

# PARENT HANDBOOK

## INFORMATION FOR PARENTS AND GUARDIANS



Young Kidz Academy

# Young Kidz Academy

6281 Pembroke Rd, Hollywood FL 33023

PH 954-987-1600 | Fax 954-874-6475

Monday- Friday

7 AM – 6 PM

Preschool ⁞ Elementary School ⁞

After School Program

# Hello! Welcome to Young Kidz Academy

We are an accredited school dedicated to providing high-quality care and education for children from infancy through 12 years of age. Our programs include early childhood education for children from birth to 5 years, kindergarten, elementary grades (1st through 3rd), and an after-school program for children ages 6–12. We are open Monday through Friday from 7:00 AM to 6:00 PM.

Established in 2000, Young Kidz Academy is a family-oriented childcare center built on strong values, nurturing relationships, and a commitment to excellence. We take great pride in our experienced and dedicated staff, who work each day to create a safe, supportive, and engaging environment for every child.

As you review this handbook, we hope you gain a clear understanding of our programs, policies, and the meaningful learning experiences we provide. Most importantly, we hope you feel the sense of community and partnership that defines Young Kidz Academy—where families are welcomed, valued, and an essential part of each child’s growth and success.

# Table of Contents


Mission Statement/Program..... ..... Page 1

Admission, Enrollment & Immunizations……. Page 2

Rates/Payment & Additional Fees…….....Page 3, 4

1st day checklist & Diapering …….. Page 5

Toilet Training & Preparedness……..Page 6

Meals, Snacks & Allergies…….Page 7

Nap time.....Page 7

Illness Policy.....Page 8, 9

Medication Policy.....Page 9

Authorized child pick-up ..... Page 9

Custody Orders..... Page 9

Emergencies ..... Page 10

Severe/Disaster Weather……..Page 10

Termination/Discipline Policy..... Page 11

Holidays/Vacation Time.....Page 12

Attendance & Late Arrival…….Page 12

Transportation..... Page 12

Preschool Curriculum..... Page 13

Preschool Preparedness/1st day checklist..... Page 14

Preschool Supply List..... Page 14

Preschool Schedule..... Page 15

After school/School Age/ Summer care…….. Page 16

Nondiscrimination……. Page 17

Mandatory Reporting..... Page 17

Annual Re-enrollment Policy ..... Page 18

# Mission Statement

Young Kidz Academy strives to provide a safe, nurturing and stimulating environment for all children in our care. Our role is to encourage and support each child in all areas of development, therefore creating a positive self-image and opportunity for success. Parents and childcare staff both play an integral part in promoting and providing an environment rich in learning experience and growth.

# Our Program

Our program believes in respect, guidance, and quality care. We concentrate on respect for all individuals and respect for our environment. As providers, we know that each child is unique. Our goal is to support each child in a safe, clean, and nurturing environment. By creating such environment, the child's willingness to learn and grow within all areas of development will be enhanced. Our program offers experiences in all areas of education to promote the growth and development of the whole child. We offer opportunity for children to experience dramatic arts, creative movement, large and fine motor skills, and language arts. These developmental skills are an important and beneficial aspect of progress relating to cognitive, visual, auditory, tactile, and large motor development.

We believe that YOU are the most important teacher your child will ever have! Open lines of communication between center staff and family members is essential to facilitate your child's growth and learning. Our bulletin boards and newsletters provide news about activities that your child is participating in as well as other important notices and information.

We have an open-door policy. If you ever have any questions or concerns please feel free to contact us. We appreciate your feedback to help us care for your children. We love to hear feedback from our parents! We appreciate that you have selected us to be the caregivers of your child/ren.

# Admission and Enrollment

## Admission

After contacting Young Kidz Academy for a childcare enrollment, a tour must be completed to receive an enrollment packet. There is a one-time non-refundable enrollment fee of $125 per family that is required each school year. Once the enrollment packet is completed and returned, the enrollment fee has been paid, and a contract of care has been signed with the director, your child's spot is reserved.

## Enrollment

An enrollment packet consists of the following:

- Emergency contact form
- Enrollment forms/ Required state forms
- Contract of Care
- Pediatric Statement of Health/ Immunization Records
- Enrollment Fee

Your child will not be able to attend if any required information is missing or incomplete or if you fail to provide updated immunization records.

