Toddlers will sleep on cots mainly at nap-time (and at other times if they need to). Please bring a clean set of bedding weekly if your child sleeps at nursery.

**What about settling-in?** Parents are invited in for a short while the first day and children may take 2-5 days to build up to staying an entire day at nursery.

**How to toilet train?** The Montessori approach is to allow gradual familiarisation with using the toilet from the second year. Teachers will encourage toileting independence at the child's individual pace.

**What about Parent Seminars?** All parents are required to attend a one-hour workshop within 3 months of their child's start date. These are informative and designed to help us provide consistency between home and nursery approaches, to the benefit of the children. Seminars are held on Saturdays or weekday evenings and there is sometimes free childcare for children under 6.

## How to apply

1. Fill in the booking form online or request a copy.
2. We will invoice you for the admin fee.
3. Once the admin fee is paid, your booking will be processed in order of payment, though minimum criteria will apply.
4. We will timetable your child and offer you a tour of the nursery.
5. If you wish to proceed, we will send you a pre-offer.
6. Enrollment is complete when the signed contract is returned and the deposit is paid.

Please read the full Terms and Conditions overleaf.