

Dear Parents,

Welcome to OIST Tedako Child Development Center PRESCHOOL TEAM.

We are excited to have your child join the Nujumi Class! "Nujumi" means "hope" in the Okinawan language.

We are committed to creating an environment where teachers can prepare fun learning activities, and children can fully demonstrate their abilities, and experience the satisfaction of accomplishment.

The first couple of weeks will be a transition for your child, please feel free to call and check on your child throughout the day. If you have any questions, we request that you send an email to our classroom staff. Our contact information is

**CLASSROOM PHONE NUMBER: 098-982-3678 (Ext 23678)**

**CLASSROOM EMAIL ADDRESS: [nujumi@oist.jp](mailto:nujumi@oist.jp)**

Young children are very adaptable by nature and are sure to be comfortable with their new teachers and environment very soon. At our school, children learn through a variety of themes throughout the year, with two circle times per day, and learning developmentally appropriate language, art activities, STEM (Science, Technology, Engineering, and Math), and social skills in both Japanese and English.

Activities are play-based and planned with a balance of child-centered and teacher-led activities, in which children learn independently.

#### POINTS OF ATTENTION:

- Children should arrive by 9:30 am as a morning snack will be served just after 9 am
- Encourage your child to carry his or her own backpack to the classroom, put away his or her own shoes, and water bottle at arrival
- Check your child in and out care by using the bar code system each day
- If your child is struggling with good-bye at drop off, we ask that you make the good-bye loving, but quick
- Prepare all the supplies on the supply list and write your child's name on everything. Each child has his or her own cubby where we keep all their personal belongings.
- Apply sunscreen to your children in the morning during the hottest time of the year. (April – October. We will re-apply it 30 minutes before outdoor play in the afternoon.
- If your child is sick or cannot attend for some reason, e-mail us before 9:30am on that day to let us know.

- We play outside except during bad weather, so please bring closed-toe shoes or rain boots every day.
- If an individual is not listed on the Emergent Contact Form, we do not release the child to that individual.
- We open from 8:00am-6:00pm on Monday to Friday. CDC will charge a late fee of 1000 yen every 15 minutes when a child is picked up after 6:00pm. This is not extended childcare fee and we ask that you make your best effort to not be late
- When you pick up your child, do not forget to take home his or her water bottle. Please wash it each night and bring it back the next day.

Thank you very much for your trust. We are thrilled to have this opportunity to nurture and educate your child. If you have any questions or concerns, please feel free to contact either of us.

Best regards,

Julia Nabholz, CDC Director

On behalf of Nujumi Class Teachers