



181 ELM ST.
E. LONGMEADOW, MA 01028
www.busybeespreschool.net
Marna Shields, M.Ed.
ADMINISTRATIVE DIRECTOR

BUSY BEES NEWSLETTER

2025/2026 SCHOOL YEAR

Welcome Busy Bees Families!

We are busy preparing our program for the 2025-2026 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 2025.

This packet contains **EEC Forms** that are due on/before August 15th. 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 in the drop box at the front door or mail them to the 181 Elm Street address above. If you drop off at the drop box, please send me an email or Brightwheel message so I know to take it inside. Thank you!

This **Busy Bees 2025/26 Summer Newsletter** 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.

A digital copy of our Busy Bees Parent Handbook has been sent through Brightwheel. You can also find it on our website at www.busybeespreschool.net. 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. If you would like a printed copy, please let me know.

If you have questions or concerns over the summer, please feel free to contact me. Brightwheel is the best way to message me. You can also call 525-2566 or email me at info@busybeespreschool.net. 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. Facebook/ Photo Permission
 5. Photo Release Form/Parent Handbook Policy Form
 6. Transportation Plan Form
 7. Please email (or print and send, that is even better!) a close-up photo of your child's face (aprox2"x2") for his/her cubby and if you are new to Busy Bees please also email a photo of your child with the adults that will be picking up (this will help us prepare for pick up times)
- *Please include a copy of your child's last wellness visit/ immunization history. This needs to be updated with each annual physical.**

MONTHLY TUITION FEES

Yearly tuition is divided into ten (10) equal monthly payments and is due at the beginning of each month. The deposit was due in May. A tuition payment of **\$263.00** (T/TH program) and **\$364.00** (MWF program) is due at the beginning of each month September-May. If for any reason your monthly tuition is going to be late, please let me know. We will bill you through the brightwheel app. You may pay by check if you prefer. If you set it up through your bank as a withdrawal, Busy Bees will pay the processing fee. If you pay by credit card, a processing fee will be added to your bill.

IN-HOUSE FIELD TRIPS 2025-2026

We are planning monthly field trips for the 2025-2026 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 \$60.00 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.



OPEN HOUSE AT BUSY BEES

Friday, September 5, 2025

We have scheduled our **FALL OPEN HOUSE** for **ALL NEW CHILDREN** in our T/TH and MWF programs on **Friday, September 5th**. 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-P:	9:00-10:00
	R-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 9th 2025** children with last names beginning with the letters A-P 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 11th 2025** children with last names beginning with the letters, R-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 16th 2025** we will have our first full T-TH class together.

MWF CLASS SCHEDULE

- ◆ **Monday, September 8th, 2025** 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.

