

St. Martin's Out of School Care

September 2019

Welcome Back to a New School Year!

I hope that everyone had an amazing summer and that you enjoyed spending time with friends and family. I am thrilled to be back and running the Out of School Care Program again this year! Thank you so much for allowing me to be a part of your Child Care family ☺

With this newsletter there should also be attached:

- September 2019 OOSC Calendar
- 2019/2020 Registration Forms (1 per child)
- 2019/2020 Parent Handbook

I will need the calendar, registration forms and consent/permission slip (back page of Parent Handbook) signed and returned to me by/on Friday, September 6th, failure to hand these back will result in immediate suspension from the program until I have received them. *This is a legal, licensing issue so please ensure these are handed in right away to ensure we are compliant*

Aidan Bond will be attending school in Vancouver this year and will not be with us. We wish her the best of luck and will miss her dearly! I am happy to announce that Krista Muntz and Morgan Gorst will be with us again this year! Yay! I would also like to welcome Jessica Clough, and Char Traudt to our team! It's going to be a fun year with wonderful people.

The contact number for Out of School Care remains the same: 587-280-1550

Please call or text this number with any scheduling changes or absences. Messages will be checked each morning before school care at 7:15am and periodically throughout the day. From 6:00pm – 7:00am the phone will be off however it is available for texts/voice messages and will be checked first thing in the morning.

If you have any questions, concerns or ideas for the program I welcome you to contact me. Thanks so much for allowing us to look after your children; we look forward to making this another great school year!



OOSC CONTACT INFORMATION:

- 587-280-1550 (Dedicated cell phone for the program - for texting/voice messages - please include your name and child's name if you are reporting an absence)

St. Martin's Out Of School Care Society



****Please Return by September 6, 2019****

Child's/Children's Name(s): _____

Please estimate and record the hours of care needed each day. If there are any changes to your schedule please inform us via phone call or text message at 587-280-1550. The monthly schedules are necessary as they help us to plan the programs for the children as well as our full complement of staff members.

Monday	Tuesday	Wednesday	Thursday	Friday
2 LABOUR DAY NO SCHOOL	3 First Day Back	4 Early Dismissal	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

Parent's Signature: _____

**** IMPORTANT NOTICE ****

Failure to return completed monthly calendars will result in your child(ren) not being scheduled for care. They will not be included in our staff/childcare ratio unless we receive a completed calendar.

**** Cancellation Reminder ****

Failure to notify the program of unscheduled absences prior to 7:15 a.m. for the morning program and 12:00 p.m. for the afternoon program will result in additional charges.