



**PARENT - STUDENT HANDBOOK
2020-2021**



BOUNCE
into
LEARNING
with the
**PRESCHOOL
ROOS**

220 MARTIN LUTHER KING JR. ROAD • MOCKSVILLE • NC • 27028
PHONE 336-751-0016 • FAX 336-751-1364
MONDAY - FRIDAY • 8:00 AM - 4:00 PM



Dear Parent,

I would like to extend you and your family a big **Welcome** to the Davie County Schools' Preschool Programs. Thank you for allowing us to help you give the best developmentally, age-appropriate education for your young child. Our goal is to provide your child with the best early childhood education possible within a least restrictive environment.

Our program encompasses a large variety of activities, center-based play, thematic schemes, and hands-on exploration projects, including the use of interactive board technology in every classroom. We utilize a variety of curriculum in order to meet the needs of every child at every developmental stage. Basic curricula and supplements that are used come from Creative Curriculum, Hill Literacy Program, We Discover Math, Letterland, and Foundations (NC Public Schools Preschool Guideline.)

Given our unprecedented times, please understand that the safety of our students and staff is of the utmost concern. All safety guidelines by the CDC and Division of Child Development regulations are being considered and followed. It is our goal to be in our classrooms this fall and remain open even if the K-12 schools are directed to teach virtually. If the governor closes child care except for Emergency Care only, we will have to serve only Essential Workers at that time or close. This past spring, we were able to remain open at CDEC through all the changes and learned much from our experience. Now that we know more about what to expect, we feel we can remain open at all sites.

It is important that you become involved in every aspect of your child's education. We encourage parent and grandparent participation, read daily teacher notes, be in contact with your child's teacher, encourage your child to attend school, read to them daily, and attend conferences throughout the year. As soon as it is safe to do so, our classrooms will be open to parents and grandparents to visit and we love volunteers in the classroom during special events. We will welcome you into our classrooms just as we welcome your child. Together we can help form the hands of our future!

Sincerely,

Peggy Doyle Nuckolls

Director of Preschool
Davie County Schools

Program Opportunities for You and Your Child

Thank you for your interest in our child care facility. Our purpose is to work with you to educate your child and help them enter kindergarten ready to succeed. We have an **open door policy** for parents to observe before and during enrollment at any time but we must also follow our COVID guidance throughout the 20-21 school year. A child care application must be completed before enrollment is considered and a copy of your child's birth certificate, along with a current physical, must be obtained to complete the application process. **All immunizations and physicals must be up-to-date within 30 calendar days of enrollment.** Each year, we have an open house for the parents and the children when school begins in August. Our child care facility follows the school calendar and will follow the holiday and teacher work day schedule adopted by the school board with office hours 8:00 AM until 4:00 PM.

During the course of the year, we offer opportunities for you to become involved in your child's education. The following events are examples of our family involvement and will be considered if our COVID guidance allows: Family Festivals, Career Week, Fundraisers, Reading Times, Special Programs, Hat Parades, Graduation, etc.

You will receive readiness reports four times a year to help us communicate your child's progress as seen in the school environment. Please help us to know what things you see at home, so we can work together for the betterment of your child's education. Parent conferences are offered twice a year and more frequently when requested. Newsletters, communication folders, and parent boards located in the center will help us get information to you in a timely manner.

If at any time during the year you have a concern about the care your child is receiving, please contact Peggy Doyle Nuckolls, Preschool Director, at 336-751-0016.

For more details about our programs for private paying, exceptional, and North Carolina Pre-Kindergarten (NCPK) subsidized children, please contact our main office at 336-751-0016.

Preschool Operating Policy

Davie County Schools operates a variety of preschool programs. We have preschool classrooms at Central Davie Education Center and on every elementary school campus. Our star rating is determined by yearly inspections from the Department of Health and Human Services and is posted in every preschool facility. Currently, all facilities hold a 5 star rating.

Central Davie Preschool

Provides a total inclusive child care program for special education, at-risk and typically developing children ages 2-6. These programs offer a full readiness program for each developmental age, including Kindergarten Readiness. Operating hours are from 8:00 AM to 2:30 PM for the special education services and North Carolina Pre-Kindergarten services (NCPK) and the hours are from 7:00 AM until 4:50 PM for children who pay full tuition. The child care tuition will be determined by the Board of Education. Teacher to child ratios in these classrooms are 1 to 6, as mandated in the NC Child Care Handbook.

