



10/25/21

### ACTION ITEMS:

- Holiday Attendance Surveys are now live and will be available until Friday November 5, 2021 for the Thanksgiving holiday. Thank you for responding to this survey, which allows our team to staff the center accordingly and provide staff members time with family.
  - [Treehouse \(Building A\) Thanksgiving Attendance](#)
  - [Woodlands \(Building C\) Thanksgiving Attendance](#)
- As the weather gets colder in the morning please keep in mind that a hot car can affect temperature readings. Take a moment to turn down the heat or roll down the window to let some cool air in prior to arriving in the Health Screen line.
- Harvest Celebration Clothing Themes:
  - **Fun Sock Day** Tuesday, October 26<sup>th</sup>
  - **Sports Apparel Day** Wednesday, October 27<sup>th</sup>
  - **Pajama Day** Thursday, October 28<sup>th</sup>.
    - Children MUST wear shoes. PJ footies don't count 😊
- Calling all Fall Recipes- To participate in the JCCC Fall Recipe book as a part of our Harvest Celebration, please send your recipe in a word document and send it to [rebecca.stephens@brighthorizons.com](mailto:rebecca.stephens@brighthorizons.com)

### MENUS

- October and November Menus are now available please see the link below.
  - Menus are on our website at [Jeannette Cathy Children's Center](#). You can find them under the [For Our Parents](#) heading.

### RECRUITMENT

- We have **two** new staff members scheduled to start this week at JCCC. Thank you for your referral support. [JCCC Parent Recruitment and Referral Flyer](#)

### DID YOU KNOW?

- THIS WEEK - We will have a [Harvest Celebration](#) in our classrooms the week of October 25<sup>th</sup>-29<sup>th</sup>. We will have a variety of activities exploring pumpkins, leaves, apples, and fall colors.
- NEED TO SIGN UP? Please [sign up for conferences today](#) for the week of November 8<sup>th</sup>-12<sup>th</sup>. JCCC will be hosting over 200 conferences in that 5-day period. Your choice of a timeslot confirms your conference time. Reschedules will be limited and only available with limited timeslots November 8<sup>th</sup> -19<sup>th</sup>.
- We will be having an Art Auction in November and all proceeds will go to Christian City. More details coming soon.
- We are experiencing delays in getting items uploaded to our website. Until further notice, we will go old school with attachments. When the website is corrected, links in the memo will return. Thank you!
- We have our Awards of Excellence Celebration on 10-28-21. Awards winners will be announced in next week's Monday Memo.

## PREVIOUSLY SHARED INFORMATION

- **SAFETY!** Please refrain from walking along the side of the incoming road to access the Walk In Service door. Please cross to the sidewalk and utilize the cross walk. You can also utilize the switchback ramp in the middle of the parking lot. Thank you for keeping our campus safe.
- Please see [Bright Horizons' approach](#) to the upcoming holiday.
- Please read the separate notification that was sent out last week about the upcoming tuition increase for January 2022. Next steps for completion of a 2022 enrollment agreement and payroll deduct form will be provided on November 15, 2021.
- **All Parent Meeting** on November 9<sup>th</sup> at 12:00 pm. Join and meet new center director Monique Wilson.
- We have had some intermittent issues with the My Bright Day app where children are checked out inadvertently and a message is sent to the family that they were picked up. If this happens and you have any questions please feel free to call center.
- **Breakfast is served in classrooms until 9am. For health and safety, food is not saved past that time. When running late, please provide breakfast prior to drop off.**

## ONGOING REMINDERS

- **Arriving outside of carpool hours?**
  - Please park in a designated parking space and not in front of the building.
  - Please ring the bell at the door and wait for a Health Screener.
  - **Carpool Hours are 7:30 am to 9:30 am and 3:45 pm to 5:45 pm.**
  - **NO PIKMYKID** application required for **WALK IN SERVICE** – Please use the **ETA** feature in the My Bright Day application system to announce to teachers you are on the way for pick-up.
- FAST TRACK ENTRY - CFA Badge and Green Campus Pass.
- Carpool Parents **must** utilize carpool for all children outside of their household
- Walk In Service occurs at the alternative entrance at the side of the Treehouse during carpool hours. Please enter and exit through those doors only.
- You can request an access badge for your spouse at the CFA Security office. Thank you!
- For the most efficient response to your child's symptoms or exposure, please reach out to the center immediately. All relevant forms will be provided by the center. Thank you.
- **Waitlist Inquiries and Questions?** Regional Manager [Rosalind Johnson](#) is your point of contact.
- **Health and Safety** – Please click on the link for the latest Bright Horizons Health and Safety updates.
- **Center Website** – Please click on the link to access center documents and resources.
- Need to request a virtual parent / teacher connection? Please reach out to our Center Scheduler [Jawanda King](#) for assistance.

Thank you for your partnership!  
Jeannette Cathy Children's Center  
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