

**(Please KEEP THIS TOP HALF OF THE PAGE.)**

**Emmanuel Lutheran Early Childhood Ministry**

**Our Mission: Emmanuel Lutheran Early Childhood Ministry shares Jesus' love with children and their families, providing a high-quality education and nurturing childcare, so that young children can develop their God-given abilities to the fullest.**

**Preschool / Daycare Calendar Policy**

Emmanuel Lutheran **PRESCHOOL** will generally follow the same calendar as Emmanuel-St. Michael Lutheran Elementary School.

Emmanuel Lutheran **DAYCARE** will be **CLOSED** for the following holidays.

New Year's Eve Day (December 31)  
New Year's Day (January 1)  
Good Friday  
Spring Break  
Memorial Day

Independence Day (July 4)  
Labor Day  
Thanksgiving Vacation (2-3 days as per school calendar)  
Christmas Eve Day (December 24)  
Christmas Day (December 25), as well as  
other days between Christmas and New Year's Day (depending on the calendar)

- If one of the above days falls on a weekend, daycare will be closed on a weekday for that holiday.
- We will also be closed in the summer one or two days for state-required teacher training and meetings. (You will always be notified of these summer closings.)
- Anytime daycare and/or preschool close on days not mentioned above, you will be notified.
- Our preschool calendar that you receive at the beginning of each school year indicates closing information so you can plan ahead for childcare.
- Prior to the date of every holiday/special occasion that preschool is closed, but daycare is open/available, daycare parents are given a special form to complete for their childcare needs.
- On the form that we give you to complete, it states that you will be charged for the hours that you indicate your children will be here if you don't (call, e-mail or text) to cancel by the date indicated.
- Please understand that we schedule employees to come in to care for your children based on your needs that you indicate on the form. If you don't bring the children on those days, you will be charged.

Updated 2-2018

**(Please COMPLETE THIS HALF OF THE PAGE and RETURN.)**

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***I have read, understand and agree with the above preschool / daycare calendar policy for my child(ren).***

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(Please Print)

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(Please Print)

 \_\_\_\_\_ Date \_\_\_\_\_  
Parent/Guardian Signature