

JACKSONVILLE CHRISTIAN ACADEMY

Elementary Enrollment Application

Established 1981

Jacksonville Christian Academy
919 Gum Branch Road , Jacksonville, North Carolina 28540 . 910.347.2358
www.jacksonvillechristianacademy.com . email jcaoffice@ec.rr.com
fax 910.347.3138

Jacksonville Christian Academy Registration Procedures

Instructions for Parents:

In order to register your child for admittance to Jacksonville Christian Academy the following document and money must be provided at registration.

- Completed and signed application for enrollment
- Non-refundable registration fee

In order for your child to attend school, the following documents must be provided on or before the first day of school.

- Current Immunization Records
- Physical Examination - completed by a doctor, by the beginning of school
- Copy of Birth Certificate
- Completed and signed transcript/records request where applicable

Return To:

Jacksonville Christian Academy
919 Gum Branch Road
Jacksonville, NC 28540

For Office Use:

Date of Application _____

Date of Interview _____

Date of Approval _____

If applicable:

Pre-interview questionnaire faxed to former school ()

Pre-interview questionnaire returned to JCA ()

Administrative Notes:

Jacksonville Christian Academy

Application For Admission

APPLICANT

Name _____
First Middle Last Preferred Name

() Male () Female Ethnic Origin _____ Applicant's Social Security # _____

Address _____
number street
_____ city state zip code

Phone (H) _____ Fax (H) _____ Email _____

Applicant's Date of Birth _____ Country of Birth _____ Citizenship _____

Grade Applying For: () K-4 () K-5 () 1st () 2nd () 3rd () 4th () 5th

School Last Attended or Presently Attending _____

Address _____
street city state zip code

Phone _____ Fax _____

Student's Grades Have Been () Superior () Above Average () Average () Below Average

Has applicant ever repeated a grade? () No () Yes If yes, what grade? _____

Has applicant ever been expelled, suspended, or asked to withdraw from school? () No () Yes

If yes, please explain _____

Are there any special factors, conditions, or learning differences, affecting your child about which the school needs to be informed? () No () Yes If yes, please explain _____

Father/Guardian	Mother/Guardian
Name _____	Name _____
Occupation _____	Occupation _____
Employer _____	Employer _____
Position/Rank _____	Position/Rank _____
Bus. # _____ Cell # _____	Bus. # _____ Cell # _____
Marital Status () Married () Widowed	Marital Status () Married () Widowed
() Separated () Divorced () Remarried	() Separated () Divorced () Remarried

CHECK ANY THAT APPLY

- Father Deceased Mother Deceased Parents Separated Parents Divorced
- Student Lives With? Father & Mother Father Mother
- Guardian Step Father Step Mother
- Receive Mail? Father Mother Guardian
- Legal Custody? Father Mother Other _____
- Financial Responsibility? Father Mother Other _____

EMERGENCY AND MEDICAL INFORMATION

First Emergency Contact _____

Phone (H) _____ Phone (W) _____ Phone (C) _____

Second Emergency Contact _____

Phone (H) _____ Phone (W) _____ Phone (C) _____

Applicant's Doctor _____

Doctor's Phone No. _____ Address _____

Are there any **medical/physical conditions** or other reasons that would hinder the applicant from being able to participate fully in the classroom, at lunch, PE or other normal school activities, including athletics or extracurricular? No Yes If yes, please explain _____

Are there any **special medications or allergies**, affecting your child of which the school needs to be informed of? No Yes If yes, please explain _____

Although the school is not responsible for distributing medication, *if a parent cannot be reached*, the child may receive the following medicine or first aid treatment, should the need arise:

- Neosporin/First Aid Spray No Yes Benadryl/Caladryl/Allergy Cream No Yes
- Tylenol/Tylenol Jr. No Yes Cough Drops/Cough syrup No Yes
- Ibuprofen No Yes Ant-acid/Pepto Bismol No Yes

Please list any *special instructions* in case your child is injured or becomes sick during school:

RELIGIOUS INFORMATION

Church/Sunday School Attendance: () Regular () Occasional () Seldom () Never

If not regular attendants, why not? _____

Church Name _____

Pastor's Name _____ Phone _____

MISCELLANEOUS INFORMATION

How did you hear about Jacksonville Christian Academy? Please provide names if possible.

Does the applicant have any siblings or relatives that previously attended or currently attend JCA?