Davie County Schools' employees receive a discounted rate determined by the Board of Education. The Central Davie hours of operation for DCS employees will be from 7:15 AM until 4:15 PM, unless otherwise approved by the Preschool Director or her designee.

According to the North Carolina Developmental Day Guidelines, no more than 50% of the children attending the center may be identified as having a disability. These guidelines also state that no Developmental Day funds can be used for extended day services. Our classrooms currently have a ratio of 35% special needs and 65% typically developing.

Elementary Campus Preschools

Offer Kindergarten Readiness programs for 4 and 5 year old children. These schools operate no less than 6.5 hours and offer limited before and after school care. Operating hours are from 8:00 AM to 2:30 PM for the preschool classrooms located on the elementary campuses and the hours may extend to 7:45 AM until 3:45 PM for the children who pay tuition. There may be some variation in school times, due to traffic and safety in drop off and pick up lines. Teacher to child ratios in these classrooms are 1 to 9, as mandated by NCPK Guidelines.

A flat rate for wrap around care for all special needs and at-risk students is listed in our handbook on the Fee Schedule.

Preschool Program Support Staff

Phone 336-751-0016

Registration/General Questions - Dial 0

Invoices/Payments - Dial 1

Wrap-around Care Room - Dial 2

Preschool Director - Dial 8

Referral Intake - Dial 7

Preschool Teachers and Supporting Staff

Our teachers are certified by the Department of Public Instruction with Birth to Kindergarten Certified Educational License. Teacher Assistants either hold a two year degree or have continuing education classes and years of service holding them to highly qualified standards by the definition under Department of Public Instruction.

Tuition and Payment Procedures

Included in this handbook is a Fee Schedule, which includes information regarding our tuition, wrap around care, and late pickup charges. Tuition and wrap around care are flat rates, regardless of the child's attendance, and are billed monthly. Tuition is not prorated for any month, with the exception of August and June. Some months have three school weeks due to holidays and workdays, which will offset months with five weeks. If your child enrolls in Central Davie's Summer Care, you will be billed separately in June and July for this summer program.

Invoices are sent home monthly with your child. Please check their folder for your monthly invoice.

Make Payments Payable to:

DCS Preschool

(Include your **Child's Name** in the Memo of your payment)

Deliver or Mail Payments to:

DCS Preschool Office

220 Martin Luther King Jr. Road

Mocksville, NC 27028

Office Hours

8:00 AM– 4:00 PM

Payment Drop Box - Located in the lobby of the Preschool Office and in lower hallway at CDEC

Classroom teachers and assistants cannot accept tuition payments.

Payments are always applied to the oldest invoice(s) on the account.

If a non-sufficient fund (NSF) is received, you will be required to pay that month's tuition in cash within five days after we notify you of the NSF.

Many parents now have tuition payments sent directly from their financial institution. It is important that you initiate your payment with your bank in such a manner that the payments are received on time. If this is a problem with your payment, you will be notified so you may try to rectify the timing with your bank. After this notification, all payments will be expected by the due date.

Terminating Child Care

Parents/Guardians are required to give two-weeks written notice when terminating child care. The two weeks will be paid in full, regardless of whether or not your child is in attendance.

Parents/Guardians are responsible to pay for all account charges, including late fees for your child's slot, even after suspension or termination of child care services.

Holding Fees for Paying Children

A holding fee is required annually in order to secure your child's enrollment. Letters and invoices are mailed each summer explaining the holding fee.

Late Pick Up Fees for all Families

All children are expected to be picked up at the end of the school day or at the end of their paid care, as applicable. If the child is not picked up on time, you will be charged \$12.00/per hour. The charge is not prorated. If the child is picked up after the school closes (3:45 elementary campuses and 5:00 Central Davie), then an additional **\$5.00/minute** is charged for each minute after the school closes. If you have an emergency, please notify your child's teacher or the office as soon as possible and we will discuss continued safe care for your child.

Late Payments and Late Payment Fees

If you find you are unable to make your payment by the scheduled due date, contact Stephanie Koefoed at 336-751-0016 (within DCS, extension 1085). We will certainly work with you to deal with these temporary situations.

However, persistent late payments will lead to a \$10.00/month late fee charge until the account is brought to a current status. This would include late payments of any type, including late pickup charges.

If the account balance becomes past due in excess of one billing cycle, your child care is subject to termination. As an example, if your payment was due by the September 10 due date and it is still not received by the October 10 due date, your account is considered to be past due in excess of one billing cycle.

