

# Providence Christian School

## It's Time to Re-enroll for 2012-2013!

Continuing students and siblings are entitled to early enrollment **March 1-23**.

*Returning students will be enrolled for the 2012-2013 school year when the following items are received by the Admissions & Personnel Director:*

### 1. Student Emergency Forms

### 2. Handbook Agreement Form

The 2012-2013 PCS Handbook is available online at [www.providence-christian.org](http://www.providence-christian.org) on the *Information* page. Please read the Handbook with your child prior to signing the Handbook Agreement

### 3. Registration deposit of \$300.00 per student

Payment must accompany enrollment paperwork.

*Please note that the following grades have additional requirements:*

Four-Year-Old Kindergarten: **4K Session Form** required (enclosed)

Kindergarten and grade 7: **Immunization record** required (please see enclosed immunization details and submit immunization record copy with re-enrollment)

Grades 4-8: **Internet Use Agreement** required (enclosed)

Grades 6-8: **Millennium Sports Club Waiver** required (enclosed)

**RE-ENROLLMENT PAPERWORK IS DUE BY FRIDAY, MARCH 23, 2012**

### REGISTERING SIBLINGS

If you will be registering siblings who are not currently enrolled, please download and complete a **New Student Enrollment Application** from the *Information* page of the school website [www.providence-christian.org](http://www.providence-christian.org). New Student Enrollment Applications are also available in the school office.

*Submit the application with these required documents:*

1. Registration Deposit
2. Birth Certificate copy
3. Handbook Agreement form
4. Immunization Record copy

# *Providence Christian School*

## **2012-2013 Fee Schedule**

### **Registration**

This fee includes curriculum, placement assessment, annual TerraNova 3, InView, DIBELS, and Open Court assessments, SMART Tuition administrative fees, and facility fees:

Four-Year-Old Kindergarten	\$393.00
Kindergarten through Fifth Grade	\$639.00
Sixth through Eighth Grade	\$736.00

### **10-Month Tuition Schedule**

Four-Year-Old Kindergarten	\$2574.00
Kindergarten	\$4135.00
First through Fifth Grade	\$4608.00
Sixth through Eighth Grade	\$5109.00

For students entering or exiting Providence Christian School other than on the first day of school, the total annual tuition charged will be adjusted to reflect the actual number of days the student is enrolled at Providence Christian School (the first, or last, tuition payment will be adjusted to account for the reduced number of days attended, so that future monthly tuition installments will coincide in amount and number to that of other students).

When a family enrolls several children concurrently, there is a **15% discount** on tuition for the second child, an additional 10% discount on tuition for the third child (**25% total**), and the fourth and subsequent children receive free tuition. The children must be enrolled at PCS at the same time to receive discounts on tuition.

# *Providence Christian School*

## **Multiple-Child Tuition Rates for 2012-2013**

<b>Oldest Child:</b>	<b>Annual Tuition</b>	<b>Monthly Tuition</b>
Four-Year-Old Kindergarten	\$2574.00	\$257.40
Kindergarten	\$4135.00	\$413.50
Grades 1-5	\$4608.00	\$460.80
Grades 6-8	\$5109.00	\$510.90
<b>Second oldest child:</b>		
Four-Year-Old Kindergarten	\$2187.90	\$218.79
Kindergarten	\$3514.75	\$351.48
Grades 1-5	\$3916.80	\$391.68
Grades 6-8	\$4342.65	\$434.27
<b>Third oldest child:</b>		
Four-Year-Old Kindergarten	\$1930.50	\$193.05
Kindergarten	\$3101.25	\$310.13
Grades 1-5	\$3456.00	\$345.60
Grades 6-8	\$3831.75	\$383.18
<b>Fourth &amp; subsequent children:</b>		
Four-Year-Old Kindergarten	\$0.00	\$0.00
Kindergarten	\$0.00	\$0.00
Grades 1-5	\$0.00	\$0.00
Grades 6-8	\$0.00	\$0.00

# Providence Christian School

## Financial Procedures

To enroll a *continuing student* or *sibling* or any *new student* applying for enrollment March 1-August 1, you will be required to pay a nonrefundable registration *deposit* of: **\$300.00 per student**. *The remainder of the balance of the registration fee will be billed on August 1 and due by August 10. All outstanding balances from the prior school year and the upcoming school year registration fee must be paid in full before your child can begin the school year* (contact the bookkeeper if you wish to make financial arrangements for outstanding balances). Any continuing or new student applying for enrollment between August 1 and the start of school is required to pay the *entire registration fee* when submitting the enrollment application.