() No () Yes If yes, please list names _____

Please explain why you want your child to be a student at JCA:

Parental Questionnaire

List any extracurricular activities or hobbies the applicant is involved in: _____

What style of music is the student frequently exposed to? Christian () Classical () Country ()

Gospel () Oldies () Pop () R&B () Rap () Rock () Other _____

What rating of movies is your child allowed to watch? G () PG () PG-13 () R ()

If "R" please explain: _____

How many hours a day is the applicant allowed to watch television? _____

What are the applicant's favorite television shows? _____

Does the applicant have access to the internet at home? Yes No

Is access to the internet supervised by adult? Yes No Is there a filter? Yes No

Has the applicant ever been involved in alcohol, smoking, or using narcotics? Yes No

If yes, please explain: _____

Has the applicant been exposed to, or allowed to view pornographic material? Yes No

If yes, please explain? _____

Does the applicant respect authority figures? Yes No If No, please explain: _____

Has JCA Student Handbook been read or explained to the applicant and are they willing to accept the rules and regulations? No Yes If no, please explain: _____

Have you, the parent(s) read the Handbook in its entirety? Yes No

Do you have any questions regarding our Spiritual Philosophy and Statement of Faith? Yes No

Do you understand that the Bible will be presented as the accurate Word of God and is our standard for living? Yes No

Do you understand that your child will be taught Creation? Yes No

Do you understand that your child will be taught from the Bible the birth, life, death, and resurrection of Jesus Christ? Yes No

Do you understand that your child will be taught that God's forgiveness of sin (Salvation) is the only way to heaven? Yes No

Do you understand that your child will be taught that there is a literal heaven and hell? Yes No

Do you understand that your child will be exposed to conservative thinking (when appropriate) i.e. no to illegal drugs, smoking, drinking, abortion, & homosexuality and yes to marriage between one man and one woman? Yes No

Do you understand that the ABEKA curriculum is for the average to above average child? Yes No

Do you agree that the student is responsible for his/her work? Yes No

Do you agree that the student should be able to complete his/her assignments on time and to the best of his/her ability? Yes No

Do you agree to let the student "take the heat" for his/her uncompleted work? Yes No

Do you agree to evaluate your child's progress by going over work sent home? Yes No

Do you agree to let the teacher/administration know of any learning problems or difficulties that may impede regular learning? Yes No

Do you agree to let the teacher/administration know about problems at home if deemed necessary? Yes No

Do you agree that the student should absolutely obey all school/classroom rules even though at times the purpose may not be understood, except for the fact that those in authority established them? Yes No

Do you agree to help us "help you" in the rearing of your child by reinforcing good citizenship at home by discouraging lying, cheating, laziness, bullying, using indecent language, disrespectfulness, and willful defiance? Yes No

Do you agree to help us "help you" in the rearing of your child by encouraging honesty, responsibility, obedience, kindness, and doing the best one is capable of? Yes No

Will you take action when problems arise regarding your child? Yes No

After hearing your child's side of a questionable matter, do you agree to get the teacher's side before passing judgment? Yes No

Do you understand that if corporal punishment is deemed necessary, it is the desire of the administration that you personally administer the punishment ASAP and that the student may not return to the classroom until punishment has been administered? Yes No

Do you, the parent(s), support Biblical correction (spanking)? Yes No

If no, please explain _____

Do you agree to be supportive of and involved in JCA to the best of your ability? Yes No

Do you understand the importance of not complaining about JCA **in front of your child**? Yes No

Do you understand that gossiping to or about another parent, student, or faculty member may result in the dismissal of your child? Yes No

Do you agree that there may be a time when you and the teacher/administration may have to "agree to disagree"? Yes No

Do you agree to remove your student from JCA if you cannot fully support its philosophies, policies, rules, faculty, and administration (this is not "agreeing to disagree")? Yes No

Will you enforce JCA's **student** dress code at all school functions (this includes length, fit, shoes, and hair)? Yes No

Will you personally adhere to our "modesty code" to the best of your ability at all school functions (entering the school building, games and auditorium functions)? Yes No

Does the applicant have a record or tardiness or absenteeism? Yes No

If yes, please explain: _____

Will you do your best not to accrue excessive tardiness and absences? Yes No

Does the applicant relate well with other children? Yes No If no, please explain: _____