Student Supplies

- Small Book Bag or Tote Bag
- Change of clothes in a Ziploc bag labeled with child's name
- Diapers, if needed
- Wipes, if needed
- Non-toxic Glue Sticks
- 2 Pocket Folder
- 4 fold Kindermat 2 inches thick (**4 & 5 year olds only**)
- Mat Cover (Ex: 2 King size pillowcases, 1 body size pillowcase, or 1 crib sheet) (**4 & 5 year olds only**)

Optional Supplies - may be requested by teachers throughout the year for special projects.

- Fat Pencils
- School glue, bottles
- Finger Paints/Water Color Paints
- Bingo Markers/Dabbers
- Playdough
- Construction Paper
- Tissues
- Ziploc bags (any size)
- Paper Towels

Visiting our Schools

We have an open door policy and encourage you to visit us at any time, unless otherwise mandated. Upon entering our school building, you **MUST be prepared to show ID and sign in at the main office** to receive a visitor's tag. This procedure helps us to monitor who is in our buildings and allows us to keep your children safe while in our care. If you want to see your children active and participating in classroom activities, your best time to visit would be between 8:45 AM and 11:30 AM.

Volunteering

All parents volunteering in a preschool classroom without the supervision of a certified teacher **MUST** fill out a volunteer application and be approved by our Davie County Administrative Offices before you can supervise children in the class. If you are coming to be in your child's classroom to read or simply enjoy a special occasion, there is no need to fill out a volunteer form. Please visit <http://davie.k12.nc.us/parents/volunteer/> for information regarding volunteering.

Dress Code

The preschool programs ask that each parent keep in mind that your child will be playing on the floor, in the gym, and outside. They will also be using paint, markers, stickers, glue, crayons, water and other art materials. Please send them in comfortable and flexible clothing/shoes. Open toed shoes are not recommended due to possible injuries during gross motor activities. **Please send your children in closed toe shoes for these safety reasons.**

Nutrition Policy/Meals

The Davie County Schools Child Nutrition Department will plan our breakfast and lunch based on the USDA Federal Food Program regulations. Breakfast will be provided only for those children who arrive before 8:20 AM. Snacks will be provided in after school child care. Our snacks are purchased from the DCS Child Nutrition Department. **If your child is arriving at school after 9:00 AM and will need to be served lunch, please call to inform us that your child will be in attendance for lunch.**

At open house, you will be given a handout titled *The Lunchroom Review*, which will provide information regarding breakfast and lunch prices and payment options. If you are not eligible for free/reduced meals, there will be a charge for lunch each day. **You may pay the school cafeteria or pay online as explained in your handout.** The teacher will only accept lunch money if it is in a sealed envelope, labeled cafeteria. You can check the account balance by calling the cafeteria manager at your child's school or contact Carla Mast at 336-751-2751.

When completing a free/reduced lunch application, you only need to complete one per family; just include the names of all of your children enrolled in Davie County Schools on this form. If your child was free or reduced last year, they will have the same status for the first 30 days of school. A new application may be required before the end of 30 days; please see *The Lunchroom Review*. If you have an older child that has free/reduced status, it can be shared with your preschool child, if a written statement is provided which includes the names of your children and the status of the older child.

A monthly menu will be posted in each classroom by the Child Nutrition Department. If your child has any special nutritional needs or has a food allergy, please notify your teacher immediately. A request for special diets must be submitted annually to Child Nutrition Services on A Diet Request Form that has been signed by a medical doctor or registered dietitian.

If you choose to pack your child's meals, please view the menus we have suggested in the back of the handbook. It is part of our educational plan to encourage trying new foods. **Neither refrigerated food nor food that needs to be warmed can be packed for your child's meals.**

Currently breakfast is provided at no charge for all preschool students during the school year.

Birthdays and Parties

We love to celebrate birthdays. If you want to bring something for your child's birthday to share with the class, please talk with your teacher about your ideas, so they can incorporate them into their daily schedule.

The school system requires that only store bought food be brought for any parties and that the fat content of the food items be minimal. Please consult with your teacher, so that we can make arrangements for any students who may have food allergies.

Communication with Parents

Daily Notes will be sent home with each child to help keep you informed about any educational interest/needs. We encourage you as a parent to ask questions about your child's educational needs and the care that they are receiving at our preschool.

Newsletters will help keep you informed about our activities, weekly topics, parenting tips/activities, and much more. Please share information with us that you feel is important to include.

Progress Reports will be distributed every nine weeks. These reports will help you get a better overall idea of the progress your child is making towards learning developmentally appropriate goals.

