

# COMPLIANCE STATEMENT OF REQUIRED DOCUMENTATION

\_\_\_\_\_ has a maximum enrollment of \_\_\_\_\_ students  
(Name of the School)

and intends to operate a certified preschool program for no more than \_\_\_\_\_ children at any one time in the age range of \_\_\_\_\_ through \_\_\_\_\_.

This school meets the requirements § [22.1-289.032](#) of the Code of Virginia. The parents, guardians or persons having charge of a child enrolled in the school's preschool program have been provided written notification that the preschool program is exempt from licensure and notification that the preschool program is exempt from licensure has been posted in a visible location on the premises. In addition, the parents, guardians or persons having charge of a child enrolled in the school's preschool program have been provided written notification of the following: the school's compliance with applicable laws and regulations relating to food services, health and sanitation, water supply, building codes, the Statewide Fire Prevention Code or the Uniform Statewide Building Code, the preschool program's maximum enrollment capacity, the school's policy or practice for pupil-teacher ratio, staffing patterns and staff health requirements, and a description of the school's public liability insurance, if any. A written statement of this notification is available to the general public.

The school's public liability insurance coverage policy number is \_\_\_\_\_ and has an expiration date of \_\_\_\_\_.

*(Complete only if accrediting organization requires public liability insurance).*

All employees of the preschool program and other school employees who have contact with children enrolled in the program are required to obtain a criminal record check, sex offender registry check, and a search of the child abused and neglect registry from any state in which the individual has resided in the preceding five years as a condition of initial or continued employment as provided in § 22.1-296.3 of the Code of Virginia to meet the requirements of § 22.1-296.3. This school refuses to hire or continue to employ any person who has a conviction of a barrier crime as defined in § 19.2-392.02 of the Code of Virginia or found to be the subject of a founded complaint of child abuse or neglect within or outside of the Commonwealth. A list of the qualifications of school staff who work in the preschool program including their job titles, education, training, experience and/or skills is attached to this statement.

This school certifies that all serious injury to or death of children attending the preschool program will be reported to the Virginia Department of Education at [www.childcareva.com](http://www.childcareva.com). Reports of serious injuries, which shall include any injuries that require an emergency referral to an offsite health care professional or treatment in a hospital, shall be submitted annually. Reports of deaths shall be submitted no later than one business day after the death occurred.

I hereby acknowledge that I am in receipt of, have read, and intend to comply with § 22.1-289.032 of the Code of Virginia.

\_\_\_\_\_  
Signature of School Administrator

\_\_\_\_\_  
Date