

PARENT-STUDENT HANDBOOK 2023 – 2024



Location # 1:

12503 W. Okeechobee Road
Hialeah Gardens, FL 33018
Phone: (305) 557-5437

Location # 2:

3141 W. 76th Street
Hialeah, FL 33018
Phone: (305) 558-1530

Principal:

Mr. Lawrence Barimo

Directors:

Mrs. Yeisell Baro

Mrs. Yanay Haidar

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Welcome:

We would like to welcome all of our returning families as well as the new families to Royal Kids Academy.

At Royal Kids Academy, we strive to provide a safe, fun, and educational environment where your child enjoys and looks forward to coming to every day.

We have many fun and exciting activities planned for this new school year that will consist of both, in-house and off campus field trips that your child will surely love and enjoy.

The administration, teachers, and staff at Royal Kids Academy is looking forward to working with both you and your child during this upcoming school year.

*** This Parent-Student Handbook contains very important information, school rules, and policies. Please take the time to read this handbook in order to familiarize yourself with this important information.*

EDUCATIONAL PHILOSOPHY

We recognize that children are unique and learn at different rates and in different ways. We provide a diverse curriculum that is child-centered with hands-on exploration where learning becomes meaningful and fun.

We create an environment that:

Provides a flexible schedule based on the children's needs.

Offers creative, unique teaching styles, with multi-age grouping.

Provides a well-rounded curriculum with an emphasis in art, language, math, music and science that promotes diversity and cultural awareness, and a well-rounded child.

We strive to teach the children:

Respect for others and a sense of caring, Problem solving, Pro-social skills; such as sharing and taking turns, using words and encouraging cooperative play, self- discipline and self-direction, Risk taking skills, accepting and learning from mistakes ... with the understanding that making mistakes is an important part of development, Basic life skills that foster independence resulting in confidence and a positive self-esteem.

Through:

Teacher facilitated play with the teacher as a guide as well as child-directed play opportunities,

Experiential activities with unlimited exploration.

We welcome:

Parent involvement and offer parent support. We have an open-door policy where parents are always welcome to visit.

HOURS OF OPERATION

Days: Monday through Friday

Time: 7:00 AM to 6:00 PM



REGISTRATION

Registration Period: August 14, 2023 – August 13, 2024.

Registration Fee: \$125.00

Supplies & Materials Fee: \$100.00

Forms/Documentation Required to Complete Registration:

1. **ENROLLMENT PACKAGE** - Completely fill out, sign, and return all of the forms. Please do not fold any forms.
2. **COPY OF BIRTH CERTIFICATE**
3. **COPY OF SOCIAL SECURITY CARD**
4. **DEPARTMENT OF HEALTH FORMS (ORIGINAL FORMS):**
 1. **680 immunization (blue form)** - Obtain from child's doctor
 2. **3040 physical (yellow form)** - Obtain from child's doctor

Note: Registration & supplies/materials fees are nonrefundable.

Tuition Fees Schedule

TODDLERS - 1.....\$175.00
(12 - 23 months)

PRESCHOOL - 2.....\$170.00
(2 years old on or before September 1st)

PRESCHOOL - 3.....\$160.00
(3 years old on or before September 1st)

PRE-KINDERGARTEN
(4 years old on or before September 1st)

VPK..... \$100.00

Nonsubsidized PRE-K..... \$160.00

*** Tuition Fees include **Breakfast, Lunch, and Afternoon Snack** ***

Tuition Fees Schedule (Continued)

At Royal Kids Academy, we are committed to providing the very best the pre-school industry has to offer. We are constantly searching for new ideas and concepts that will ensure that your child receives the very best education and care.

Please take note that other schools have many additional fees that they charge for that is not included in their weekly tuition. These charges include early care, afternoon care, lunch, cot rental, & others, and can easily add up to an extra \$70.00 – \$100.00 a week. Royal Kids Academy does NOT charge any additional fees!

