Hello!

We made it! We had an amazing first week of school! Our students have been so brave coming to school, and I hope they enjoyed their week and are looking forward to the school year.

Following is our SEPTEMBER UPDATE which includes save the dates, reminders and updates. It is lengthy, and I appreciate you taking the time to read completely. (As an FYI, I send monthly updates – future ones won't be as long. September, there is usually more than one.)

LUNCH BUNCH BEGINS ON MONDAY

- If your child is enrolled in lunch bunch be sure to send your child with a lunch (please remember, **we are nut free** and we do not have microwaves or refrigerators for lunches.) Lunch bunch dismissal is at 12:30 at your child's appropriate age level class door.

ENRICHMENT BEGINS ON MONDAY

- If your child is enrolled in Enrichment be sure to send your child with lunch and an additional snack for Enrichment (please put in front pocket of your child's backpack). Enrichment dismissal is at 2:30 Monday – Thursday. Miss Stephanie dismisses from the 4's door, Miss Angie dismisses from the 2's door. **(We do not have Enrichment on Fridays, dismissal is at 12:30.)**

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 100 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. Also, please understand if we have not seen you or the family member before - we will check ID even if you have the pick-up card with you.

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.

PARENT AVAILABILITY

- It's extremely important that you are able to 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.

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 back pack, folder, snack etc. When they arrive they are pulling 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!

CHANGE OF CLOTHING

- Please be sure your child has a change of weather appropriate clothing in their back packs 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 you child comes home in school clothes, can you please return them. Thank you.

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 (Thank you so much for your patience as our students are getting used to the dismissal process.)

- 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 – thank you so much for your cooperation with the parking protocols this week!

- 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.

SAVE THE DATE

- School pictures are scheduled for September 24 and 25. If your child is out on those days, make-up pictures are scheduled for September 30 and October 1. More details will be sent home next week.
- Fall Friend Day at CCV - Join us for Fall 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 see some of your child's classmates.

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.)

- We will recess outside as much as possible and weather permitting, be sure to apply sunscreen to your child before school.
- 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 September 15th for the month of October. If you have not already paid, please submit payment, 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.
- Grandparents' Club enrollment forms are due by September 19 if you are interested.
- Afternoon Adventurers flyers will be sent home on September 8 and 9. Registration will open on Friday, September 12 at 8:15. (As an FYI, Adventurers is open to our 3YO and 4YO classes only.)
- **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.
- We are very social! Be sure to like us on Facebook, follow us on Instagram, and subscribe to us on YouTube.

Thank you for taking the time to read this email. More importantly, thank you for trusting us with your child – we are looking forward to a fantastic school year!

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

Have a great weekend!
Heather

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