



Emmanuel Episcopal Day School

498 Prince Avenue

Athens, GA 30601

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dayschool@emmanuelathens.org

July 5, 2021

Dear Parents,

Welcome to the 2021-2022 school year! We are excited that your child will be joining us again. We extend a special welcome to those who are attending for the first time!

Please submit the following or bring to school by August 13th.

- **Emergency Authorization form.** It is especially important for us to have current phone numbers and two emergency contacts. (Or come to the office to review and initial last year's form.)
- **September's tuition is due August 1st:**
5-day classes: \$350 4-day classes: \$280 3-day classes: \$240 2-days classes \$180
- **3231 Immunization form, signed by your doctor:** _____ has expired.
_____ has not expired.
- **Health Summary form, signed by your doctor – It does not need to be updated** unless your child has had a new illness/medication or change. The form is available on the website.
- **Permission to Pick Up form:** On this form, you will indicate family/friends whom you give permission to pick up your child for the entire year. You may also permit someone different on a particular day by writing a note to the teacher. **If teachers do not recognize a person, they will ask to see the individual's driver's license.**
- **Early Morning Drop-off:** This is an optional program that we have offered to our school families in the past. Currently, we are waiting on stipulations by our governing agencies to decide when and if we can offer it this year. **If you wish, you can request to be put on a waitlist.**

If we open it up later, you can sign up for the semester or the entire school year. Drop-off is from 8:45 to 9:00 outside the Common Room door. That is not a COVID-related process. Teachers always come to the car to pick up the child. The cost is \$50 for each day of the week for the school year. For example: Monday, Wednesday, Friday

mornings is 3 x \$50, making a total of \$150 for the year. **Email** dayschool@emmanuelathens.org as soon as possible after we notify you that we can offer it, to reserve your place as we have room for just 12 children per day.

BACK-TO-SCHOOL NIGHT is Thursday, August 12th from 6 pm to 7:30 pm in the Common Room. There will be a brief welcome and introduction of staff, followed by a short overview of school policies and then the opportunity to meet with your teachers. **The different age groups will have a particular section in the Common Room, so please look for your area.**

For the three's and four's: One teacher will take two parents upstairs to the classrooms while the other teacher talks about policies/procedures specific to their classroom. That will rotate until all families have had a chance to see the classroom. Once you have seen it, you are free to leave.

The 2's classrooms will remain in the Common Room to provide time for a more extended discussion and to ask questions. Shortly before 7:30, we will begin to release a few parents at a time to walk by and peek into their child's classroom. Teachers will be outside to answer brief follow-up questions, or you may email them later with your questions.

*******This is an evening just for parents to meet with the teachers, so please arrange for your child's care at home.*******

Open House is Friday August 13th: This is a wonderful opportunity **for your child and you** to meet your teachers. Due to COVID, we ask that only one parent attend that day. Teachers will also be contacting you to set up a specific appointment of 15 minutes for your child and you to meet them. They will visit with two families at a time - 1 child (no siblings) and one adult. If you and a particular family have been in a "pod" and would like to come at the same time, let the teacher know.

We are trying to keep everyone safe and will use these more restrictive procedures unless things open up more as we approach mid-August. Thank you for helping us do that.

At this point, our masking policy is that adults and children in 3's and 4's will wear them. Children in the 2's will not.

School begins on Monday August 16th. ☺ We can't wait!

Sharon Rice,
Interim Director