

# St. Jerome Early Childhood Center VPK Parent Agreement/Attendance Requirements

Thank you for choosing St. Jerome Early Childhood Center for your four-year-old's 2018-19 school year. The Parent Agreement and Attendance requirements outlined below are specific to St. Jerome ECC and your participation in the VPK program here at our center.

VPK attendance policies are set by the state and may be subject to change. As the state tends to finalize policies in July, parents will be advised of any changes in the current attendance policy. Attending regularly and arriving on time will help to provide a secure and meaningful school experience for your child, as you set the foundation for his/her future school years. Additionally, St. Jerome ECC's status in the VPK program will be monitored based on the results of assessment. If your child is excessively absent, he/she may not be well prepared for kindergarten, which will not only affect your child's school readiness, but will also reflect poorly on our center. Your cooperation in the area of attendance is greatly appreciated.

- ❖ We/I understand that St. Jerome Early Childhood Center is, first and foremost a Catholic Early Childhood Center, where our faith is infused throughout the curriculum in all classes.
- ❖ We/I understand that enrollment in the VPK program allows my child to attend St. Jerome ECC without paying tuition for the 540 hour/VPK portion of our program.
- ❖ We/I have read the enclosed letter to four-year old families and have considered participation in the pledge drive to offset the difference between the state's funds for VPK and the actual cost of the quality program we are choosing at St. Jerome ECC.
- ❖ We/I understand that my child may participate in the Optional Non-VPK Days and/or the Extended Day Program by completing the appropriate forms and that fees will be charged for these programs. (See the Family Handbook for details.)
- ❖ We/I understand the following attendance requirements set forth by St. Jerome ECC VPK program that my child must meet to remain in the VPK program for the 2018-19 school year.
  - \* My child's first day of school is considered his/her enrollment date. If a child does not start on the scheduled first day of school, St. Jerome ECC does not receive funding for initial days missed. All four year olds are expected to be in attendance the first day of school as part of the VPK program.
  - \* My child's last day attended is considered his/her last day of school. For children not attending the final days of school, St. Jerome ECC does not receive funding. All four year olds are expected to be in attendance up to and including the last day of school as part of the VPK program.
  - \* My child should arrive to school on time and remain in school until the end of his/her day. (Note: Attending a portion of the day still counts for the day's attendance.)
  - \* My child must be in attendance a minimum of 80% of the scheduled VPK school days.
  - \* If my child exceeds the allowed absences he/she will be withdrawn from the VPK program at St. Jerome ECC. You may choose to continue your child's care with us by using our private pay program. (See fee sheet.)
  - \* As a VPK parent, I must sign the required attendance verification form at the end of each month to remain enrolled in the VPK program at St. Jerome ECC.
  - \* In the event that circumstances arise outside the above listed attendance violations, then termination from our VPK program and/or our Extended Day program is at the discretion of the Director.
- ❖ We/I understand that if I fail to meet St. Jerome ECC's VPK requirements, and if I wish to remain at St. Jerome ECC for the remainder for the school year, I will be required to pay monthly tuition payments, and other applicable fees, as outlined in our current fee schedule.
- ❖ We/I understand that any additional fees incurred, including returned check fees, late pick-up fees, etc. are my responsibility and will be paid according to the policies and procedures outlined in the St. Jerome ECC Family Handbook, made available and signed for at the start of the school year.
- ❖ We/I understand that all school policies and procedures outlined in our Family Handbook, as well as classroom procedures outlined by our individual classroom teachers, apply to all students, including those enrolled in the VPK program.
- ❖ We/I understand that if St. Jerome ECC does not continue in the State VPK program, and I wish for my child to remain at St. Jerome ECC, I would be responsible for all application and tuition fees as outlined in the current fee schedule.

---

Please sign & return this form to the ECC office with your reenrollment/application form & the VPK Certificate of Eligibility.

## **\*BOTH PARENT SIGNATURES ARE REQUIRED**

Child's Name: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_