Do you agree to help your child develop healthy relationships with others, i.e. kindness, sharing, and respect? Yes No

Do you agree that children can succeed better if both parents are *respectful* to each other? Yes No

Do you understand the importance of helping your child with separation anxiety by helping him/her find the classroom together, **allowing them to enter unaccompanied**, and walking away being confident and comfortable yourself of where you are leaving them? Yes No

Jacksonville Christian Academy

Student Standard of Conduct

Students in 1st-6th Grade:

I, _____ am enrolling as an elementary
Name of Student

student at Jacksonville Christian Academy under the following conditions:

1. I will strive to conduct myself in a Christ-like manner, understanding this includes my attitude, actions and treatment of others.
2. I will abide by all the rules of JCA.
3. I will obey those in authority over me.
4. I will do my best to achieve the highest academic goals possible.
5. I will keep my actions and attitude "in check" when I am corrected.

Student Signature _____

Date _____

Jacksonville Christian Academy

Discipline and Conduct Policy

Disciplinary Procedures

Jacksonville Christian Academy incorporates a wide variety of disciplinary procedures. These may include verbal reprimands, withholding of special privileges, detentions, corporal discipline (padding), suspension, or expulsion. If, after exhausting all procedures, the student continues to misbehave, he/she may have to withdraw from school. Expulsion is always the last resort.

There are two types of suspensions:

1. On Campus Suspension-The student is required to do special assignments at school.
2. Off Campus Suspension-The student must be kept at home under the parent's responsibility. A maximum of **three points** will be deducted from the nine weeks grade of each subject for each day of the suspension.

If corporal discipline is deemed necessary (see Elementary *Discipline* section in student Handbook), it is the desire of the administration of JCA that a parent come to the school and administer the necessary discipline. If a parent cannot come to the school, the administration may be given permission to discipline. Parents who enroll their children at JCA must sign a Statement of Cooperation and Support that gives permission for corporal discipline if necessary.

Serious Offenses

The following is not intended to be exhaustive, but simply a guide to understand some of the offenses that could cause *dismissal*.

1. Maliciously destroying school property. Students will be held liable for damage.
2. A rebellious spirit that is unchanged after much effort put forth by the teacher, principal, and parents.
3. A serious breach of conduct inside or outside the school that has an adverse effect upon the testimony of the school, its administration, or faculty.
4. Conduct or attitude that reveals the student to be in open opposition to the basic principles or purposes of the school.
5. Failure of the parents to comply with the disciplinary procedures of the school.
6. Insufficient academic progress resulting from a refusal to apply oneself.
7. Involvement in drugs or use of alcohol whether it be on the school grounds or off, during school or after. Withholding knowledge of their use or sanction of their use will also be considered a serious offense.
8. Smoking and/or possession of tobacco.
9. Immorality or inappropriate behavior with the opposite sex.
10. Possession of firecrackers or other explosive devices of any kind on school property.
11. Improper speech, i.e. vulgarity, profanity, excessive lying.
12. Obscene gestures or possession of pornographic material.
13. Continued hair or dress code violations.
14. Cheating on any school assignment or school work including tests and quizzes.
15. Involvement in ungodly music or any other such activities unbecoming to the Christian.

I understand fully the Discipline and Conduct Policy of Jacksonville Christian Academy as previously stated and fully pledge to support the teachers and administration of Jacksonville Christian Academy regarding the discipline of my child/ren as long as my child/ren shall attend Jacksonville Christian Academy.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Jacksonville Christian Academy

Corporal Correction Release

Jacksonville Christian Academy is honored that you have asked our staff to assist you in the training of your child for Christian leadership. Our program's total design is to help develop the spiritual and academic qualities that we feel should characterize your child. We appreciate your confidence in our program. To carry out your wishes for total character development, we believe it is necessary to follow Scriptural admonition to correct a child when his/her behavior is in violation of proper or reasonable rules and procedures (Proverbs 20:30; 29:15). When warranted, corporal correction will be exercised under the following guidelines:

1. The offense will be clearly discussed with your child.
2. A staff member will discuss Spiritual applications and will pray with your child.
3. The father/and or mother will be called to come and administer necessary punishment at the school.
The child will not be allowed to return to class until the situation has been resolved.
4. A reasonable number of firm strokes, not to exceed 5, will be administered using a simple, flat paddle.
5. A staff witness of the same sex as the child will be present.
6. If the child refuses to submit to the corporal correction, or the parents refuse to administer the corporal correction, the matter will be discussed further. If it is believed to be in the best interest of JCA, the child will be withdrawn from the school.
7. After administering the corporal correction, the staff member will pray with the parent and child, assuring him/her of his love.
8. A written report will be sent home/given to the parent to sign. It will be placed in the student's file.
9. In such cases, as better suits the parent/guardian, the corporal correction may be administered by the principal or chosen staff member, provided permission is properly granted by the parent/guardian.