ITEMS NEEDED FOR SCHOOL

UNIFORMS

All uniform items must be purchased from **Ibiley School Uniforms & More** (4359 W. 16th Avenue, Hialeah, FL 33012).

Uniforms must be worn every day. Children not wearing the complete uniform will not be permitted in the academy.

GIRLS: Plaid jumper - white Peter Pan collar blouse - red cross tie - red socks - black sneakers.

BOYS: Gray shorts or long pants - red polo shirt with logo - black belt - red socks - black sneakers.

WINTER ITEMS: red sweater - red sweatshirt - All must have school logo.

CUBBY HOLE ITEMS

- Change of clothes—shorts-shirt-socks-underwear {not uniform}
- “Crib size” pillow
- “Crib size” FITTED sheet
- Thin “Crib size” blanket (not quilted) -must fit in cubby hole
- Diapers/Pull-up trainers (if not potty-trained)
- Moist wipes (if not potty-trained)

ITEMS NEEDED FOR SCHOOL (Continued)



MEDICAL RECORDS

Section 65C-22.006(2) of the Florida Administrative Code requires the following medical forms to be on file at school within 30 days of enrollment:

1. Current **physical examination** (Form 3040) (YELLOW form)
 2. **Immunization record** (Form 680 or 681) (BLUE form)
- The parent/guardian must obtain these forms from their child's pediatrician.
 - As per DCF guidelines, immunizations may be exempt for medical, religious, or philosophical purposes. Therefore, some children may not have current immunizations.

HOLIDAYS



The Academy will be closed for the following holidays:

- **September 4, 2023 (Labor Day)**
- **November 10, 2023 (Veteran's Day)**
- **November 23 & 24, 2023 (Thanksgiving)**
- **December 22, 2023 (Christmas Eve Observed)**
- **December 25, 2023 (Christmas Day)**
- **January 1, 2024 (New Year's Day)**
- **January 15, 2024 (Dr. Martin L. King Jr.'s Birthday Observed)**
- **February 19, 2024 (Presidents' Day)**
- **March 29, 2024 (Good Friday)**
- **May 27, 2024 (Memorial Day)**
- **July 4, 2024 (Independence Day)**



***** Since tuition is based on a yearly fee and the above holidays were taken into consideration when determining this yearly fee, weeks containing holidays still require the full weekly payment.**

PAYMENT INFORMATION

At Royal Kids Academy, we provide top quality education and care to all our children at a very reasonable price. We do this because we believe every child deserves the opportunity to attend a high-quality educational institution. However, in order to continue providing the very best of care and education at this reasonable price, we need your cooperation with the following policies:

PLEASE BE SURE TO READ CAREFULLY

1. The school year begins on **August 14, 2023** and ends on **August 13, 2024**.
2. Registration & supplies/materials fees are nonrefundable.
3. A \$35.00 fee will be charged for returned checks.
4. Tuition is based on a yearly fee. However, for your convenience, weekly payments are accepted.
5. Since your child has a reserved spot in the academy, payments must be made each and every week whether or not your child attends. If your child is absent due to illness, vacation, or any other reason, weekly payment must still be made.
6. There is **no vacation** time given. No exceptions, so please do not ask. Institutions that offer vacation time simply inflate their weekly tuition to compensate for the time given off.

Important:

All payments are due in **ADVANCE - on Monday** of each week. If your weekly tuition payment is not made on Monday, payment including a **\$10.00 late charge** must accompany your child on Tuesday morning or your child will not be allowed to enter the academy and he or she will be **withdrawn**.

BREAKFAST - LUNCH - SNACK

FEDERAL CHILD CARE FOOD PROGRAM:

Royal Kids Academy participates in the Child Care Food Program (CCFP) for preschools. This program's goal is to ensure that children eat healthy meals by regulating food quality, food portions, and food nutrition. Each meal is prepared according to the United States Department of Agriculture's "FOOD GUIDE PYRAMID."