Parent Conferences will be scheduled twice a year or more often as deemed necessary by the teacher. We will also schedule parent conferences upon request by the parent at any time during the school year.

Parent Activities will be offered periodically throughout the year to enable you to learn more about your child's preschool development and to stay on top of kindergarten transition topics.

Absences

Attendance and routine are very important for our young children. Please make every effort to **bring your child to school every day, unless they are sick.**

If your child is absent from school three consecutive days without an excuse or prior notification, a teacher will contact your home. If **five consecutive days are missed, a doctor's note needs to be given to the teacher upon returning.** After six and before ten consecutive days, the Preschool Director will call to set up an appointment to meet with you and the teacher. After ten days, we may contact a Social Worker and your placement in the Preschool will be relinquished.

Due to other children on a waiting list seeking services, we have the right to dismiss the child from our classroom setting if your child is not attending regularly. If there are extenuating circumstances, you must speak to the preschool teacher and/or director.

Parents need to call our preschool office or notify your teacher if you know your child will not be attending due to vacations or sickness.

Inclement Weather and Emergency School Closings

The safety of our students is our first priority when deciding if school should be closed, delayed or dismissed due to inclement weather. Please review our inclement weather procedures on the Davie County Schools' website.

You are notified of weather-related schedule changes via our automated calling system. It is important that we always have a current working number on file.

If an optional teacher workday is called due to inclement weather, the Preschool will be closed; our teachers will receive the option to work, just like all other school employees.

If Davie County Schools dismisses early due to inclement weather, the wrap-around care will close one hour after school closes.

If Davie County Schools has a delay, the preschool has the same delay. This would include before school care.

Health and Safety

Parents or legal guardians are required to complete an emergency student information card for every child. It is important we have these names and phone numbers in case of emergencies. If there are changes in these numbers at any time, please notify the lead teacher or the main office immediately.

Immunization records and physical reports are required on all students within 30 calendar days of starting school. This will notify our staff of any allergies and/or special needs. Proof of religious or medical exemptions should be presented to the teacher in writing. If this information is not presented to our staff within 30 calendar days, we will have to dismiss your child until it is completed and properly submitted to the preschool.

Medications

Students who need to take prescribed or over the counter medication must have the appropriate form signed by the physician and the parent before the medication can be administered. **See the office or your teacher to obtain this form.**

Illnesses

Click [here](#) to read "Communicable Diseases and Exclusion from Child Care"

You can review the chart using the link above or ask a teacher for a copy.

Students who are ill or running a fever of 100 degrees or higher cannot be brought to school. When a student becomes ill at school, the parents will be called to make arrangements to have their child picked up within the hour. The child must be **fever free, vomit free and diarrhea free for 24 hours before returning to school.**

We also ask that you make note of any rashes and notify your lead teacher upon entering the school building, so we can determine whether the rash is a virus that could be spread to other children or another form of skin reaction that will only affect your child.

Child Care Rule .0804: Infectious and Contagious Disease Control

10A NCAC 09 .0804 INFECTIOUS AND CONTAGIOUS DISEASES

(a) Centers may provide care for a mildly ill infant or child older than two months who has a Fahrenheit temperature less than 101 degrees and for infants younger than two months who have a Fahrenheit temperature of less than 100.4 by any method including axillary or orally, **so long as the child does not have any of the following:**

- (1) more than two stools above the child's normal pattern and diarrhea is not contained by a diaper or when toilet-trained children are having accidents;
- (2) two or more episodes of vomiting within a 12 hour period;
- (3) lice, until completion of first treatment;
- (4) scabies;
- (5) chicken pox or a rash suggestive of chicken pox;
- (6) tuberculosis, until a health professional provides a written statement that the child is not infectious;
- (7) strep throat, until 12 hours after antibiotic treatment has started and no fever is present;
- (8) pertussis, until five days after treatment has started;
- (9) hepatitis A virus infection, until one week after onset of illness or jaundice;
- (10) impetigo, until 24 hours after treatment has started;
- (11) a physician's or other health professional's written order that the child be separated from other children; or
- (12) exclusion for symptoms not included in this list shall be required if the symptoms prevent the child from participating comfortably in activities as determined by staff members of the program or the symptoms result in a need for care that is greater than the staff members can provide without compromising the health and safety of other children.

