



Southern Hills Child Development Center

"A Great Place To Grow"

Aug/Sept. 2017
 Southern Hills Child Development Center
 3207 S. Blvd
 Edmond, OK 73013
 341-0100/Fax 341-7661
 cdcoffice@southernhillschristian.org
 www.shcdc.net

A Note From the Director

Welcome to Southern Hills Child Development Center. We are glad you are here! We know the first couple of weeks are hard on the children—adjusting to new teachers, rooms, schedules, etc. We try to make the changes as easy as we can. These are some ways you can help us:

- ◆ Talk positive about school—"You will have so much fun playing, going to music, eating lunch, and learning."
- ◆ Remember a shorter goodbye means a shorter cry. Even if you want to cry—don't! You can after you drop them off, but please not in front of your child.
- ◆ Have your child here at 9:30 and pick them up at 2:30 (extended care ends at 3:15). It is important for them to feel part of the class.
- ◆ Bring us your happy, healthy, and well rested children!

August Tuition: _____

September Tuition: _____

Total Due : _____

If you sign up for Extended Session, statements will be mailed 9/05/17.



INSIDE THIS ISSUE:

Open House Dollars & Sense	2
Extended Session A Few Reminders	2
CDC Calendar Parent Handbooks	3
School Supplies	3
Security News Classroom Teachers	4

DATES TO REMEMBER:

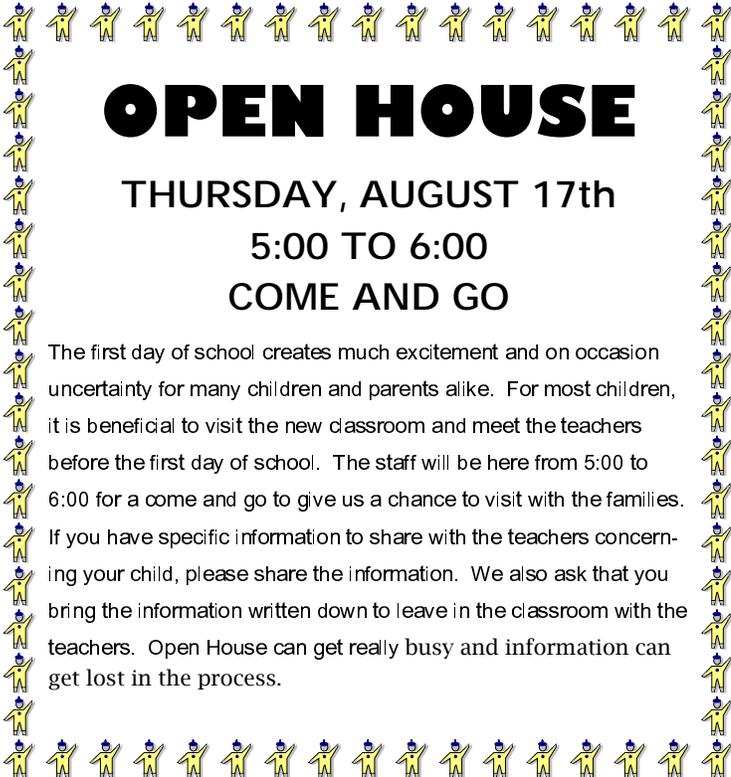
- ◆ August 17 Open House
5:00-6:00 Come & Go
- ◆ August 18 First Day of CDC
- ◆ August 28 Extended Session
- ◆ Sept. 4 Labor Day Break
No School
- ◆ Sept. 7 Pizza Day/Spirit Day
- ◆ Sept. 8 Aug/Sept.
Tuition Due

Classroom Assignments for 2017/2018

_____ is enrolled in the _____ on _____

_____ is enrolled in the _____ on _____

_____ is enrolled in the _____ on _____



OPEN HOUSE

THURSDAY, AUGUST 17th

5:00 TO 6:00

COME AND GO

The first day of school creates much excitement and on occasion uncertainty for many children and parents alike. For most children, it is beneficial to visit the new classroom and meet the teachers before the first day of school. The staff will be here from 5:00 to 6:00 for a come and go to give us a chance to visit with the families.

If you have specific information to share with the teachers concerning your child, please share the information. We also ask that you bring the information written down to leave in the classroom with the teachers. Open House can get really busy and information can get lost in the process.

Dollars & Sense

Your child's **tuition** is figured at the rate of **\$90/month/day** enrolled. This remains the same regardless of the number of days attended in a given month. We have found it easier for our families to know what this charge will be each month rather than going up and down. To assist our families, we are establishing



the **1st of each month as the due date for tuition**. Any payment received after the 7th of the month will be considered late and a fee of \$10.00 will be added to the account. Payments can be dropped off in the CDC office or we are happy to receive payments by mail.

We will operate 2 weeks in August. We have added 1/2 of your monthly tuition charge for August to your September balance.

August/September tuition is due September 8th. We would receive partial payment in August for your August/September tuition if you wish to write two checks. Payments may be mailed to the address on the front page. Any check returned for collection will result in a \$20.00 charge.

Our drop-in rate is \$30.00.

Extended session

To begin in

August 28th

CDC will offer an extended day option for interested families beginning Monday, August 28. Extended care will be available Monday through Friday, or as enrollment indicates, from 2:30-3:15.

The mixed age group will initially be staffed with two teachers and additional staff will be added as necessary.

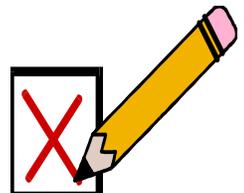
The cost of the program is \$5.00/day.

The monthly total will be on your newsletter with tuition (except for Sept).

Please call the office or stop by during Open House if you have questions or want to enroll.

A Few Reminders

- ◆ Babies must be in disposable diapers.
- ◆ DHS requires all lunches containing perishable food items must contain a cold pack to help ensure food is kept safely until lunch time.
- ◆ We ask that children not bring toys from home because they often get lost or broken and are difficult to share. Books to share with the class are welcome anytime.
- ◆ Please label jackets, lunch boxes, sippy cups, blankets, backpacks, and any other items your child brings to school.
- ◆ **An extra change of clothes, labeled with the child's name, needs to be in every child's bag at all times in case of an accident. On cold days, coats, mittens and hats are needed.**
- ◆ ALL children must be checked in and signed out each day. We are required to keep daily attendance records—**it's a matter of safety.**



CDC CALENDAR

Enclosed there is a calendar of this year's important dates, pizza, parties and much more!
Please make sure to save this . . .

- * on your refrigerator
- * in your cell phone

CLASSROOM LETTERS

Each classroom will provide you with a letter explaining their day. Please read and if your child is in a napping room try to adjust your schedule to meet ours. Our goal is to have a happy child! If you need to pick up early and are in a napping room we ask that they are picked up before naptime. Thank you for your understanding.

PIZZA DAYS

Each month we have a Pizza Day starting in September. The cost is \$3.00 per child. We love our pizza days! If we have a profit, the money goes toward our school scholarship fund. Any donations toward this fund are always very appreciated.

Sign & Return

Each new family will receive a ***Parent Handbook*** at Open House. Please read the information and **return the back pages with your signature** to the CDC Office for your child's records. You can also view the handbook on our website www.shcdc.net

* **ACCOUNTS RECEIVABLE** *
* **STATEMENTS** *
* If you need a monthly statement please let Pam *
* Camp know. They are sent by email between the *
* 15th-20th of the month. *

Please be sure that we have current immunizations records for your child.

School Supplies and Christmas Tile Fee

On your **October** tuition payment we will add a \$30.00 charge per child to cover the cost of all the rapidly consumed supplies and the Christmas tiles.



