
PARENTS' RESPONSIBILITIES



Our goal is to maintain good communication between parents, children, teachers and administration. Some specific things you must do include:

- Complete and update all enrollment forms and health information.
- Personally escort your child to and from his/her classroom each day. Do not use your cell phone during arrival and dismissal. Smoking and vaping is not permitted on campus.
- Notify the preschool, in writing, if someone other than a parent will pick up your child. Ask that person to bring identification.
- Your child will be formally assessed a minimum of two times during the school year. Be available for all conferences requested by your child's teacher or administration.
- Keep the preschool office informed of any important changes in home situations, telephone numbers and emergency numbers. Office and teaching staff will have access to your child's files. In addition, the preschool allows any authorized entity (Dept. of Children & Families, Health Dept., Dept. of Education, Apple Accreditation, Early Learning Coalition, etc.) to have access to student files.
- Pay your bill on time. Avoid delinquency, which could cause termination of enrollment.
- Bring your questions or concerns to your child's teacher or the director at any time.
- All classroom visitors including parents must sign in and out in the preschool office. Volunteers should record all volunteer hours in the preschool office.

First United Methodist Preschool reserves the right to dismiss any child at the discretion of the Board of Directors.