

Holidays

The center will be closed on the following holidays:

January	New Years Day
May	Memorial Day
July	Independence Day
August	Friday before Labor Day - Teacher work day
September	Labor Day
November	Thanksgiving Day and the Day After
December	Christmas Eve and Christmas Day

Holidays that fall during the week-end will be observed Friday or Monday. Regular tuition payment is required for these holidays. We have a policy for families that allows for one week of vacation during the year with no tuition payment. For those students enrolled for the summer only, they will have two vacation days to use during the summer months. Families must notify the director in advance when using this vacation credit. If extended vacation plans require students to be out of classes for more than one month, parents may chose to withdraw their child and re-register upon their return if there is a spot available. Two weeks advance notice is required as well as payment for that two weeks. They will also be required to pay a new registration fee. Parents may also choose to continue to pay the tuition fee to hold a spot until their child returns.

Parent Participation and Communication

The Little Log Cabin News will be published often. Parents will be given copies of class calendars and monthly lunch menus. Students and their families will be invited to a December Christmas Sing-A-Long, and other family activities, such as outings and picnics that will be planned during the year.

Teachers will be available for conferences at parent requests, and Parents will be given the opportunity to schedule a conference in the Spring.

Communication is the key to a successful relationship between school and home. Our Weeds and Flowers form located in a folder by the front door is always available to provide a method for communicating concerns and joys.

If a parent has a concern or grievance with a staff member, we feel it is important that the issue be discussed and cleared with the staff member. If a parent has tried communication and has not been successful, the Director will be happy to act as a facilitator with the parties to try and help them work through their differences. See the enclosed organization chart which will help you determine where to direct your concerns.