



Guidelines and Policies for Early Childhood Education Programs

ABOUT VMFA'S EARLY CHILDHOOD EDUCATION PROGRAMS

In the VMFA's Early Childhood Education programs, infants, toddlers, and preschool-aged children discover the world around them through playing, singing, exploring, and creating. Held throughout VMFA's campus, these programs support a child's natural sense of wonder and curiosity, and promote self-expression and social development.

CLASS PROCEDURES + GUIDELINES

CHECK-IN PROCEDURES Upon arriving please wait patiently until child/adult pairs are ready to be checked in by staff. Caregivers will sign the roster to confirm they are present. Play materials in the Early Childhood Classroom are available for children to explore freely for the first 5-10 minutes of class. The class will begin with clean up and welcome circle. Prompt arrival helps children settle in and gain a solid understanding of the structure of class.

CLASS SIZE Enrollment is limited to 12 children and 12 adults. One adult per student is permitted to attend class with students. At this time, no *extra adults* are allowed to join.

HEALTH INFORMATION For the safety of our students, teachers, and staff, it is our policy that students are free from fever, vomiting, and diarrhea without assistance of medication for 24 hours prior to attending class.

ADDITIONAL SUPPORT If you would like to make us aware of, or request, additional support for your child to be able to fully participate in class, please notify the Early Childhood staff in writing 4 weeks in advance of class by emailing earlychildhood@vmfa.museum.

CANCELLATIONS Fees are nonrefundable except when VMFA cancels a class. *Classes may not be substituted or switched once registration is complete.* Be sure to mark your calendar and save your confirmation email upon registering. If VMFA cancels a class due to insufficient enrollment, issues with technology, or health concerns, participants will be notified as soon as possible and reimbursed fully.

SCHOLARSHIPS Scholarships are available for Early Childhood programs! Fill out the [Scholarship Application Form](#) or email earlychildhood@vmfa.museum with questions.

SOCIAL NARRATIVE Are you new to our programs? Take a look at our [Social Narrative](#) to help you and your child prepare for the experience.

FEEDBACK We value your opinion and may ask you to complete a survey upon exiting the class session or via email at a later date.

QUESTIONS ABOUT REGISTRATION? EMAIL info@vmfa.museum PHONE 804.340.1405

QUESTIONS ABOUT PROGRAMS? EMAIL earlychildhood@vmfa.museum PHONE Lori Valente, 804.340.1343