### Registration Fees

The registration fees include: placement assessment, curriculum, annual SAT-10, DIBELS, Open Court, and Otis Lennon assessments, and facility fees. Of the registration fee, \$300.00 is nonrefundable. Once school begins, the entire registration fee is nonrefundable.

### Tuition Billing

There are two methods of tuition payment:

- Annual tuition paid-in-full: *Payment-in-full must be made to PCS by September 10*
- Monthly payments through SMART TUITION Service: *Monthly tuition payments are one-tenth of the annual amount due, payable each month from September through June. Payment may be made by one of the following options: 1. Monthly invoice; 2. Monthly automatic deduction from checking or savings account; 3. Monthly automatic charge to credit card (American Express, Discover, or MasterCard)*

For children entering (or exiting) Providence Christian School other than on the first day of school, the total annual tuition charged will be adjusted to reflect the actual number of days the student is enrolled at Providence Christian School. The first, or last, tuition payment will be adjusted to account for the reduced number of days attended, so that future monthly tuition installments will coincide in amount and number to that of other students. The last installment of tuition for all students is made in June.

### Delinquent Accounts

If installment payments are received 10 days after the due date, the account is considered delinquent and a \$60.00 late fee is charged. Any late charges are payable through the tuition management service. Failure to pay tuition within 30 days will result in a phone call from the bookkeeper in order to establish a payment schedule that will reconcile past due accounts. If this payment schedule is not followed or if payments continue to be delinquent, you will be scheduled to come before the PCS Board to discuss continued enrollment. The tuition account (including Extended Day) must be paid in full before the student(s) may return to the school.

### Report Cards and TerraNova 3 Reports

Final report cards and TerraNova 3 reports will be mailed after all tuition, Extended Day, and other charges for the school year have been paid in full.

### Student School Supplies

All student school supplies are to be purchased by the parents. Please see the Student Supply List for details.

### Miscellaneous Fees

There is a \$25.00 charge for returned checks. Parents will be billed for book replacements.

*Note: Please do not leave cash in the office if the secretary or bookkeeper is not there to accept it and issue a receipt. Providence Christian School cannot be responsible for cash left in an unattended office.*

# Providence Christian School

## 2012-2013 Extended Day Program and Fees

Extended Day will be provided on regularly scheduled school days from **7:15 a.m.-6:00 p.m.**

### **Regular School Days**

#### *Before School*

7:15 a.m.-8:45 a.m.

All Students

8:45 a.m.-11:15 a.m.

Afternoon 4K & Kindergarten Students

#### *After School*

11:30 a.m.-6:00 p.m.

Morning 4K & Kindergarten Students

3:15 p.m.-6:00 p.m.

All Students

### **PCS Extended Day Cost and Billings**

Extended Day is available to Providence Christian School students at the charge of **\$5.36** per hour for the youngest student, **\$4.18** per hour for a sibling, and **\$2.77** per hour for subsequent siblings. These prices are for the 2012-2013 school year and are subject to change. Extended Day fees are included on your PCS monthly billing statement.

There is no Extended Day option beyond 6:00 p.m. Extended Day fees will be included on a separate PCS monthly billing statement (not part of the SMART Tuition service).

### **No Charge Extended Day**

There is no charge for Extended Day when a parent is:

- Serving as a field trip driver for one of the classes
- In conference with a teacher or the Principal at the request of the teacher or Principal
- Attending a school-scheduled parent meeting, i.e. Science Camp, Washington, D.C. trip, etc.
- Volunteering at a school function

**Note: It is the parent's responsibility to notify the Extended Day Supervisor if any of these conditions apply. Whenever a conference is requested by the parent, Extended Day is to be paid for by the parent.**

# *Providence Christian School*

## **Immunization Requirements 2012-2013**

### Kindergarten Immunization Requirements:

**Polio (OPV)** – 4 doses at any age, but 3 doses meet the requirements for ages 4-6 years, if at least one dose was given on or after the fourth birthday.

