

# CCC Newsletter

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Publisher: CCC

Volume No.14 Issue No. 8

Date: July 26, 2019

*The mission of Concord Children's Center is to cultivate an intimate, welcoming community where children develop respectful relationships and inquisitive minds, build confidence in their individual gifts, and are engaged, prepared and inspired to learn*



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## End of the Summer Calendar

- July 29 Summer Board meeting*
- August 16 Last day of summer program*
- August 19-23 CCC Closed Professional Days**
- August 22 Open Classrooms at all sites
- August 26 First Day of School

### ***August 22. Open Classrooms***

All families with children at CCC for the 2019-2020 school year are invited to open classrooms at their site on August 23 at the following times:

- Emerson: 3-4 p.m.

- West Concord: 4-5:30 p.m.
- Ripley: 5-6:30 p.m.

Bring the whole family to meet the teachers, find the cubby, check out the classrooms, meet other families, and get answers to any questions you might have!



## Community Events at CCC

*CCC events are held to connect families with each other, their teachers, and the CCC Administration and Board. Below you will find a brief description of events that take place each year. A calendar with dates will be published at a later date.*

- **Picnics and Pot Lucks:** These are for the whole family, they are informal, and a wonderful time to connect with other families and the teachers.
- **Classroom Events:** Information about classroom events can be found in your parent mailbox that is located in your child's classroom. CCC teachers also email notices of upcoming events. Classroom events include morning coffees, afternoon pizza parties, plays, and art shows.
- **Fall Social:** A very festive adult event is held at the home of one of our families.
- **Concord Book Shop Fundraiser:** The Concord Book Shop donates a percentage of the day's profit to the Fund for CCC. Families may purchase Gift Certificates on the date of the fundraiser to be used anytime. Parent volunteers host the CCC table which displays teacher's favorite picks and "wish list" books. This is a great way to volunteer and get some early Holiday shopping done at the same time.
- **Special Friends Day:** On this morning in May your child will "host" a special friend in his or her classroom and share the experience of being at CCC.
- **The Auction:** Our biggest fundraiser and a very good time for CCC adults

*CCC calendars will be sent to families with the August Mailing*

## Welcome to CCC's 2019-20 School Year: Making Learning Visible at CCC



Communicating What We Do and Why

Every year families learn about their children's time at CCC through conversations with their children, their teachers, other parents, and their children's friends. We meet face to face at drop off and pick-up, at pizza parties and "Back To School Nights", formally at conferences, and much less formally at the Fall Social and Spring Auction. Walking into school, families have the opportunity to see children's work on the walls as well as photographs of what is happening in the classroom. Sharing with our families and with each other what our children are learning, how and why, is key to successful early childhood experiences.



Teachers observe and document daily the experiences of children in their care. These observations and documentation form the basis for planning curriculum in the classroom and assuring an experience that meets the needs of each child. We use a tool, **Kaymbu**, to record, document, and share observations. **Kaymbu** provides a vehicle for teacher reflection, and allows us to communicate these reflections to families through email.

Our face to face communication will remain our most important way of being in touch with our families and building the family/school relationships.

In order to be sure you receive updates from your classroom, please remember to send email address changes to Candice at [office@concordchildrenscenter.org](mailto:office@concordchildrenscenter.org). For families wishing to download the free Kaymbu App:

1. Search for "Kaymbu for Parents" in the App Store (iPhone) or Google Play (Android phones)
2. Download the app

3. Enter the email or phone number connected to your child's profile
4. A four digit pin will be sent to the email or phone number you entered
5. Enter the four digit pin to finish logging in!

### CCC Communication with families:



Concord Children's Center approach to communicating with families is integral to our commitment to work in partnership with our families and foster a strong community. First and foremost, we value face to face or telephone conversations between families, educators, and administrators. Regular communication among parents and teachers is of enormous benefit to each child. We want to know about events at home, which will affect a child's day with us, and we will let parents know of their child's adjustment and progress, and of events at the center. Families are invited to drop by their child's classroom or phone teachers or program directors during the day with questions. Longer conversations may be scheduled for a mutually convenient time. Conferences are scheduled throughout the year.

CCC uses email, Facebook, and our Kaymbu App to communicate classroom happenings, CCC news, and notices of upcoming events.

