

Blue Grass Baptist School

2011-2012 Enrollment Application

Grade: Pre-K

For Office Use Only

Registration Fee _____

Tuition Payment Option _____

ADMISSION INFORMATION

Admission Policy

In keeping with Blue Grass Baptist School's mission of offering Christian families a college preparatory curriculum within a Christian community committed to integrating Biblical faith and learning, BGBS considers the following:

- A family's desire to provide their children with a Christian education set in a traditional classroom setting where traditional Biblical values and American ideas are a part of the learning community.
- Students whose academic records demonstrate proven capability to succeed in our program. Therefore, student's records will be carefully evaluated prior to acceptance. BGBS requires that students score at grade level or above on standardized tests and take the entrance test for admission to BGBS.
- Students whose recommendations show a behavioral history that is in harmony with the behavioral expectations of BGBS.
- A student's willingness to keep up with his/her academic progress.

Application Deadline

Applications are accepted at any given time. If a grade is closed, then the student will be put on a waiting list. If there is an opening, then the parents will be notified and the admission process will begin with the Administrator's interview.

BLUE GRASS BAPTIST SCHOOL
2011-2012 Enrollment Application
Grade: Pre-K

APPLICATION CHECKLIST

The Final Application Checklist should include:

- I. Immunization Records (Must be up-to-date)
- II. Copy of Birth Certificate and Social Security Card
- III. Vision and Hearing Test (**Optional**, required for Kindergarten. Hearing screening will be offered during the school year.)
- IV. Parent Questionnaire
- V. Medical Form (Insurance and Notary)
- VI. Tuition Contract (Must be signed and dated)
- VII. Registration Fee of \$240

Interview

Parents need to schedule an interview with the Administrator before beginning the enrollment process.

Acceptance

Parents will be notified if their child is accepted by mail.

Tuition

The tuition contract must be signed and dated by the parent(s) (p. 13). Parents must meet with the Bookkeeper to fill out appropriate papers for tuition payments. The registration fee must be paid at the time the enrollment application is turned in to the office.

Tuition Assistance

Families wanting to learn about tuition assistance (financial aid) must meet with the Bookkeeper.

Applicant Information

Applicant Name _____

Address _____

City _____ State _____ Zip Code _____

Home Number _____ Cell Phone _____

Current Grade: _____ Social Security Number: _____

Date of Birth: ____ / ____ / _____ Sex: ___ Male ___ Female

Ethnic Background: ___ Caucasian ___ African-American ___ Hispanic ___ Other

Applicant lives with: ___ Both parents ___ Mother ___ Father ___ Grandparents ___ Other

Father's Information

Name _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Email Address _____

Place of Employment _____ Position _____

Business Phone _____

Mother's Information

Name _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Email Address _____

Place of Employment _____ Position _____

Business Phone _____

**Attach recent
student photo
here**

**Attach recent
family photo
here**

List any relatives who are now attending (or have graduated from) BGBS.

Name _____

Grade/Graduation Year _____ Relationship to applicant _____

Name _____

Grade/Graduation Year _____ Relationship to applicant _____

Enrollment Reference

(If you feel a current family at our school was instrumental in your seeking admittance to BGBS, please list their name/s so we may thank them.)

1. _____

2. _____

Sibling Information

1). Name _____

Grade/Date of Birth _____ Relationship to applicant _____

Applying to BGBS? Yes No Plan to apply? Yes No

2). Name _____

Grade/Date of Birth _____ Relationship to applicant _____

Applying to BGBS? Yes No Plan to apply? Yes No

Emergency/Contact Information

Please list persons whom should be contacted in case of an emergency if parents cannot be contacted. Also, these persons should be ones who can also pick up your child.

Name _____ Phone _____

Name _____ Phone _____

Church Information

Church Name _____ Denomination _____

Pastor's Name _____ Church Phone Number _____

Has applicant made a profession of faith in Jesus Christ as Lord and Savior? Yes No

Is student involved in church? Yes No

If yes, what activities is he/she involved? _____

Are parents involved in church? Yes No

If yes, what activities are you involved? _____

Applicant's Current School (Pre-school or Day Care)

Name of School _____

Address _____

City _____ State _____ Zip Code _____

School Phone _____

Did the student ever have problems in pre-school/daycare? Yes No If yes, please explain.

Do you give permission for BGBS to obtain all academic information and files from previous school?

Yes No

Does student struggle with any skills? Yes No If yes, please explain.

