

 August 1, 2013

Dear CDC Families,

We are pleased to announce our School’s Out Program for September 2013 through June 2014. School’s Out is a specially designed program that provides care for school age children attending community public and private schools (kindergarten through 12 years of age) on most school holidays when Bristol-Myers Squibb offices are open.

School’s Out will be offered **only** on the following days from **September 2013 through June 2014.**  The days were selected in consultation with our school age families and the public and private school calendars that were provided.

**Central New Jersey**

|  |  |
| --- | --- |
| **Month/Year:** | **Dates:** |
| September 2013 | 3 4 5 6 13  |
| October 2013 | 14 |
| November 2013 | 5 7 8 11 |
| December 2013 | 23 24 26 27 30 31 |
| January 2014 | 2 17  |
| February 2014 | 14 18  |
| March 2014 | 17 18 19 20 21  |
| April 2014 | 14 15 16 17 18 21  |
| May 2014 | 23 |

You may register upon receipt of this letter or up to the day before care is needed. It is *strongly recommended* that you register for care at least 2 weeks in advance. Dates may be canceled due to no registrations being received. Even so, please be aware that each center has a limit on the number of children it can serve each day. If the demand for care on a particular day is greater than the center’s capacity, we will place you on a waiting list and call you if a spot becomes available***.***

The cost for the School’s Out program is $50 per day. Payment is required at or before drop off on the day of care. Please make check or money order payable to “Bright Horizons.” No cash or credit payments will be accepted. Due to the need to schedule additional staff on these dates, if you register for care, **you must cancel in writing at least 24 hours in advance or you will be charged for the day.**

**If you have any further questions, you may contact us at:**

 Hopewell - (609) 818-6200

 Plainsboro - (609) 897-3700

 Lawrenceville – (609) 252-6200

 New Brunswick – (732) 545-0201

**Thank you,**

**The Child Development Centers for Bristol-Myers Squibb**

**SCHOOL’S OUT**

**September 2013–June 2014 REGISTRATION FORM**

We will be able to offer the following days for School’s Out for children Kindergarten through twelve years of age. **Please circle the days that you would like to enroll your child.** You may fax or email this form to **Jessica Goldfarb or Melissa Bollendorf.**:

Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_ DOB\_\_\_\_\_\_\_\_\_\_

Current School (2013-2014 school year)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade\_\_\_\_\_\_\_\_\_

**Central New Jersey**

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Parent/Guardian Name**:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thank You!

Jessica Goldfarb, Assistant Director

Melissa Bollendorf, Preschool/ Kindergarten/ School Age Education Coordinator