

## **PLAYGROUP PARENT PARTICIPATION REQUIREMENTS SUMMARY**

Parental involvement sets Davis Parent Nursery School apart from other preschool programs. Aside from our Directors, Assistant Directors, a Bookkeeper and our District-appointed Principal, our school is entirely run by parents. It simply wouldn't work without enrolled families meeting the minimum requirements listed below, and some families doing far, far more than the minimum. Please make sure you understand the participation requirements. Parent-participation programs are not for everyone, but the rewards for you and your child(ren) are phenomenal if you choose to make the commitment.

Davis Parent Nursery School is a non-profit, educational laboratory in which parents are enrolled in Adult Education as students. We record the time you spend as a participating parent. In the past, these hours (called "ADA") were recorded for each session and reported to the State. Based on the number of ADA hours we reported, we received funds from the State of California. Although we no longer receive those funds, parent education is an essential part of the cooperative preschool experience and our relationship with the DJUSD Adult Education program is critical to DPNS keeping our high quality teachers and facilities.

FET (Family Education Time) refers to hours you are required to spend over and above specified participation requirements. As a Playgroup parent, you have a lot of flexibility in terms of how you fulfill your FET requirements (see below).

The minimum requirements for Playgroup families are listed below.

### **MINIMUM PARTICIPATION REQUIREMENTS FOR PLAYGROUP (PG) SESSION**

(Double requirements if child is attending twice weekly or two children are enrolled in PG)

1. **Attend playgroup sessions with your child.** 75% is considered minimum attendance. Naps and illnesses can sometimes make attendance difficult, but please try to attend (or make up) all of your playgroup sessions. Directors will offer approximately 5 makeup playgroup sessions at their discretion throughout the school year. Remember, your attendance is important to the dynamic of the group and also directly impacts funding for the school.
2. Complete about **three hours "task time"** annually **if attending once weekly** and **4 hours task time** annually **if attending twice weekly**. Tasks are assigned by the Director and most often include making playdough and helping with set-up and clean-up.
3. Complete **10 hours FET if attending PG once weekly, 16 hours FET if attending PG twice weekly** which may be met by attending:
  - **Playgroup Orientation** (mandatory)
  - **Two DPNS Association Meetings** annually (mandatory)
  - **Evening Parent classes** (2 hours each)
  - Executive Board Meetings and Committee meetings with Director present

Your Director will let you know how to record your participation at the start of the school year.

Talk to your Director about reduced requirements for families with an older child enrolled in Nursery School.

Beyond these minimum requirements, consider getting involved in one of our many fundraising activities, doing additional jobs for your session, taking on a special project, or volunteering for the following year's Board in late winter. Your time is so valuable to the school!

**DAVIS PARENT NURSERY SCHOOL  
PLAYGROUP ADMISSION AGREEMENT  
2012/2013**

We/I, the undersigned, agree to the conditions of this Admission Agreement, the DPNS Handbook, and to the admission of

\_\_\_\_\_  
Child's Name

to the Davis Parent Nursery School **PLAYGROUP PROGRAM** for the 2012-2013 school year.

We understand that DPNS follows the DJUSD calendar and that tuition for the session is **\$45/month** (for 1 session per week) or **\$90/month** (for 2 sessions per week) for the 9.5 month school year (September-mid June). We agree to payment of **non-refundable and non-transferrable** deposit equal to one month's tuition by **June 1, 2012**. Playgroup tuition will be payable semi-annually. Tuition of \$180 (\$360 for two sessions), covering September through December, will be due September 5th. Tuition of \$202.50 (\$405 for two sessions), covering January through mid-May, will be due January 5th. The deposit paid the previous June will cover last month's tuition\*.

A DJUSD Adult Education Registration Fee is scheduled due at the Parent Orientation meeting at the start of the school year and then again in the winter and spring. Please note that there is a waiver of annual DPNS Association fee for the 2012-2013 school year.

Withdrawal from DPNS requires a one month written notice to the Executive Registrar. During the one month withdrawal period we understand that we must still meet our obligations to the cooperative, regardless of our child's attendance at the school.

I understand that Child Care Licensing has the authority to interview children or staff without prior consent. DPNS shall ensure that provisions are made for private interviews with any child(ren) or staff members. The State Department of Social Services has the authority to inspect, audit, and copy child or child care center records upon demand.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director's Signature

\_\_\_\_\_  
Date

\* The June deposit becomes a last month's tuition deposit after the first month of enrollment. The only instance in which the June deposit may be refunded is if a family withdraws after completing at least one month in DPNS and provides 30 days notice of withdrawal.

## **Name/Phone/Address Confirmation**

We will be updating class lists in July. Please take a minute to confirm the name, phone number, address and email address that you would like us to use on class lists. Please print!

**Session:**

\_\_\_\_\_ (e.g., 8<sup>th</sup> St, Fri 1pm)

**Child's Name:**

\_\_\_\_\_

**Nickname, if any:**

\_\_\_\_\_ (This is not necessary *unless* you want this name used on class list, nametag, cubby)

**Phone Number for Class List:**

\_\_\_\_\_

**Address:**

\_\_\_\_\_

**Email Address for Class List:**

\_\_\_\_\_

*(Please provide an address that you check regularly. Email is used often at DPNS for routine communication. If email is not an option for you, early in the school year please check- in with your Director and Executive Board Session Representative about how to best communicate with you).*

**Medical conditions, allergies, special needs:**

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\_\_\_\_\_

\_\_\_\_\_