

February News

Circle Time Childcare & Preschool

2019

BOOK ORDER DUE 2-4-19

Paperwork:

Please see Maria if you have new home, work or phone information. We want to keep your information as current as possible for the safety of your children. We will also need new medical information if your child has had a Birthday since September 2018.

Signing in/out:

Please make sure you sign your student in/out each day with the time and a signature. Our attendance records are important for several reasons: in the event of an emergency evacuation; we have record of all children in attendance, tuition payments and times, and notification of family members picking up. Licensed childcare centers are audited each year for all the families who receive state aid. The State of Michigan will check your attendance records for billing purposes and insure proper payment.

Outside Play:

Outside play is so important in the winter, because we may not get a chance to have much play. The state of Michigan does not allow the children to play outside if the weather is below 30 degrees (with 0 wind-chill). Please pack your child with extra clothes in case we get dirty outside. Also through the muddy and colder months we ask that your children wear slippers to help keep our classroom rugs clean. All clothing must be labeled or initialed to help their teacher keep track of their belongings. Snow pants and winter outdoor wear are welcome to stay at school for parent convenience.

Parking: During the colder months, the front entrance parking will be for Infant parking only. These couple spaces are for Mothers and Fathers carrying infant car seats. Please park your vehicle in the general parking lot. **DO NOT Park in the entry way, cars cannot enter or exit the center!**

Parents: Circle Time closes at 6:00pm. Late pick up is \$1.00 **to the employee** per minute for every minute you are late.

Illness/ Medication:

Please keep your child home from school if he/she: has a rash, has green or thick discharge from eyes or nose, vomits or has diarrhea, or a temp over 101 degrees. Medication can only be administered to a child if we have the original container indicating the proper amount, and contents of the medication. (Prescription label) Parents must address a Circle Time employee in the morning so we can have a signed medication form and remove the medication from the backpack and place it in our safe medication area. Medication CAN NOT be given to a child in a Sippy cup for the safety of the other children in the classroom. Please keep all our children healthy and safe!

Schedules/ Attendance:

If your child has rotating school days we must know your child's attendance at least one week in advance. Please email us at www.mariaspigno@hotmail.com with your child's school schedule before Monday of each week. **Please do not message a staff member if you will not be attending school.**

Cancelation:

Office 248-623-4601

Email: www.mariaspigno@hotmail.com

If your child will not be attending school or will be coming in after 10:00am please call the building to inform the staff members. Our staff schedule is based on the number of students in attendance and we will start releasing them early if your child is not at school.

Preschool: 248-623-4637

Infant- Toddler: 248-623-4601

Valentine's Day Party:

All classrooms will be enjoying a Valentine Party on Thursday February 14, 2019 between 9:00am-12:00pm. Children are welcome to bring Valentine Cards for their friends: Preschoolers can use this time to practice writing their names. Please do not address the cards to their friends so we can make passing out cards easier for the children.

Party signups will be located on the front door

Fundraising:

We will be doing a new fundraiser starting on February 1, 2019- February 18, 2019. Our goal is \$3000.00 we would like to purchase a reading loft for our preschool room.

The preschool loft will provide the children with a new dramatic play area promote reading and literacy; and give them a new fun large motor activity within the classroom.

The highest seller will receive a classroom PIZZA PARTY and the teacher will earn a \$25.00 Amazon Gift Card!



Please help us reach our goal of \$3500.00

School Closing Dates:

May 28, 2019 Memorial Day

July 4, 2019 Independence Day

September 2, 2019 Labor Day

October 31, 2019 CLOSED AT 5

November 28-29, 2019 Thanksgiving

December 24-25, 2019 Christmas

December 31, 2019 closed at 3:00pm

January 1, 2020 New Year Day

Special School Days:

February 14th Valentine's day party

March 15th St Patrick's Day Party

April 19th Easter Egg Hunt

June 6th Last Day of Preschool

June 10th First Day of Camp

September 9th First Day of Preschool

October 31st Halloween Party

November 21st Harvest Party

December 19th Holiday Party

Nap & Rest Time:

All full day children over 1 year need to bring a fitted crib sheet and a blanket for nap and rest time. Bedding should be small enough to fit into your child's cubby. Please DO NOT bring full size pillows. We do not have the storage for large belongings.

Even if your child does not nap, he/she must be provided an opportunity to rest when attending school more than 5 hours per day.

Infant children must have a fitted pack n play sheet for their crib. Children under the age of 1 year cannot sleep with pillows, blankets, or stuffed animals.

Backpack & Diaper Bags:

All children are required to bring a diaper bag or back pack daily. After your child's snacks, meals and bottles your child's belongings are placed into their cubby or backpack. We know how frustrating it is to search for belongings at the end of each day. Please make sure your child has a bag so items and daily charts can be sent home with you and your family members.

New Website:

Circle Time has a new website, and we are trying to get all of the classrooms on board with online apps so you can view your child's information throughout the schooldays, get pictures and newsletters right to your phone. Please take a moment to check out our website and write a testimonial.

The site was just posted so parent support is appreciated.

Also it pays to refer a friend! Families who refer friends to our school will earn \$50.00 off tuition.

Make sure your friend lets us know upon enrollment!

www.circletimechildcarepreschool.com

Summer Camp Sign up will start in March 2019: Early Enrollment will save \$10.00 per week! Please see Maria if you want to sign up for CAMP!

13 WEEKS OF CAMP

Email Maria for more Camp Information

It's Time to Raise Some Dough!

January 28, 2019

Dear Parents,

Our goal is to raise \$3500.00 profit with Pizza Fundraiser. This money will help us cover the cost of our Preschool reading loft!



Great Value and fun for supporters!

- Each item sells for \$20.00
- All Pizzas come in 8 inch (6 packs)
- Only 5 items to choose from

Selling Date 1/25/19-2/4/19