



181 ELM ST.
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www.busybeespreschool.net
Marna Shields, M.Ed.
ADMINISTRATIVE DIRECTOR

BUSY BEES NEWSLETTER 2018/2019 SCHOOL YEAR

Welcome Busy Bees Families!

We are busy preparing our program for the 2018-2019 school year at Busy Bees. If you are joining us for the first time, welcome! If you are returning to Busy Bees, welcome back! We look forward to having your family join us beginning September 2018.

Please find enclosed a copy of our **Busy Bees Parent Handbook** for new families only. This handbook contains information about our philosophy, program schedule, policies, and curriculum and is designed to be a communication link between families and school. Please take a few moments to read over this comprehensive guide before your child enters Busy Bees Pre-School this fall. If you have questions throughout the school year, this reference manual may answer many of them.

Also enclosed in this packet of information is your **Busy Bees 2018/19 Summer Newsletter** that includes information about our September program, school calendar, and upcoming events. We will distribute monthly newsletters throughout the school year beginning in September. Our newsletters contain important information about curriculum, themes, and in-house field trips.

This packet contains **EEC Forms** that are due on/before August 15th. The Massachusetts Department of Early Education and Care (EEC) requires completed forms for all children who are enrolled in a licensed Child Care Center. If your child is returning in the fall, you'll still need to fill out the forms. You may drop the forms off at Busy Bees before the end of June or mail them to the 181 Elm Street address above.

If you have questions or concerns over the summer, please feel free to contact me @ 525-2566. I will be checking the messages weekly. You can also email me at info@busybeespreschool.net. (Email is the best way to communicate in the summer). Have a happy and safe summer. We look forward to seeing you in the fall!

Sincerely,

Marna Shields

THE FOLLOWING FORMS ARE DUE TO BUSY BEES PRE-SCHOOL BY AUGUST 15TH. Forms must be completed in order for your child to be enrolled in our program.

1. **Face Sheet/Enrollment Form**
2. **Developmental History/Background Information**
3. **First Aid & Emergency Medical Care Consent Form**
4. **Medical History/Immunization Form**
5. **Photo Release Form/Parent Handbook Policy Form**
6. **Transportation Plan Form**

MONTHLY TUITION FEES

Yearly tuition is divided into ten (10) equal monthly payments and is due the first **school day** of each month. Your tuition deposit due April, 2018 will be applied toward your June 2019 payment. A tuition payment of **\$208.00** (T/TH program) and **\$284.00** (MWF program) is due the first **school day** of each month September-May. If for any reason your monthly tuition is going to be late, please let me know.

FAMILY ALBUM

Please send in a family photo, which will be displayed in our family album to be taken home by our **Helper of the Day**. We are requesting that you mount your photo on **8 1/2x11 paper** and write a sentence or two about your family. Families who submitted photos for the class of 2017-2018 may use their original pictures unless you prefer to change your information. Your family photo may be submitted anytime during the month of September. ☺

IN-HOUSE FIELD TRIPS 2018-2019

We are planning monthly field trips for the 2018-2019 school year. All of our field trips are in-house, where educational and entertainment programs visit with us. We are looking forward to puppeteers, storytellers, zoo shows, dancers, musicians and more! An annual fee of \$50.00 is due on/before October 1. This fee covers all in-house field trips. Information concerning our in-house field trips will appear in our monthly newsletters. If you have any ideas for new In-House Field Trips please share them with me. We love new ideas!

MONTHLY THEMES

We follow a thematic approach in our curriculum, where we choose 2-3 topics to explore each month. We also choose a variety of themes to explore in our **Science and Math Discovery Center**. Information concerning these units will appear in our monthly newsletters. We will begin our school year with the themes "Getting to Know You", "Back to School" and "Fall Fun".



OPEN HOUSE AT BUSY BEES

Friday, September 7, 2018

We have scheduled our **FALL OPEN HOUSE** for **ALL NEW CHILDREN** in our T/TH and MWF programs on **Friday, September 7th**. This is a nice opportunity for children and parents to reacquaint themselves with our program. The following times have been set-aside for you:

Last Names:	A-L:	9:00-10:00
	M-Z:	10:30-11:30

T/TH CLASS SCHEDULE

We will divide the class for the first two mornings of school in our T-TH program in order to make the transition easier for the children.

- ◆ **Tuesday, September 11th 2018** children with last names beginning with the letters A-L will come to school. Parents, you may bring your children into school on this morning and stay for 10-15 minutes at which time you will say your good-byes.
- ◆ **Thursday, September 13th 2018** children with last names beginning with the letters, M-Z will join us for the morning. Parents, you may bring your children into school on these mornings and stay for 10-15 minutes at which time you will say your good-byes.
- ◆ **Tuesday, September 18th 2018** we will have our first full T-TH class together.

MWF CLASS SCHEDULE

- ◆ **Monday, September 10th, 2018** will be our first school day for our M-W-F class. You may bring your children into school on the first morning and stay a few minutes and say your good-byes.

