

Whale Spirit Early Enrichment Centre



Capital Families Association

Dear Parents and Guardians;

August 21, 2008

I would like to welcome you to a new school year at Whale Spirit
Preschool.

If you are new to whale Spirit Preschool you will undoubtedly have a
number of questions about the school. We hope that this information
will answer many of the questions that you have.

A lot of the information can be found in the Whale Spirit preschool
handbook which was given out at registration. If you have not received
one you may find it on line at www.capfamilies.org or can obtain one
from the office by calling 250-391-4321.

General information

- **Preschool will be starting Tuesday September 9th**, this will
be a one hour session.
Morning class 9:15 – 10:15am
Afternoon Class 12:15 – 1:15pm
Thursday September 11th will be a one and half hour class.
Morning class 9:15 – 10:45am
Afternoon Class 12:15 – 1:45pm
Parents are welcome to attend the classes if needed.
Regular Classes will resume September 16th.
- All parents and/or guardians are required to ensure the
registration forms are handed in before class starts on Tuesday
September 9th. If you need an additional copy please contact the
office at 250-391-4321.

- Drop-off time for the morning class is 9:15am and the afternoon is 12:15pm. Please see that your child arrives on time; the beginning of class will be a crucial learning time.
- Pick-up for the morning class is 11:30am and the afternoon is 2:20pm.
We ask that you ensure that anyone picking up your child has permission to do so either on the registration form or a written consent from you, otherwise we will be unable to release your child.
- A calendar of the monthly activities will be issued at the beginning of each month to keep families informed.
- Payments for preschool are due by the first class of each month unless other arrangements have been made.

What to bring

- Families are to provide a nutritional snack for their child as well as a reusable cup. **Please note, a snack will not be required for the first week of classes.**
- Please ensure that your child is sent with a complete change of clothing each day and appropriate outerwear for the weather. Please refer to "what to bring" newsletter in the registration package.

If you have any unanswered questions, please do not hesitate to contact the office at 250-391-4321 or e-mail me (Jen) at whalespirit@capfamilies.org.

I look forward to the new school year and all the joys it will bring.

Yours sincerely,



Jennifer Lucas
Manager