



Centre 1 Newsletter – January 2024

WELCOME AND THANK YOU:

WELCOME 2024! Thank you to all families & staff for a great year! And thank you to all for the gifts, kind words and well wishes for the holiday season!

We really appreciate all of you!

We would also like to thank each one of you for the wonderful response to the Adopt-A-Family campaign. **Your generosity was overwhelming and greatly appreciated.**

Mid-Winter Break:

March break is just around the corner; the staff are beginning to plan for the children's break. If any parents have any ideas or suggestions, please feel free to speak with your child's teacher. *As a reminder, if you would like to volunteer on any trips, a current Police Ref Check is mandatory.* Please speak to the office for more details. The calendar will be ready by the end of February.

Winter Ready:

Winter has arrived with some cold (and not-so-cold) temperatures, so we are asking parents to be mindful of the weather and provide suitable clothing for their children. Please ensure we are provided with jackets, snow pants, hats, winter boots, scarves, and gloves. **Please have these items labelled.** LAYERS ARE ALWAYS BETTER!!!

Fall-Winter Menu:

The 2024 Fall-Winter menu is now available. It has been posted on the information board, and copies are available on the table just outside the office. Please let the office know if they've run out and you'd like a printed copy.

2023 Tax receipts:

2023 tax receipts are being prepared. Please be sure to communicate with us if you have more than one child at our Centre and need separate receipts, or if you need to update your mailing address.

Reminders:

- Parents, please remember that fees are due on the **1st of every month**. We encourage postdated cheques to avoid late or missed payments. Cheques can be dropped off in the black mailbox in the kitchenette area or at the office. Based on our policy & parent handbook: if after one month you have not paid your fees, a charge of \$30 will be added to your account. The Supervisor will send out a reminder email to those parents who have not paid by the 15th of the month.
- Please remember to notify the Centre by 10 a.m. when your child will be absent.
- Please remember to complete your emergency contact update form with all individuals who you are authorizing to pick up your child/ren.
- The late pick-up fee is \$1 per minute for the first time a parent is late and \$3 per minute if that parent is late again within a 30-day period. Failure to pay late fees can result in withdrawal from the Centre.

- Please ensure your child has a pair of indoors shoes at Childspace.** Boots are to be taken off before entering the daycare for safety reasons.
- When arriving to drop off or pick up your child and you ring the intercom, please only ring it once. We are busy with the children and may need some time to reach the intercom to let you in. Also be mindful of what you say after ringing the buzzer — you are on speaker and both the adults and the children can hear what is being said.
- When you pick up your child please only use the Childspace entrance. After pickup, you should not wander the halls or go to your child's classroom for any reason. This is a mandatory request from both the principal and management of Childspace.
- Please do not ring the school's intercom.** The daycare's intercom is on the north side of the school building.

Children's Birthdays:

We are happy to celebrate the special day of the children in our programs. Staff members try to ensure that each child's birthday is recognized in the room. Parents are welcome to bring in nut-free treats if they would like their child to have a birthday celebration with their classmates.

Upcoming Events:

- Board Meeting: January 17 @ 7:30 p.m. via Zoom**
- Parent Night: TBA**
- March Break: March 11-15, 2024**

