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The Montessori Parent Onboarding Checklist

Forms & Documents

Phase 01 — Awareness & Exploration

School Information Packet	
Montessori Parent Guide	
Observation Registration	
Open House Registration	
Parent Education Event Registration	

Phase 02 — Inquiry & Waiting

Inquiry Form	
Campus Tour Registration	
Waitlist Application	
Family Interest Questionnaire	
Prospective Family Follow-Up Survey	

Phase 03 — Post-Acceptance Preparation	
Enrollment Agreement	
Student Information Form	
Emergency Contact Form	
Authorized Pick-Up Authorization	
Health & Immunization Records	
Parent Handbook Acknowledgement	
Health & Immunization Records	
Classroom Expectations Agreement	
Family Communication Preferences Form	

Phase 04 — First 90 Days	
Child & Family Profile	
Parent Goals Questionnaire	
Transition Check-In Survey	
Parent Feedback Survey	
Family Conference Notes	

Phase 05 — Ongoing Partnership	
Event Registration Forms	
Volunteer Interest Form	
Parent Ambassador Interest Form	
Family Satisfaction Survey	
Community Feedback Survey	
Annual Family Update Form	

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Ready to Automate the Parent Journey?

Scan to connect with an expert