



Welcome to the Red Apple 2019-2020 school year!

Our teachers and staff are always excited to start the new school year! Our starting schedule has changed for the first time since Red Apple began in 1981.

This year we begin school in the middle of August rather than early September because we follow the Stafford County Public School calendar. You will receive a Parent Handbook at orientation that has details about our program, but here is some basic information that may be useful:

Your child's teacher will email or call you the week of August 5, 2019 to check your information and answer your questions. On August 12 and 13 we will have an open house/orientation for parents and their Red Apple child. You will meet your teacher, take care of essential paperwork, ask questions and review the arrival and departure routines at that time.

Your teacher will give you the schedule for this visit when she calls you but if you cannot attend at that time, you may stop by to visit either of those days between 9:30 -11:30 AM.

The first regular day of school for our preschoolers will be Wednesday 8/14 and Thursday, 8/15.
Kindergarten's first day of school will be Wednesday, 8/14.

BRING TO OPEN HOUSE THE FOLLOWING:

- Parents of new children need to show their teacher an original child's birth certificate or passport, or hospital certificate of live birth. (Commonwealth of Virginia requirement.)
- New children need the Commonwealth of Virginia School Entrance Health Form **completed by your child's doctor** that includes updated immunizations. This form can be downloaded on line or in the Registration section of our website. www.redappleschools.com
- All children must have **two emergency contacts** with addresses and phone numbers. (Commonwealth Requirement)
- Medical Administration forms are available by request. Please note that Red Apple does not administer medication unless it is for emergency purposes such as an EipPen. Specific written information from a doctor is required.

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Tuition for August is due July 15, 2019, except for summer enrollees who have not toured the school. When possible, it is best to tour the school during the school year.

Tuition and correspondence is mailed to:
Red Apple, 107 Autumn Drive, Stafford, Virginia 22556.

At the bottom of this letter there is a credit card slip if you prefer to pay with Visa or MasterCard or Discover in the tuition box. You may also pay with a credit card through the link sent to you each month by our accountant.

You may also set up direct payment through your bank. Please contact us at www.redappleschools@yahoo.com for information.

Or

The PAYMENT LINK, available after school begins, allows parents to send direct payment from their bank to ours or to pay with a credit card. This form of payment is popular with our families. Our accountant sends you this link before the first of the month with the amount owed. Easy! Sometimes, early in the year, the link is read as spam or junk mail when received by your computer. If you do not receive the link prior to the 15th of the month, email us at redappleschools@yahoo.com and we will send it to you again.

If you pay in cash, please seal it in an envelop with your child's name after getting a receipt from the director.
Please keep your receipt as proof of payment.

Checks may also be mailed or placed in the "Tuition" box on the Parent Table or placed in the box on the fence at the top of the Countrywood driveway.

Our accountant works for us a few days each month. The best way to have accounting questions answered is to email us at redappleschools@yahoo.com. If you need immediate assistance, call our Principal/Director Jacqueline Mott (540-752 1487) and she will try to contact the accountant for you. Do not worry if you do not have computer access. Call the school.

We prefer to contact you via email, but we will mail statements and other information to you if you do not have email. Please try to keep your email address, and all other information current.

Please take a few pictures of your family and pets having fun together this summer. We will use the pictures for several projects at the beginning of the school year and they will be posted in the classroom throughout the year.

Snacks or Lunch - Please send in simple nutritious food. (We are a nut free school.) The Commonwealth requires that lunch boxes or bags are labeled with your child's name at all times. Thank you for your help with this. Refer to the Parent Handbook for more information. Thank you.

Please note that the children in Summit bring in their own snack each day. If they attend the "Lunch Bunch" after school (12-2 PM), they should also bring in a lunch. (Nut Free)

Countrywood children bring lunch every day. Afternoon, extended-day Cheetahs are provided an afternoon snack by the school. Cheetahs bring a top and bottom cover for the Commonwealth required rest time along with a mat cleaned weekly with single use. Drop ins may use the extra school mats but must provide a top and bottom cover.

Parent Newsletters

Monthly newsletters are located in **the News section** of our website. (Top of the first page.)
www.redappleschools.com. A paper copy, is posted at school. Please read the newsletters each month.

School Closings

We are closed when Stafford County Public Schools are closed. **If Stafford County schools open one hour late, we will open one hour late. If Stafford County Schools open two hours late, our morning Summit classes will be held from 11:00-1:00. Countrywood will open two hours late.** If circumstances require us to deviate from this policy, we will telephone you.

Decision to close school is always based on safety.

Recyclables

We always welcome paper that has one clean side for random drawing. Sometimes companies change their logos and throw paper away. The back of the paper is fine for us. We also use envelopes and end of paper rolls. So, before you throw it out, think of us!!

Watch for notes posted in school with requests for recyclable items.

Customs and Professions

Sharing your customs, professions and talents greatly enriches our program. Please read our newsletter and if you have a profession, talent or custom that seems to fit, please contact your teacher or Mrs. Mott.

Mailing Address

Summit and Countrywood:

Red Apple

107 Autumn Drive

Stafford, VA 22556

Arrival and Departure

Arrival and departure will be **slow** the first two weeks until everyone knows the routine. PLEASE have patience. Never leave your car running and never leave children unattended in the car. Always safety first! :)

Late Arrivals

In the event of late arrival, you must walk your child into the school, sign your child in and take your child to the teacher. NEVER LEAVE A CHILD AT THE ENTRANCE. NEVER!

Parent Classes

On the parent table is a book containing classes offered in our area for parents. If you have special interests in this area, please contact the staff.

Phones

Countrywood - 286-2222

Summit - 659-9565

Admin - 752-1487

email: www.redappleschools@yahoo.com

(If no one answers the phone immediately, they are busy with children. Please leave a message. We will call back as soon as possible.)

Web Site:

www.redappleschools.com

email - redappleschools@yahoo.com

Principal/Director - Jacqueline Mott (540) 752 1487

Hours:

SUMMIT (Bring snack)

M-F 9:00-12:00 AM preschool

M-F 12:00-2:00 Lunch Bunch (reservations required/bring lunch)

COUNTRYWOOD(Bring Lunch)

Three year olds: M-F 9:00-1:00 preschool

Four year olds: M-F 9:15-1:15 pre K

(Families with children in both classes may arrange for early drop off/pick up at no additional cost.)

Kindergarten 9:15-2:15 (Children shall be five years old by December 31th to attend.)

Extended Day - Cheetahs - Reservations required! 7:30 - 5:00

Countrywood Only

M-F 7:30-9:15AM (\$10 per day drop in) - 8:00 AM - 9:15AM (\$5 per day drop in)

M-F 1:00-3:15 (\$10 per day drop in.) and M-F 3:15-5:00 or 1:00-5:00 (\$20 per day drop in.) Bring a rest mat and two covers in a medium sized tote bag. Please write your child's name on them. (These are required to attend.)

SUBSTITUTES !!!!!!!

We are in need of parents willing to substitute at each school. Please, if you are sensitive to the needs of the young child and their families and enjoy young children, give us a call or send a resume.

We are all looking forward to another great Red Apple Year!!!

Red Apple Staff

PAYMENT BY CREDIT CARD for _____ (Child's Name)

Please pay the amount of \$_____ * on ___ Visa ___ MasterCard ___ Discover

Credit Card No. _____

Expiration Date ____/____ Phone _____ Zip Code of billing _____

Please print your name above as it appears on your credit card.

Authorization Signature _____

Mail to Red Apple, 107 Autumn Drive, Stafford, VA 22556