## Immunizations:

An updated Florida Certification of Immunization (Form 680) and a Florida School Entry Health Exam form (DH3040) is required on file from the child's pediatrician. These forms have to be provided to Young Kidz Academy by the parent and can not be faxed to Young Kidz Academy from the doctors office as Young Kidz Academy will not be the party to have to follow up on receiving the forms. If a parent chooses not to have their child receive Immunizations, the parent has to provide the proper form from the pediatrician. Health forms must be updated yearly or by the expiration date determined by the child's primary care physician. Young Kidz Academy hereby informs the parents that there might be children in the care in any classroom that did not receive immunizations if the parents choose not to have their child receive the immunizations.

# Policies and Procedures

## Rates & Payment

Flat weekly rates are only offered to full-time families. Payment obligation is based on the scheduled times (full time care). NOT the actual times you bring your child. You will be responsible for payment whether your child attends or not. No refunds or credits will be given if your child does not attend on a scheduled day. Payment is for the slot your child takes. Therefore, all payments need to be paid the Monday of the week of care. No payments after childcare has been provided. NO EXCEPTIONS. Payments may be made by credit or debit card. Payments are made weekly. If the payment is not received on Monday, a late fee of $25 will be added on Tuesday.

## Additional Fees

For scheduling purposes and your child's well-being, daily rates apply for only a maximum of 10 hours of childcare per day per child. If you arrive past 6pm after the school closes, as stated in the contract of care, a late fee will be applied. The late fee is a standard fee of $25.00, plus $2/ minute. A late fee of $25.00 per week will be added to your account if payment is not received on or before the due date and the child WILL NOT be able to attend until account is current. Any accounts 5 days past due will result in loss of your childcare spot. If you become delinquent on payments, the provider has the right to refuse service and will terminate this contract as outlined in this contract without said notice. Delinquency in payment will not be tolerated. Any unpaid accounts will have 14 days to make payment arrangements with the director. If the family has not contacted the director, any unpaid balances will be in the possession of the Collections agency and the family will be responsible for collectors' fees of 33.3% of the total invoice. Payment arrangements that are broken by the family will be released to  Collection agency within 4 days of broken contract. Collectors fees will apply.

# Subsidized Care

If your child is covered on Early learning school readiness you are personally responsible to pay for **any/all** hours and days not paid by ELC. This includes absent days not covered, loss of coverage, failure to recertify, additional fees, and copay amounts established by ELC.

If your child does not attend on a scheduled day, the full weekly tuition is due. Our care is provided for full time and full time weekly charges are due every week if the child attends or does not attend school. The family does have 2 weeks of vacation in the school year. The parent has to advise the school when a vacation week should be requested.

If you receive or will receive Early Learning School Readiness for your child you must provide proof of authorization ***before*** the first day of care. This can be provided by either a phone call or email from your ELC case worker. Or you will pay in advance for any services provided prior to authorization being received.

The ELC reimburse a set daily amount. Young Kidz Academy rates may differ from the allotted reimbursement funds. Parent will be responsible to pay for the difference in rate amounts.

## On your child's 1st day you will need:

(all items must be labeled)

- Book bag with no wheels, and big enough to fit all items
- 2 changes of clothes in a labeled Ziplock bag, including socks and underwear (especially sweaters label)
- 1 light blanket
- 1 sleep sheet
- Small pillow (optional)
- Snack as needed

(Lost clothes without child's name will be put in lost/found bin of your child's classroom)

## 1 and 2 year olds & toilet training children :

- Diapers/ Pulls Ups
- Wipes
- Clean sippy cup (as needed, please label)

## Diapering

Young Kidz Academy does not supply diapers, wipes or disposable gloves for diaper changing. Parents must bring diapers, wipes, and disposable gloves labeled with the child's name. Diaper changes occur every two hours unless child has a soiled diaper which is changed on demand. Young Kidz Academy will give notice when a child is getting low on diapering supplies. Any diapers the center provides will cost you $2.00 per diaper which will be added to the following weeks bill.

