

Chesterbrook Academy

June 2016 Family Newsletter

Important Dates:

6/3: Cookie Friday

6/6: Spring Progress Reports

6/7: Chocolate Ice-cream Day

6/10: Pre-Kindergarten
Graduation 10:30 am

6/14: Flag Day

6/23: Last Day of FFX county
school. 2 hrs Early Dismissal

6/27: First day of summer

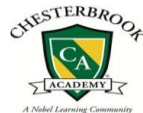
6/27: 2016-17 Fiscal Year Begins.
(New fee schedule starts)

6/27: Activity Fees charged

2016-2017 Fiscal Year

New Fiscal Year **begins June 27th** and the new fees will be implemented that week. Chesterbrook Academy procures annual registration fees, as each year parents must secure their child's space in the desired class at the preschool. If you registered your children during Priority Registration in March, you are already registered for the new school year and summer! If you have not registered already, you will be responsible for registration fees on the June 27th week of attendance accordingly. *Please remember to adjust your automatic payments and submit the correct fees starting that week.*

[CLICK HERE](#) to see the new fee schedule. And as always, please stop by the front office if you have any more questions or concerns.



Family and Friends, come join
Our Pre-kindergarten Graduation

Friday, June 10, 2016
10:30 am

Fairlakes Chesterbrook Academy
4750 Rippling Pond Drive
Fairfax, VA 22033

2016

A summer of innovation and fun for curious minds.

Summer Activity Fees

In addition to Links to Learning academic curriculum, summertime at Chesterbrook Academy includes several other activities which take full advantage of the weather and active environment. All attending families are responsible for the activity fees coinciding with the summer events. These include summer camp T-shirts, soccer, in house shows on Fridays, and all summer supplies. For the Junior and Senior campers, the fees also include all pool bags, field trips, and water bottles!

Toddlers-PK1: \$150

PK2-S/A: \$240

Fees are due June 27th, 2016.

Parents are welcome to plan ahead and pay before the due date in order to avoid confusion or have a financial strain.

Summer Water Bottle Policy

With the summer at hand and the heat rising daily, Chesterbrook Academy wants to introduce the new water bottle policy. It is a priority for our children to be properly hydrated throughout the school day. During playground times, water coolers are readily available for all children every day with fresh water. We also want to encourage children to drink independently from their own water bottles. Thus, **from June 6th August 26th, children may bring their own water bottles to school for outdoor play time. In order to reduce serious health risks and cross contamination between students, only sealed store purchased water bottles will be allowed in classes. Any personal reusable water containers will not be accessible to children if they bring them from home.** Please understand this is the best way to ensure children are not bringing juices, sodas, or medicine in their water bottles. In order to reduce confusion and practice safety, please make sure your child's first and last names are written on the bottle daily.

We have recycle containers in each class for empty bottles as well. Our school prides in have an environmentally friendly campus, and we will properly heave the containers as needed. WE thank you for your cooperation and help in advance, as together we can make the safest and healthiest learning atmosphere for our students.



Vacation Policy Reminder:

Vacation Credits:

A vacation credit allows a family to take a week-long vacation without owing tuition. The credit may only be used in lieu of attendance and must be a whole calendar week, ie. Monday-Friday

Moving forward, we will be adhering to the following policies regarding vacation credits: a family becomes eligible for their vacation credit after *6 months* of enrollment. Two week advance notification in writing is required (ask the office for a Vacation Credit Form) or the request will be denied. In addition, each family will only receive one vacation credit per fiscal year (July 1 - June 30); all other weeks' tuition is due based on your enrolled schedule, regardless of your student's attendance.

Extended Vacations:

If a family chooses to withdraw their student while away on an extended vacation (2 weeks or more), the following rules apply:

1. We require a 4 week notice. We will not be able to accommodate your withdrawal until the 4 week mark.
2. A new registration fee is due *before* your last day to re-register your student upon your return.
3. We cannot pro-rate partial weeks if you withdraw mid-week or return mid-week, school tuition is billed based on the schedule you are enrolled for.
4. Your tenure with us is forfeit and for all policy purposes, your "first day" will be counted as your return date. Thus, you will have to wait 6 months from your return date to be eligible for a vacation credit.

Tuition Reminders

Weekly tuition is due every Friday for the upcoming week. Fees are considered delinquent at 12:00 noon on the day following the due date (Monday). Late charge will be assessed in the amount of \$25 for each week the full tuition that is not paid on time.

If tuition and any other outstanding charges are not paid within seven days of the due date, attendance at the school is not permitted until the full past tuition and for the current period is paid.

All payments received after Monday noon will be considered late, and the \$25 late charge will be assessed.

In order to avoid repeated late charges, all families are urged to sign up with automatic payments through Chesterbrook Academy and their banks. Please stop by the front office to get more information

Health and Safety Reminders

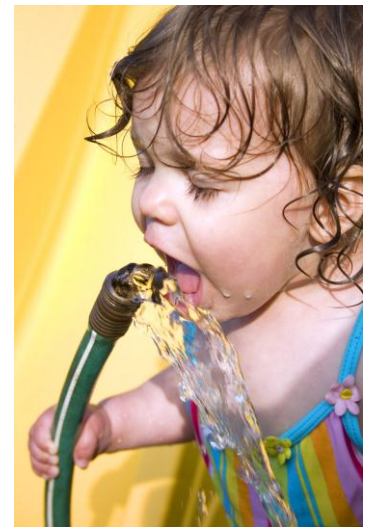
Getting Ready for Summer

Please make sure all students wear closed toe shoes in order to prevent injuries.

Sun block and bug sprays MUST have signed forms. Please pick up a copy of the form at front the office and submit it with the products to your teacher.

What to do during a heat wave?

- Stay indoors as much as possible during the hottest parts of the day
- Dress in light weight and light-colored clothing that covers as much skin as possible to limit your exposure to sun.
- Consider spending the warmest part of the day in public buildings such as libraries, schools, movie theaters, shopping malls and other community facilities. Circulating air can cool the body by increasing the perspiration rate of evaporation.
- Drink plenty of water and eat regular, light, well-balanced meals to keep your body energized and safe from exhaustion.
- Check on family, friends and neighbors who do not have air conditioning and who spend much of their time alone.
- Never leave children or pets alone in closed vehicles.



Center Safety with Food and Toys

- Chesterbrook Academy offers proper food groups for each age group daily for breakfast, lunch, and snack. Keeping allergies of other students in mind, children are not allowed to bring any outside food unless approved by the school administration.
- Personal toys other than soft “sleeping buddies” are not permitted for children in the school, for they pose choking hazard.