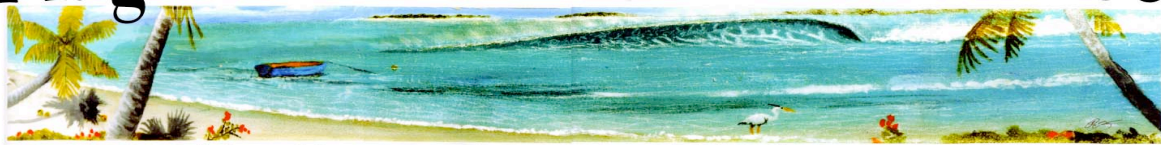


Flagler Beach Montessori School



"A Peaceful World Begins with Treating a Child with Kindness & Respect"

386-793-9567
flaglerbeachmontessori@earthlink.net

Flagler Beach Montessori School 800 South Daytona Ave Flagler Beach, Florida 32136

In order to enroll for VPK funding:

Parents or legal guardians should call the ELCFV office most convenient for them and arrange for an appointment to receive their child's Certificate of Eligibility (COE). You will need to bring documentation of your child's age (which could be a birth certificate or immunization record signed by a physician) and proof of being a resident of Florida (which could be a driver's license with the current physical address or a utility bill in the name of the person who will be signing the COE application).

The Early Learning Coalition of Flagler and Volusia has offices at the following locations.

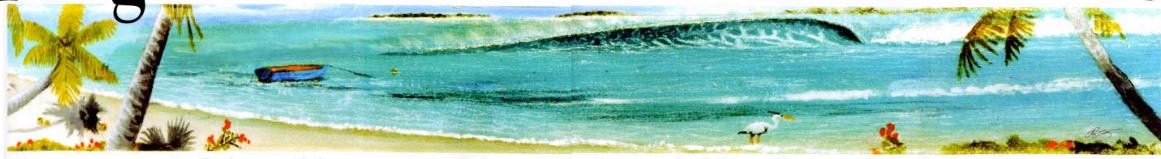
230 N. Beach Street, Daytona Beach, FL

(386) 323-2400

5400 Highway 100 East, Palm Coast

(386) 437-8236

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Voluntary Pre-Kindergarten Program

Attendance Policy

In keeping with our efforts to provide Flagler County's children and families with a quality early education program, Flagler Beach Montessori School (FBMS) is pleased to offer Florida's **Voluntary Pre-Kindergarten Program** (VPK) to our qualifying four year olds. Instruction is the same traditional Montessori Method for children participating in the VPK funding as benefits all students attending FBMS.

Since success in any learning environment depends largely on prompt and faithful attendance, it is necessary for providers and families to establish an agreement regarding absences and tardiness. The guidelines set forth in this agreement are the basis for your child's state-approved funding as well as his or her successful transition to Kindergarten. If you decide that the Montessori Method has benefited your child's educational growth, you may choose for him/her to attend kindergarten at Flagler Beach Montessori School where comfort has already been established.

Flagler Beach Montessori School 2011-2012 VPK hours

Instructional hours for our VPK students are **9:00am- 12:00pm**, Monday through Friday, for a total of 180 days. At Orientation, enrolled families receive a yearly calendar outlining start and end dates, all scheduled days off, as well as make-up days for severe weather closings.

5 Day Start-Up Period

Attendance during the initial “Start-Up Days” is crucial in facilitating a positive classroom community. Therefore, attendance the first five days of school is MANDATORY so that students can begin to establish the daily routine.

Tardiness

Habits of punctuality begin early. Please make every effort to arrive on time. Our morning line times are very special and the children arriving late miss a very important and informative part of the day...Focus is easily lost when families arrive after line time begins. All instruction, including VPK begins promptly at 9:00.

Drop off for VPK hours only (9:00-12:00) begins no earlier than 8:50. Arrivals after 9:00 are considered tardy and will have to wait outside until line time has ended and our first work cycle has begun. Please do not ring the bell between 9:00 and 9:25. After 9:25 you may ring the bell. Please be considerate of your child’s rhythm and do your best to arrive on time!

VPK classes end promptly at 12:00. A student is considered “tardy” if not picked up by 12:00 unless he/she is enrolled in Extended Day. Although VPK funding is not affected by late pick-ups, FBMS reserves the right to charge a late fee of \$20.00 for any child picked up late.

Absences

We require that all absences be documented on FBMS attendance record data sheets. Three are allowed per month.

Absences and tardiness that are considered excused:

- Illness or injury of the child or family member requiring hospitalization or bed rest;
- Physician or Dentist appointment;
- Infectious disease or parasitic infestation;
- Bereavement upon the death of the child's family member;
- Life-threatening illness or injury of the child's family member;
- Compliance with a court order;
- Special education or related services for the child's disability;
- Observance of a religious holiday or service
- Family vacation, not to exceed five excused absences per program year; or
- Extraordinary circumstances beyond the control of the child and the child's parent.

Unexcused absences are those that do not fall into the above categories. **Three absences per month** are allowed.

Your child will be automatically withdrawn if they are absent for 5 days per month.

Conferences may be scheduled and a plan established ***if attendance and tardiness become an issue.***