**DTaP** (Diphtheria, Tetanus, and Pertussis) *or* **DTaP** or **DTP with DT (Tetanus and Diphtheria only)** – 5 doses at any age, but 4 doses meet the requirements for ages 4-6 years, if at least one dose was given on or after the fourth birthday.

**MMR (Measles, Mumps, & Rubella)** – 2 doses are required; both must be given on or after the first birthday.

**Hepatitis B** – 3 doses are required

**Varicella (Chicken Pox)** – 1 dose is required; physician-documented disease history or immunity meets the requirement also.

**Tuberculin Skin Test**– PPD/Mantoux Test is recommended, but not required for entry.

### Middle School Immunization Requirements:

Students entering grade 7 must have on file, or provide documentation of, the following:

**Tdap vaccine**—(this is the adolescent version of the DTaP vaccine received in Kindergarten)

**MMR** (Measles, Mumps, and Rubella) 2 doses

**Varicella**—2 doses required for transfer students (new to California) 13 years and older who have never received the vaccine

### First Grade Health Examination

A First Grade Health Examination is to be completed within 18 months prior to, or within 90 days of, entry into First Grade and a copy must be turned in to the Admissions & Personnel Director. This exam can often be done during an immunization appointment. The El Dorado County Health Department on Spring Street in Placerville offers free-of-charge exams to qualifying families. (*Exam forms are available in the school office and on the school website*)

**According to state law, we cannot allow your child to attend school unless we receive evidence that the above requirements have been met. Parents may sign a personal beliefs affidavit in the event all or some immunizations are contrary to their beliefs.**

**Please attach a copy of your child's official vaccination record to your re-enrollment paperwork**



## 2012-2013 Student Emergency Information *Part II*

Other persons authorized to pick up \_\_\_\_\_ (include carpool names):

Student's Name

_____	_____
Name	Phone
_____	_____
Name	Phone
_____	_____
Name	Phone

### ***Please complete the following pertinent medical details regarding your child:***

Is your child subject to any of the following conditions which may result in a classroom emergency?

Epilepsy    Diabetes    Asthma    Allergies   *Type of Allergies* \_\_\_\_\_

Does your child require an inhaler while at school?    Yes    No

Does your child require an epi-pen?    Yes    No

*(If yes please provide the epi-pen to your child's teacher before the first day of school)*

### **Medications**

*Please list medications taken regularly*

_____	_____	_____
Medication	Dosage	Time of day taken
_____	_____	_____
Medication	Dosage	Time of day taken

### **Hand Sanitizer Permission**

My child \_\_\_\_\_ has permission to use school-provided hand sanitizer.    Yes    No

**Health Insurance Company** \_\_\_\_\_ **Policy Number** \_\_\_\_\_

*I (We), the undersigned parent(s) of \_\_\_\_\_ (a minor) do hereby authorize Providence Christian School, as agent for the undersigned in our absence, to consent to x-ray examinations, anesthetic, medical or surgical diagnosis or treatment, and/or hospital care, which is deemed advisable by, and to be rendered under, the general and special supervision and upon the advice of any physician or surgeon licensed under the Medical Act, whether such diagnosis or treatment is rendered at the office of said physician or at any licensed medical facility. It is understood this authorization is given in advance of any specific diagnosis, treatment, or hospital care required, but is given to provide authority and power on the part of the aforesaid agent to give specific consent in any medical emergency to any and all such diagnoses, treatment, or hospital care which the aforementioned physician in the exercise of best judgment may deem advisable. **This authorization shall remain in effect until revoked in writing and such revocation is delivered to said agent.***

### **Parents or Guardians**

Father	_____	Date	_____
	Signature		
Mother	_____	Date	_____
	Signature		

**A photocopy of this form is as valid as the original**

*Providence Christian School*  
**Student/Parent Agreement to  
Support PCS Handbook Policies**  
**2012-2013**

The **PCS Handbook** is available online at [www.providence-christian.org](http://www.providence-christian.org) on the *Information* page. For families without internet access, copies of the PCS Handbook are available in the school office.