## Toilet Training

As children progress at two years old caregivers will begin toilet training. While toilet training, your child will have ample opportunities to use the bathroom and receive assistance as needed. We have set times during the day that children are encouraged to use the toilet, such as before going outside, after meals and before nap time, but children are not forced. We will not toilet train if it is not being encouraged and practiced at home as well.

Parents must communicate with staff that toilet training has started and share what has been working at home. Children will not be moved into the 3 to 4-year-old preschool class until they have been successfully dry for two weeks. Once permitted to the 3 to 4 year old preschool child will undergo a trail period in which they must remain dry. If continued accidents occur during trial period child will move back to the 2-3 year old class.

## Preparedness

Children must be prepared for all activities throughout the day. The parent must provide appropriate daily clothing for outdoor play, and closed toe shoes must be worn daily. In the winter, your child needs a coat or a sweater. Children brought to the center must be dressed, groomed and with a clean diaper (If applicable). If your child needs a change of clothes and none are available you will be called to bring your child the necessary items. Children who are not prepared for the day will not be allowed to attend. Please keep the following in mind:

- Keep the child's nails short
- Small beads in child's hair are not allowed in the center's policies.

It is not acceptable for children to bring any toys, toy weapons, money, slime or candy (including chewing gum or lollipops) to the facility. Items brought to the center will leave with the parent unless they are requesting for a show and tell activity.

## Meals & Snacks

Our facility participates in the Child and Adult Care Food Program (CACFP) and follow all guidelines including our responsibility to serve meals to all enrolled children without regard to age, race, color, national origin, sex or disability.

Breakfast is served from 8:00am - 9:45am, Lunch is from 10:45 for our toddler classes and served 11am -12:30pm for preschool age children. An afternoon snack is served at 2:30pm. Children are served well-rounded, nutritious meals and snacks and are offered milk or water.

Our menu is a no Pork and No Peanut menu and is repeated every 5 weeks. A copy of the school menu can be requested and is shown throughout the school.

Please do not send snacks that have peanuts to our school as other children might be allergic.

## Allergies

Parents need to inform the center of any allergies their child has concerning foods, medications etc. A written statement from a physician is required. Allergies must be listed on the pediatric statement of health completed by their pediatrician. For food allergies, a list of food substitutes may be requested.

## Naptime

Naps are mandatory for all preschool children who are in attendance for the day. We require that parent’s send a blanket and a flat sheet for your child to be kept in the child’s book bag. We ask that you please launder them at least one time each week on Friday. Please remember to mark your child’s name on their blanket as well as all belongings. We will temporary provide a blanket if your child does not have one, as it is a requirement that all children have a blanket at nap time.

# Illness Policy

If your child is sick, and is not able to attend school, please call to inform the administration about any illness the child has and that the child will not be in attendance.

Daily attendance will be refused to any child who arrives at the facility, or during care displays any of the following illnesses:

- A temperature above 100.4 degrees
- Vomiting and/or diarrhea •
- Lice •
- Unknown rashes •
- Sore throat •
- Impetigo, pink eye, skin infections
- Chicken pox •
- Hand Foot & Mouth Disease • Child has to stay home for at least 2 weeks once the child is

diagnosed by a doctor with Hand Foot and Mouth Disease

- Other serious medical condition
- Uncontrollable runny nose
- Thick, green mucus

ILLNESS REQUIRED BEFORE RE-ADMITTANCE*

No fever for at least 24 hours without medication
No vomiting and/or diarrhea for 24 hours. Home treatment with complete elimination of eggs
Medical attention and release from Doctor Release from doctor
On antibiotics for 24 hours After sores dry up (5-7 days)
Medical attention and release from Doctor Medical attention and release from Doctor

A current copy of the child's immunization record must be submitted to the provider on the first day of school or prior. If at any time immunizations become outdated care cannot be continued until such immunizations become current. If an illness required or resulted in medical attention, you are required to bring a physician's note clearly stating that your child is not contagious and is able to be in a daycare setting. Upon arrival, staff will be obligated to administer a quick health check before the child is admitted into the facility.

If the illness occurs during the time of care, the parent will be notified and the child will be isolated in a comfortable place until he/she is picked up. Pick up must be made within one hour of the time that the parent is notified.

