

## Red Apple Summer Parent Newsletter -2022-2023

Welcome to the Red Apple 2022-2023 school year

Please refer to this letter as the new school year approaches. It has useful information you will want to know. Should you misplace this newsletter, it will be on our website. [www.redappleschools.com](http://www.redappleschools.com). In the website menu bar, click on the News Section and scroll down until you find the Summer Parent Newsletter 2022- 2023.

### **Important Dates-**

#### **September 2 or 3**

Your child's teacher will email or call you to check your information and answer questions.

#### **September 6 and 7 - Open House/Orientation 9:30 am-11:30 am**

You will meet your teacher, visit the school, complete paperwork, ask questions, and review the arrival and departure routines. If Covid restrictions are in place, you will make an appointment to meet the teacher, see the classrooms and complete paperwork submission. If restrictions are not in place, your teachers may give you a suggested visiting time for Open House. However, if that is not convenient, you may stop by either of those days between 9:30 –11:30 am.

#### **BRING TO OPEN HOUSE THE FOLLOWING:**

- Parents of new children need to show their teacher an original copy of their 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 online or in the Registration section of our website. [www.redappleschools.com](http://www.redappleschools.com). It is required to be signed by a doctor or doctor's office.
- 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 EpiPen. We must have trained staff to administer the EpiPen in each program your child attends. There may be certain programs your child may not attend if a trained staff member is not available. We require specific written information from a doctor on a medical information form. The form is available through the school.

\*The once yearly supply fee. \$90. (You may request this to be charged to your account.)

\*Kindergarten book fee. (You may request this to be charged to your account.)

**September 8 and 9-** First day of preschool and Pre K **September 8–** Kindergarten's first day of School.

\*\*\*

## **Tuition Payment**

**The first month's school tuition payment is due, on August 1<sup>st</sup> 2022.**

### **Tuition and correspondence are 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.)

or

You may set up direct payment through your bank. Please contact us at

[www.redappleschools@yahoo.com](mailto:redappleschools@yahoo.com) for information.

OR

**The online PAYMENT Intuit LINK** is available for payment. This is our families' most popular choice for payment. The link allows parents to send direct payments from their bank to ours or to pay with a credit card. Our accountant sends you this link before or on the first of the month with the amount owed. Easy! Sometimes, at the beginning of the school year, the link is read as spam or junk mail when received by your computer. If you do not receive the link by the 1<sup>st</sup> of the month, email us at [redappleschools@yahoo.com](mailto:redappleschools@yahoo.com), and we will send it to you again. Tuition is due no later than the 10<sup>th</sup> of the month. If you do not receive a link in time, please place tuition in the school tuition box.

Or

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

Or

Checks may be mailed to the school (107 Autumn Drive, Stafford VA 22556) 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. (During Covid 19 restrictions, adults other than staff are not allowed in the school building.)

\*\*\*

## **Accounting**

Our accountants work for us part-time and are not available on a daily basis. The best way to have accounting questions answered is to email us at [redappleschools@yahoo.com](mailto:redappleschools@yahoo.com).

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

\*\*\*

## **Pictures**

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 we will post them in the classroom throughout the year.

\*\*\*

## **Snacks and 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 a snack each day. If they attend the "Lunch Bunch" after school (12-2:15 PM), they bring lunch. (Nut Free)

**Countrywood** children bring lunch every day.

Afternoon, extended-day Cheetahs are provided an afternoon snack by the school.

Regularly scheduled, extended day Cheetahs bring a top and bottom cover and a rest mat for rest time. Covers should fit in a large ziplock bag labeled with your child's name. These are sent home on Fridays for cleaning. Or, preferred is an individual use child's sleeping bag. Please label all the items with your child's name. (These may be purchased from Amazon, Walmart, and similar stores.)

Extended day **Cheetah Drop-ins** may use a school-provided mat. You must bring a top and bottom cover in a large ziplock bag. A small crib sheet and baby blanket that fits into the ziplock bag will do. Mark all items with your child's name.

\*\*\*

## **Parent Newsletters**

Monthly newsletters are sent home the first week of the month. Please read the newsletters each month as, aside from curriculum plans, there are special dates and closings.

### **\*\*\* Weather-related School Closings. Important!**

We close when Stafford County Public Schools close. If Stafford County Schools announce on the news that they are closed or opening late, we do the following: 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 are held from 11:00 am-1:00 pm. **Countrywood** will open two hours late.

If Stafford County Schools have weather-related early release, we ask that you make an effort to pick up your child as requested. (Please note that we do not observe the public school, regularly scheduled, early release days.)

If circumstances require us to deviate from this policy, we will contact you.

Decisions to close school are always based on safety. \*\*\*

### **Recyclable**

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 enrich our program. Please read our newsletter, and if you have a profession, talent, or tradition that seems to fit, please contact your teacher or Mrs. Staats.

\*\*\*

### **Arrival and Departure**

Arrival and departure will be slow for the first two weeks until everyone knows the routine. PLEASE have patience. Never leave your car running and never leave children unattended in the vehicle. Always safety first! Countywood-The stop sign the bottom of the driveway is a state-required stop. It is not a yield sign.

### **Early/Late Arrivals**

In the event of early or late arrival or departure, you must walk your child into the school, sign your child in or out, and walk to the child's classroom. We are required to have a record for arrival and departure on every child in our school every day, NEVER LEAVE A CHILD AT THE ENTRANCE. NEVER! If anyone else is taking your child to school, be sure to tell them, they must sign your child in or out. If we are still in the time of Covid this September, you will need to knock on the door and wait for staff to admit your child. **Never leave your child unattended at the door**

\*\*\*

### **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 – 540-752 1487

Summit - (540) 659-9565

email: [www.redappleschools@yahoo.com](mailto:www.redappleschools@yahoo.com)

All of our staff work with children during the preschool day program. We request you avoid calling the school during school hours. Leave a message and the director will return your call after class.

**Web Site:**

[www.redappleschools.com](http://www.redappleschools.com)

email - [redappleschools@yahoo.com](mailto:redappleschools@yahoo.com) Principal/Director – Mrs. Staats (540) 752 1487

\*\*\*

**Hours:**

**SUMMIT** (Bring snack)

M-F 9:00–12:00 PreK 4's

M-F 9:15-12:15 Preschool 3's. and 2's

M-F 12:00-2:15 Optional Lunch Bunch (reservations required for drop-ins/bring lunch)

**COUNTRYWOOD** (Bring Lunch)

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

Four-year-olds: M-F 9:15-1:15 PreK

(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 31 to attend.)

Extended Day - Cheetahs before and after school - Reservations required! 7:30 - 5:00

M-F 7:30-9:15AM (\$12 per day drop-in)

M-F 1:00-3:15 (\$12 per day drop-in.) and M-F 3:15-5:00 or 1:00-5:00 (\$25 per day drop-in.) Bring a rest mat and two covers in a ziplock bag marked with your child's name.

\*\*\*

**SUBSTITUTES !!!!!!!**

We require 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