

Happy 2024-2025 School Year

Hope each and every one of you had an amazing summer. I just wanted to highlight a few important items that are stated in the contract to make this upcoming school year a success:

- Adventure Academy opens at 7am sharp not 6:50am or 6:55am. There is a 9:05am grace period after which time we do reserve the right to deny entry.
- If Early Bird hours are required, please provide adequate notice.
- **Please be on time; 9:05am is the cut off time, 12pm for evening care.**
- Pick up time is 5pm/5:30pm for after school students and siblings only; there is a \$20 late fee for every 10 minutes of being late (i.e., 5:31pm= \$20 late fee, 5:40pm= \$40 late fee etc.,)
- Tuition (co-payment) is due the 1st of every month/ or the selected day that you have chosen. A \$50 late fee will be added to late payments the next business day. If the day falls on a Saturday or Sunday, then it is due the following Monday. The preferred method of payment would be cash, check, and money order.
- Breakfast starts at 7:30am and ends at 8:30am.
- Please **DO NOT BRING ANY OUTSIDE FOOD** unless we are celebrating birthdays, special holidays, or asked.
- We ask that you bring a bookbag (bring everyday), house shoes, change of clothes, diapers and pull-ups for those who are in the process of being potty trained, 2 boxes of tissue (Kleenex), crayons, hand sanitizer, 2 large pencils, pencil sharpener, wipes, 2 glue sticks, tape, large eraser, markers (primary colors), 2 pocket folders (two different colors; one for homework and one for classwork), and an up-to-date physical. Also, pull-ups are required for those who are near-fully potty trained for usage for naptime.
- Any changes in schedules, please give us a two weeks' notice. Full-time to part-time or cancel of service or outstanding account will be sent to collections.
- **WE ARE ENTITLED TO THREE WEEKS PAID VACATION.** However, we normally do not take three weeks per academic year. Attached is the calendar for September 2023 to June 2024 highlighting some important days and school closing.
- **OUTSIDE TOYS ARE PROHIBITED.** If toys or electronics are brought to the daycare, we are not responsible for lost or stolen items.
- Adventure Academy asks that you refrain from stepping on the rugs with outdoor shoes on to cut down on germs and bacteria. Your children use these rugs daily to play and interact on in which many of them put their hands in their mouths.
- We ask that you label each item that was brought into the daycare to avoid misplaced or lost items (spare clothes, socks, underwear, etc.). Blankets are provided by Adventure Academy and washed weekly.
- Gym shoes with socks are required for outdoor play (please no crocs or sandals).
- **Please do not come in the daycare with liquor or marijuana on your clothes. This is a business as well as my home and would like to be smoke and alcohol free of smells etc. We do have the right to call the authorities and refuse pick up and drop off a child.**

- If your child is wearing pull-ups or diapers, please be sure that when you are dropping him/her off that they are dry and clean as we will do the same upon pick-up.
- Unfortunately, I have to put office hours into place for questions. My business hours are 7am- 7pm (via text or phone). Business hours exclude Saturday and Sunday in which all texts or phone calls regarding Adventure Academy will be returned the following business day.

Thank you in advance for choosing Adventure Academy as your primary childcare provider.
Happy 2024-2025 school year!!

Dionne Mhoon

Daycare Provider