



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

ADMISSION POLICY AND PROCEDURES Nursery – K4

A student may be admitted to Grace Baptist Christian School only after established requirements and conditions have been fulfilled. A student or family who does not cooperate or agree with the purpose and program of the school will not be admitted or allowed to remain in the school. GBCS requires that all students be the appropriate age on or before September 1st for the class they are applying for. Grace Baptist Christian School is not equipped to accept students with learning disabilities and/or behavior disorders.

1. **Application:** A completed application, all required paperwork, as well as the \$200.00 *non-refundable* application fee, **MUST** be received before an interview will be conducted. Application forms are available online from our website (graceedu.com) or in the Preschool office upon request.
2. **Interview:** A personal, confidential interview will be scheduled. Both the parent(s) (and/or legal guardian) as well as the prospective student(s) must be in attendance for this interview. Again, this interview will **NOT** be conducted until the required application process above is fulfilled.
3. **Final Acceptance:** Parent(s) and/or legal guardians will be notified as soon as possible regarding the student's acceptance. No acceptance will be finalized until all applicable documentation has been received, all necessary fees paid in full, and enrollment with FACTS Management Company is complete.

STUDENT DRESS CODE

Uniform clothing is required for all students in K2 through K4. All uniform shirts worn by our students must be purchased at Buckhead Uniforms and **MUST** have the correct GBCS logo. Please refer to samples available in the preschool office and purchase the correct style. Pants, skirts, shorts, and skorts may be purchased at your retailer of choice provided they are in the approved length and colors of navy and khaki. We also have used uniforms available for purchase.

Our complete uniform requirements are published by Buckhead Uniforms. These brochures are available in the preschool office.

Buckhead Uniforms
6311 Roswell Rd.
Atlanta, GA 30328
404/303-8600
www.buckheaduniforms.com



Grace Baptist Christian School
 P. O. Box 578
 Powder Springs, GA 30127
 (678) 384-6947

Received By: _____ (Please Initial)
 Reviewed By: _____
 Application Fee Rcvd: _____ Ck # _____
 Interview Date: _____
 Interviewed By: _____ Accepted: Y N
 Entered in System: Y N _____
 Date of Enrollment: _____
 Folder Created: Y N _____
 Date of Termination Status: _____

APPLICATION FOR STUDENT ENROLLMENT (Nursery – K4)

STUDENT INFORMATION

Full Name _____ Male _____ Female _____
 First Middle Last
 Name To Be Called In Class _____ Grade Applying For _____ Current Age _____
 Address _____
 Street Address City State/ZIP County
 Home Phone _____ SS # _____ Date of Birth _____ Birth Place _____
 City State
 Student Resides With (check all that apply): Both Parents _____ Mother _____ Father _____ Stepmother _____ Stepfather _____ Guardian _____
 School Last Attended _____ Last Grade Completed _____
 Address _____
 Street Address City State/ZIP Phone #

FAMILY INFORMATION

Father (Guardian) _____ Position / Occupation _____
 Employer _____ Employer's Address _____
 Home Address (if different from student) _____ Phone # (if different from student) _____
 Work Phone # _____ Cell Phone # _____ E-Mail Address _____
 Mother (Guardian) _____ Position / Occupation _____
 Employer _____ Employer's Address _____
 Home Address (if different from student) _____ Phone # (if different from student) _____
 Work Phone # _____ Cell Phone # _____ E-Mail Address _____
 Parents are: _____ Married _____ Divorced _____ Separated _____ Single _____ Widowed

RELIGIOUS INFORMATION

Church Family Currently Attends _____ Pastor's Name _____

Address _____
Street City State/ZIP Phone #

The Mission of Grace Baptist Christian School is to help students and families establish and develop their personal relationship with Jesus Christ.

