



## UMBRELLA FAMILY AND CHILD CENTRES OF HAMILTON

# NEWSLETTER

• FALL 2018 •

### WELCOME TO THE NEW SCHOOL YEAR!

The staff of Umbrella welcome back our returning families and those who are with us for the first time! Whether you participated in our summer programs or took a break, we hope the summer was a time of relaxing and refreshing for all... we eagerly anticipate working together in the upcoming school year.

As with all good relationships, communication is essential. Most of the information you will require is in our Parent Handbook and our Program Statement. You may ask your Program Supervisor or Program Leader for a paper copy or access these at any time on the Umbrella website under the "Family Info" section at [www.umbrellafamily.com](http://www.umbrellafamily.com)



Parents are always welcome in Umbrella programs. Please take the time to get to know the staff who care for your child/ren. We recognize that you know your child/ren best and look forward to working together with you to ensure your child receives the maximum benefit from our programs.

Questions and concerns can usually be resolved with the staff who care for your child every day. If you have concerns, arrange to speak with your child's teacher at a time and place that is mutually convenient for both of you. It is important to us that we have a place where confidentiality is preserved and our teachers can take the time to fully understand your concerns. It wouldn't be fair to you or to the children in the program if we engaged in these conversations while the teacher is engaged with the children. Alternatively, you may wish to bring forward your concern in writing.

Most conflicts are resolved at the centre or supervisor level, however, you do have the opportunity to request the involvement of the Program Manager. A list of Supervisors and Program Managers for each program and their contact information has been printed on the reverse side of this newsletter for your information.

If you have questions or concerns of a more administrative nature, our Head Office can be reached by calling 905-312-9836. Administrative staff will be happy to answer your questions and/or direct you to the best person to do so.

### SAFE ARRIVAL AND DEPARTURE

The safety of your child is of primary concern to us. Parents must bring their children into the program each day and come into the program to pick them up, so that their child(ren) can be signed in and out.

At the end of the day, children are released to the child's parent, or anyone else the parent has authorized on the enrollment form. If someone other than the parent (or other authorized person) is to pick up the child, staff must be notified in advance IN WRITING. Designated persons picking up a child will be required to show identification until staff members become familiar with them. Children will not be released unless these conditions have been met.

### CHRISTMAS BREAK 2018

Please note the following schedule for holiday closures:



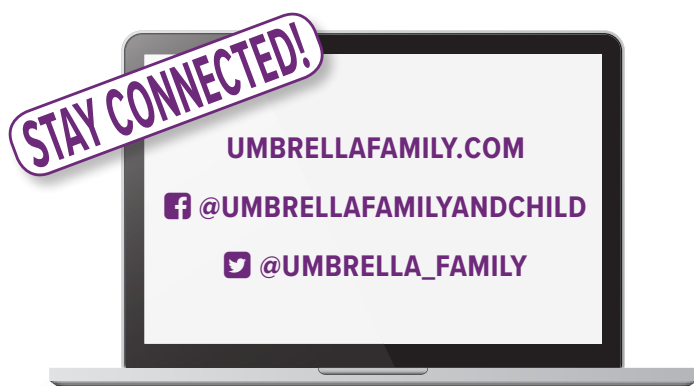
DECEMBER 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
23	24	25	26	27	28	29
	Centres Closed*	Centres Closed	Centres Closed			
JANUARY 2019						
DEC 30	DEC 31	JAN 1	2	3	4	5
		Centres Closed				

\* in lieu of two 1/2 days

## WHO SHOULD I CALL AT MY CENTRE?

Centre	Supervisor	Program Manager
<b>Ancaster Meadow</b>	Candice Davidson candice@umbrellafamily.com 289-442-2350	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Balaclava</b>	Connie Cortina connie@umbrellafamily.com 289-527-2374	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Bellmoore</b>	Julie Kott julie@umbrellafamily.com 905-973-1894	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Cathy Wever</b>	Cathy Anson cathy@umbrellafamily.com 289-442-2074	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Dundana</b>	Connie Cortina connie@umbrellafamily.com 289-527-2374	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Dundas Central</b>	Krista Genesiee krista@umbrellafamily.com 905-973-8889	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Elizabeth Bagshaw</b>	Connie Cortina connie@umbrellafamily.com 289-527-2374	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Gatestone</b>	Sue Kowch suek@umbrellafamily.com 289-527-5643	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Glen Echo</b>	Krista Genesiee krista@umbrellafamily.com 905-973-8889	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Gordon Price</b>	Connie Cortina connie@umbrellafamily.com 289-527-2374	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Helen Detweiler</b>	Julie Kott julie@umbrellafamily.com 905-973-1894	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Hillcrest</b>	Tracy Sparkes tracy@umbrellafamily.com 289-527-3492	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>James MacDonald</b>	Julie Kott julie@umbrellafamily.com 905-973-1894	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Lawfield</b>	Shawna Webster shawna@umbrellafamily.com 905-973-1378	Lynn McInnis lynn@umbrellafamily.com 289-527-4371

Centre	Supervisor	Program Manager
<b>Lincoln Alexander</b>	Vesna Milanovic vesna@umbrellafamily.com 289-260-6804	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Memorial</b>	Julie Kott julie@umbrellafamily.com 905-973-1894	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Michaëlle Jean</b>	Julie Kott julie@umbrellafamily.com 905-973-1894	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Mount Hope</b>	Krista Genesiee krista@umbrellafamily.com 905-973-8889	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Mountain View</b>	Julie Kott julie@umbrellafamily.com 905-973-1894	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Mountview</b>	Connie Cortina connie@umbrellafamily.com 289-527-2374	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Queensdale</b>	Krista Genesiee krista@umbrellafamily.com 905-973-8889	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Ray Lewis</b>	Christine Kott christine@umbrellafamily.com 289-442-5778	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Rosedale</b>	Krista Genesiee krista@umbrellafamily.com 905-973-8889	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Sir Isaac Brock</b>	Krista Genesiee krista@umbrellafamily.com 905-973-8889	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Sir Wilfrid Laurier</b>	Jodi Madore jodi@umbrellafamily.com 289-527-3179	Sheila Greenland sheila@umbrellafamily.com 905-912-0516
<b>Spencer Valley</b>	Connie Cortina connie@umbrellafamily.com 289-527-2374	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Templemead</b>	Brenda Parker brenda@umbrellafamily.com 289-442-0316	Lynn McInnis lynn@umbrellafamily.com 289-527-4371
<b>Winona</b>	Julie Kott julie@umbrellafamily.com 905-973-1894	Sheila Greenland sheila@umbrellafamily.com 905-912-0516



Umbrella is hiring additional staff! Positions available for RECE, non-RECE and supply staff. To apply, please forward a resume and cover letter to:

Belinda Mattina at [jobs@umbrellafamily.com](mailto:jobs@umbrellafamily.com)