Any child that is not able to participate in all daily activities which include going outside, cannot be brought to daycare.

## Medication Policy

Prescription medication will be administered only with a written prescription from a licensed physician, including child's name, duration of medication, dosage amount, route of medication and times to be administered as prescribed by your child's pediatrician/physician. Both prescription and non-prescription medication must be in the original container with the child's name on it (this includes inhaler boxes and prescription creams). Additionally, the parent(s) must fill out a medication authorization form. The first dose of any daily medication regiment must be administered at home in the morning before arrival. Any antibiotics that are to be given twice a day need to be given at home. Controlled medications will not be given at this facility unless a physician's note states it is required. A medication log will be kept for each medication given at the childcare facility.

## Authorized child pick-up

I understand that only persons named on the Emergency Contact and Consent Form are authorized to pick up my child. In the event a person is authorized to pick up my/our child that is not listed I will provide written permission prior to my child being released. For both the child's and provider's safety under no circumstances will the provider release your child to anyone without prior written permission or call from the parent or guardian. Facility staff will require proof of photo identification from any person not known to on duty staff.

## Custody Orders

Until custody has been established by a court action, one parent may not limit the other from picking-up a child in our care. The center must be notified immediately of any changes in custody orders. Certified custody orders must be given to the center director or chief administrator.

# Emergencies

In the event of an emergency, 911 will be contacted prior to contacting the parents. In the event that the emergency involves poisoning of any kind, Poison Control will be contacted at **1-800-282-3171 .** A conscientious effort will be made to notify parents in case of emergency. The expense of any services rendered will be the responsibility of the parents.

Fire drills are done monthly. In the event of a fire, all staff will utilize the fire evacuation plan and evacuate all children from the building in a quick and calm manner. 911 will be contacted prior to contacting the parents.

Our emergency preparedness plans are posted throughout the facility. If we need to relocate for any reason, our in-neighborhood relocation site is Somerset Academy, 2000 South State Rd. 7. Miramar, FL 33023 and our out of neighborhood relocation site is Hallandale Beach Police Department: City Hall, 400 N Federal Hwy, Hallandale Beach, FL 33009. If there are any questions with our emergency preparedness plans, please do not hesitate to ask the administration team.

# Severe/Disaster Weather

In the event of severe/disaster weather Young Kidz Academy will follow the Broward County Public school decision. If due to inclement weather Broward Public schools make the decision that it is unsafe to open schools due to weather conditions, Young Kidz Academy will follow that decision and close the school for the days that Broward County schools decide to close. Young Kidz Academy will send out messages to inform the parents when those decisions are made. It is the responsibility of the parent to keep phone records and emails up to date if the parents phone number or email should change. If parents have questions they can **text** the school even on weekends and after hours to the regular school phone number 954-987-1600.

# Termination & Discipline Policy

Each child admitted will be considered on a six-week trial basis from the admittance date, during this time the provider may terminate care without cause or reason. No refunds will be given.

The goal of discipline is to help the child develop inner controls so that he/she may move toward appropriate social behavior. Praise and positive reinforcement are effective methods of behavior management for children. When children receive positive and understanding interactions from adults and others, they develop good self-concepts, problem solving abilities, and self-discipline. Based on this belief of how children learn and develop values, this facility will practice the following discipline and behavior management policy.

Methods for resolving conflicts are: Positive guidance. Setting clear limits. Redirection.
Time away.

In the event that the above methods do not appropriately solve behavioral issues with a child parents will be notified of the behavioral issue. A behavioral incident report will be given to the parent. The parent will be responsible for actively resolving the issues with the provider. Sometimes the easiest solution is the child becoming aware that their teachers and their parents are communicating and are both aware of issues occurring. Failure for the issue to be resolved could result in termination of childcare.

In the event of any actual physical harm including but not limited to hitting, punching, biting, kicking or any threat of physical harm to others, could result in immediate termination of care for the child.

Parental actions that may result in termination include but are not limited to failure to pay or habitual lateness in payments, failure to complete required forms, habitual tardiness when picking up your child(ren) and/or verbal abuse to staff.

## Withdrawal:

In the event of withdrawal, two weeks written notice to the Director is required.

