

NOVEMBER

Thankful! That is what we are here at Chesterbrook Academy and NOVEMBER is the month to show it! We are thankful for all our children, families and teachers who make our school so special. For this month, the children will be learning about "Fall Harvest," the following themes will be: Fall Leaves, Harvest Time, Pilgrims and Native Americans, and What I am Thankful For?

Scholastic Book Fair Follow-Up

The Scholastic Book Fair was a HUGE success! Thank you so much for participating in our fundraiser. We also want to give a special thanks to all the families who supported our classrooms and bought books from their wish lists.

We sold over \$1400 this year! In addition, we earned over \$700 in new books for our school!

Reading is one of the most powerful educational tools that we can give our children. We really appreciate the donations and support! Again, thank you so much!

Fall Festival

Fall Festival is on **Saturday November 5th from 10am-1pm!** Every year our school has a wonderful time and this year we are having a **Petting Zoo and Pony Rides!** For Trunk or Treat families who will be decorating their trunks, we will have the front spaces *reserved* for your cars to pull forward. **DO NOT BACK IN THE SPACES!** We anticipate many families, so there is additional parking across the street. Please be careful when crossing the road! Please remember to have age appropriate treats and also nut free. Thank you in advance for your participation.

- 10.31.16 - Donate Candy **Operation Gratitude**
- 11.04.16 CBA Kids Campus (Field Trip PreK2)
- 11.04.16 FFX Public Schools: released two hours early
- 11.05.16 Annual Fall Festival – Saturday 10-1
- 11.06.16 Daylight Saving's Time
- 11.07.06 Food Drive Starts
- 11.07.16- FFX Public Schools Closed
- 11.08.16 FFX Public Schools Closed
- 11.08.16 Election Day
- 11.11.16 **CLOSED**-Veteran's Day (Teacher Development Day)
- 11.18.16 Food Drive Ends
- 11.18.16 Thanksgiving Luncheon
- 11.23.16 FFX Public Schools release 2 hrs early
- 11.24.16 FFX Public Schools Closed
- 11.24.16 **CLOSED-THANKSGIVING**
- 11.25.16 FFX Public Schools: Closed – Chesterbrook Academy is **OPEN**
- 11.28.16 1st Progress Reports Distributed

DECEMBER

- 12.09.16 Parent Date Night!
- 12.16.16 Holiday Recitals and Classroom Parties @ 3:30 (More info to come)

Thanksgiving Luncheon

Please join us on Friday November 18, 2016 for our Thanksgiving Luncheon. Parents are invited to join the classroom from 11:30am-12:30pm for a parent watch Open House and stay to join their child's classroom for lunch at 12:00pm.

What's on the Menu:

- Turkey
- Mashed Potatoes & Gravy
- Green Beans
- Corn Bread
- Cranberry

**Please RSVP by email:

Sydney.ashman@nlcinc.com

Kirby.lemon@nlcinc.com



Coming up...

Thanksgiving Sign-ups

It is hard to believe that we are only weeks away from the holidays! With that being said, we wanted to get a head start on schedules so that we can staff accordingly. We have posted a schedule for the week of Thanksgiving on each classroom door. Please find your child's name and mark the days and possible times that they will be here for the week of Thanksgiving. Also, please note that we will be **CLOSED Thursday, November 27th** for Thanksgiving, and we will have **LIMITED STAFFING** the day after on **Friday, November 28th**. If you have any questions or concerns, please feel free to contact and we will be happy to help!

Holiday Vacations & Schedule Changes

A friendly reminder with the holiday's coming up, you will need to submit any Vacation Requests 2 weeks before the vacation. Once you are enrolled for 6 months you are able to request a vacation week and will not be billed out that week.

Any children who need a schedule change or accommodations with days coming up, please submit your request to management ASAP. To get an approval on a schedule change or withdraw you must have a 4 week notice prior to your last day. Please let us know if you have any questions.

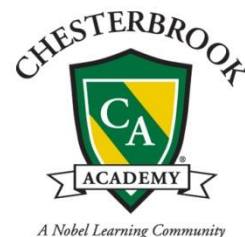
Community Outreach:

Our Chesterbrook Academy always comes together to collect canned food for charity this time of year. It is extremely important that we teach our younger generation the importance of helping the less fortunate.

If you are looking to donate this season, this is the perfect opportunity to give to a good cause. We will be arranging a food drive and are currently working on details with the PREK-2 children donating the food during a field trip. We will give you more information soon on this.

We will have a donation box at the front lobby from Nov. 7th to Nov. 18th.
Thank you for your generosity in advance!

Progress reports will be distributed November 28th. If you would like to set up a conference with your child's teacher, please email Ms. Sydney at Sydney.Ashman@nlcinc.com.



Important Reminders...

Illness Policy Review:

We all know that this is the season for illnesses, so I wanted to take the time to review our policy. We ask parents to keep children home if they or their children have any fever (over 100 degrees Fahrenheit or 37.8 degrees Celsius), diarrhea and/or vomiting. All children will be required to stay at home until they are symptom free for at least 24 hours. This should be determined without the use of fever- or pain-reducing medications (any medicine that contains ibuprofen or acetaminophen). Also, children must be seen by a doctor if they have any eye discharge or unknown rash and will only be allowed to return with a doctor's note. The best prevention that we have to keep our children healthy begins at home. If your child is not well, or you feel something may be wrong always call your doctor right away. And remember, when you do visit the doctors, please bring us a signed note with the date to return and the diagnosis. In addition, please call in to the school when your child is going to absent, we really appreciate the call and being able to inform other families of any exposure to illnesses.

ACH and Tuition Payments:

A friendly reminder that tuition payment is due by Monday mornings of each week and is considered late close of business Monday evening. A \$25 dollar late fee will be applied if payment is late. Is writing checks a drag? Sign-up for our Automatic Payment (ACH) today! Forms are available at the front desk! Please let us know if you have questions on this.

Parent Referral Program: Refer a family and after 90 days of enrollment, receive a free week of tuition just for spreading the word! Thank you to all the families who have already referred families to us!

Late Pick Up: We do have a late pick up policy that is stated on your fee schedule. Our hours of operation are 630am-630pm, if your child is picked up after that time, you must pay the late pickup fee.

Vacation Credit: If you are planning to take a vacation and would like to use your one week vacation credit, please make sure to fill out a form in the front lobby. Just a reminder, we ask for a two week notice if you are planning to use your vacation credit!

Weather Changes: As we head into fall please make sure you have spare clothes that are weather appropriate, including a jacket and extra socks!

Ancillary Follow-up

Ancillary programs are in full swing and we are having such a fun time watching the children grow and learn new skills.

We wanted to send an update that on Tuesdays we will NOT have Train2Greatness due to lack of enrollments.

BUT....we are interested in trying a Karate (Kyle's Karate) program. We are curious to see if there are any families who would be interested in this program. The difference between this program and others is that it runs in the afternoon and not in the morning time frame.

Please email Ms. Kirby if you would like more information or if we can get enough families interested to try a free trial class with the coach.—Thank you