

Parent Connection Update

AUGUST 30, 2009



Welcome!

Welcome to Jack and Jill Childcare!

We welcome you to our program and invite you to ask any questions you may have along the way.

We are here to provide a safe, loving, caring, and nurturing educational program for your child.

Thank you for joining our program and we look forward to serving you.

**Carol Arens,
Administrator
carol@jackandjilledu.com**

**Joan Zangs,
On Site Director
joanz@jackandjilledu.com**

**Phone: 612.455.8955
Fax: 612.455.8958**

Fall Classroom News & Updated Forms:

Next week we begin to prepare for the fall school year. Attached is a brief letter letting you know your child's classroom and information regarding your child's teachers. Attached are staff photos and a brief summary of their background.

Emergency cards are available if updated information is necessary to report to us. Any updated immunization reports should be given to the office by September 11th.

Parent Meet-and-Greet

Take the opportunity to meet your child's teachers on Thursday, September 10th from 5:00 to 6:00 pm.

Jack and Jill Welcomes Happy Feet Dance ~ September 14th!

Jenny Hansell of Happy Feet Dance will begin dance classes Tuesday, September 14th. Registration forms and costs are attached and available for Preschool children, Fish through Turtle groups. Class size is limited so register early.

School Calendars 2009-2010

Please mark the important upcoming dates on your calendar of fall pictures, conferences, school closings, etc. Attached is our School Curriculum Calendar as well.

Updated Parent Handbooks

If you have not received an updated Parent Handbook (revised June 2009) please ask in the office for a copy or email request to: carol@jackandjilledu.com

Emergency Cards

Do you have new contact information for home, work, etc.? If so, please stop by the office to complete a new emergency contact card. Be sure to update your work and cell numbers and note which parent/guardian to call first. Also note any one not allowed to pick up or have contact with your child at any time. Any custodial documents need to be on file with the office as well.

Please email Joanie if you need to update your file at

joanz@jackandjilledu.com

Friendly Reminders!

- Please sign your child in and out daily.
- Update your child's clothes in his/her locker according to the change in season and they likely have grown over the summer.
- Be sure to include extra socks, shoes, and underpants if applicable.
- Kindly drop off the older sibling before dropping off your baby to limit the traffic in the infant room.
- Children need to continue to wear closed-toed shoes with socks daily for safe playground and indoor play.
- As the weather changes, be sure to send your child to school with an appropriate fall coat, and hat and mittens as needed.
- Breakfast is served between 8:00 and 8:30 am daily. Please arrive in advance for your child to eat with their group.
- Kindly call by 10:00 am daily if your child will be absent.

Updated Immunizations & Health Care Summaries

Rule 3 licensing requires updated Immunizations and Health Care Summaries each time a child moves from an infant to toddler grouping, toddler to preschool grouping, and preschool to school age grouping. You will receive notice directly in your child's folder to complete and return these forms.

If your child has received immunizations in the last 6 months, please record the date and type of immunization received and return to the office. This information may be dropped in the black tuition mailbox as well or email to joanz@jackandjilledu.com Children with allergy and asthma care plans need to have updated forms completed by their physicians every 6 months. If your child has any allergies of any kind, please inform us immediately.

Building Safety and Arrival & Dismissal

We welcome our parents to our program during the day at any time. All parents, visitors, and volunteers need to sign-in at the office and register when they are in the building and sign out when they leave the building.

Center Hours

Our center is licensed to open at 7:00 am and closes at 6:00 pm. Please do not drop your child off before 7:00 am. While staff may be in the classroom before this time, they are preparing for the day. Be prepared to pick up your child by 6:00 pm.

Absenteeism

Please call the office at 612.455.8955 if your child is going to be absent. If the absenteeism is due to illness, please specify the nature of the illness so we may post any communicable disease. Children not present by 10:00 am without notice will be considered absent for the day. Per the Public Health rules, children must be free of vomit, diarrhea, and fever, without medication for 24 hours before returning to childcare.

Tuition and Billing Questions

Please direct all billing questions to Carol in the office at 612.455.8955 or contact via email carol@jackandjilledu.com September is a 4-week billing cycle beginning September 7 through October 2nd. Tuition is due the week of attendance. Tuition checks may be dropped in the locked black mailbox near the office. Flex plan forms may be placed in the black tuition box as well and will be signed and returned to your child's folder. Late fees of \$25.00 per week will be charged for each week tuition is not paid. Late pick-up fees of \$15.00 for every 15 minutes will be charged for all late arrivals after closing time of 6:00 pm.

The annual cost of living increase of approximately four percent will be effective with the October billing cycle, which begins on October 5th.

Looking Ahead...

Mark your calendars and look at what is coming up:

Thursday, 9/10/09
5:00 to 6:00 pm
Parent Meet & Greet

Tuesday-Thursday
October 6-8, 2009
School Photos by
Lillypad Photography

Thursday, 10/22/09
4:00 to 6:00 pm
Family Fall Harvest

Thursday & Friday
10/26-10/27
Closed Thanksgiving

Monday-Thursday
11/30-12/3/09
Parent Teacher
Conferences

December 2009
Date to be announced
Children's Holiday
Program and Happy
Feet Dance Recital

Thursday & Friday
12/24-12/25/09
Closed Holidays

Thursday & Friday
12/31/09-1/1/10
Closed Holidays

All closed center days
are paid tuition days.

Thank you for your
continued support of
Jack and Jill! Let the
2009-2010 School
Year Begin!

Daily & Weekly Communications

Each day your child will have a nap note in their folder telling you about their day. Newsletters are typically in your child's folder every other Wednesday throughout the month.

Parent Teacher Conferences

Fall conferences are set for the week of November 30th through December 3rd. Portfolios begin in September with the start of the traditional school year. Sign up sheets will be posted in November.

Peanut and Tree Nut Restricted Facility

Jack and Jill is a Peanut and Tree Nut restricted facility due to children that have allergies to peanut products. Please keep all foods and snacks containing peanut or tree nuts out of the center and away from your child's lockers. Thank you for understanding the health concerns of other children.

Birthday treats should be non-peanut as well. Keep in mind that several of the frostings contain almond oil. All birthday treats must be in their original containers and store purchased.

Birthday Treats

Do you want to bring in treats for your child's birthday and are unsure if the treats are peanut-free? Birthday treats may be purchased from our kitchen and order sheets are available at the front parent area. Please give 24 hours notice. You will be invoiced separately from our kitchen, Premier Catering. Some treats available for purchase are: Homemade Frosted Cupcakes (each child gets to decorate their own); vanilla ice cream cups; sherbert cups, Homemade Marshmallow Crispy Treat, Homemade Sugar or Cinnamon Cookies, and more!

Emergency Center Closing

Jack and Jill closes in accordance with the St. Anthony-New Brighton & Roseville School District in the case of inclement weather or road conditions. Watch for weather closings on WCCO Radio & TV. Jack and Jill Childcare will be posted separately as well.

JJ'S Jam

We have openings for before and after school care for this fall. Busing is provided for children attending Brimhall, St. Rose & Parkview Elementary Schools.

Enrollment is also underway for our school release days. Brochures are available at the table near the office. Days fill up fast and space is limited. Field trip and fun each day. Any questions regarding JJ's Jam School Age Care should be directed to the office via email Anna annam@jackandjilledu.com or Carol carol@jackandjilledu.com