PROGRAM NOTES AND REMINDERS

ANNUAL INCOME UPDATE

Each year the Child Care Program gathers income information for the “Annual Income Update” in order to ensure that all families are being charged tuition at the appropriate rate on our sliding tuition scale. Specific instructions and forms will be distributed via family mailboxes during October and we would appreciate swift return of the forms by the deadline noted on the instruction form. It is important that we receive your information in a timely manner as it takes some time to process the information and confirm any changes with your family.

For more information or questions, please contact Tamara Daniels at (614) 292-4453 Ext. 4-6952 or tdaniels@hr.osu.edu

We thank you in advance for your assistance with this important process.

CLOSURE DATES

The Child Care Program will be closed on the following dates:
November 11, Veteran’s Day
November 26, Thanksgiving Day
November 27, Columbus Day (observed)
December 24, Presidents’ Day (observed)
December 25, Christmas Day

Please mark your calendars with next year’s Professional Development Days as follows:
Friday, March 18
Friday, August 12

ACKERMAN ROAD SITE VISIT

As shared in our last newsletter, the Ackerman Road facility’s NAEYC Accreditation status is up for renewal in early 2016. As part of the process for renewal, NAEYC assessors will visit our site for two days to review program materials, conduct classroom observations and interview staff. Our 15 day site visit window has been established as Monday, October 12 through Friday, October 30; we will receive one business day prior notice to confirm the actual visit date within the window.

As we continue to prepare for this exciting event we thank you all for your ever-present support of our staff and program!

PAPERWORK UPDATE

Thank you for your participation in this year’s Paperwork Update process! Almost 100% of the packets were returned within two weeks...an all time high return rate!

ONE IMPORTANT NOTE

We received several forms with updates to home addresses. And while we can save this information for our hard copy records, OSU employees who need to make changes to names or addresses should contact their unit or department HR Coordinator to ensure updates are made in the university’s HR System and our program’s database.
WEATHER OR SHORT TERM CLOSING

The Child Care Program is an essential service at Ohio State; when the university must suspend classes and business due to unfavorable conditions, such as severe weather or major utility failure, the program remains open only to parents who are designated as university essential employees and are required to work. If the university declares a closure during the course of a business day, the Child Care Program will send notification of the closure via email. In such an event, all children, except those with a parent or parents who are designated as essential employees at Ohio State, should arrive to pick-up their children as soon as possible.

Both of our facilities will be open during weather or short term closings. As the number of children served on these days is much lower than on typical days, care will be provided using only a limited number of classrooms in each facility and families will be asked to sign-in and complete a brief form for the caregivers at the front desk of their facility.

Resources:

A link to the university's Weather or Other Short-Term Closing Policy 6.15 is below. http://hr.osu.edu/policy/policy615.PDF

OSU Emergency Management will provide information and updates to keep students, faculty and staff informed about the status of the university this these situations. Sign-up for Buckeye Alert to receive text alerts at http://ap.osu.edu/emergency/ or call 247-7777.

MORE ALIKE THAN DIFFERENT

Ohio State's Students Supporting People with Down's Syndrome will be hosting a FREE family event at the Ohio State University Union on Sunday, October 11 from 11:00am-2:00pm. More Alike Than Different is a fun and educational inclusive “play date” for parents, children under 10 and their siblings. Activities will include face painting, arts and crafts and an appearance from Disney’s Frozen characters Elsa and Anna!

Students Supporting People with Down’s Syndrome (SADS) was founded in 2012 to heighten awareness, educate others and advocate on behalf of individuals with Down's Syndrome and their families while incorporating volunteerism.

PROGRAM DIRECTORY

http://hr.osu.edu/ccc/home.htm
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