Hello!

I hope you are having a great week so far! It's been a great start to the school year! I love seeing everyone getting into the rhythm of preschool!

Following is our OCTOBER UPDATE which includes save the dates, reminders and updates. Please be sure to read it completely as we have some exciting events coming up soon!

IMPORTANT

- Parent Availability - It's extremely important that you can be reached during school hours. Please have your phone with you during the time your child is at school. I do make parent calls which either come from the preschool phone or my personal cell if I am out of my office. I text as well if I can't reach you by phone.
- Security - When waiting or at pick-up, please do not go towards the playground or side of the building. Please do not peek in the windows. Please be sure to share this with anyone who picks up as well. This is for safety purposes as it can startle the students, and our teachers are instructed to initiate safety protocols immediately.
- Pick-up – Please be on time for your child's pick-up. Pick-up times are 11:30, 12:30 or 2:30. (You should be on the premises at your child's dismissal time.) If there is a consistent late pick-up, you will be charged $20 each time. (Please understand, we have classes to get back to after each dismissal.)

OCTOBER PCP HAPPENINGS

- Make up picture days are Tuesday, September 30 and Wednesday, October 1. As a FYI, there will be a information page that comes home mid-October on how to purchase the pictures from our photographer.
- Superhero spirit wear days are Thursday, October 9 (TTH classes) and Friday, October 10 (MWF & M-F classes). We ask that you not send your child in a costume instead t-shirt, socks, hat, etc. We don't want to take from their Halloween fun in the coming weeks.
- We are closed on Monday, October 13 for Columbus Day.

- October 16 (TTH classes) and October 17 (MWF & M-F classes) we wear Orange!
- Fire Trucks will be here on Wednesday, October 22 (MWF classes) and Thursday, October 23 (TTH & M-F classes) for Fire Safety month.
- Pumpkin Parades – we will have our Pumpkin Parades on Thursday, October 30 (TTH classes) and Friday, October 31 (MWF & M-F classes). We plan to have them right after drop-off at approximately 9:15 in the main building auditorium. You will receive more information regarding the parades and class parties from your child's teacher but I did want you to know ahead of time so you can plan and invite family if you would like to.

HEALTH/SICKNESS:

- With the cooler weather brings sickness as well. We do temp check occasionally if a child seems to be "off" or tells us they are not feeling well. We will call parents if a child has a fever of 100.3 or higher. We thank you for keeping your child home if they are not feeling well and giving them the extra time to recover. (Please refer to our parent resources on our website for more detailed information.)
- Please remember our sick policy to return to school your child needs to be symptom free for 24 hours. (Please refer to our parent handbook for more detailed information.)
- As an FYI – we are diligent in our cleaning and ionizing protocols.

WEATHER ATTIRE:

- Please be sure to label your child's coats/belongings. It's very helpful when we get ready recess and when get ready to leave for the day.
- With the weather changing and getting cooler, please remember to dress your child appropriately and send a jacket when necessary. We recess outside as much as possible and want your child to be comfortable.

CHANGE OF CLOTHING

- Please be sure your child has a change of weather appropriate clothing in their backpacks daily. This should include underwear/diapers/pullups, pants, tops, socks and shoes.
- If your child has an accident at school and doesn't have clothes in their backpack, we do have some clothes at school. If your child comes home in school clothes, can you please return them. Thank you.

SAVE THE DATE CCV

- Fall Festival/Friend Day at CCV - Join us for Fall Festival/Friend Day on Sunday, October 12th! There will be hayrides, apple cider, hot dogs, yard games, inflatables, and more! It will be a great way to celebrate the fall season and maybe even see some of your child's classmates. More information HERE.
- Mom Matters – meets at CCV the 2nd Tuesday of every month at 7:00 PM. It's a safe place to connect with other moms and includes Biblical insights about topics that matter to moms of birth through high school aged children. More information HERE.
- Mother-Son Build & Boogie - Get ready for a night packed with fun, creativity, and unforgettable memories at our Mother-Son Build & Boogie at CCV, Friday, November 7th at 6:00 PM. More information HERE.
- Women's Christmas Event at CCV on Saturday, December 6 at 9:00 AM. More details to come, check back HERE.
- Pictures with Santa – Sunday, December 14 at CCV. Join us for a service at 9:00 or 10:30 then stay for your free professional Santa photo. More information to come.
- True Girl Crazy Hair Tour – designed specifically for moms and their tween daughters (ages 7-12) to enjoy connection, worship, Bible teaching, and games as moms are provided guidance and tools to "empower your daughter to courageously be who God made her to be"! Coming to CCV, Thursday, February 5th at 7:00 PM. More information HERE.

MISCELLANEOUS

- Be sure to include in their backpack daily, their folder, labeled water bottle, diapers and wipes (if applicable), pull-ups (if applicable), and a change of clothing including shoes and socks. (Please label any jackets, hats, etc so that we can ensure it comes home to you.)
- Please send your child in appropriate footwear, we have lots of fun climbing inside and outside and want our students to stay safe.
- After pick-up, families can stay and chat and catch up at the picnic tables and field. We ask that you do not let your child climb or walk the wall. We want our friends to stay safe!

