

SOUTHERN HILLS CDC

"A Great Place To Grow"

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, especially this year with so much going on in our world...adjusting to new teachers, rooms, schedule, etc. We try to make the changes as easy as we can. These are some ways you can help us:

- **Speak positively about school. Ex: "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! Please don't cry in front of your child. They need to see a happy face.**
- **Have your child to school on time and pick them up at your assigned time. It is important for them to feel a part of the class.**
- **Bring us your happy, healthy, well fed and well rested children!**

You are trusting us to take care of your most precious gifts and we want everyone to have a wonderful, fun filled year! Thank you for depending on us to care for your sweet kiddos!

- **School Calendar is included, please keep this. It will also be posted online.**
- **Classroom letters will be handed out during Open House and posted to each class SeeSaw**
- **You can Prepay for Pizza again this year. You can prepay up until September 11th.**

August Tuition: _____

***Due August 21st, 2020. Statements should be emailed the first week of August**

September Tuition: _____

***Due September 11th, 2020.**



Classroom Assignments 2020/2021

_____ is enrolled in the _____ on _____

_____ is enrolled in the _____ on _____

_____ is enrolled in the _____ on _____

Dates To Remember

- **Aug 13 & 14.....Open House (Sign Up Online)**
- **Aug 17.....First Day of CDC**
- **Aug 21.....Aug Tuition Due**
- **Sept 7 & 8.....Labor Day NO SCHOOL**
- **Sept 11.....Sept Tuition Due**
- **Sept 16.....Pizza Day/ Spirit Day**
- **Sept 25.....Pizza Day/ Spirit Day**

****All dates on our school calendar are subject to change depending on the state of COVID numbers throughout the state****

OPEN HOUSE

**Thursday, August 13th
&
Friday, August 14th**

In order to maintain a lower number of people entering our building and to allow for better social distancing within our halls and classrooms, we have decided to split the Open House into two days with assigned days for each class. If you would like to attend Open House, you must sign up in advance through Sign Up Genius for the class in which your child(ren) are enrolled for the fall. If you have multiple children, you will need to sign up for each class's signup. We ask that children only have one parent attend with them and that parents wear masks while in the building. Temperatures will be taken at the door. Time slots are for 10 minutes only, please be considerate of the other families and stay within your time slot.

**Thursday Open Houses are for the following classes:
Guppies, Lil Critters, Giraffes, Explorers and Monkeys**

**Friday Open Houses are for the following classes:
Cubs, Amigos, Super Heroes, Super Stars & Discoverers**



Drop-Off & Pick-Up Times & Locations

Kitchen Door

(East Parking Lot):

Guppies - 9:00 & 2:00
Cubs - 9:10 & 2:10
Lil Critters - 9:20 & 2:20

Small Playground Door

(South Parking Lot):

Amigos - 9:00 & 2:00
Giraffes - 9:10 & 2:10
Super Heroes - 9:20 & 2:20

Main Entrance Door

(South Parking Lot):

Explorers - 9:00 & 2:00
Super Stars - 9:10 & 2:10
Monkeys - 9:20 & 2:20

North Door (Myra Ct.): Discoverers 9:10-2:10

****Parents please park and bring your child to the listed door during your designated times to the health check area. We ask that you remain 6 feet apart while you are waiting to drop off your child. Please bring your older child to drop off when you drop off your youngest child if you have multiple children attending. *If you miss your designated time, please wait till 9:45 and call the office in order to drop off.* ****

****Southern Hills CDC will NOT close if Edmond Closes due to Covid****

****Any Southern Hills CDC closures will be posted on our website, Facebook and Seesaw****

Parent Handbook

If you are a new family, please download your parent handbook from our website. Returning families please check out the COVID & immunization policy updates to our handbook.



As an added level of precaution, we are asking teachers to wear masks when they are in the building. We hope this will add to your comfort in having your child attend.

Please be sure that we have a current immunization record for your child.

Children will not be admitted to school if they are not current on immunizations.

Dollars & Sense



Your child's tuition is figured at the rate of \$105 month/day enrolled. This remains the same regardless of the number of days attended in a given month. To assist our families, we are establishing the 1st of each month as the due date for tuition. Any payment received after the due date will be considered late and a fee of \$10.00 will be added to the account. Payments can be given to the teacher during the healthcheck. We are happy to receive payments by mail and we are working on taking online payments as well. Please do not put payments in backbacks. Because we only operate 2 weeks in August, tuition for August is prorated and is due Friday, August 21, 2020. Any check returned for collection will result in a \$20.00 charge. Our drop-in rate is \$30.00. Monthly statements will be emailed by the 15th or 20th of each month.

A Few Reminders

- Please make sure your child has gone to the bathroom prior to dropping him/her off each morning. Drop-off can be hectic and it can be difficult to bring children to potty right away.
- DHS requires all lunches containing perishable food items to 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 can share unwanted germs. 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.

****PLEASE make sure to connect to your classroom Seesaw and the school-wide Seesaw to get all updates on our school's COVID policies****

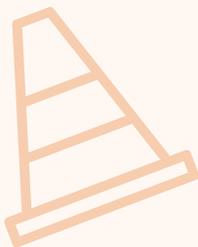


We are excited to be starting a new school year with your child(ren).

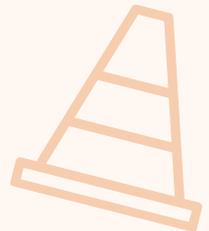
Just a few more reminders to go over:

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- Each month you will receive a newsletter containing important information and a separate invoice for tuition in your email. You can also find our newsletters online and through the SeeSaw App.
 - Tuition is due on the 1st of each month and late after the 7th. If you are not current, your child will not be admitted to a class after the first of the next month if tuition and fees for the preceding month have not been paid, unless special arrangements have been made through the office. Be sure any check is made out to "Southern Hills CDC" or "SHCDC."
 - Arrivals and Departures: Temperatures will be taken before any teacher or child can enter the building each day and parents will not be allowed inside our school. We run with the Edmond Public School for holidays and weather closings, not necessarily for COVID closings, check our website and Facebook for those updates.
 - Your child **MUST** be illness free for **72** hours without the use of Tylenol or Ibuprofen before they can come to school. This includes: fever, throwing up and diarrhea. Thank you for helping us keep the germs down.
 - Remember the children play hard at school; therefore, tennis shoes are required. Crocs, boots, or flip-flops are not safe at school.

Thank you for helping us take care of your children.



Coming and Going...



- Please use extreme caution in our parking lots. We have 120 little people coming and going each day. Allow a little extra time. Use the entrance and exit lanes.
- Be certain your child is safely restrained before you drive.
- **PLEASE DO NOT LEAVE CHILDREN UNATTENDED IN YOUR CAR**
- Please do not park in the handicap parking spaces, these are policed by Edmond PD.
- Late charges will be added for children picked up after their assigned pickup times starting in September.
- Please read and follow all updated COVID safety procedures which are included on the insert sent with the newsletter this year. We want to remain open and can only do so if everyone works together to keep germs away from our building.
- **Southern Hills CDC can be closed at any moment according to the recommendations of the Oklahoma State Health Department. Closures can last from 48 hours to 2 weeks.**