- **CCFP PARTICIPATION GUIDELINES:**

1. All families must fill out a CCFP application
2. A certain percentage of families must qualify for "Reduced" or "Free" meals according to household income levels.

- Note: These applications are confidential and **remain at the school** and are not sent to any government agencies.

FOOD CATERING: Royal Kids Academy uses an outside food catering company to provide all school meals. To ensure that nutrition requirements are met, we use menus that were created by the "Child Care Food Program". All catering companies participating in the Federal Child Care Food Program must be certified by the Florida Department of Health.

MENUS: Menus are posted at the entrance of the school and on our website. Parents must check the menus daily to ensure that their child can or will eat the food being served.

Royal Kids Academy does not provide alternate menus. If the lunch being served cannot be eaten by your child because of a medical reason or allergy, **you (parent or guardian) must send in a prepackaged lunch for that day (Lunch must meet USDA guidelines)**. If your child cannot eat a meal that is provided:

- Only children with a **doctor's note** listing the specific allergy or medical condition will be allowed to bring in a lunch box.
- All food items brought in must be kept in a lunch box (state guidelines do not allow us to use the refrigerator for student lunches).
- For safety purposes, food items brought from home **cannot** be heated up or cooked in school.

BREAKFAST—LUNCH—SNACK (Continued)

MEAL TIMES:

Breakfast: 7:30 AM to 9:30 AM

Lunch: 10:50 AM to 12:50 PM

Snack: 2:00 PM to 4:00 PM



RULES AND REGULATIONS

PARKING

DO NOT PARK OR STOP along the front of the school when picking up or dropping off your child. For the safety of all the students, **you must park your cars only in the marked parking spaces.**

ARRIVAL & DISMISSAL

- **SIGNING IN/OUT:** Parents/Guardians or authorized responsible adults 18 years or older must fill out and sign the daily ATTENDANCE LOG each day both when dropping off and picking up your child.
- When picking up or dropping off your child, please be brief in the classroom so that the class in session is not disturbed.
- The academy closes at **6:00 PM SHARP**. A late charge of \$1.00 for each minute after 6:00 PM will be charged.
- Any person believed to be intoxicated or impaired will **NOT** be permitted to remove a child from school.

DROP OFF GUIDELINES

- For your child's safety, a parent or guardian (18 yrs. or older) must walk their child to his/her class or designated area when arriving to school. Do not leave your child at the front door or allow him/her to walk in alone.

PICK UP GUIDELINES

- When picking up your child, the parent or guardian (18 yrs. or older) must enter the school and walk out with their child.

RULES AND REGULATIONS (Continued)

ILLNESS/MEDICAL CONDITIONS

Please **do not** bring your child to the academy if he or she shows signs of a **fever**; has **heavy nasal discharge**; has been **vomiting**; and/or has symptoms of a possible **communicable disease (ex. chicken pox, pink eye, etc.)**.

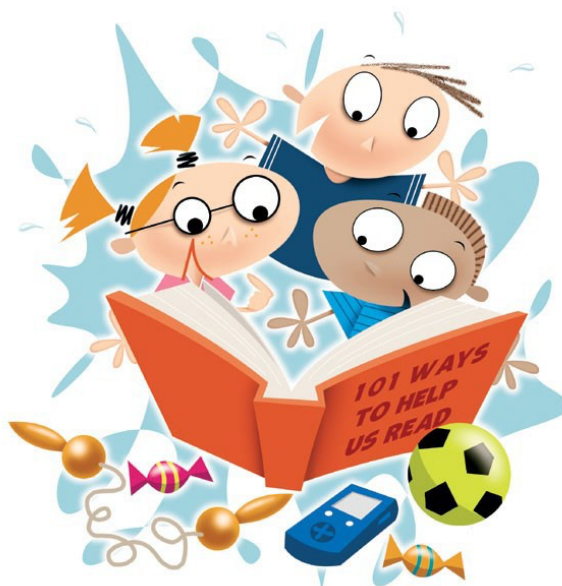
DISCIPLINE PROBLEMS

The administration reserves the right to expel from the academy any child who is repeatedly aggressive or abusive (physically or verbally) towards teachers or other children.

