



Childspace Day Care



Childspace Centre 1 Winter 2026 Newsletter

Welcome & Thank You:

As we embrace the beauty of winter, we extend a warm welcome to all new and returning families who have joined us since our last newsletter. We truly appreciate your continued support, trust and partnerships.

Thank you to all families for your thoughtful holiday gifts to our educators. Your kindness is truly appreciated.

Staff Updates:

- We say goodbye to Ms. Lisa (Dec. 29), Ms. Shopana (Jan. 2), and Ms. Kathleen (Jan. 9). We thank them for their dedication and wish them all the best.
- We warmly welcome Ms. Crystal to the Kindergarten Group 2 team, and Mr. Mark and Ms. Pema to the School Age team.

Winter Ready:

The chilly winter weather is here, and we want to ensure all our little ones stay warm and cozy! To help your child enjoy their outdoor playtime and daily activities comfortably, please ensure they arrive with appropriate winter gear (hats, mitts, and warm coats).

Important Reminders:

- **Label Everything:** Please label all clothing and personal items. This helps us ensure everything finds its way back to the correct basket at the end of the day.
- **Indoor Shoes:** We kindly ask that you provide a pair of indoor shoes for your child. Wearing indoor-only footwear helps us keep our floors and carpets clean and dry for the children to play on.

Thank you for your cooperation in keeping our centre clean and our students warm!

Reminders:

- **Absences:** Please notify the Centre via email or phone call when your child will be late or absent. If no one is available to answer, please leave a message.
- **Lunch Program:** Please inform us by **11 AM** if your child is part of the lunch program but will not be attending that day. Changes can be submitted via email or phone.
- **Forms:** Please ensure that all forms sent home are completed and returned in a timely manner.

- **Fees:** Fees are due on the **first of each month**. We use Telpay; if you are not yet registered, please email us and we will send you the enrolment forms.
- **Pick-up:** Please notify your Educator or the Centre if someone not on your emergency list will be picking up your child. Photo I.D. is required at the time of pick-up.
- **Late Fees:** The late pick-up fee is **\$1 per minute** for the first instance, and **\$3 per minute** for any subsequent instances within a 30-day period. Failure to pay late fees may result in withdrawal from the Centre.
- **Drop-off:** When dropping off outdoors in the morning, please speak with a staff member or ensure your child goes directly to their Educator to be signed in. If the group is not outdoors, please escort your child inside to their room.
- **Bus Students:** If your child arrives by bus, please have them check in with the Bus Pick-up Educator so they can be marked as present.
- **Door Buzzer:** Please be patient when using the buzzer. Educators are often attending to children and may not be near the door; we will open it as soon as possible.
- **Concerns:** Please do not hesitate to contact the Supervisor (or the Assistant Supervisor if the Supervisor is unavailable) regarding any concerns or issues.

Upcoming Events:

February 13 – PA Day

February 14 – Valentine's Day

February 16 – Family Day (Centre Closed)

March 16–20 – March Break

