

Dear Parents / Guardians:

We enjoy the opportunity to take care of your children each and every day in our Childcare Room, and wanted to take this time to go over a few important points to make this experience a positive one for everyone.

We offer childcare during as much of our programming as possible in order to provide opportunities for families to participate. The hours we provide services are: Monday through Friday 8 am – 11 am. It is important that the children are signed in and out by a parent or guardian within our childcare operating hours. We appreciate parents / guardians being respectful in picking their children up within these hours of operation. Our staff will not be allowed to sign children in or out for any reason, this is the responsibility of the parents. Children cannot be taken to any area and dropped off to parents / guardians for any reason for safety purposes.

We do provide snack for our little ones; however, we have a structured time to do this. We realize that children come in at different times, but will not be able to accommodate giving snacks until the scheduled times. Snacks are served on the half hours each hour we are open (8:30 / 9:30 / 10:30). Parents are welcome to bring in their own snacks for children; however, they will be given at the same time as our scheduled snacks in the specified area of our room. If you feel your child needs a snack at an alternate time, this needs to be before or after children are in our care.

Coomes Childcare does not provide diapers, so we ask that if you have a child in diapers (even if there is a change right before they come see us), to please bring diapers / wipes for your child; otherwise, you will be notified to come pick your child up if they should need a change.

We strive to make this experience positive through offering safety and structure for your children. Our childcare staff is certified in CPR / AED / First Aid through the American Red Cross, and are dedicated to what they do each and every day to provide an excellent service for your children. We appreciate each of you, and hope to continue to provide a great service as we all grow together here at the center. If anyone has any questions, or concerns, please do not hesitate to contact me at your earliest convenience 276-623-5279 / jjohnson@abingdon-va.gov

Sincerely,

Jennifer Johnson /Co-Director Indoor Parks and Recreation

Updated 9/14/2017