

The Early Learning Academy  
at Bay Area Christian School  
4800 W. Main St. League City, TX 77573  
281-554-7011 [www.bacschool.org](http://www.bacschool.org) [preschool@bacschool.org](mailto:preschool@bacschool.org)

## PARENT HANDBOOK ACKNOWLEDGEMENT FORM (revised 2/2020)

I, \_\_\_\_\_ parent / guardian

of \_\_\_\_\_ (child's name) have read and understand  
the policies and procedures in the ELA handbook.

### Including, but not limited to: (please indicate with a check when read)

- BACS / ELA Statement of Faith
- Hours of operation** / late pick-up fee (no students accepted into care before 7:00a.m.)
- Forms to submit (shot record, Health-Care Professional's Statement, birth certificate, Parent Handbook Acknowledgement Form, Student Information Form, Vision / Hearing Screening (if needed))
- Parents / Guardians are responsible for informing the ELA in writing (email is best), of any changes made to the information provided on the Enrollment Form
- Programs / age level and qualifications
- Tuition and fees / 30-day delinquent accounts / 15-day delinquent accounts
- School cancellations
- School calendar / school holidays
- Dress Code / School Supplies
- Withdrawals and services discontinued
- Inappropriate Parent / Guardian Behavior
- Lunches and Snacks / Food Allergies
- Health of Children
- List of symptoms that prevent a child from attending class
- A child must be picked up within **one hour** of receiving a call from the ELA if a child is sick
- Security / Emergency Plan
- Arrival and Departure Procedures
- Rest Time (full-time students only)
- Custody Issues
- CPS Visits (Child Protective Services)
- Parent classroom visits
- Parent Conferences
- Parent Participation
- Communication
- Discipline / Dismissal From Program / Suspension
- Biting Policy / Suspension
- Potty Trained Policy (**READ CAREFULLY**, only P2 is exempt from this policy)
- Holidays & Parties (**no cupcakes or cakes**, only cookies please)

**Return this required form to the ELA office prior to your child being admitted to class.**

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_