



# ACC NEWS & VIEWS

OCTOBER 2013

Welcome to Ardsley Children's Center!

It's great to see both new and familiar faces at ACC this year. We are looking forward to another great year of after-school fun!

For those of you who are new to the program, "ACC News & Views" is a newsletter that goes out every other month to all enrolled at ACC. The purpose of this newsletter is to keep you informed as to what goes on before and after-school here. You will be reminded of important dates and deadlines as well as program policies and procedures.

We have many exciting trips, extras, special events and parties planned for this year. You can find all these events and dates on our parent bulletin board which is located in the upper grade cafeteria .



## UPCOMING EVENTS AND CLOSINGS

**Monday October 14th:** ACC Closed (Columbus Day)

**Thursday October 31st:** ACC's Halloween Bash

**Friday November 8th:** PM-ACC CLOSED (Concord Road 1/2 day)

**Monday November 11th:** ACC Closed (Veterans Day)

**Friday November 15th:** PM- ACC CLOSED (Concord Road 1/2 day)

**Tuesday November 26th** – ACC's Thanksgiving Feast

**Wednesday Nov. 27th – Friday Nov. 29th:** ACC Closed– HAPPY THANKSGIVING



## WEBSITE

*Please refer to our website for all information regarding special events, ACC closings, fees and all other important information*

***[www.ardsleychildrenscenter.org](http://www.ardsleychildrenscenter.org)***

**Ardsley Children's Center**

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**Director: Kim DeSalvo**

**Assistant Director: Chris Cornacchia**

**Ardsley Pals: 674-1222**

**Supervisor: Laura Karaszewski**

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## IMPORTANT PROGRAM REMINDERS

**Late pick ups:** If you have a 4:30PM contract and are running late, please call the Center to let us know. Most of the time, we can accommodate your child. The late charge is \$5 for every 30 minutes after 4:30PM.

If you have a 6:00PM contact and will be late, please make arrangements for someone else to pick up your child (please notify us if someone other than yourself will be picking up your child). The center **closes promptly at 6:00** as per our license with New York State. If you need help making alternate pick-up arrangements, give us a call and we will do our best to help you out.

**Tuition & Extra Fees:** Tuition is due on the first of each month. **We do not send out bills.** A **\$25 late fee** will be charged if your tuition is not submitted by the 10th of the month.

Extra Fees, such as late pick-up charges and extra days that your child comes to Children's Center, should be paid on that day. If you need to know the amount, please ask Kim or Chris.



**Cold Weather Attire:** As long as it is not dangerously cold, we will be taking the children outside everyday for at least 20 minutes of fresh air. Please send them to

school with the appropriate outerwear. If a child does not come to school with something that we consider warm enough for the weather, they will not be allowed to go outside.

## ACC Closings

**When Ardsley Schools are closed due to inclement weather or for any other reason, ACC will also be closed. Should there be any delay in the opening of school, our AM program will be cancelled. If school opens but the weather continues to worsen throughout the day, ACC may close early or not open at all. In this case, parents will receive a call from us. Please make sure that we have all of your updated numbers on file.**

## \*IMPORTANT\*

**Please let us know if your child is signed up for any District Rec. after-school activities or Brownies/Girl Scouts.**

**These activities are run separately from ACC, so we need to know if your child will be coming late to us or will not be coming at all. Please provide us with a list of dates. Thanks!**

## ABSENCES

**PLEASE CALL US IF YOUR CHILD WILL NOT BE COMING TO ACC AFTER-SCHOOL.** We are completely separate from Concord Road and are **not** notified of absences by the school. If we are not in the office when you call, you may leave a message on our machine. Repeated "**failure to notifies**" will result in a fee.



## ALTERNATE PICK-UP ARRANGEMENTS

If someone other than yourself will be picking up your child from ACC, please let us know in writing. You may send your child with a note or email us. You do not need to notify us if the person is on your "permanent pick-up list" that you filled out in your child's registration packet. You can add a person to this list at any time by writing us a note.



# **ACC NEWS & VIEWS**

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## **FLU SEASON**

**With flu season upon us we would like to provide a safe and healthy environment for the children and staff here at ACC.**

**There are some general ways of flu prevention you can share with your children such as frequent hand washing, using anti-bacterial hand sanitizer, and avoid touching your eyes, nose or mouth.**

**If your child develops any flu symptoms we strongly recommend you keep your child home from school. If a child is sick during program hours with any flu symptoms a phone call will be made asking for you to arrange for your child to be picked up as soon as possible.**

**Again, a healthy and safe environment is our number one priority here at ACC. Thank you for understanding our policies and reason for concern.**



## **Ardley Children's Center IMPORTANT REMINDER RE: HALF DAYS IN NOVEMBER**

On Friday 11/8 and Friday 11/15 the Concord Road School is dismissing at 11:30AM.

**On these 2 days the Ardsley Children's Center will be CLOSED in the afternoon (AM program will run on these days)**

\* This does not affect the PALS program as the Middle School will operate on a regular schedule.