

August 1, 2008

Dear Kindercare Parents,

We hope that you and your families are enjoying your summer and have taken some time to enjoy some holiday fun too!

We are just sending you a quick letter to inform you of our schedule during the first two weeks of school. We feel it is important to communicate with each family prior to their child attending Kindercare this Fall. We would appreciate you taking the time to thoroughly read through the revised handbook so you are familiar with our program.

We are informing you about the gradual entry into Colebrook Elementary School Kindergarten Classes. As you are aware Kindergarten classes have a two week gradual entry process where your child will only attend their Kindergarten class for up to 1 hour, 1 $\frac{1}{2}$ or 2 hours at a time. We are aware that you may need care during the other hours in the day.

Of course we can only offer this extra service to your family with an extra fee involved. You can choose to use this extra service during these two weeks or not. We ask that you contact us via e-mail or simply by calling the Creative Kids Cell phone to let us know whether you need extra care or not prior to September.

Our email is info@creativekidspreschool.ca or cell phone 604-831-8953.

We welcome all families to come by our OPEN HOUSE on Tuesday September 2nd to say hi, share any information we need to know about your child or simply to see the classroom. We will be available from 9:00 am until 12:00 pm that day. Please note that our regular Kindercare and Before and After School Program does not start regular hours until Wednesday, September 3rd.

On Wednesday, September 3rd and 4th the children do not attend the Kindergarten unless you would like them to attend the Parent/Teacher Conference. It is important that you communicate with Miss Michelle on which time you have chosen for your child to attend. On Friday September 5th, your child will be attending Kindergarten for 1 hour. Miss Michelle will drop off and pick up the children that are in her care for the day.

On Monday, September 8th, your child will attend for one and a half hours and on Tuesday, September 9th they will attend for two hours. Starting on Wednesday, September 10th, the children will then begin their regular morning classes at their regular time.

The extended cost for extra care during the gradual entry process is:

- Wednesday, Sept 3rd CONFERENCE DAY -\$25.00
 - Thursday, Sept 4th CONFERENCE DAY - \$25.00
 - Friday, Sept 5th ONE HOUR CLASS - \$20.00
 - Monday, Sept 8th ONE & HALF HOUR CLASS - \$15.00
 - Tuesday, Sept 9th TWO HOUR CLASS - \$10.00
- * Again, please let us know in advance if you need extra care during these shortened Kindergarten hours. Fees are due by Sept 9th.

I realize this is a lot of information to share with you during your summer holidays but we feel it is important for families to be aware of our schedule and the schedule of Colebrook School, ensuring you have enough notice to set up your family for success this September.

We look forward to learning, creating and having fun with your child in our Kindercare program. If you have any questions, please do not hesitate to contact us at any time.

Sincerely,
Sandra Christian & Michelle Ford