When discipline problems do arise, the parent or guardian must sign a discipline report to show that they were informed of the problem. Refusal to sign a report will result in termination of enrollment.

JEWELRY OR OTHER PERSONAL ITEMS

Royal Kids Academy and its employees are not responsible for jewelry or any other personal items brought to school and lost. If your child must wear jewelry, please be sure that it is appropriate and will not cause injury to your child or others.



SAFETY PROCEDURES AND POLICIES

Your child's safety is our primary concern at Royal Kids Academy. In order to promote a safe environment for all who enter our school, the following rules must be implemented. Your cooperation will ensure that our children enjoy a safe and fun school year.

1. **DO NOT PARK OR STOP** along the front of the school. Cars are to be parked in marked parking spaces only. Cars parked along the front of the building **block the view** of families trying to cross the parking lot and thus put lives at risk.
2. When dropping your child off at school, parents are to take their child to the classroom. Do not leave your child at the front door.
3. Hold your child's hand **BEFORE** exiting the building. Parents who do not hold their child's hand risk the possibility of their child running into the parking lot and getting hit by a car.
4. Parents are responsible for escorting their children in and out of the school. Parents are not to allow their children to enter or exit the school when they are not accompanied by an adult.
5. Smoking, including e-cigarettes, is prohibited on campus.
6. Hot beverages (coffee, tea, café con leche, hot chocolate, etc.) are **not allowed** in the school. This applies to parents and children.
7. Food or beverages brought from home **cannot** be heated up at school. The oven, stove, or microwave oven **cannot** be used.
8. Food or beverages cannot be placed in the refrigerators. Any food or drink brought from home must be stored in the student's lunch box.
9. Any child who hits or inflicts harm onto another student will be suspended or expelled from the academy.
10. Any child who uses vulgar language will be suspended or expelled from the academy.
11. Children who repeatedly refuse to cooperate with their teacher and or peers will be expelled from the academy.

I have read the above rules and regulations. I understand that these policies have been implemented to ensure the safety and well-being of the students of Royal Kids Academy. I agree to adhere to the above policies. Failure to comply with the above regulations may result in the termination of my child's enrollment.

STATEMENT OF COOPERATION

Should legal action, for any reason, be taken against Royal Kids Academy or any employee or agent thereof, on your child's behalf and the center or its agents not be found at fault, the parent, guardian, or other bringing such action on behalf of the child agrees to pay any attorney fees, court fees, damages or other costs that Royal Kids Academy or its agents should incur to defend itself against such action.

PHOTOGRAPHS & PUBLICITY

Occasionally photographs of the children participating in Royal Kids Academy programs may be taken and may appear in newspapers, brochures, magazines, other publicity materials, and our school website. Your permission to use your child's photograph without compensation is part of this agreement.

SURVEILLANCE CAMERAS

For security purposes, Royal Kids Academy uses surveillance cameras inside the classrooms and in various locations throughout the school.

TELEVISION - VIDEOS - DVD'S

Royal Kids Academy believes that children should engage in enriching and fun activities that challenge them cognitively, socially, and physically. It is for this reason that we do not allow children to watch television or DVD's. There will only be seldom exceptions where the television will be used for educational purposes to further facilitate a classroom lesson.



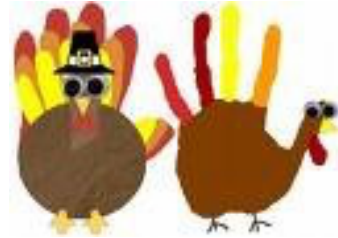
CHILD ABUSE & NEGLECT REPORTING REQUIREMENTS

All child care personnel are mandated by law to report their suspicions of child abuse, neglect, or abandonment to the Florida Abuse Hotline in accordance with S. 39.201 Florida Statutes (F.S.).

