



# St. James Lutheran Church Child Care Chatter

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July 2017

Dear Friends & Family,

It is difficult to believe that I am already beginning to work on the Fall 2017 enrollment. If my projections are correct, we will have less than 11 openings in the entire building! Any family who has reduced their hours for the summer must submit their request for fall in writing as soon as possible with dates included. Schedules will be accommodated based on a first come first serve basis with the following priorities in place:

1. Current child enrollment – If your child is currently enrolled part time, they will be given priority to return to full time first beginning the week of August 21, 2017.
2. Current family with younger children enrolled who has an older child that they may wish to return for before and/or after school beginning the week of August 21, 2017.
3. Past families with completed applications for the wait list on file in the child care office.
4. Other community enrollment.

However, as we all know, sometimes changes happen that are unexpected. Please remember that ALL schedule changes require at least a **two** – week written notice so that schedule changes can be made and financial agreements sent to the billing office in a timely manner. If you know a change will be happening, the sooner you let us know, the better, especially with the high projections for the fall. The sooner we know, the sooner we can begin to enroll other children and families in need of service.

**WISHING YOU ALL A SAFE AND HAPPY 4<sup>TH</sup> OF JULY CELEBRATION!**

#### **Additional Reminders:**

1. Vacation requests must be submitted in writing with **two** weeks notice prior to requested leave of absence if you want to use your annual vacation credit. Remember 6 consecutive months of service is required for a child to be eligible for credit.
2. Notice of withdrawal must be put in writing with **two** weeks' notice. Failure to give two weeks' notice will result in the forfeiture of the security deposit.

#### **Summer Reminders:**

- ✚ Please apply sunscreen to your child each day before they come to school. Sunscreen will only be reapplied after water play or as needed in the afternoons. Please refer to instructions. If there are no instructions for the age of your child on the bottle, a written doctor's note is required.
- ✚ Children must wear sneakers for outside play. **Flip flops and sandals** are not permitted.
- ✚ Water bottles must contain water! No juice, milk or other fluids.
- ✚ **REMINDER: CENTER CLOSED Monday, July 3, 2017 and July 4, 2017** in honor of Independence Day!
- ✚ **Vacation Bible School – Hero Central – July 24<sup>th</sup> – 28<sup>th</sup>, 2017**

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#### **A note from Miss Tiffany:**

Don't cry because it is over, smile because it happened"- Dr. Seuss. No truer words could be used as a new chapter in my life is approaching. My last day as the Lead Teacher in the Older Toddler room will be Friday July 7<sup>th</sup>. Please stop by the classroom and say goodbye, I would love to be able to see everyone before I leave. I have loved working with the children and families here. I will remember each of you and I wish you all love and best wishes.

Tiffany