Grandparents Information (this information is used for mail outs and school newsletters)

Please include names, addresses, city, state, and zip code

4. If your child has a diagnosed disability, do you understand that BGBS does not offer any special education services or programs; and is in no way obligated to meet any modifications or services set forth in a current or future Individual Educational Program? *Circle: Yes or No*

5. If divorced, please indicate type of custody ordered by the court: ___Joint ___Sole

Which parent holds legal responsibility for school decisions? _____

If court restrictions apply, attach a copy of court directives to this application.

List any special information the school may need?

Name of Parent/Guardian completing this questionnaire _____

Signature: _____ Date: _____

Please return questionnaire with completed application. Please turn in application and fees to the front office. Please do not mail in application and fees.

BLUE GRASS BAPTIST SCHOOL STATEMENT OF FAITH

We believe...

The Bible is God's verbally inspired Word and is therefore our final authority.

The one and only triune God is perfectly holy, infinite in power, knowledge and wisdom, and is full of mercy and grace. He created the world as stated in the Bible and He sustains it. All are accountable to Him and should honor, praise and serve Him.

All men are sinners and are totally depraved. All will be judged by God and punished forever unless they are saved by His grace.

Salvation is of the Lord and comes because of His mercy and grace. The Father plans it, the Son pays for it and the Holy Spirit provides it. Jesus Christ is God and man. He was virgin born, without sin, died for sin, rose again, ascended to Heaven, and will return to the earth at the set time.

A person is saved when he receives Jesus Christ as his personal Savior. He receives Christ when he repents toward God and believes on Christ as his Savior. A saved person has been born again, and will live a new kind of life. He will seek to be like his Savior in life and service.

A saved person should join a Bible-believing church by baptism and should support it with his time, talent, and money.

Baptism is the immersion of a believer by a Bible-believing church to picture how Christ died for his sin, was buried, and rose again for Him.

A Bible-believing church is an assembly of baptized believers governed according to the Old and New Testament and seeking to carry out the Great Commission.

Jesus is coming again to take the saved and give them new bodies and reward them, to punish the lost and to set up His perfect kingdom upon the earth.

NON-DISCRIMINATION POLICY

"For ye are all the children of God by faith in Christ Jesus." (Galatians 3:26-28)

BGBS was established to provide a quality Christian education for students who are average or above average academically and to assist parents in the spiritual development of their students, and is not intended to be an alternative school for those wishing to avoid public school, or intended court or agency ordered desegregation.

We are not equipped to serve those with special education needs beyond what can be met through a low student teacher ratio and through a structured learning environment.

BGBS admits students of any race, color, national or ethnic origin and extends to all the rights, privileges, programs, and activities generally accorded or made available to students of the organization. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, scholarship programs, and other organization-administered programs.

BGBS will not discriminate on the basis of race, color, or ethnic origin in the hiring of any of its personnel.

BLUE GRASS BAPTIST SCHOOL STATEMENT OF COOPERATION

The following Statement of Cooperation is signed by the student’s parents indicating that they agree and understand the responsibilities of the statement.

I/we sincerely pledge our loyalty to the aims and ideas of the school and will bring any and all questions and criticisms to the appropriate levels of person(s) according to the Matthew 18 Principle:

We believe in “**The Matthew 18 principle**” and chain of command.

- Keep the problem confidential. Parents should discuss the problem only with the teacher or the person directly involved. (Matthew 18:15-17)
- If the parent and teacher or person directly involved cannot come to an agreement, the two should come together before the Administrator.
- If the above does not resolve the problem, the Administrator should go before the Board of Directors with the problem.

The teachers and administration/principal of the School are given full discretion in the discipline of our child. This would include the issuing of behavioral attitude letters and grades, suspension, corporal punishment, and the expelling from the school program and property.

I/we understand that all new and returning students are admitted on a 45-day probation period. During this period, any student who fails to maintain a C average (2.0 GPA) or who fails to correct any academic, attitude, or disciplinary problem will be asked to withdraw.

In signing this Statement of Cooperation, I/we give my child/children full permission to take part in all school activities. This includes physical education, recess, sports, and all other school-sponsored trips away from the school premises. I/we release and absolve the school from liability of any injury to me/us or my/our child as a result of such activities.

In case of accident or serious illness, I/we hereby authorize the school to contact my/our physician, and to follow his instructions. If it is impossible to contact my/our physician and to follow her/his instructions, the school may make whatever arrangements that seem necessary.