**We have read, discussed, and agree to abide by all of the rules and policies established by the Providence Christian School Administration and Board as conveyed in the PCS Handbook.**

1. _____ Student's Name	_____ Grade to Enter	<input type="checkbox"/> 4K Morning <input type="checkbox"/> 4K Afternoon <input type="checkbox"/> Kindergarten Morning <input type="checkbox"/> Kindergarten Afternoon
_____ Student Signature	_____ Date	
2. _____ Student's Name	_____ Grade to Enter	<input type="checkbox"/> 4K Morning <input type="checkbox"/> 4K Afternoon <input type="checkbox"/> Kindergarten Morning <input type="checkbox"/> Kindergarten Afternoon
_____ Student Signature	_____ Date	
3. _____ Student's Name	_____ Grade to Enter	<input type="checkbox"/> 4K Morning <input type="checkbox"/> 4K Afternoon <input type="checkbox"/> Kindergarten Morning <input type="checkbox"/> Kindergarten Afternoon
_____ Student Signature	_____ Date	
_____ Parent's or Guardian's Signature	_____ Date	

*Please note that this Handbook Agreement is considered part of your child's enrollment and therefore must be completed and turned in to the school office prior to commencement of school.*

*Your child will not be able to attend school if this form is not on file in the school office.*

*Providence Christian School*  
**Four-Year-Old Kindergarten Session Form**

**SESSION 1**            **AUGUST 27, 2012-NOVEMBER 2, 2012**

Child's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

**SESSION 2**            **NOVEMBER 5, 2012-JANUARY 25, 2013**

Child's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

**SESSION 3**            **JANUARY 28, 2013-MARCH 29, 2013**

Child's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

**SESSION 4**            **APRIL 1, 2013-JUNE 12, 2013**

Child's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

# Providence Christian School

## Internet Acceptable Use Policy *Grades 4-8*

### Terms and Conditions

Providence Christian School (PCS) is pleased to offer our computer and iPad users access to the Internet for educational purposes. The use of the Internet is important to prepare students for life and work in the 21<sup>st</sup> century. PCS computer and iPad users are expected to follow all guidelines listed below. Inappropriate use of the Internet may result in a cancellation of access, in whole or in part.

### *Acceptable Uses*

The Internet is to be used for educational purposes. The following types of access are considered to be appropriate uses:

- ❖ To participate in collaborative efforts
- ❖ To access real-time data
- ❖ To access unique resources
- ❖ To publish information and resources
- ❖ To conduct research
- ❖ To communicate broadly and effectively

### *Unacceptable uses*

The following types of access are considered to be inappropriate uses:

- ❖ Accessing profane or obscene material, material suggesting illegal acts, and material advocating violence or discrimination
- ❖ Using the access for illegal acts
- ❖ Attempts to access any resources that are restricted, confidential, or privileged
- ❖ Posting chain letters
- ❖ Internet Relay Chat, news groups, or mailing list participation, unless directed and supervised by a staff member for a classroom assignment
- ❖ Granting Internet access to unauthorized persons intentionally, or failing to notify a teacher or administrator if you suspect someone of using your password (if applicable)
- ❖ Posting personal contact information
- ❖ Agreeing to meet someone online
- ❖ Attempts to disrupt access
- ❖ Causing damage to or changing function, operation, or design of the technology
- ❖ Using obscene, profane, lewd, vulgar, rude, inflammatory, or threatening language
- ❖ Harassing another person
- ❖ Posting false or defamatory information
- ❖ Plagiarizing information found on the Internet
- ❖ Disregarding the rights of copyright owners on the Internet
- ❖ Causing or permitting material protected by copyright, trademark, or confidential data to be uploaded, published, or broadcast in any way without permission of the school Administration
- ❖ Posting web pages without the consent of a teacher or authorized adult
- ❖ Downloading large files (over 5 MB)
- ❖ Buying or selling any products or services

*Providence Christian School*  
Student Agreement for Internet Access  
**Grades 4-8**

By signing this agreement, I am signifying that I have read Providence Christian School's *Acceptable Use Policy* and agree to abide by its terms. I understand that the computers and iPads are to be used solely for educational purposes and that there is no expectation of privacy with respect to the use of the same.