How are parent(s)/guardian(s) accomplishing this goal in their own lives? _____ Regular Bible Reading _____ Church Attendance
_____ Sunday School Attendance _____ Praying _____ Other _____

Ways parent(s)/guardian(s) are using their time, talent and treasures to serve God. _____ Visitation _____ Tithing _____ Mission Trips
_____ Teaching Sunday School _____ Singing in the Choir _____ Working with Youth _____ Other _____

Ways parent(s)/guardian(s) are encouraging the development of their child/children's spiritual growth. _____ Family Devotions _____ AWANA
_____ Reading Bible Stories _____ Praying with Children _____ Church/Sunday School Attendance _____ Other _____

MEDICAL INFORMATION

Pediatrician / Doctor's Name _____ Phone # _____

Medication that will be administered regularly at school: _____ Why? _____

Please provide special instructions concerning any illness, as necessary: _____

Allergies (please check and list all that apply):

_____ Medications Name: _____ Reaction: _____

_____ Food Name: _____ Reaction: _____

_____ Other _____ Reaction: _____

Is an Epi-Pen or Benadryl required on property for emergency treatment? ___ Yes ___ No (Parents MUST provide)

Are any of the allergies severe or life-threatening? ___ Yes ___ No If yes, please provide special instructions: _____

Does the applicant have a current Georgia Certificate of Immunization (#3231)? ___ Yes ___ No If no, parent(s) MUST obtain a current Certificate of Immunization before consideration for enrollment may be given.

Is your child toilet trained: ___ Yes ___ No Students going into our K3 and K4 programs are required to be fully toilet trained (even at rest time).

Has applicant ever been diagnosed with a learning disability? ___ Yes ___ No If yes, diagnosed by whom and when. Please provide details.

Has applicant ever been diagnosed ADD / ADHD? ___ Yes ___ No If yes, diagnosed by whom and when. Please provide details.

If yes, is applicant currently on medication? ___ Yes ___ No If yes, please list name of medication(s). _____

The following people have our (my) permission to be contacted and pick up our (my) child from school in case of emergency and I am not available or the school can not reach me. All persons listed must be 18 or older.

Name #1 _____ Relationship to Child: _____ Contact Number: _____

Name #2 _____ Relationship to Child: _____ Contact Number: _____



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

STATEMENT OF FAITH

We believe there is one God, eternally existent in the Person of Father, Son, and Holy Spirit. He is infinite in wisdom and power and is completely sovereign over all creations.

We believe the Bible to be the inspired, inerrant, infallible and only Word of God. The Bible is the final authority of all matters as far as the truth of God is concerned and cannot be interpreted apart from the illumination given by the Holy Spirit.

We believe in the virgin birth and deity of the Lord Jesus Christ, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and His personal, pre-millennial return in power and glory.

We believe that salvation is possible only through the Person of Jesus Christ. The Holy Spirit draws and convicts sinful man to repentance and total faith in Christ. Upon salvation through Christ man is redeemed. His account is settled and his name is written in the Lamb's Book of Life preserved there by Christ for eternity.

We believe in the resurrection of both saved and the lost: they are saved unto the resurrection of the pre-tribulation coming of Christ and they that are lost unto the resurrection of damnation.

We believe that the church is the local body of baptized believers who work together under the direction of the Holy Spirit to carry out these primary functions of the church: Exalt the Savior, equip the saints and evangelize the sinner – this to be done both locally and worldwide through appropriate opportunities. The Church is provided gifts from the Holy Spirit through its membership which enables it to carry out the full work of which it is called.

We believe in the present ministry of the Holy Spirit. As the third Person of the Trinity, He is God who indwells the heart of the redeemed man and works to bring the saint into fullness of the will of God. The Holy Spirit draws man into salvation and convicts of sin.

We believe the Bible gives clear definition of the kind of life-styles that are abominable to God and we embrace and agree with God that Homosexuality, Lesbianism, Fornication, and Adultery are truly reflective of a person that does not agree with God about sin and stand firmly against such un-godly practices. We also believe that God has commanded that no intimate sexual activity should be engaged in outside of a marriage between a man and a woman.

MISSION STATEMENT

To help prepare each young person to accept God's purpose for their life and provoke them to pursue that plan with a passion. To educate, equip, and engage them in the life-long mission of bringing glory to God.



