



CDCC Parent Newsletter January 2017

Important Dates to Remember

January 20th Parents' Night Out 5:30-7:30

January 16th – CDCC is OPEN on Martin Luther King, Jr. Day!

**We wish you a Happy and Blessed
New Year!**

Reminders

- Your child should stay home for 24hrs after their last fever or vomiting incident episode as it mandated by community care licensing. Thank you!
- Parents please call if your child is out sick and leave a message letting us know your child's name and the reason for the absence: 965-4286 ext. 228
- Our vacation policy states that you need to request vacation days two weeks prior to your first vacation days. The vacation request forms are on top of the shoe rack. Your child is eligible for the equivalent of two weeks attendance worth of vacation every school year (Sept-Aug).
- Please remember to sign IN and OUT with the TIME and full signature every day. This is required by law.

Parents' Night Out: January 20th, 5:30-7:30pm Dinner is provided for your child, and the cost of the evening is \$5 per child. RSVP is required by the Wednesday prior to the Friday if you want your child(ren) to attend. Email Kelsey at fmcsbchildcare@gmail.com

Sunday School is available during our 9:30 service. Our regular Sunday School classes begin again on January 8th in the pre-school and after school areas. Allow us to partner with you as you raise your children. We have a wonderful group of Sunday School teachers who lovingly instruct the children while church goes on in the sanctuary for the adults. Feel free to drop your children in Sunday School and attend service. Please join us on Sundays!

Preschool Activities in January

Our school theme this January is winter, animals and hibernation. Our pre-kindergarten classes are focusing on the letters L, M, and N. Your children will have fun sharing what they are discovering about these themes! On January 26th we will have a visit from K-9 ambassadors.

Billing Procedure Reminders

- Please make all checks payable to CDCC or Cliff Drive Care Center with your child's FULL name on the memo line.
- Tuition is to be paid *in advance* by parent/guardian on a monthly basis.
- You will be receiving your bill the last week of the month for the next month and your tuition payment will be **due on the 1st** of the each month throughout the year.
- We provide a grace period until the 5th of the month. If the month's payment is not made by the 5th, a late fee of \$20.00 will be charged.
- Children must be picked up by 5:30 PM. Late fees of \$5 for every 15 minutes or portions thereof will be charged.
- Our tuition contract states that there are no tuition reductions for absences, and it is our policy that children can not substitute an additional day if a child will miss one day that week. If your family has extraordinary circumstances, and you would like us to consider an exception to this policy, please email danielle@fmcsb.org (preferred) or call (965-4286x234)
- After School Parents: CDCC must be notified no later than 1 hour prior to school release if child will not be attending Cliff Drive on their scheduled day. If Cliff Drive is not notified, a Failure to Call fee of \$5 per day will be charged.

Sincerely,
Jenny Yznaga, Director