

Sacred Roots Early Learning

Parent Responsibilities Policy

2026-2027 School Year

Families play an essential role in the success of Sacred Roots Early Learning. We ask that all families commit to the following responsibilities to create a thriving community for our students.

Communication Responsibilities

- Keep all contact information current and accurate
- Read and respond to school communications in a timely manner
- Inform staff of anything that might affect your child's day (changes at home, sleepless night, etc.)
- Share your child's interests, strengths, and needs with teachers
- Communicate concerns respectfully and directly with staff
- Attend parent-teacher conferences and school events when possible

Daily Procedures

- Arrive and pick up your child on time (8:30 AM - 5:00 PM)
- Sign your child in and out each day
- Notify staff in advance if someone different will be picking up your child
- Keep your child home when ill (see Health and Safety Policy)
- Send appropriate extra clothes and outdoor gear daily
- Label all personal items with your child's name

Health and Safety Responsibilities

- Ensure your child's immunizations are current and provide required documentation
- Inform staff immediately of any changes in health status, medications, or allergies
- Provide all required health documentation before your child's first day
- Follow all illness policies to protect the health of all children
- Ensure your child is dressed appropriately for active outdoor play in all weather conditions

Financial Responsibilities

- Pay tuition on time each month (due on the 1st)
- Provide 30 days written notice if withdrawing your child
- Communicate with the Director if experiencing financial difficulty

Partnership Responsibilities

- Support all school policies and procedures
- Reinforce learning at home by engaging with your child about their school experiences
- Model respectful communication and behavior
- Participate actively in your child's education
- Treat staff and other families with kindness and respect
- Contribute to a positive, supportive school community

Family Acknowledgment and Signature

I have read and understand the Parent Responsibilities Policy. I commit to fulfilling all parent responsibilities outlined in this document and understand that consistent partnership between home and school is essential for my child's success and the wellbeing of our entire Sacred Roots community.

I understand that failure to meet these responsibilities may impact my child's enrollment at Sacred Roots Early Learning.

Child's Full Name: _____

Child's Date of Birth: _____

Parent/Guardian Name (printed): _____

Parent/Guardian Signature: _____ Date:

Second Parent/Guardian Name (if applicable):

Second Parent/Guardian Signature: _____ Date:
