

#6 Required Form

Acknowledgement and Agreement: Joyce Preschool Information and Policies 2022-23



- To be completed by parents or guardians.
- This form must be submitted and approved before the first day of class. The child will not be allowed to attend class at Joyce if this form is incomplete or missing.

FAMILY HANDBOOK: An electronic copy of our parent handbook will be available at the beginning of the school year. To request a paper copy, please call Kate, our Program Director, at (612) 823-2447.

By signing below I acknowledge that I have received a copy (paper or electronic) of the **2022-23 Joyce Preschool Family Handbook**. Additionally, I acknowledge that it is my responsibility to have read and understood the policies outlined in the handbook. Program information and policy topics in the handbook include:

- Vision, mission, and values
- History and school philosophy
- Our three guiding components
- Joyce Preschool program plan
- Tuition payment process
- Parking
- Drop-off/Pick-up Times and Late Fees
- The Joyce Preschool Curriculum
- Language Use
- Assessment
- Classroom Schedule
- Behavior guidance policies and procedures
- Health and Safety
- Birthday celebrations
- Pets
- Weather closing policy
- Field trips and classroom enrichment
- Parent-teacher conferences
- Take-home folders
- Written permission
- Volunteers
- Absences
- Withdrawal
- Arrival and departure procedures
- Missing child
- Emergency Procedures
- Clothing and personal property
- Snack and/or lunch
- Potty Training Policy
- Insurance coverage
- Parent grievance procedure
- Community assistance
- Data privacy
- Board of directors
- Staff directory
- Automatic withdrawal policy (no attendance)
- Immunizations and conscientious objector policy
- Maltreatment of minors mandated reporting

I agree to keep this handbook in my possession during my child's attendance at Joyce Preschool, and to abide by Joyce Preschool's policies.

First and last name of child	
Signature of parent or guardian	Date (month, date, year)