



Eardley Elementary School

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October 30th, 2020

Dear Parent(s) and Guardian(s),

This is a short memo to update you on our Daycare Services for upcoming PD Days. A previous communication was sent detailing the closure of Eardley's Daycare for the remainder of our PD Days. Unfortunately, we have been open for three PD Days this year and our registration has been very low. As a result, we have run a deficit based upon the costs accumulated for running those PD Days. Therefore, we have analyzed the situation and have come up with the following plan –

- All PD Days will not be cancelled for the remainder of the year.
- We will make the decision whether or not to open or close each PD Day **two weeks prior** to the day.
- We will need a minimum of 40 students registered on each PD Day to cover costs.
- Next PD Day is November 27th, 2020. The deadline for registration is **November 13th, 2020**. Anne Carbonneau will send the necessary information for registration on Monday November 2nd, 2020.

I appreciate your patience and understanding as we have navigated through this challenge. As always, if you have any questions or concerns please do not hesitate to contact me.

Thank you,

Samantha Halpin