Student's Name \_\_\_\_\_  
Last First

Home Address \_\_\_\_\_  
Street City State

Home Phone \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

User Name \_\_\_\_\_ User Signature \_\_\_\_\_  
Please print

Date \_\_\_\_\_

***Parent or Guardian***

As the parent or guardian of this student I have read the policy in its entirety and agree to its terms on behalf of my child. I hereby give my permission to issue an account for my child and certify that the information contained in this agreement is correct.

Parent's Name \_\_\_\_\_ Parent Signature \_\_\_\_\_  
Please print

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Date \_\_\_\_\_

# Millennium Sports Club Waiver *Grades 6-8*



Salutary SportsClubs, Inc.  
3442 Browns Valley Rd, #400  
Vacaville, CA 95688

- El Dorado – 4242 Sports Clubs Dr, Shingle Springs, CA 95682 (530) 677-5705
- Merced – 350 East Yosemite Ave, Merced, CA 95340 (209) 722-3988
- Rancho Solano – 3250 Rancho Solano Pkwy, Fairfield, CA 94534 (707) 438-2582
- Vacaville – 3446 Browns Valley Rd, Vacaville, CA 95688 (707) 446-2350
- Vallejo – 124 Lincoln Rd East, Vallejo, CA 94591 (707) 644-7788

## Waiver and Release of Liability for Minors

This form must be completed in its entirety to participate in any activity or be on the property of Millennium SportsClub (MSC). (Please Print Clearly)

Name of Minor \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Birth Date \_\_\_\_\_ Phone \_\_\_\_\_

In consideration for permission to participate in any activity at Millennium SportsClub, including the use of all child monitoring services and facilities offered at the club, today and on all future dates, I, for myself, and on behalf of the minor child identified above, our heirs, personal representatives and/or assigns, do hereby release, waive, discharge, and covenant not to sue Millennium SportsClub, its directors, officers, owners, employees, independent contractors or agents (collectively referred to herein as the "Club"), from liability for any and all claims for personal injury, illness, death, property damage, or any other claim, including but not limited to claims arising out of the negligence of the Club or its agents. This waiver and release of liability applies to all Club activities, without limitation, regardless of whether participation requires the Participant to leave the Millennium SportsClub premises.

It is expressly agreed that participation in any and all Millennium SportsClub activities, including but not limited to the use of and presence upon the Club premises, without limitation and whether engaging in exercise or physical activities or not, shall be undertaken by the minor member or participant at his/her sole risk, and the Club shall not be liable for any injuries or any damages to any minor member or participant, or the property of any minor member or participant, or be subject to any claim, demand, damages or causes of action arising out of the use of, or occurring on, the Club's premises regardless of whether it was caused by the negligence of the Club. This waiver and release is intended to be as broadly interpreted as allowed under California law.

The Parent/Guardian executing this waiver and release of liability hereby agrees to hold Millennium SportsClub, its directors, officers, owners, employees, independent contractors and/or agents harmless from all claims which may be brought against them by or on behalf of any minor member or participant or any one of the their guests and to indemnify the Club from any such claims to the fullest extent allowed under California law. The indemnification set forth herein specifically includes reimbursement for any and all attorneys' fees and litigation costs incurred by the Club as a result of any action commenced by or on behalf of any minor member or participant or any one of the their guests.