I, _____ and _____
Father /Guardian Mother/Guardian

have read the Corporal Correction Release and agree to support without reservation Jacksonville Christian Academy in its policy of corporal correction and personally pledge my/our support of the Scriptural approach to discipline (Proverbs 22:15).

Parent/Guardian Signature_____

Date _____

Parent/Guardian Signature_____

Date _____

Jacksonville Christian Academy

Parent's Statement of Cooperation and Support

I pledge my full support and loyalty to the aims and ideals of this church school. In a day and age when many parents are abdicating their responsibilities regarding the rearing of their children, I am signing this form in an honest effort to reassure the administration of my full support.

I Agree:

1. I have read the JCA Student Handbook and will fully support JCA's policies as stated in the handbook.
2. Because of limited enrollment and a very stringent economy, I agree that I will pay the school bill on time. Tuition is due on the first day of each month, and **must be paid within 15 days** after this date. A **late payment fee of \$25.00** will be charged to my account if payment is not made by the 15th of each month. If my account becomes delinquent and is *not paid within 30 days*, my child will be **suspended** from school until proper payment has been made. I realize that I must pay for the entire month if my child attends any part of that month.
3. I understand that there will be a **\$25.00 service charge** on all returned checks. If a check is returned, all future payments must be made with a money order, certified check, or cash.
4. In cooperation with the school, I agree to attend the Parent-Teacher Fellowship Meetings.
5. I will be loyal to JCA by not discussing problems or grievances with other parents. I agree **not** to make detrimental or negative remarks about Jacksonville Christian Academy or First Free Will Baptist Church. I agree to bring any serious questions and criticisms directly to the administration so that those in authority may properly consider them.
6. The teacher and the administration are hereby given full discretion in the discipline of my child/children. This includes a wide variety of discipline measures including corporal punishment, suspension and expulsion from school, if necessary. I agree not to be defensive should I be called for a discipline infraction.
7. I understand that the school policy states that the registration fee is non-refundable.
8. I give permission for my child/children to participate in all school activities, including field trips, sports activities, and school sponsored trips away from the school premises and absolve the school from liability to me or my child/children.
9. In the event of an emergency, I give JCA permission to take such reasonable measures as are, in my judgment, necessary to the welfare and safety of my child/children.
10. In the event that a JCA photographer or videographer takes a picture with my child in it, either individually or in a group, I give permission for my child's picture to be used in future brochures, videotapes, websites or other publications for First Free Will Baptist Church or Jacksonville Christian Academy.
11. I further pledge not to neglect my responsibility regarding the education of my child. I will see that my student studies, completes assignments on time, and prepares adequately for test and quizzes. Being a cooperating partner with JCA in the education of my child, I will take appropriate measures to see that my child progresses adequately in the learning process. This may include: after school tutoring, spending extra time with my child and adequately monitoring my child's progress. I am committed to my student doing his best and being actively involved in his *character* education.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Jacksonville Christian Academy

Student Transcript/Record Request

Parent: Please provide school information

To Releasing School Counselor/Principal:

Date _____

School Name

Address

School

City

State

Zip Code

School Phone

School Fax

Dear Counselor/Principal

My child is an applicant for admission to Jacksonville Christian Academy. I hereby authorize you to release to JCA the following records: a certified copy of the complete transcript (including grades and credits), all standardized test results, attendance records, educational assessment, psychological assessments, any other assessments/evaluations, immunizations, and any pertinent disciplinary records.

Name of Applicant _____
First Middle Last

Date of Birth _____ Current Grade _____

Parent/Guardian Signature _____ Date _____

Receiving Principal Signature _____ Date _____

Please send records to:
Jacksonville Christian Academy
919 Gum Branch Road
Jacksonville NC 28540
Phone 910 347 2358
Fax 910 347 3138

Faxed on _____

By _____