(b) Centers that choose to provide care for mildly ill children shall:

- (1) follow all procedures to prevent the spread of communicable diseases described in 15A NCAC 18A .2800, "Sanitation of Child Care Centers", as adopted by the Commission for Public Health;
- (2) separate from the other children any child who becomes ill while in care or who is suspected of having a communicable disease or condition other than as described in Paragraph (a) of this Rule until the child leaves the center;
- (3) notify all parents at enrollment that the center will be providing care for mildly ill children;

- (4) notify the parent of any child who becomes ill or who is suspected of being ill with a communicable condition other than as described in Paragraph (a) of this Rule that the child is ill and shall leave the center;
- (5) notify the parent of any mildly ill child in care if the child's condition worsens while the child is in care.

History Note: Authority G.S. 110-85; 110-91(1); 143B-168.3; Eff. January 1, 1986; Amended Eff. December 1, 2014; July 1, 1998; November 1, 1991; November 1, 1989; Readopted Eff. October 1, 2017.

Accidents

Qualified first aid personnel handle accidents at school. Efforts will be made to contact the parents or persons listed in case of an emergency. The procedure listed on the Student Information Card and agreed to by the parents shall be followed when the parents cannot be reached. Each classroom has a certified CPR and First Aid representative.

Reporting Child Abuse and Neglect

Staff members are trained to recognize abuse and neglect symptoms and are legally bound by law to report any suspicions. Abuse occurs when a parent or caregiver injures or allows another to injure a child physically or emotionally. Abuse may occur when a parent or caregiver puts a child at risk of serious injury or allows another to put a child at risk of serious injury. Neglect occurs when a child does not receive proper care, supervision, or discipline, or when a child is abandoned. NC Law requires any person who suspects child abuse or neglect to report the case to the county department of social services.

Health Concerns

Please keep us informed of any changes in special health needs or medications a student is taking. We want to provide the best possible care for your child; therefore, we need you to keep us informed about any medications that could affect their behavior at school.

School Discipline

Our goal is to provide a safe and happy environment for all our students to grow and learn. We strive to encourage good behavior by providing positive reinforcement. All reasonable efforts to educate the child in a safe (least restrictive) environment will be made, so that we can teach a child how to react to situations and become socially responsible for their actions. Each teacher will provide you with a set of classroom rules that will help you know what rules we enforce in our classrooms.

Time-out is used as a time to calm a child down and talk with them about better choices and problem solving, not as a punishment. If a child physically and intentionally hurts another child or staff member, the child may be sent home. If a child's behavior continues to be harmful to another child or adult after reasonable efforts have been made to calm the child, you will be called to pick up your child.

Fire and Tornado Drills

Every teacher has access to written plans and procedures for emergencies such as fire, tornadoes, etc. Fire drills are held monthly and tornado drills are held once a year.

Drop Off and Pick up Procedures

If mandated, procedures may be modified from the following and communicated accordingly.

Preschool classrooms located on an *Elementary Campus* will have their doors locked throughout the day for the safety of your children. If you are dropping your child off after 8:15 AM and/or picking them up before 2:15 PM, you will need to enter the main campus office to sign in on campus and get permission to enter the school grounds.

The stairwell landing doors at the front of the *Central Davie* building that lead directly to the classrooms will be open for drop off from 7:50 AM to 8:10 AM. At all other times during the day, these doors will be locked for safety reasons and you must enter through the main office to show your ID and **sign in to pick up your child**. If you are arriving or picking up during our wrap-around school hours, you may enter through the side door on the lower side of the building. You must **always** be prepared to show a picture ID.

Remember to always sign your child in or out. For the first three weeks, our staff will be required to ask everyone for a Picture ID while we get to know you and your family. After this time period, our staff will ask for identification if they are unfamiliar with the person picking up your child. **People not listed on the emergency card will not be allowed to pick up your child without written permission from a parent or legal guardian.**

Remember that your child's safety is our top priority. With that in mind, please pay close attention to the traffic in our parking lot and do not allow your children to run in the parking lot or on the sidewalks for their own safety. Please hold your child's hand coming into and leaving school. **We also ask that you park your car in a marked space and turn off the engine before entering the building.**

Please make note of our safe **yellow paved road** for our children to access other buildings on the Central Davie campus. It is important that you **do not park on or across this line**, unless you have prior approval from our office staff for loading and unloading purposes.

Transportation

If your child rides the Cape Fear Regional Transport van, please inform us when there may be changes in your schedule. When making any changes to your van services, please remember that it takes 48 to 72 hours for changes to become effective. You are expected to call Cape Fear at 336-677-1116 and let them know if your child will not need to be picked up. You may leave a message (24/7) or speak with someone from 7:30 AM-5:00 PM.