*The Parent/Guardian also expressly acknowledges that by signing below he or she is relinquishing all rights he or she may have to sue the Club for injuries arising out of the use of the Club facilities or its services that arise during the minor's use of and participation at the Club. The Parent/Guardian also acknowledges that he or she is relinquishing, on behalf of the minor children participating in activities at the Club and using the Club facilities, all rights the child may have to sue the Club for injuries arising out of the use of the Club facilities or its services. This waiver applies, without limitation, to any and all claims based upon the negligence of the Club or its employees.*

Signature of Parent or Legal Guardian of Minor: \_\_\_\_\_ Date \_\_\_\_\_

Name of Parent or Legal Guardian of Minor: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Rev 07/11 Minor Waiver



## 2012-2013 Spanish Programs

### Spanish Elective Course

Grades 5-8

*Students will receive grades and course credit for this course*

- Spanish 1 & 2 Tuesdays, Thursdays, Fridays, 8:00 a.m.-8:50 a.m..
- Spanish 3 Mondays, Wednesdays, Fridays, 8:00 a.m.-8:50 a.m.

**Cost per student: \$40.00/month (non-refundable)**

Spanish teacher, Señora Massa, will determine student placement in the appropriate classes above. This is a year-long elective course. Students gain mastery and retention of Spanish vocabulary and grow in ability to read, write, and speak the Spanish language.

### **VIVA EL ESPAÑOL!**

Grades 1-4

*No course credit or homework is given for this course  
A minimum of three students are required for each class to take place*

- Spanish Lessons (Grades 1 & 2) Mondays, 3:00-p.m.-3:30 p.m.
- Spanish Lessons (Grades 3 & 4) Tuesdays, 3:00 p.m.-3:45 p.m.

**Cost per student: \$28.00/month (non-refundable)**

***Parents: Please select the appropriate option above, sign below, and return this form to Admissions & Personnel Director Clydene Rogers. Students desiring to take these courses must have parental consent.***

I give my child, \_\_\_\_\_ permission to take the Spanish course designated above. I understand that this course commitment is for the entire school year and that I will be billed monthly for this course beginning in September (or the first month of attendance).

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

*Private lessons are also available!  
Please contact Señora Massa at 925.984.6372 for additional information.*

# Band Elective Form 2012-2013

Students in **grades 3-8** are eligible to enroll in band.  
To enroll your child, please complete the following information and submit your form  
to Admissions & Personnel Director Clydene Rogers

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Instrument selected \_\_\_\_\_

Level of Instruction  Beginning  Intermediate  Advanced

*Instruction is available for the following instruments:*

Wind Instruments

Trumpet  
Clarinet  
Trombone  
Saxophone  
Flute  
Oboe

String Instruments

Guitar  
Violin

Percussion

Snare drum  
Bass Drum  
Xylophone/Bells

*\*\*Please note that parents are responsible for providing their child's musical instrument and instruction book.\*\**

*The cost for wind and percussion instruction: \$68 per month*

*The cost for string instruction: \$63 per month*

*No payment is due upon enrollment, parents will be billed monthly (September-June) for Band*

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

## 2012-2013 Schedule

*Subject to change*

### Wind and Percussion Instruction Sessions

Beginning Band	Mondays & Wednesdays, 3:00 p.m.-4:00 p.m.
Advanced Band	Mondays & Wednesdays, 4:00 p.m.-5:00 p.m.

### Stringed Instrument Sessions

Beginning Guitar	Tuesdays, 3:00 p.m.-4:00 p.m.
Intermediate Guitar	Thursdays, 3:00 p.m.-4:00 p.m.
Advanced Guitar	Tuesdays & Thursdays, 4:00 p.m.-5:00 p.m.



## 2012-2013 Drama Club Elective

All students in grades 2-5 are eligible to join the Drama Club! This after-school program teaches students musical theatre. All participants will perform one musical at the end of the semester. ***The Drama Club begins September 5, 2012, and culminates with their performance on December 7, 2012.***

Drama Club will be held on Wednesdays, 3:00 p.m.-4:00 p.m. The cost is \$50.

Space is limited; all students are registered on a first-come, first-served basis.

_____	_____	_____
Student Name	Grade	Date
_____	_____	_____
Parent Signature	Phone	Email

Please submit this form to  
Admissions & Personnel Director Clydene Rogers