



Holy Family Early Childhood Center

Family Name _____

Holy Family Early Childhood Center VPK Policy 2025-2026

We appreciate that you have chosen our school for your child's education. We are proud that we have such a good reputation and provide a quality foundation for later years of education. Holy Family Early Childhood Center has a curriculum that helps to nurture the children through our scheduling, academic endeavors, discipline practices, counseling, and faith building. Since 2006, we have participated in Florida's Voluntary Pre-Kindergarten Program (VPK).

The following items and information will make for a smooth transition. Please read each carefully, sign at the bottom, and return to the preschool office.

HFECC is a Christ-filled preschool. Our Catholic faith is taught **throughout** the school day.

The Provider (HFECC) will be paid the entire base student allocation (BSA) when a child attends their VPK program unless they miss more than 20% of the program. If a child exceeds the 20% absence threshold, the provider (HFECC) will not be paid for those days under any circumstances. This includes vacations and health; there are no exceptions. Under the attendance policy, providers will continue to be responsible for turning in the required monthly attendance roster and completing and retaining the Short / Long Attendance Verification forms containing the parent's **complete and readable** signatures and the Name of the Parent or Guardian in print. Parents/Guardians are responsible for signing these forms at the end of each month.

As participants of our VPK program, we ask that you be diligent and cautious about the days your child is absent from school. Should you have any more questions or would like a copy of the rules, you can access them through the Early Learning Coalition website: www.elcpinellas.net.

Enrolling at HFECC allows your child to attend 540 hours of our program (3.0 hours per day X 180 school days) without paying registration or tuition fees. For our Pre-K students who are using the "VPK only" portion of our program, the base student allocation (BSA) will cover five half days from 8:15 a.m. to 11:15 a.m. daily.

Should we or you choose to no longer enroll in the state VPK program, for any reason, If you wish to remain at Holy Family ECC for the remainder of the year, you will be financially responsible for the remainder of the tuition. There will be no refunds (full or partial) on Tuition after January 10, 2025. All requests must be submitted in writing before January 10, 2025.

If you choose to participate in any other program offered by Holy Family ECC, you will be responsible for all registration and tuition fees.

Within 30 days after the date of your child's enrollment, we are required to assess your child. Within the 30 days of the ending of the VPK program we are required to perform a second assessment. As parents of a VPK child, we will provide you with the results of this assessment.

Sign and return this form to the ECC office.

****BOTH PARENT SIGNATURES ARE REQUIRED:**

Child's name: _____ Date: _____

Parent/Guardian Signature: _____

Parent/Guardian Signature: _____

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2/5/2025