



Attendance Policy

We plan for your child to attend every day that he/she is scheduled. Therefore, if your child is going to be absent from school, please call the office before 10am. The latest time you can bring your child to school is 10:30am (if there is a Dr.'s appointment they may come in no later than 11:30am). If a child is absent for three (3) consecutive days with no contact with the parents, we will give a "Sunshine" call to make sure everything is okay. After five (5) consecutive days absent, all Agencies (4C and VPK) will be notified of the child's absence. After two (2) weeks of non-attendance the child will be terminated if no contact has been made with parents to hold the child's spot. Another registration fee of \$85.00 will be required to re-enroll.

After 3 months of attending, you will be able to use up to one week of your vacation time. Vacation time consists of 4 pro-rated weeks of half the price of your child's tuition. You may only use vacation time when your child is not present for the entire week or out sick for a week.