## Holidays and Vacation Time

If you are planning to have your child **NOT** attend due to vacation you agree to advise the provider in advance of the planned vacation. In the school year (each school year starts in August and ends in June) the child will be allowed 2 weeks of vacation time, where the parent does not have to pay tuition. If the parent uses the 2 weeks vacation time during the school year any other time that the child does not attend school payment will be due. You pay for the slot your child takes, not for the days they attend. Failure to notify provider or not paying for childcare during vacation that exceeds the two weeks allowed in the school year will result in loss of your child's scheduled space.

The center has twelve holidays during each year where the center is closed. If the school is open on three or more days in the week, the full weeks tuition is required. Holiday Closure dates are posted on the bulletin boards, on the website and a paper copy can be found at the front desk. It is the parent responsibly to keep a copy of the holiday list to inform themself of any closure dates. This holiday closure list is available at the beginning of each school year. Free VPK and kindergarten follow the Broward school calendar. On days where Broward schools are closed, free VPK and kindergarten is not offered (your child in this case may attend our drop in care if needed, additional fees then may apply).

## Attendance/ Late arrival

Research shows that daily attendance in school is crucial in helping to ensure that our children live up to their full potential and become successful lifelong learners. Children who are late or absent unnecessarily miss out on important activities and have their routines disrupted. Developing good attendance habits now sets a precedent for later school years.. To ensure that students receive the maximum benefit from the program, follow these guideline: Preschool children should arrive to school prior or by 9am, and no later then 10am. 10am is the school cut off time. **VPK classes start at 9am and Elementary classes start at 8.30am**. VPK, Kindergarten and elementary school have attendance policies that are signed upon entering the class to ensure the child receives most from their instruction and learning.

## Transportation

When children are transported for any reason, consent for transportation must be checked on the child's emergency contact form. If a Field trip is scheduled the parent will be advised of the field trip prior and authorization from the parent will be requested.

# Preschool

## Our Curriculum

We offer a child-centered and a developmentally appropriate program for children 1-5 years old. Our program has a system of age appropriate goals of child development-social/emotional, movement/physical, cognitive and language/communication. Each week our teachers develop a lesson plan for each age group with the curriculum that we is provided by center. The curriculum that our center uses for preschool children is Kaplan Learn Everyday Preschool and Frog Street. The Two's classes use the Frog Street Curriculum for Two's. Monthly, our curriculum introduces essential academic based skills to assist in preparing your child to reach their preschool goals.

• Developmental : Our program understands that each child develops at their own pace. For that reason, each child will be respected and supported at every stage of their development.

• Play-based : Play is an important process for learning and development. With play-based learning children develop socially, emotionally, physically, and intellectually. As children play they learn new skills, develop coping mechanisms, test new ideas, and master their bodies. During play, children have opportunities to explore social mechanisms and gain confidence in finding their own identities.

• Child-directed : Children learn best when they have some control over their learning. When children choose what materials they use and how they are used they gain meaningful and relevant knowledge. These choices empower children to take control of their own learning and to become motivated which is the most effective and engaging way to learn.

• Teacher-supported : Rather than the traditional teaching model our teachers' primary focus is allowing the child to learn from his/her own experiences and mistakes. Preschool curriculum is pre-planned and prepared based off children's interests and most current events. The teacher prepares a nurturing environment using a wide variety of materials and activities, and ample opportunities to explore.

- Integrated : Preschool curriculum includes all parts of the day, which includes arrival, routines, transitions, and departure through well-planned activities and spontaneous free play. Learning occurs in all areas of the classroom and is not an isolated event, drill, or activity.

## Preschool classes

Young Kidz Academy understands that all children grow and develop at their own pace. Therefore, our preschool building is equipped for ages 1-5 and is separated by age into multiple classrooms. Those classrooms are determined by teachers, center directors, and assessments to ensure the child has optimum opportunity for growth. Each classroom in the preschool will follow a similar curriculum and themes. The difficulty of the tasks and the complexity of each skill will vary with the age and development of each individual child.

