CMCCC

September 30th News & Notes



# CMCCC Hours of Operation

**6:30am-6pm**

**Reminder: Thursday October 27th, 2022 CMCCC CLOSES AT 5PM!!!**

# Upcoming Events

**October CMCCC Events** 27th Drive Thru- Fall Festival **5:30pm-6:30pm**

http:[www.cmchildcare.org/](http://www.cmchildcare.org/)

**September Christ Memorial Church Events** <https://cmstl.org>

A small green rectangle to divide sections of the document

# 

# Attendance

Please remember to sign in and out your child each day they attend school. If your child will be absent for the day please notify your child’s classroom teacher through procare or the office staff by email or phone call at 314-631-0992.

# Personal Days

Please remember personal days must be requested at least one week in advance. Personal day slips are located on the bulletin board across from the office or you can email Ms. Britny. [britny.howe@cmstl.org](mailto:britny.howe@cmstl.org)

A small green rectangle to divide sections of the document

# Pick Up & Drop offs

We respectfully ask that you continue to pick up your child/ren and leave the building by 6pm. Most of the staff have worked 8 or more hours and there are still end of the day closing procedures that they have to complete. When families are leaving after six, staff cannot complete their jobs in a timely manner, so they may clock out and return to their homes & families. If you are running late please call the office to inform administration

**CMCCC Referral Program: We are fervently looking for individuals to come and share the love of Jesus with your children. If you know of anyone looking for an opportunity to work in a National Lutheran School Accredited Child Care Center, please share Missy's contact information with them. If one of your referrals is hired, on their 6 month anniversary of employment, you will receive a one-time $100 credit toward your tuition.**

**Enrollment Reminder:** Just a friendly reminder that if you are expecting and need an infant spot in the future that you do contact the office immediately to get on the list. We are truly blessed that we do have a full waitlist well into the new year.

**Immunization Updates:** If your child has received any new immunizations recently please make sure to email Ms. Britny or turn in a copy to the office as soon as possible.

**Proper Attire:** Please make sure your child wears close toe and heeled shoes to school daily because it is important to protect their feet while they are running, jumping and playing on the playground. If your child is wearing a dress please make sure she has shorts on underneath.

**Change of Clothes:** Please make sure your child/ren have seasonally appropriate change of clothes at school in their cubby or backpack. If your child is sent home in extra day care clothing please make sure to wash and return them as soon as possible.

# Procare Tuition: Tuition reminder- keep in mind there is a 3% processing fee associated with credit/debit card payments. There is no fee for ACH Bank Withdrawals. Please contact Suzanne with any tuition or billing questions. [suzanne.wilson@cmstl.org](mailto:suzanne.wilson@cmstl.org)

# Key Cards: If your key card has been misplaced and you need a new card please notify Ms. Britny and she will get you a replacement card. Replacement cards will be a $10.00 charge.

# Birthday Treats: Please notify a staff member if you plan to bring in a special snack for your child’s birthday. We do encourage the treats to be on the healthier side. All snacks brought into the school must be in a new unopened package that lists the contents of the food items. Please remember to make sure that all treats are Peanut/Tree Nut Free!!!

Thank you!

Please Contact the main office if you have any questions. Also remember to like us on Facebook! **CMCCC:** 314-631-0992 **Director-Missy Meyer:** [missy.meyer@cmstl.org](mailto:missy.meyer@cmstl.org) **Assistant Director- Britny Howe:** [britny.howe@cmstl.org](mailto:britny.howe@cmstl.org) **Office Manager- Suzanne Wilson:** [suzanne.wilson@cmstl.org](mailto:suzanne.wilson@cmstl.org)