**WEC/PRE-K School VPK 2023-2024**

**ATTENDANCE AND DISCIPLINE POLICIES**

**School starts August 10th and ends on May 22nd 2024,**

**Monday-Friday 9am-12:30pm**

This form must be reviewed and signed by the student's Parent or Legal Guardian

**ATTENDANCE POLICY:** The VPK Student Attendance Policy is located in the Parent Handbook. You must review and agree to abide by this Policy prior to your child's acceptance into our School-Year VPK Program. Attendance is very important for both the success of your child and our program. VPK classes are governed by a uniform attendance policy that mandates how the School District must handle absences and how your child's attendance will be funded. Highlights from the Attendance Policy include:

* Daily Attendance: It is expected that you will have your child in the classroom every day unless there is a reason for the absence. Repeated absences may result in your child being removed from the program.
* Daily Sign-in and Sign-out for VPK: You must sign your child IN and OUT, each day. You must sign with your full signature for both sign-in and sign-out. If you fail to do this, you will be in violation of the State Uniform Attendance Policy.

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**DISCIPLINE POLICY:** We recognize that positive discipline teaches and encourages the healthy development of a child's self- esteem. The staff will encourage children by providing well-planned, age-appropriate activities and rules that are clear and consistent. If a child is having difficulties in this area, the parent/ guardian, and teacher will work together to meet the needs of the child. If the child continues to have difficulties resulting in unsafe conditions for your child or the safety of others or their behavior is keeping others from learning, your child's enrollment could be terminated.

**PARENT/GUARDIAN SIGNATURE**

I have read and agree with the Attendance and Discipline policies above.

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| Child's Name: | Parent/Guardian Signature: |
| Teacher Name: | Date: |