- **CCC Email:** When families enroll at CCC we request preferred email addresses for our use. Emails are sent via Google Groups. We rely on parents to let us know if their email address changes. Changes can be sent to the [office@concordchildrenscenter.org](mailto:office@concordchildrenscenter.org).
- **CCC Facebook Page. Families can follow us at:** [www.facebook.com/concordchildrenscenter](http://www.facebook.com/concordchildrenscenter)
- **We post photos of CCC events as well as announcements of upcoming events and anticipated school closings.**
- **CCC Webpage:** [www.concordchildrenscenter.org](http://www.concordchildrenscenter.org)
- **Kaymbu:** Throughout the year families will receive Kaymbu communication via email or through the Kaymbu App (<https://help.kaymbu.com/hc/en-us/articles/115004757893--Kaymbu-for-Parents-App-Launch>) . Teachers use Kaymbu to share classroom curriculum and news.
- **Text Messages for emergencies or school closings.** We will have the capacity to send text messages to families who have provided cell phone numbers. Texts will be limited to school closings, and important announcements.

*Below is an outline of what we communicate through these platforms*

### **Notifications of School Closings:**

- Announcements of Concord Public School closings on local media websites CCC Website
- School wide email announcement
- Facebook post
- Message on CCC Phone system
- Text Messages (coming fall 2018)

### **Notices of school wide events**

- Newsletter (Monthly) email to families, posted on website and hard copies located at all sites.
- Email
- Website
- Facebook
- Postings on school and classroom doors
- Occasional paper flyers in mail pockets
- Verbal reminders from teachers

### **Notices of Classroom events**

- Paper Classroom Newsletters
- Kaymbu Communications
- Posted daily notes
- Verbal from teachers
- Classroom Email

### **Notices from Administration/Business Office, Invoices, Due dates ....**

#### **Email**

- Newsletter

#### **Administrative and program policies**

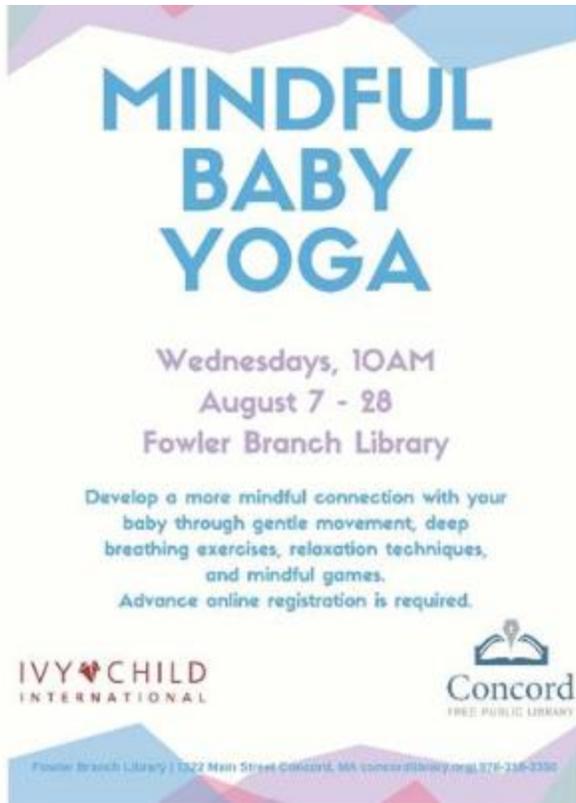
- CCC Parent Handbook
  - Email copies sent to families and paper copies available at each site
  - Website
- CCC Scheduling Options Booklet
  - Paper copies available at all sites
  - Email copies sent to families during each summer



*Communication, collaboration and cooperation are intentional at CCC. The program succeeds when we are connected and in relationship. Keeping our connections alive and rich fosters the community that best supports children.*

## **Dates we are closed in 2019 - 2020**

- September 2 *Labor Day*
- October 14 *Columbus Day*
- November 11 *Professional Development*
- November 28 & 29 *Thanksgiving*



December 24 *Close at 1 PM*

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- *December 25 Christmas Day*
- *January 1 New Years*
- *January 20 Martin Luther King Holiday*
- *February 17 Presidents Day*
- *March 13 Professional Development*
- *April 20 Patriots Day*
- *May 25 Memorial Day*
- *June 18 & 19 Professional Development*
- *July 3 Fourth of July Holiday (Observed)*
- *August 17 - 21 Professional Development*