SIGNATURE OF BOTH PARENTS IS REQUIRED:

DATE: _____

DATE: _____

PLEASE READ AND INITIAL EACH AREA YOU ARE IN AGREEMENT WITH

1. QUOTATION APPROVAL: I/we give BGBS permission to use my name, my child or children's names along with any positive quotation that could be used in the school yearbook, supplementary brochures, and the like.

Parent(s) Initials _____ Date _____

2. CONSENT FOR USE OF PHOTOGRAPHS: I/we authorize and give full consent to BGBS to publish and copyright all photographs in which my child appears while enrolled as a student in any and all programs of BGBS. Photos would be used for school brochures, newsletter, advertising, etc.

Parent(s) Initials _____ Date _____

3. INCLUSION IN SCHOOL DIRECTORY: I/we give BGBS authorization to include my name, my child or children's names, home address, home phone number and e-mail address in the production of a Student Directory for restricted use by Blue Grass Baptist families and staff.

Parent(s) Initials _____ Date _____

4. PARENT-TEACHER ORGANIZATION CONSCRIPTION: I/we understand that during the 2011/2012 school year the BGBS Board of Trustees requires that the parents of our students fulfill 25 hours of service per family with the PTO by May 1st each year. If for any reason this obligation is not met then the PTO will bill the family \$5.00/ hour for the balance of each un-worked hour. (Single parents are only required to complete 15 hours of service).

Parent(s) Initials _____ Date _____

In making the enrollment application for the above named student, I/we understand and certify that all information given is accurate. I/we have read the accompanying STATEMENT OF COOPERATION and agree to have our child educated accordingly. I/we also agree to have our child abide by the STUDENT HANDBOOK and any rules or regulations the school finds necessary to implement to maintain the character and atmosphere of Blue Grass Baptist School.

This application cannot be processed unless registration fees accompany it and both STATEMENT OF COOPERATION AND TUITION CONTRACT ARE SIGNED.

Signature of both Parents or Guardians:

Date: _____

Date: _____

Blue Grass Baptist School admits students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, scholarships and loan programs, athletic and other school administered programs.

IMPORTANT MEDICAL DATA

Please fill out completely including notary and insurance information. No applications will be accepted until all information is filled out completely.

Student Name: _____ Soc .Sec. No. _____-_____-_____

Physician: _____ Office number: _____

Hospital Preference: _____

My Child is allergic to: _____

May your child be given over-the-counter drugs for common ailments occurring at school or during a school activity?

Yes ____ No ____ (Parent’s Initials) ____

My Child frequently has the following ailments:

- 1. _____
- 2. _____
- 3. _____

Other things the school might need to know:

- 1. _____
- 2. _____

The undersigned hereby empower staff/faculty of Blue Grass Baptist School to authorize whatever medical and or surgical procedure necessary to protect the life or limb of said child or children while they are in route to, at, or returning from all school related trips.

State of Kentucky, County of Fayette

Subscribed and sworn to before me this _____ day of _____ 20_____

Notary Public _____ My Commission Expires _____

Release

I/we, the undersigned, do hereby waive and release any and all claims or causes of action which may or might arise against any school personnel, sponsor, or chaperone, due to any injuries of any kind or degree, including but not limited to loss of life or limb, to our child or children while in route to or returning from all school related trips.

Date _____ Medical Ins. Co _____

Group #: _____ ID# _____

Parent’s Signature _____ Date signed _____

(NOTE: All students are required to have some form of medical insurance. Student School Insurance may be purchased through the bookkeeper.)

BGBS Tuition Contract for 2011 – 2012

For New Families to BGBS

Payment Plan: I/we agree to pay the 2011-2012 tuition and fees for my student using only one of the payment plans designated below (*Please mark your intention below*).

- A.** ____ Full Payment: paid by **June 1, 2011**. (*This gives you a 5% savings on the full price of annual tuition.*)
- B.** ____ Half Payment by **June 1, 2011** and second half by **November 1, 2011**. (*This plan also gives you a 5% savings on the full price of annual tuition.*)
- C.** ____ 10 monthly installments through FACTS Tuition management company, a direct tuition account service. There is an annual fee of \$41/family for the installment plan for the 2011-2012 school year. The school bookkeeper will discuss the necessary paper work for enrolling with FACTS to families choosing this payment option. Installments can be the 5th or 20th of each month beginning in June, July, or August.

