



Dear Parents,

HELLO! This information is for parents of children enrolled and attending our 2022-2023 school year. If your child is enrolled and will NOT be attending MDO this fall, **please** call me as soon as possible. I have many people on the waitlist. I am so happy you have chosen MDO at Oakwood. We are blessed to have so many great kids and parents. This letter will inform you of what you need to know for the beginning of the year.

- **OPEN HOUSE** will take place on Thursday, September 1ST from 10:00am-1:00pm (come and go). Please go to the children's building during this time frame. You will go to the appropriate hall and find your child's name on the door. You will receive your MDO enrollment form at this time and can fill it out and leave it. This is a great opportunity for you and your child to meet his/her teacher. The only thing we ask you to bring to this open house is your child's immunization records.

Our parent handbook as well as the discipline policy is on our MDO web page. The handbook PDF is available for you to download, read and or/printout. You are **required** to read these documents before the first day of school. The signature page indicating that you have read all these policies is on the back of the enrollment form. Please make sure you read and sign all.

- **IMMUNIZATIONS...** Please bring a current copy of your child's immunization record. We must have a new copy each year. Records are not saved from year to year. If you have any questions regarding immunizations, please contact your family physician.
- **Mats-** Mats should be the kind that roll up like a small sleeping bag. Most have an attached pillow and blanket. Please no large mats. Our storage is very limited. Pre-K 4-year-old classes do not need mats.
- Finally, I have included a list of things to bring on the first day of school. This is very important to note: **LABEL LABEL LABEL!!** Label everything you send with your child to MDO with your child's name.

Please read our **handbook** & **discipline policy** carefully **before** the first day of school. This book should answer all questions you have about our program.

**Before your child will be admitted to class on the 6th of September, we must have on file the following:

1. Enrollment form-Received at Open House-completed **front & back**
2. Current Shot Record

Please have these 2 important documents with you by the first day of school. **All children must have these to attend MDO@Oakwood.**

All tuition will be due **no later** than the 15th of each month. There is a box located at the information desk each month. After the 15th you will be charged a **\$10.00** late fee. **Please do not hand tuition to your teacher or leave it in their folder. Always put it in the tuition box.** Also, if you pay cash, please put it in an envelope with your child's name on it. Please do not hand cash to the director or teachers. All cash payments will receive a receipt. We are now accepting credit cards online only. Please see our webpage.

The entire MDO@Oakwood staff is looking forward to knowing you and your child and a great new year! We are excited that you have chosen our program! It is our sincere desire to provide a loving, Christian environment for your child to learn and grow.

Please contact Kimberly Cloud in the MDO office if you have ANY questions or concerns. The office number is 625-8748.

Sincerely,

Kimberly Cloud

Director

MDO@Oakwood

P.S. This information is intended for those who are currently enrolled in the 2022-2023 school year.