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# Aldrich School

June 2021

Dear Parents/Guardians,

We are looking forward to having your child attend Aldrich for the upcoming school year! The first day of school will be September 7<sup>th</sup> for the Tuesday/Thursday classes and September 8<sup>th</sup> for the Monday/Wednesday/Friday and Monday-Friday classes. On the first day of school parents and children will have a one hour orientation with their teachers during their regular class time. Please plan your schedule accordingly.

Health Care Summary Forms, Immunization Records, and Emergency Contact Information:

- Current Immunization Records and Emergency Contacts should already be on file. If not, please bring them to the office at this time. **Per state licensing, your child will be unable to attend the first full session of class if we do not have this information on file.**
- Please bring a completed Health Care Summary form signed by your health care provider. For children attending a 3 or 4-year-old class, the Health Care Summary must be dated after your child turned has 3 or after June 1<sup>st</sup>, 2021. Please return on or prior to the first day of school. **Per state licensing, your child will not be able to attend after Oct. 7<sup>th</sup> if this form is not received.**

Tuition payment coupons may be used when you pay monthly tuition. Tuition due dates are noted on the payment coupons. We accept payments by check, cash or credit card. Please consider using your bank's **online banking/bill pay** system to pay your monthly tuition and remember to **allow approximately one week** for your check to arrive here. Please note that **September's tuition payment is due by July 16<sup>th</sup>, 2021**. If your September tuition payment is not received by July 23<sup>rd</sup> a \$20 late fee will be assessed. Thereafter, tuition will be due one month prior to the month for which you are paying. **October's tuition is due by September 1<sup>st</sup>.**

In mid-August, you will receive another mailing. It will include the names of your child's teachers, your child's room number, class list as of that date, information about orientation and our COVID Preparedness Plan. A special "Get Acquainted to School" schedule for the 2-year-old classes will also be included in your August mailing if applicable. This schedule includes a few shortened sessions to enable your child to gradually adjust to a new school program.

If you have questions, please feel free to call 507-289-3097. The office is open 8:30 a.m. – 12:00 p.m. Monday through Thursday through late-August. The office will be closed July 5<sup>th</sup>-8<sup>th</sup> and July 26<sup>th</sup> - 29<sup>th</sup>.

For the Good of Children,

Jessica Paolini, Director