Blue Grass Baptist School (BGBS) agrees to enroll the student named below for the 2011-2012 academic years or for the remainder of the year if the student enters during the year. In consideration of the Tuition Contract by BGBS, the undersigned agrees to pay the required fees and tuition specified below and agrees to the following terms and conditions:

Refund Policy: You will be given refunds under the following conditions only:

1. 100% of the Registration Fee and any Tuition paid will be returned if there is no space for your child at BGBS. Otherwise, no portion of the Registration Fee or Tuition is refundable.
2. The amount of Tuition you pay in excess of that required to reserve a place at BGBS if you withdraw prior to the first day of school will be returned, but the Registration Fee is not refundable.

I/we understand that my obligation to pay the tuition and fees for the full academic year is unconditional and that no portion pre-paid or outstanding will be refunded or cancelled, and that no student will be considered for re-enrollment who has fees or tuition outstanding from a prior academic year. I/we further agree and acknowledge that:

- The School reserves the right to discipline, suspend or dismiss any student whose academic progress or personal conduct is unsatisfactory to the Administration/Board, (whose decision in every case is final).
- The School reserves the right to dismiss any student whose tuition is more than 45 days delinquent.
- The School is not responsible for damages to or loss of personal belongings.
- The School shall be entitled to recover any and all costs incurred, including reasonable attorney's fees in connection with any litigation arising out of this agreement. The student's parents or guardians and any other person signing this contract do hereby covenant and agree to pay all costs, including reasonable attorney's fees for enforcement of these provisions.
- I/we also agree that the School is not obligated to release my child's grades, transcript or other records to parents, other persons, organizations, schools, or anyone whom I/we might request until all accounts with the School are current or paid in full.

Change of Residency: I/we understand that in the event this student's parent/guardian has a work-related change in residency caused by a job transfer which requires a change in residency of a distance of greater than 25 miles from the current residency (provided that such change in residency is not closer to the school) and a change in residency does occur, I/we are released from the obligation for the remainder of the school years tuition as of the last day of attendance, which becomes the "withdrawal date." *Notification of said move and transfer of enrollment after the start of the school year must be made in writing to the Administrator 15 days prior to the student's withdrawal.* The student's withdrawal date shall be the 15th day after written notice of such job transfer and change in residency. Written notice of job transfer and change in residency should be hand delivered to and acknowledged, in writing, as having been received by the Administrator. *There will be no full or partial refund of any registration fees, Science and Technology fees, or athletic/P.E. Fees.*

Withdrawal and Dismissals: Student withdrawals (or dismissal) are administered through the Office of the Administrator/Principal. Requests to withdraw (or dismissal/ withdrawals) must be written. Telephone withdrawals cannot be accepted. A *Withdrawal Form* available from the Office must accompany a letter written by the parent stating the reason for the withdrawal. No records are released until the formal withdrawal form and the form to withdraw from classes are completed and all financial obligations are paid in full. I/we understand if I/we withdraw my/our child from enrollment consideration prior to **June 1, 2011**, I/we are released from obligation for the year's tuition and fees, except for the registration fee, June tuition, and fees imposed by FACTS, which I authorize to be retained by the School. *All accounts must be paid up through the month of withdrawal.*

Other:

1. Parents are responsible for damages to the school property caused by their children.
2. Blue Grass Baptist School is a cooperative effort. It is a board-directed school, working through a hired school administrative staff. The Board sets policy and direction for the school and is responsible for hiring Christian teachers. Church, home, and school work together from a common base for a shared vision of Christian living and academic expectations. This effort requires a deep commitment. Parents, with the help of God, give both time and money to this effort to provide quality education at Blue Grass Baptist School.

Effective Date of Contract: This contract shall be effective only upon parent signature, receipt of the contract by BGBS, and acceptance by the school, and is subject to the admission policy of BGBS.

This application for enrollment constitutes my offer for contract pursuant to the terms and conditions if accepted by Blue Grass Baptist School. Therefore, this contract shall become the basis for all liabilities for tuition, fees, and other costs described herein.

