

May 18, 2011

Dear Parents,

On behalf of the Board and Staff of CPNS we would like to welcome you to our school for the 2011/2012 school year. Our staff is looking forward to providing an exceptional nursery school experience for your child. We want to thank you for choosing CPNS and assure you that everything is being done to make next year a memorable year for both you and your child.

Enclosed are various forms, which need to be completed for your child's enrollment in our school for the 2011/12 school year. Would you please complete all forms and return them to the school as soon as possible. Please have your physician complete the Universal Health Form and forward to the address shown on the letterhead when it is completed. Please note that the Office of Licensing requires all students in our school to have a physical within one year from the date of admission to our school. We also require all preschoolers have a flu immunization each year from September 1 through December 31. Since this immunization is required after school starts please find a flu immunization update form as a reminder. Your Doctor could complete this form or you could submit any documentation from your physician that indicates your child has received the flu immunization when required. Please contact us if your child has allergies and requires use of an EPI pen or any other special needs so everything is in place prior to the first day of school. There are additional forms to be completed.

Enclosed also please find an application for any of our enrichment programs that your child is eligible to participate in. Please complete and return, classes will be filled as the forms are received (first come, first serve).

Since the new school year will be here quickly, you may wish to mark your calendars now with a few important dates:

- Mid-August - Your child will receive a letter from their teachers welcoming him/her to their classroom. We will also use this opportunity to communicate any last minute information to you.
- Wednesday, September 7 and Thursday, September 8 we will be having an informal gathering in our playground. We hope this will give you the opportunity

to meet other families from your child's class and become familiar with our outdoor play area. The class gathering times are as follows:

Wednesday, September 7

M-W AM 2 $\frac{1}{2}$ -year-old class 9:00 - 10:00
M-W-F AM 3-year-old class 10:00 - 11:00
M-W-F PM 3-year-old class 11:00 - 12:00
M-W-F AM 4/5-year-old class 12:00 - 1:00
M-T-W-F PM 4/5-year-old class 1:00 - 2:00

Thursday, September 8

T-Th AM 2 $\frac{1}{2}$ -year-old class 9:00 - 10:00
T-Th AM 3-year-old class 10:00 - 11:00
T-Th PM 3-year-old class 11:00 - 12:00
T-Th-F AM 4/5-year-old class 12:00 - 1:00
T-Th-F PM 4/5-year-old class 1:00 - 2:00

- Wednesday, September 7 and Thursday, September 8 we will have our Back to School Nights. This is an informational program for parents. We will go over various school procedures and answers any questions you may have.

Wednesday, September 7

M-W AM 2 $\frac{1}{2}$ -year-old class 6:00 PM - 7:00 PM
M-W-F AM 3-year-old class 8:00 PM - 9:00 PM
M-W-F PM 3-year-old class 7:00 PM - 8:00 PM
M-W-F AM 4/5-year-old class 7:00 PM - 8:00 PM
M-T-W-F PM 4/5-year-old class 8:00 PM - 9:00 PM

Thursday, September 8

T-Th AM 2 $\frac{1}{2}$ -year-old class 6:00 PM - 7:00 PM
T-Th AM 3-year-old class 8:00 PM - 9:00 PM
T-Th PM 3-year-old class 7:00 PM - 8:00 PM
T-Th-F AM 4/5-year-old class 7:00 PM - 8:00 PM
T-Th-F PM 4/5-year-old class 8:00 PM - 9:00 PM

- Thursday, September 8 and Friday, September 9 will be our Student Open House. This will be an opportunity to spend time with your child in his/her classroom.

Thursday, September 8

M-W AM 2 $\frac{1}{2}$ -year-old class	9:00 AM - 9:45 AM
M-W-F AM 3-year-old class	9:00 AM - 9:45 AM
M-W-F PM 3-year-old class	10:00 AM - 10:45 AM
M-W-F AM 4/5-year-old class	10:00 AM - 10:45 AM
M-T-W-F PM 4/5-year-old class	11:00 AM - 11:45 AM

Friday, September 9

T-Th AM 2 $\frac{1}{2}$ -year-old class	9:00 AM - 9:45 AM
T-Th AM 3-year-old class	10:00 AM - 10:45 AM
T-Th PM 3-year-old class	11:00 AM - 11:45 AM
T-Th-F AM 4/5-year-old class	11:00 AM - 11:45 AM
T-Th-F PM 4/5-year-old class	10:00 AM - 10:45 AM

Since the dates and times listed above for these events vary by class, please mark the specific date and time for your child's on your calendar.

- September 12 - First day of school

You will receive more information about the First day of school during our Back to School Nights. You will also receive at that time our school calendar for the year, class lists, CPNS shirt and your teacher's newsletter for the month of September that evening.

We look forward to the opportunity to share with you and your child their preschool experience. Please feel free to call me at any time.

Sincerely,

Janice Parker
Director