



ASPEN CREEK ACADEMY

GROWING THE FUTURE

Policies and Procedure Sign Off

I have read and understand all policies that are written in the **Parent Handbook** which was handed to be upon registration of my child. Below is a list of each policy and procedure that I have read along with my initials.

- _____ *Registration Form
- _____ *Emergency Card
- _____ *Physician Health Form
- _____ *Immunization Records
- _____ Tuition Payment
- _____ Vacation Day
- _____ School Closures and Tuition
- _____ Withdrawals Procedures
- _____ Drop off/Pick-up Procedures
- _____ Safety Policy and Procedures
- _____ Visitor Policy
- _____ Sick Policy
- _____ Medication
- _____ Location of Children
- _____ Transportation Policy and Procedures
- _____ Field Trip Policy and Supervision
- _____ ADA Policy
- _____ Discipline Policy
- _____ Child Abuse/Neglect
- _____ Infant Room Policies
- _____ Diaper and Toilet Training
- _____ Inclement Weather
- _____ Clothing and Child Dress Code
- _____ Personal Belongings
- _____ Nap Time
- _____ Nutrition
- _____ Special Events
- _____ Television Viewing
- _____ Parent/Teacher Conferences
- _____ Emergencies
- _____ Licensing
- _____ Student Enrollment Documents

Parent/Guardian Signature _____ Date _____

Child's Name _____