PARENT INVOLVEMENT

VOLUNTEERING

A great way to get involved in your child's education is to volunteer at school. Teachers can always use an extra hand and children benefit from having parents share their time with them. Stop by the office to fill out the necessary forms if you wish to volunteer at school.



FAMILY-TEACHER CONFERENCES

Parents are welcome to contact their child's teacher at any time during the school year to discuss any concerns they may have about their child.

There will also be two formal Family-Teacher Conferences held during the school year. Parents/Guardians may request a conference time and date by filling out the conference request form that will be made available one week prior to the scheduled conference week.

Formal Conference Dates:

1. First week of November
2. First week of March



DEVELOPMENTAL SCREENING AND REFERRAL PROCESS

During your child's early years of life, many important skills and abilities are established. These skills and abilities are key to success in school and later life. We believe it is important to monitor the growth and development of children in our care. This monitoring allows us to identify children with possible delays and helps us determine the proper intervention tools to use to help them "catch up" to their peers.

At time of registration, all families will complete a "Developmental Screening and Evaluation" permission form. Within the first month after enrollment, and periodically throughout the year, teachers will complete developmental screenings on all children whose parents have given consent for screening.

The administration will review the screening results with your child's classroom teacher. When the results indicate that your child may have a potential delay, the administration along with your child's teacher will develop specific activities designed to build the necessary skills your child needs to overcome the potential delay.

If the results indicate that significant delays may be present, we will advise you on how to schedule a more detailed assessment for your child.



CLASSROOM ASSIGNMENTS

Children are placed in specific classrooms according to their age on September 1st.

Children will remain with this same class during the entire school year.

Approximately, one month before the school year ends, we will begin transitioning preschool children to their new age group class. This gradual transitioning will allow your child to become familiar and comfortable with his/her new teacher and setting before the new school year begins.

SCHOOL WEBSITE:

www.RoyalKidsAcademy.com

www.Facebook.com/RoyalKidsAcademy

www.Instagram.com/RoyalKidsAcademy

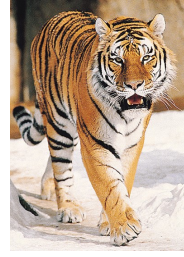
Parent(s) should regularly visit the school website in order to find out about the following:

- Upcoming events & activities
- Weekly lunch menus
- News
- Pictures of past events
- Information about Royal Kids Academy
- Plus, much more



FIELD TRIPS

GENERAL INFORMATION



- Field trips are NOT mandatory
- Field trips are meant to enhance school curriculum and classroom activities.

FIELD TRIP PROCEDURES



- A permission form will be sent home.
- The permission form must be completely filled out, signed, and returned with the **exact** required money **BEFORE** the due date.
- Field Trip forms will **not** be accepted after the DUE DATE passes.

RELEASE OF LIABILITY

Field Trips, Activities, Karate, Dance, Physical Education, and Playtime are meant to enhance what is being taught in class and/or to give children an opportunity to participate in activities that they might otherwise not be able to experience. Participation is **not** mandatory. In exchange for Royal Kids Academy providing activities and field trips for your child, we require that this Release be signed by parents or legal guardians. Both Parents/Guardians must sign this release. If signed by only one parent, the other parent's rights to any claim are also waived.

RELEASE OF LIABILITY

The undersigned, as the parent/legal guardian of _____ does hereby release, cancel, forgive, and forever discharge Royal Kids Academy, Royal Kids Academy II, Espibari Corporation, Elilaw Corporation, and each of their individual members, employees, predecessors, parent corporations, holding companies, subsidiaries, affiliates, divisions, heirs, successors and assigns, and all of their officers and directors from all actions, claims, demands, damages, obligations, liabilities, controversies and executions, of any kind or nature whatsoever, whether known or unknown, whether suspected or not, which have arisen, or may have arisen, or shall arise by reason of participating in school activities such as Physical Education, Playtime, Dance, Karate, and school field trips, and does specifically waive any claim or right to assert any cause of action or alleged case of action or claim or demand related thereto which has, through oversight or error intentionally or unintentionally or through a mutual mistake, been omitted from this release. If signed by only one parent, the other parent's rights to any claim are also waived.

