



SCHOOL BREAK PROGRAMS

Full-day programs are offered in Umbrella full day program locations during School Break Periods for Kindergarten and School-age children. (Ancaster Meadow, Cathy Wever, Gatestone, Hillcrest, Lawfield, Lincoln Alexander, Ray Lewis, Sir Wilfrid Laurier and Templemead.) Children from all Umbrella program locations are accepted on a first come, first served basis.

March Break 2018

March Break 2018 is March 12th - 16th.

In addition to regular programming, kindergarten children will travel by school bus to Zippy Zooms, an indoor playground. They will also be visited in their March Break sites by Mystic Drum, who will provide a performance and a workshop for the children.

School age children will go also go to Cheeky Monkey, another indoor playground, and be visited by the Umbrella Sports Guys, who will offer a sports program in the school gym.

If you have not received March Break Program information, please speak to the Program Leader in your home school.



Summer Programs 2018

Information about summer programs will be distributed by the end of March.

Kindergarten children typically enjoy a program offered in one of the Umbrella full day program locations, with weekly off-site trips.

School age children travel most days to Fifty Point Conservation Area, which allows us to offer a more camp-like program. This is interspersed with other off-site programs to areas of interest to the children.



HWDSB KINDERGARTEN REGISTRATION

Registration for children starting kindergarten in September 2018 is underway at elementary schools throughout Hamilton Wentworth District School Board (HWDSB).

Parents can print the registration form <http://www.hwdsb.on.ca/wp-content/uploads/2013/01/Student-Registration-Form.pdf> from the HWDSB website ahead of time and take the completed form to their child's school.

Parent's can find their elementary school by visiting <http://www.hwdsb.on.ca/find/>. Parents are encouraged to call their nearest elementary school for details and to arrange the best time to visit the school to register.

NEW CHILD AND FAMILY DATABASE

As you know, Umbrella Family and Child Centres has been developing a new child and family database and fee collection system. This has enabled us to streamline many of our processes as well as providing digital back up for our records.

Parents were advised in December, that we would begin invoicing and taking PAPs (Pre-Authorized Payments) through the new system as of the January 5th, 2018 fee payment date. This was done and has been largely successful.

Parents were also advised that if they had an outstanding balance and they paid by PAP, initially, the only amount withdrawn from their account on the fee payment dates would be the charge for that payment period, as indicated on their fee schedule. The amount withdrawn would not include any outstanding balances or credits. This was done to ensure that the account balances carried forward into 2018 reflected any amounts in arrears or credits incurred at the end of 2017.

Parents were made aware that as the system becomes fully operational, it will attempt to withdraw the total amount owing on each fee payment date. The old and new systems have now been reconciled and the system will now attempt to withdraw the total amount owing on each fee payment date.

Therefore, if you have an outstanding balance and attempting to withdraw the whole amount on the fee payment date will result in NSF charges, it would be advisable for you to switch to paying by post-dated cheque until the outstanding amount is cleared.

While Umbrella recognizes that, occasionally, a family may find it difficult to pay fees on time, please be aware that an account in arrears is unacceptable. Failure to keep your payments up-to-date may result in care being suspended or cancelled unless a payment plan is developed and adhered to in order to resolve the matter.

If your child care fees are subsidized through the City of Hamilton

We are now tracking subsidy expiration dates according to your subsidy contract. This means that if you do not bring in a renewed subsidy contract in advance of the expiration date, the system will begin charging the full fee owing for care until the new contract is received.

Child care fees must be kept up to date. We will need to receive a new subsidy contract or confirmation that you will begin paying the full rate before the next invoice date after your subsidy expires or care may be suspended or cancelled.

For parents paying by PAP, we may need to pause automatic withdrawal until we receive a new contract.

Please see your Program Leader or Supervisor if you have any questions.



A SHOUT OUT TO OUR STAFF: YOU ROCK!

At the Umbrella, we are well aware that the staff who greet you and your children every morning and wish you well every night are “the Umbrella” to families. They are the people who are most responsible for the enviable reputation that we enjoy. We are very proud of our staff and love the opportunity to say so.



Qualifications

Program staff in each location are qualified Early Childhood Educators (ECE), who must be registered with the College of Early Childhood Educators, or hold a qualification acceptable under the Child Care and Early Years Act.

Our full day programs for toddler and preschool children employ a cook who prepares morning and afternoon snacks and a nutritious midday meal for the children. Our cooks are required to complete the Food Handler’s course offered by the Public Health Department. Menus were created in consultation with a dietician, in accordance with Canada’s Food Guide. The Umbrella cooks meet regularly to review and adjust menus according to the seasons.

Job Requirements

All staff are required to provide a current Police Record with Vulnerable Sector check prior to being employed, to renew this every five years and to provide a Declaration of Non-Offense in the years in between. Staff are also required to obtain and present proof of current certification in Standard First Aid and Infant/Child CPR.

Ongoing Professional Learning

Professional learning and reflection are integral practices for Umbrella staff. Employees receive additional training on being hired and are required to complete a minimum of sixteen professional development hours each year.

Umbrella is committed to supporting professional learning through agency sponsored training, financial support for professional learning, dedicated program planning time and agency participation in city wide quality assurance programs.

Please take a moment...

Please take a moment to thank the staff who care for and nurture your child each day. We recognize that they are skilled and highly committed professionals who share a vital partnership with parents in supporting the optimum growth and development of your child.