<hr style="width: 50%; margin: 0 auto;"/>			
Name of Student	Grade – 2011-2012		
By signing below, the signature(s) affirms that I/we have read, understand, and accept the terms and conditions for this Enrollment Contract for the student listed above.			
<hr style="width: 100%;"/>			
Signature of Parent/Guardian	Date	Signature of Parent/Guardian	Date
<hr style="width: 50%; margin: 0 auto;"/>			
Signature of School Administrator/Principal		Date	

CHILD INFORMATION FORM

(Will be filed with Pre-K Teacher)

Child's Name

(Last) _____ (First) _____ (Middle) _____

Address _____

Phone _____ Birth Date _____ Age _____ Sex _____

Father's Name _____ Father's Employer Phone _____

Mother's Name _____ Mother's Employer Phone _____

Person to be notified in case of emergency other than parents:

Name _____

Address _____

Phone _____ Relationship _____

Name of persons other than parents to whom child may be released:

1. _____ 2. _____

3. _____ 4. _____

Child's Doctor _____

Doctor's Address _____

Doctor's Office # _____

Signature of Parent or Guardian

Date _____

E-mail Address _____

PLEASE NOTE: We cannot release your child to other persons (besides those on your list) unless you have given us permission with a written statement or phone the office.

QUESTIONNAIRE FOR PRE-K PARENTS
(For Pre-K Teacher)

Dear Parents,

Would you please take a few minutes to answer the questions below? This will help me get to know your child better. Thank you!

Child's name _____ (as you want him/her called at school)

Birthday _____ Age _____(years) _____(months)

1. Please list the names and ages of your child's brothers and sisters.
2. Has your child had previous preschool or play-group experience? (Please give name of school and number of years attended)
3. Does your child have any difficulties with speech?
4. Does your child have any health problems or allergies?
5. Does your child have any special interests?
6. Is your child afraid of anything?
7. What responsibilities does your child have at home?
8. What form of discipline do you use at home?
9. What skills has your child acquired?

_____ Knows birthday

_____ Can say full name

_____ Can print first name

_____ Count to...(how far?)

_____ Knows the difference between right and left

_____ Knows the names of colors

_____ Can recognize numbers to 10

- _____ Recognizes capital letters
- _____ Recognizes lowercase letters
- _____ Recognizes letter sounds
- _____ Likes to listen to stories
- _____ Can tie shoes
- _____ Can button own clothing
- _____ Can zip own clothing
- _____ Can tell time
- _____ Has experience with crayons
- _____ Has experience with scissors

10. If your child is reading, how did he/she learn and how long has he/she been reading?
11. What are your expectations for the pre-k program? What specific things would you like to see happen this year?
12. Is there anything else that you would like to tell me about your child?

This will be an exciting year! I look forward to getting to know you and your child.

Thank you!
Mrs. Stewart

PRE-K SUPPLY LIST

1. A folder with horizontal pockets
2. A box of regular tissues
3. A lunch box for snacks
4. A change of clothes, put in a Ziploc bag with name on it (in case of an accident)
5. 1 Small canister of Lysol or Clorox wipes for sanitizing

Please be sure to label all of your child's school items with your child's name!

Pre -Kindergarten Hours:

Arrival: Pre-K begins at 8:10 AM. We ask that you have your child here by 8:05 AM so that she/he can hang up her/his coat and put up snack boxes. We start promptly at 8:15 AM.

Dismissal: The dismissal time for ½ day students is 12:00 PM.
The dismissal time for whole day students is 3:10 PM.

Your cooperation in observing these hours will be of great value to us.



General Guidelines for Pre-K Dress Code

1. Shirts may be any color. Shirts do not have to be tucked in, but no midsections or back area should be revealed at anytime. All shirts must have traditional sleeve lengths (no sleeveless). When the weather is cooler students may wear sweaters.
2. Pants or shorts for boys may be denim or khaki, navy, brown, gray, black, plaid or print. May wear cotton or basketball type shorts on P.E. day. (No spandex)
3. Skirts, jumpers, skorts, shorts or pants for girls may be denim, khaki, navy, brown, gray, black, plaid or print. May wear cotton or basketball type shorts on P.E. day. (No spandex)
4. I recommend that elastic waistband type pants/shorts be worn, especially for the boys. Shorts and pants of that nature may be purchased at Wal-mart, Children's Place and several other stores.
5. Shorts may only be worn during the months of August, September, April, and May. They must be no shorter than the top of the knee.
6. Dress sandals may be worn for the girls as well as the brown type dress sandals for the boys. Please no novelty type or beach sandals
7. All clothing must not be revealing in cut, fit, and texture. No bare shoulders or midsections.
8. All school attire must be free of suggestive words or pictures, offensive advertisements, holes and frayed designs.
9. Girls may wear biker shorts or leggings under skirts or jumpers. (Especially in winter.)
10. Fads, trends, innovative fashions, which the principal deems to be potentially disruptive or inappropriate, will not be allowed.
11. The top of a shirt collar is the maximum length for boys' hair.