### On your pre-school child's first day, they will need:

- A change of clothes in a labeled Ziploc bag (including socks and underwear)
- Weather appropriate outwear (labeled), if needed. Depending on weather conditions.
- Closed Toe Shoes
- A blanket and flat sheet (labeled)
- A pillow (Optional)
- Preschool supplies (List can be acquired from director)

# Preschool Supply List

1 set of watercolor paint (Crayola)
1 4 oz Elmers glue
6 glue sticks
1 pkg 8 count washable markers (Crayola)

2 boxes of 24 crayons (Crayola)

8 Expo dry erase markers
1 pack of multi color construction paper
1 containers of Clorox wipes

1 containers of Lysol Spray bottle

# Pre-School Schedule (Example)

7.00 - 8:00 a.m. Arrival/Health Check/Bathroom Break

8:00 – 9:00 a.m. Breakfast/Free Play/Transition to classrooms/Beginning of day activities

9:00 – 9:30 a.m. Circle Time.

9:30 – 10:30 a.m. Preschool Rotation 1. Toileting at 10:30

10:00-10:45 a.m. Preschool Rotation 2

10:45-11:30 a.m. Preschool Rotation 3

11:30-12:00 p.m. Lunch

12:00-12:30 p.m. Bathroom break

12:30 – 2:30 p.m. Nap time/Quiet time

2:30 – 3:00 p.m. Bathroom break. Hand-washing. Prepare for snack.

3:00 - 3:30 p.m. Snack

3:30 - 4:45 p.m. Outdoor play or indoor large motor (Weather Permitting)

4:45 - 5:00 p.m. Bathroom break

5:00-5:30 Free choice in activity areas

5:30-6:00 p.m. Clean up/Prepare for departure

# After-School Program & Summer Care

## After school transportation

All details regarding your child's transportation from school are outlined on your contract of care. See director for complete list of schools that transportation will be provided from as it changes annually.

School aged children will have an afternoon snack upon arrival to the center. Following snack, they have the opportunity to do homework, outdoor play and activities planned by our after-school program staff.

## School age children Policies

- It is the center's policy that cell phones, Ipad's or other forms of electronics are not allowed to be in used during the aftercare program.
- The use of computers may be allowed by the teacher if the computer is needed for school/ homework purposes.
- School age children are required to bring all necessary items that are needed for them to do homework. This includes but is not limited to pencils, paper and any other items that are needed to complete their homework.

# Summer Care

During the summer months, we offer a structured summer camp program. This program includes various summer activities based with different themes in which a monthly newsletter will be provided to inform the parent of the scheduled activities. We are thrilled to welcome you into the Young Kidz Academy family.

# USDA Non Discrimination Statement

## Non-Discrimination Statement

*In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.*

*Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.*

*To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at the USDA Office of the Assistant Secretary for Civil Rights, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:*
*(1) Mail:U.S. Department of Agriculture*

*Office of the Assistant Secretary for Civil Rights*

*1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) Fax: (202)690-7442; or*

*(3) Email: USDA Civil Rights*

*This institution is an equal opportunity provider.*

# Mandatory Reporting

All Childcare staff are mandatory reporters for abuse and/or neglect. If any employee has reasonable cause to suspect, through personal observation or information they receive, that a child is abused or neglected by anyone, a report will be made. Regardless of whether the person suspected of causing the abuse or neglect is a parent or other person responsible for the child's welfare, they will report the matter promptly.

**Annual Re-Enrollment Policy**

Enrollment at Young Kidz Academy is granted for one school year only and does not automatically continue into the next school year. All families wishing to return must complete the annual re-enrollment process and pay the required re-registration fee by the designated deadline.

Currently enrolled students may be given priority consideration for enrollment in the upcoming school year; however, priority enrollment does not guarantee placement. Continued enrollment is subject to classroom availability, staffing, program needs, the child's ability to successfully participate in the program, and the family's compliance with school policies and procedures.

Young Kidz Academy reserves the right to deny re-enrollment or placement in a specific classroom based on factors including, but not limited to, classroom capacity, the child's behavior, developmental or program needs, parent conduct, adherence to school policies, outstanding balances, and the school's ability to meet the needs of the child and family.

Submission of re-enrollment paperwork and payment of the re-registration fee do not guarantee acceptance for the upcoming school year. All re-enrollments are subject to administrative review and approval.

The re-registration fee is non-refundable and is required annually for all returning students.