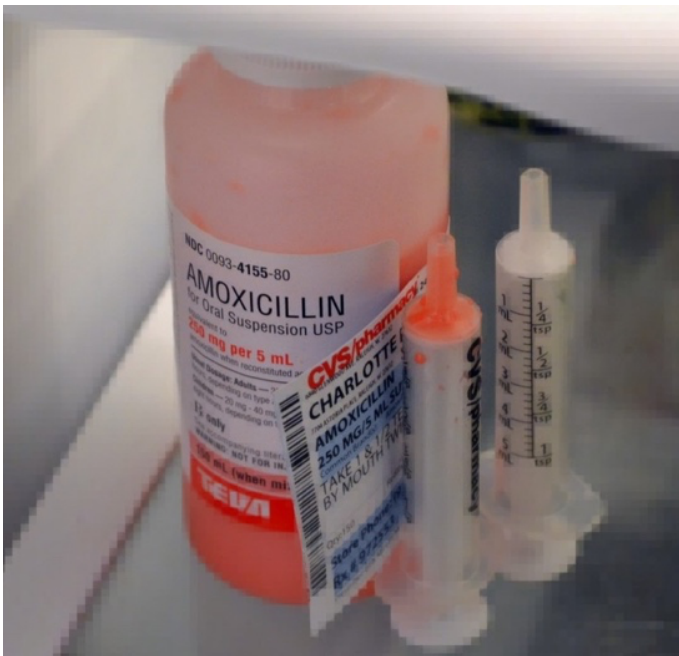
ADMINISTERING MEDICATION



Royal Kids Academy can administer **PRESCRIPTION** medication for your child only when an “Authorization to Administer Medication” form is completely filled out and signed by a parent/guardian.

Please note the following:

1. All prescription medication must be labeled with your child’s name.
2. An “Authorization to Administer Medication” form must be filled out and signed each time prescription medication is to be given to your child.
3. Over-the-counter medications **cannot** be given.
4. Medication & completed form must be given to the teacher.
5. All medication must be taken home daily. State guidelines require that all medication be taken home daily and not left at school.



Prescription Label

A diagram of a prescription label with callouts pointing to various fields. The label is white with black text and a barcode. The callouts are yellow boxes with black text. The fields are: Doctor's name, Drugstore phone number, Prescription fill date, Local Pharmacy (123 MAIN STREET ANYTOWN, USA 11111), (800) 555-5555, DR. C. JONES, No. 0060023-08291, DATE 06/23/09, JANE SMITH, 456 MAIN STREET ANYTOWN, US 11111, TAKE ONE CAPSULE BY MOUTH THREE TIMES DAILY FOR 10 DAYS UNTIL ALL TAKEN, AMOXICILLIN 500MG CAPSULES, QTY, MRG, NO REFILLS - DR. AUTHORIZATION REQUIRED, USE BEFORE 06/23/12, SLF/SLF, and Don't use this drug past this date.

HURRICANE/STORM POLICY

Please take a few moments to review our Hurricane Policy below. Please note that there are two important parts to our policy (**Pre-Hurricane** and **Post-Hurricane**). After a storm, if Dade County Public Schools has only a few schools that are damaged and unable to open, they will keep **all of their schools closed**. Therefore, we created a two-part policy that gives us the option to open after a storm even if Dade County Public Schools remain closed.

HURRICANE POLICY



1. Pre-Hurricane - As a Hurricane/Storm Approaches

Royal Kids Academy will follow the decision made by Dade County Public Schools as whether to open or close the school. When calling the school, a recording will state that Royal Kids will be following Dade County Public Schools' decision.

