

Little Beginnings Learning Center



Vacation Policy

Each child is given two weeks of vacation (contracted week) that can be used by the day or by the week. A two week written (or email) notification is required when taking vacation time. Holidays are not to be used as vacation time with the exception that it lands within a full week of vacation time. Martin Luther King Day may also be used as a vacation day. Vacation time begins September 1st and ends on August 31st.

Children must attend year round to be eligible for the two weeks.

Vacation can be used in such a way that you will only be able to use the first week of vacation within the first six months (September - February) and the second week may be used in the second six months (March - August). You may still use them a day at a time and you may save your vacation and use both weeks in the second six month period. Under special circumstances I will waive the two week notice (funeral, emergency surgery, etc.). Any families who use vacation time right away at the beginning of the six month period and then dis-enrolls from the program (including summer), a portion will be deducted from your deposit. Families who begin in the program in the middle of a six month period will have their vacation time pro-rated. Vacation time does not carry over.

Please sign the bottom portion and return with enrollment forms. Questions can be addressed to littlebeginnings@mac.com or at 651-480-1416.

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I _____, have read the vacation policy and know how vacation time can be used. I understand that I am required to give a two week written notice (unless otherwise approved), and realize that in the event that I dis-enroll from the program within a six month period, I may have my vacation time prorated and monies may be deducted from my deposit.

Signature: _____

Date: _____