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

Family Commitment Nursery – K4

1. As parent(s) or guardian(s), we (I) accept the responsibility God has given us (me) to instruct our (my) child(ren) in the ways, words, and wonders of God (Deuteronomy 11:18-22). We (I) promise to provide a home environment that is based on godly principles found in the Bible.
2. We (I) have carefully examined and agree with the Mission and Faith Statements of Grace Baptist Christian School and desire the school to work with us (me) in the total education of our (my) child(ren).
3. In full cooperation with the school, we (I) will regularly attend the Parent-Teacher Fellowship meetings and other functions requiring our (my) participation.
4. We (I) pledge our (my) loyalty to the aims and ideals of the school, agree to abide by all policies of GBCS and will direct any criticisms to the appropriate person.
5. We (I) understand and accept the fact that the Administration has the responsibility and freedom to determine when it is in the student's and/or school's best interest for a student to withdraw. If this is determined in the case of our (my) family, we (I) will cooperate and support the decision to withdraw as quietly as possible, avoiding involvement with those not involved.
6. We (I) understand that new students are admitted under probation for one semester after which the Administration will review the student for: 1) elimination of probation, 2) extension of probation, or 3) dismissal.
7. As parent(s) or guardian(s), we (I) agree to work closely with the school in helping the students to learn and to solve their school related problems.
8. We (I) understand that Grace Baptist Christian School is a non-profit ministry operating on the principle of faith. Tuition is kept as low as possible to make Christian education available to those who desire it for their child(ren). Tuition and fees do not cover all operating costs. Additional funds and needs must be met with fundraising programs and gifts from families, alumni, as well as, foundations and corporations. These gifts should be in addition to our (my) tithe to our (my) local church. Grace Baptist Christian School asks that each parent/guardian purpose to give, as regularly as God provides, to meet the financial needs, to perform services when needed and to uphold the school consistently in prayer.
9. We (I) understand and agree that our (my) child will be required to wear the school uniform chosen by Grace Baptist Christian School (K2-K4 students only).

We (I) have read the Family Commitment and hereby agree to its terms.

Father (Guardian) Date

Mother (Guardian) Date



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

Emergency Medical Agreement Nursery – K4

We (I) authorize the school to secure necessary emergency medical attention for our (my) child in the event of an injury at school or on a school sponsored trip away from the school. We (I) understand all charges for such treatment are our (my) responsibility to pay. We (I) will take full responsibility for our (my) child's behavior and will stand behind any disciplinary action taken by the school.

Should our (my) child become ill during the time that he/she is in the care of Grace Baptist Christian School or suffer an accident of any type, Grace Baptist Christian School will make every attempt to contact us (me). In the event Grace Baptist Christian School is unable to reach us (me) immediately, it shall be authorized to secure such medical attention and care for our (my) child as may be deemed necessary.

Pediatrician/Doctor's Name: _____

Phone Number: _____

Health Insurance Provider: _____

Policy #: _____ Group #: _____

Father (Guardian) Date

Mother (Guardian) Date



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

Photography Consent and Release Nursery – K4

I understand that Grace Baptist Church/Grace Baptist Christian School may photograph its students for use on the Grace Baptist Church/Grace Baptist Christian School website, school publications such as the newspaper and yearbook, and other promotional materials for the school. Grace Baptist Church/Grace Baptist Christian School may also include its students on videotapes and DVD's of school events, such as athletic events, plays/musicals, recitals, graduation, classroom performances, and fundraisers.

Photography by non- Grace Baptist Church/Grace Baptist Christian School personnel may also take place during school events. Grace Baptist Church/Grace Baptist Christian School bears no responsibility and cannot police photographic activities of non Grace Baptist Church/Grace Baptist Christian School personnel.

I understand and agree that Grace Baptist Church/Grace Baptist Christian School may photograph and videotape my child and their works. I also agree to release Grace Baptist Church/Grace Baptist Christian School, its officers, employees, or agents, from any and all liability arising out of or connected to the use of the photograph(s) as stated above.

Student's Name (print): _____

Parent/Guardian's Name (print): _____

Parent/Guardian Signature: _____

Date: _____



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

Electronic Check Conversion Authorization Nursery – K4

Grace Baptist Christian School has implemented a check conversion service with the following guidelines:

- Only personal, business checks, money orders, and cashier checks written against a U.S. bank account can be converted. No counter checks will be accepted for conversion.
- The paper check MICR line will be captured with a scanner/reader.
- The consumer must be notified that their paper checks will be used to make an electronic conversion. Notification can take the form of a sign posted or a written notice that the consumer is asked to sign.
- The check will be stamped “VOID” after conversion and can be picked up in the Financial Office during normal business hours. If not picked up within three business days, the check will be destroyed.