2. Post-Hurricane - After the Hurricane passes

1. **Call Royal Kids Academy (305) 557-5437**

2. A recording will inform you:

- to follow Dade County Public Schools' decision (or)
- that Royal Kids Academy will be **CLOSED** (or)
- that Royal Kids Academy will be **OPEN**

- Be sure to call at different times of the day (this will ensure that you get the most current update)
- If you call the school and do not get the recorded message, then you may assume that Royal Kids Academy will remain CLOSED. In this case, more than likely the school has significant damage and or there is simply no electricity. In either case, the school will not be able to open.
- Check the school website for up to date information: RoyalKidsAcademy.com & [FaceBook.com/RoyalKidsAcademy](https://www.facebook.com/RoyalKidsAcademy)

GENERAL EMERGENCY PROCEDURES

For your peace of mind, we would like to make you aware of our school's emergency plan. Please be aware that the procedures might need to be adapted to better protect our children depending on the type of emergency encountered. In the event of an "Emergency," the following will be implemented:

GENERAL

1. All entrance/exit doors will be locked
2. All outdoor activities will be canceled
3. All children will remain in their classrooms
4. Air conditioning units will be shut down (only for Chemical Emergency)
5. All incoming waterlines will be shut off - including water fountains and toilets (only for Chemical Emergency)

DISMISSAL

During an emergency, the dismissal of children will take place at the child's classroom. This will enable the dismissal process to run more smoothly and quickly.

Remember: Only authorized persons will be allowed to pick up children.

* Royal Kids Academy will notify/update parents/guardians via the text message & email School Notification System.



FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES REQUIREMENTS

1. **Section 65C-22.006(2), F.A.C.**, requires a current physical examination (Form 3040) and immunization record (Form 680 or 681) within 30 days of enrollment.
2. **Section 402.3125(5), F.S.**, requires that each parent receive a copy of the Child Care Facility Brochure, "Know Your Child Care Center" brochure (Enclosed in Registration Package)
3. **Section 7.3**, of the Child Care Facility Handbook, requires parental/guardian consent for child care personnel to have access to child's records.
4. **Section 65C-22.006(3)(c)2., F.A.C.**, requires that parents are notified in writing of the disciplinary practices used by the child care facility.

DISCIPLINE POLICY

Disciplinary Practice: "Reflection Time" is used when undesirable behavior patterns are being established. "Reflection Time" Involves discussing the inappropriate behavior with the child and why it is inappropriate. The teacher and child will then come up with alternative behaviors that might be better suited for the particular situation.

The following steps will be used for behavior modification:

1. Children will be corrected and asked to change their behavior or be redirected from the situation.
 2. The teacher will implement "Reflection Time."
 3. Parents will be contacted for a conference if behavior is not corrected.
 4. If behavior endangers the child or other children in the class, the child will be withdrawn from school.
- Children will not be subjected to discipline which is severe, humiliating, or frightening.
 - Discipline shall be appropriate, respectful, and not be associated with food, rest, or toileting and within appropriate developmental expectations.
 - Spanking or any other form of physical or corporal punishment is prohibited.
 - Children may not be denied active play as a consequence of misbehavior.

NON-DISCRIMINATION POLICY

Royal Kids Academy does not discriminate on the basis of sex, race, color, religion, nationality, ethnic origin, or handicap/disability in its enrollment practices. Royal Kids Academy also supports equal employment opportunity and treatment for all staff without regard to sex, race, color, religion or national origin, age, sexual orientation, handicap/ disability or veteran status in all aspects of employment.

VOLUNTARY PRE-KINDERGARTEN

Information

The State of Florida implemented the Voluntary Pre- Kindergarten program as an effort to make quality pre- kindergarten available to all four year olds. This program is regulated by the Florida Department of Education and has very strict guidelines for its participants.

GUIDELINES:

Eligibility:

- Child must be four years of age on or before September 1st
- Child must be a resident of the state of Florida



Attendance Log:

- Parent must sign and date “VPK Daily Attendance Log” at the end of each month.