Board Policies

The Davie County Schools' Preschool programs must follow rules and regulations provided by the Division of Child Development and Early Education. In conjunction with the state rules and regulations for child care, we also consider our local Board Policies set by the Davie County Board of Education to guide our administrative decisions and program actions. If you would like to view all procedures and guidelines, please visit:

Davie County Schools
<http://www.davie.k12.nc.us/>

NC Health and Human Services
<http://ncchildcare.dhhs.state.nc.us/general/home.asp>

Fee Schedule

- Payments are due according to the billing schedule, usually the 10th of each month
- Include child's name on all payments
- Mail or deliver payment directly to the Preschool Office - Classroom teacher is not responsible for delivering payments
- Rates are monthly, unless otherwise specified
- Meals are not included in tuition

Services and Rates

Private Paying Parent - Central Davie

\$540.00

Private Paying Parent - Elementary Sites

\$510.00

Davie County Schools' Employee

\$420.00

Dual Child Enrollment - Central Davie (8% Discount)

\$540.00 First Child

\$496.00 Second Child

Dual Child Enrollment - Elementary Campus

\$510.00 First Child

\$470.00 Second Child

Dual Child Enrollment - Davie County Schools Employee (8% Discount)

\$420.00 First Child

\$386.00 Second Child

Wrap Around Care (WAC) up to 30 Minutes Per Day

\$85.00

Wrap Around Care (WAC) up to 1 Hour Per Day

\$170.00

Wrap Around Care (WAC) in excess of 1 Hour Per Day

\$318.00

Wrap Around Care (WAC) in excess of 1 Hour Per Day - DCS Employees (8% discount)

\$265.00

Late Pickup

\$12.00 Per Hour After Class Dismissal or Paid WAC, not prorated

Late Pickup

\$5.00 Per Minute After Closing Time

Summer Care-Full Paying Slot

\$540.00

Summer Care - Davie County Schools' 12 Month Employee

\$420.00

Summer Care - Davie County Schools' 10 Month Employee

\$540.00

Packed Meals

Examples of Lunch to Pack for Your Child

(1 dairy, 2 fruit/veg, 1 grain/bread, 1 meat/protein as stated by USDA Handbook p. 210.2)

100% Juice Box
String Cheese
Whole Grain Bagel with Peanut Butter and Honey
Carrot Sticks with Packet of Ranch Dressing

100% Juice Box
Snack Pak Pudding
Goldfish
Peanut Butter and Jelly Sandwich

100% Juice Box
Fresh Fruit (Apple, Strawberry, etc)
Celery Sticks with Packet of Ranch Dressing
Grilled Cheese Sandwich

Examples of Breakfast for Your Child

(1 dairy, 1 fruit, 1 grain/bread as stated by USDA Handbook p. 210.2)

100% Juice Box
Pop-Tart
Yogurt

100% Juice Box
Whole Grain Muffin/Bagel with Cream Cheese and Jelly

100% Juice Box
Cereal
Milk

100% Juice Box
Nutri-Grain Bar
Cottage Cheese with Fruit

Do Not Pack the following in Your Child's Meals

- Refrigerated food without an ice pack
 - Food that needs to be warmed up
-

Parent Confirmation (Review, sign, detach and return to your child's teacher)

By signing this I,

, parent of

confirm that I have reviewed the contents of the Davie County Schools' Preschool Program Parent and Student Handbook and understand the school's role, my role and my child's role in their education.

School's Responsibilities

- Provide high quality curriculum and learning materials.
- Provide you with assistance in understanding our standards and your child's assessments and how to monitor your child's progress within their age appropriate stages.
- Provide opportunities for ongoing communication between you and the teachers through, at the minimum:
 - Annual parent-teacher conferences,
 - Timely reports regarding your child's progress, and
 - Opportunities to talk with staff, volunteer in class, and observe classroom activities.

Parent/Guardian's Responsibilities

- Encourage your child to attend school regularly.
- Encourage your child to show positive school behavior.
- Review your child's daily notes/homework daily.
- Volunteer in your child's school and classroom, if time or schedule permits.
- Attend parent-teacher conferences and participate, when appropriate, in decisions relating to the education of your child.

Student's Responsibilities

- Be at school on time, unless I am sick, ready to learn through play.

Your signature below indicates that you understand the information in the handbook and specifically sections of the handbook as related to Tuition and Payment Procedures, Holding Fees for Paying Slots, Late Pick Up Fees **for all families**, Late Payments and Late Payment Fees **for all families**.

Parent's Signature

Date

For Staff Use:

Received by - Signature

Date