I authorize Grace Baptist Christian School to initiate an electronic debit against my bank account whenever I send a check for payment of services. The amount of the debit and bank account information will be used directly from the check. I acknowledge that the origination of ACH transactions from my account must comply with the provisioning of United States Law.

This payment authorization is to remain in full force and effect until I, _____, notify Grace Baptist Christian School of its cancellation by sending written notice in such time and in such manner to allow both Grace Baptist Christian School and the receiving financial institution a reasonable opportunity to act on it.

Customer Signature

Date

Customer Printed Name



Grace Baptist Christian School
P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

**Financial Information 2012-2013
Nursery – K4**

<u>Grade(s)</u>	<u>Yearly Tuition (Aug-May)</u>
Nursery – K4	\$7,040.00 (per student)

If Tuition is paid in full by July 1, 2012, a 5% discount will apply. Multiple Children in a family will receive a 5% discount on Tuition only and only one discount per student may be applied.

Tuition includes childcare August, 2012 – May, 2013, 6:30 am – 6:30pm, Monday through Friday, morning snack, afternoon snack and a hot daily lunch (as applicable). There is no reduction in tuition for absenteeism, inclement weather or holidays. See calendar for school closings. In case of inclement weather, announcements will be made on WSB-TV. Please note your yearly tuition is paid through FACTS over a 12 month period beginning in June, 2012. If your child attends during the summer months, there will be an additional weekly fee.

All Tuition payments, Material and Matriculation Fees must be made through FACTS Management.

Material Fee (Non-Refundable) - \$100.00 Per Student: (Nursery – 6 weeks thru 23 months) Includes InfoDirect, ACSI Membership, student accident insurance, and activity supplies.

June 1, 2012	First Half of Material Fee	\$ 50.00 Per Student
July 1, 2012	Second Half of Material Fee	\$ 50.00 Per Student

Matriculation (Non-Refundable) - \$200.00 Per Student: (K2 – K4) Includes Abeka workbooks, curriculum required supplies, InfoDirect, ACSI Membership, student accident insurance, student yearbook, Spanish, Music, Physical Education, activity supplies, and a GBCS identified book bag.

June 1, 2012	First Half of Matriculation Fee	\$100.00 Per Student
July 1, 2012	Second Half of Matriculation Fee	\$100.00 Per Student

Family Facility (Non-Refundable) - \$250.00 Per Family: Offsets costs associated with upkeep and maintenance of all school property and buildings. **This fee can be added to your FACTS account as a monthly payment.**

August 1, 2012	\$125.00
January 1, 2013	\$125.00

Additional Fees:

Late Tuition Payment	\$40.00	(After agreed-upon draft date(s) with FACTS)
Returned Check	\$40.00	(In addition to FACTS returned check fees)
Late Pick Up Fee	\$25.00	(Fee will be charged for any child not picked up by 6:30pm. After 6:45pm, in addition to the \$25.00 charge, there will be a \$1.00 per minute charge for every additional minute thereafter. The money will be due when your child is picked up.)

Options of payment are: Check, credit card, or cash. If you pay using a credit card (American Express, Discover, VISA or MasterCard), you will be charged a fee of 3% of the amount charged.



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

Application Checklist Nursery – K4

- 1) _____ Completed Application for Student Enrollment (**all** questions answered, signatures and dates where required)
- 2) _____ \$200.00 (cash or check - **non-refundable** Application Fee)
- 3) Signed and Dated:
 - _____ Family Commitment Form
 - _____ Emergency Medical Agreement Form
 - _____ Waiver of Liability, Assumption of Risk, Hold Harmless Agreement
 - _____ Photography Consent and Release
 - _____ Electronic Check Conversion Authorization
- 4) _____ Current Immunization Certificate (Form #3231)
Must include Varicella (Chicken Pox) documentation
- 5) _____ Copy of Certified Birth Certificate
- 6) _____ Copy of Social Security Card
- 7) _____ Copy (front and back) of Student's Current Insurance Card
- 8) _____ Copy of Each Parent/Guardian's Current State Driver's License or State ID Card
- 9) _____ Infant/Toddler Feeding Schedule (Nursery Only)
- 10) _____ Recent Picture of Child