

Parent Orientation:

Name of Child: \_\_\_\_\_

I have received information on the following:

- Introduction to the staff and the opportunity to tour the facility
- Parent visit with the classroom caregiver
- Overview of the parent handbook
- Policy for arrival and late arrival
- Opportunity for an extended visit in the classroom by both myself and my child for a period of time to allow us both to be comfortable
- An explanation of the Texas Rising Star Program and criteria.
- Encouragement to share elements of my CCS enrollment so that the provider may assist, if applicable
- Family support resources and activities in the community
- Child development and developmental milestones
- Expectations of families
  - the significance of consistent arrival time, including:
    - before the educational portion of the school begins
    - impact of disrupting other children's learning
    - the importance of consistent routines in preparing children for the transition to Kindergarten.
- Statement about limiting technology use on site to improve communication between staff, children and families
- Statement reflecting the role and influence of families
- Allergies known require, Food Allergy Research and Education plan Form to be filled out by physician and parent prior to child's enrollment.

I acknowledge receipt of the above information.

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

Director signature \_\_\_\_\_ Date \_\_\_\_\_

Parent handbook receipt:

This is to acknowledge that Converse Christian Center has provided me with an overview of their Parent Policies and Procedures Handbook. I agree to read the handbook and abide by the standards, policies, and procedures defined or referenced in this document

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*(Parent's Signature)*

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*Date*

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*(Child's Name)*

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*Date*

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*(Employee Signature)*

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*Date*

I hereby acknowledge receipt of my personal copy of the Parent Policies and Procedures Handbook for the Converse Christian School Program. I agree to read the handbook and abide by the standards, policies, and procedures defined or referenced in this document.

The information in this handbook is subject to change and is reviewed annually and updated when necessary. I understand that changes in State policies may supersede, modify, or eliminate the information summarized in this booklet. As the State provides updated policy information, I accept responsibility for reading and abiding by the changes.

I understand that I have an obligation to inform the Center Director of any changes in personal information, such as phone number, address, etc. I also accept responsibility for contacting the Center Director/Center Owner if I have questions or concerns or need further explanation.