**Little Eagles Learning Center**

**Voluntary Pre-Kindergarten Program Attendance Policy**

The Voluntary Pre-Kindergarten Program (VPK) has been designed to prepare four year-olds for Kindergarten and build the foundation for your child’s educational success.

All parents enrolling their child/children in the Timberlin Creek Little Eagles Learning Center VPK Program must adhere to the following Attendance Policy.

Attendance Policy:

* Your child is expected to be in attendance daily from 8:30 a.m. to 11:30 a.m. Children may not arrive more than 15 minutes prior to VPK start time (if not in extended care) and are to be picked up no later than the scheduled end time of 11:30 a.m.
* Weekly full-time extended care (7:00 a.m. to 5:00 p.m.) is provided for a charge of $270/bi-week for SJCSD employees or $290/bi-weekly for Non-SJCSD employees.
* If your child will be attending on a **non**-VPK scheduled day (Teacher work day/ In-service day) there will be an extra charge of $25 for SJCSD employees and $35 for Non-SJCSD employees on this day.
* We understand that your child may be sick or you may decide to go on vacation, however must ask that you limit your child’s absences. Every child enrolled in a VPK program is allowed to be absent for 15% of the program hours (26 days). When a child exceeds the number of absences allowed, the child will be withdrawn from the program. If a child is absent for five consecutive days without Director’s approval he/she will be considered withdrawn from the program.