- As a reminder, the preschool doors are locked at all times. If you are dropping off late, or stopping by during school hours, you will need to ring the doorbell.
- Please be sure to pass on these reminders to the appropriate family members or friends who are dropping off and or picking up.
- Tuition is due beginning on October 15th for the month of November. Please plan to submit payment no later than October 20th, (late fee applies to any check received after the 20th of the month). If writing a check you can send it in your child's folder or if you would like to pay by credit card, please use this LINK.
- Afternoon Adventurers - For planning purposes, our next Afternoon Adventurers will be on Wednesdays November 19 – December 17. (As an FYI, Adventurers is open to our 3YO and 4YO classes only.) More information will be sent home the first week of November.
- We still have a few openings in our 3YO TTH classes and our 4YO M-F classes, if you know of anyone interested, we appreciate the parent referrals!
- Please remember to send in your child's Health Report if you haven't already done so. You can find the form HERE.
- We are very social! Be sure to like us on Facebook, follow us on Instagram, and subscribe to us on YouTube.

PAST REMINDERS BUT STILL IMPORTANT AND RELEVANT

PICK UP CARDS

- Anyone picking up a student MUST have the students pick up card. It may seem like a simple thing; however, we are trying to dismiss over 60 students at any given time and not having your pick-up card with you and visible to staff delays the dismissal process.
- Please be sure you give your pick-up cards to your family members that will be picking up.

EMERGENCY CONTACTS/AUTHORIZED PICK-UPS

- Please be sure you have listed the appropriate and approved emergency contacts and authorized pick-ups.

- If you need to change a pick-up on a "one off", please email me. You can also seesaw your child's teacher, however, if it's a last-minute change your teacher won't see it as they are not regularly checking seesaw during their teaching time.
- To make a permanent change to your pick-up or emergency contacts, email me and I will make the change and update your child's records and give to the appropriate teachers.

SNACK REMINDER

- Please make sure you send in 1 snack for your child daily. (If your child stays for enrichment, they should have 1 additional snack daily.)
- Please place the snack in the front pocket of their backpack.
    - 2YO and 3YO classes – please label the snack (we gather the snacks daily when the students arrive and want to be sure your child gets their appropriate snack) If additional instruction is needed, your child's teacher will reach out to your via seesaw.
- Birthday snacks will need to be pre-packaged, nothing homemade.
- We are a nut-free preschool, which means no nuts or nut butter of any kind for snacks or lunch.

LABELING

- I know we say it a lot, but labeling is very helpful. Your children are learning to be responsible for their backpack, folder, snack etc. When they arrive, they pull items out of their backpack along with other students and sometimes, things get mixed up. Labeling water bottles, clothing, coats etc, helps ensure your child has the correct belongings. Thank you so much for your cooperation!

DROP OFF REMINDERS

- Please give your child a chance to potty *before* coming to school.
- Please be sure your child has a fresh diaper/pull-up *before* drop-off.
- Please say your goodbyes before coming to their designated age door. Our teachers will greet your child and take them to their class.
- Please make sure you walk your child to their appropriate door.
- If your child is struggling at the door, we do understand and ask that you give another hug and let us take your child inside. We know it's an emotional time for everyone and our students are so brave and overcome it quickly once inside. (We don't come outside of the doors to get your child.)
- Once your child has entered the building, please move away from the door so the next student can come in.

PICK-UP REMINDERS

- We will open the doors at 11:30, 12:30 or 2:30 depending on your pick-up time.
- 2YO Classes - If your child is in Miss Linda, Miss Tiffany or Miss Hope's 2YO class, your child will be dismissed from the 2's door, we do not dismiss by teacher but by parent arrival in line. (We know your child is anxious to see you and we don't like to make them wait any longer than necessary.)
- 3YO Classes - If your child is in Miss Christine or Miss Joy's 3YO class, your child will be dismissed from the 3's door. We will dismiss by parent arrival in line.
- 4YO Classes – If your child is in Miss Stephanie, Miss Angie, Miss Jill or Miss Tiffany 's class your child will be dismissed at the 4's door.
    - Please look for your child's teacher at the door. If you do not see her or she has not called her name, step aside for the other classes to be dismissed.
    - Please be sure to have your child's pick up sign each time. Please only raise your child's card when the correct teacher is at the door dismissing. This makes it much easier and quicker to dismiss your child.
    - Once your child has been dismissed to you, please move aside so the next class can be dismissed.
    - If you miss your child's dismissal, we will dismiss again after all other classes have been dismissed.
- You MUST have your child's pick-up card with you at each pick-up, please make sure it is visible to the teacher.
- We will not release your child if you do not have the pick-up card with you. We will require ID to release your child. This is for your child's protection.
- Please be sure the teacher can see your child's pick-up card.
- Please understand, teachers cannot have conversations at the door, if you need to talk with your child's teacher, please seesaw to schedule a call or meeting.

PARKING/PARKING LOT

- While in the parking lot, please do not let your children run unattended.
- Park in designated parking spots ONLY. If the lower lot is full, please park in the upper lots. Do NOT park in the fire lanes or on the curb.

- Please drive slowly **at all times** and be mindful of the children and their safety.

As always, thank you for taking the time to read this email and for your support and cooperation.

If you have any questions or concerns, please feel free to contact me at any time.

Have a great week!

Heather

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