**\*\*NON-ESSENTIAL PERSONNEL\*\***

 **St. James Child Care Center**

 401 Carlwood Drive.

 Miamisburg, OH 45342

 937-866-1633

 **03/23/20**

**Parents,**

**Following is an update regarding the Covid – 19 Virus and St. James Childcare Center:**

**Effective Thursday March 26, 2020 St. James Child Care Center will be operating as a Temporary Pandemic Child Care Center until April 30th and could possibly extend longer. What that means is that we will only be servicing our current families and possibly new families that work only in the Health Care Field, Fire and Safety Personnel and any essential personnel that is deemed by the State of Ohio and Governor Mike DeWine. If you are employed in any of the above-mentioned areas your childcare service will continue as usual with St. James Child Care Center. However, if you are not listed as a member of any of the above fields your childcare service will be put on temporary hold until Governor DeWine deems otherwise. What that means is you will not be required to pay any childcare tuition and you will not lose your enrollment at St. James. Once we are no longer a Pandemic Child Care Center, your enrollment/tuition will return to normal.**

**We apologize for the inconvenience, but it is our way to assist our community in this current crisis we find ourselves in. If you have any questions or need any additional information, please contact the Child Care Office.**

**Thank you and please stay safe during this crisis. We will get through this together and will look forward to seeing you all again very soon.**

**Sincerely,**

**Cindy Sorg Stacy Bell Krista Cain**

**Administrator Asst. Administrator Asst. Administrator**