Attendance Policy:

- Students participating in the Voluntary Pre- Kindergarten Program are allowed approximately 2 to 3 absences per month.

VPK Attendance Policy: (Continued)

Tardiness: Arrival for the VPK program is between 8:45 and 9:00 a.m. VPK arrivals should be signed in at the office. The earliest time arrivals will be accepted in the classroom is 8:45 a.m. The instructional day starts at 9:00 a.m. and all children are expected to be in place and ready to start the day. Arrivals after 9:00 a.m. are disruptive to the class and difficult for the arriving child as well. We understand that it is occasionally unavoidable to be “running late”, but more than twice a month will not be acceptable and will be cause for termination from the VPK program.

Late Pick Up: The VPK program ends at 12:00 p.m. daily. Students picked up after 12:00 p.m. will be charged the full week rate.

Absence: Daily attendance in the VPK program is necessary for optimal learning, however, you will be allowed (3) absences per month. Any absences beyond those require a written note from the parent for one of the following reasons:

- Illness or injury of the child or the child’s family member which requires hospitalization or bed rest;
- Physician or dentist appointment;
- Infectious disease or parasitic infestation;
- Funeral service, memorial service, or bereavement upon the death of the child’s family member;
- Compliance with a court order (e.g. visitation, subpoena);
- Special education or related services for the child’s disability;
- Observance of a religious holiday or service;
- Family vacation, not to exceed 5 excused absences per program year.

Please note: Absences of 5 consecutive instructional days will be considered a withdrawal from the VPK program at Royal Kids Academy. Withdrawals from the VPK program will not be eligible for re-enrollment.

VOLUNTARY PRE-KINDERGARTEN

PROGRAM SELECTION

Option #1: Participating in the state's VPK Program with Full-Time Care

Cost: \$100.00 weekly

- State will pay for 3 hours of instruction daily for 180 school days
- Extended Care available from 7:00 AM to 6:00 PM
- Class will meet the same days as our regular preschool program
- Includes breakfast, lunch, and afternoon snack

Option #2: Not Participating in the state's VPK Program

Cost: \$160.00 weekly

- Care available from 7:00 AM to 6:00 PM
- Class will meet the same days as our regular preschool program
- Includes breakfast, lunch, and afternoon snack

Option #3: Participating in the State's VPK Program only

Cost: *No Charge – state funded

- State will pay for 3 hours of instruction daily for 180 school days
- Class time will be from 9:00 AM to 12:00 PM
- Class dates will be the same as Dade County Public Schools

By selecting this program, there are no options for extended care. The parent is responsible for picking up their child at 12:00 PM daily. If your child remains in school after 12:00 p.m., your account will be charged the full weekly charge.

A Program Selection Form is included in the registration package and must be completed at time of registration.

NOTICE OF PRE-KINDERGARTEN GRADUATION POLICY AND ADDITIONAL COSTS

To recognize the academic achievements of all Pre-Kindergarten students, Royal Kids Academy holds a graduation ceremony and dinner at the end of the school year. Every child will receive a trophy and graduation diploma.

Important: Any child who stops attending school will not be permitted to participate in the graduation ceremony.

Below are the costs associated with Pre-Kindergarten Graduation:

Graduate: \$50.00* - Includes meal/beverage and cap & gown rental

Parents, Siblings, and Guests: \$40.00* - Includes meal and beverage

* These costs are based on prices charged the previous year; actual costs may vary due to price increases charged by the banquet hall.

Participation is **not required**. This information is provided for the purpose of informing you of our Pre-Kindergarten graduation policy and the additional costs associated with this event before the school year begins. This early notice will allow families to budget themselves accordingly so that these costs are not a surprise when they are collected during the month of March.





If you ever have any questions or concerns, you are welcome to stop by the office or call the school and we will be happy to speak with you.

Mr. Lawrence Barimo - Principal

