



FIRST BAPTIST
ACADEMY

Parent Handbook

2022-2023

I have no greater joy than to hear that my children are walking in the truth.
3 John 1:4

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WELCOME TO FIRST BAPTIST ACADEMY

“And that from childhood you have known the sacred writings which are able to give you the wisdom that leads to salvation through faith which is in Christ Jesus!”

2 Timothy 3:15

Welcome to First Baptist Academy (FBA)! Our goal is to come alongside you as you seek to raise your children with a distinctly different view of our world, a Christian world perspective. It is truly a privilege to help foster an environment of praise, servanthood and affirmation which God began even before your children were born, for they are ‘.... *fearfully and wonderfully made ...*’ *Psalms 139:14*. First Baptist is unapologetically biblical, unashamedly Christian and unbelievably faithful to those ‘little ones’ God has blessed you with, as your ‘*heritage of the Lord*’. Expert instruction, careful discipleship and committed management of your children’s education will enable us to partner with you by empowering your children to become successful in our society. We are so thankful to have you join our FBA Family.

INTRODUCTION

Our desire is to give your child loving direction while providing quality education based on biblical principles. FBA strongly believes that your child is a gift from God and that He has a special plan for him or her. Each child is seen as a unique individual. It is our privilege to help prepare your child to be strong in spirit, model Christian values, and realize academic excellence in whatever he or she attempts. This handbook is our method of coordinating the school’s general guidelines and therefore giving you a better understanding of FBA goals and policies. It does not attempt to address every issue that may occur during the school year. Please feel free to call the FBA Office at 361-643-2345 with any questions or concerns.

MISSION STATEMENT

The mission of FBA is to “Extend the ministry of First Baptist Church to the community through developing the spiritual growth of children by providing a quality educational program in a secure Christian learning environment. “

PHILOSOPHY

FBA is guided by a Christ-centered philosophy. God, in his wisdom, has given parents the responsibility for their children’s education and discipline. The school is not a substitution for home but a partner in guiding parents in fulfilling the responsibility the Lord has given to all.

FBA offers a quality Christian education in a Christian environment. FBA strives to maintain a student body with high academic and moral standards. FBA students will be taught self-discipline, respect for those in authority, obedience to the law, and love for God, our flag

and our country.

*“Train up a child in the way he should go,
and when he is old he will not depart from it.”
Proverbs 22:6*

ENROLLMENT PROCEDURE

Details of the enrollment procedures may include, but are not limited to:

- * A completed Enrollment Form
- * An interview with the FBA Director
- * Signed release form to acquire previous school records
- * Possible assessment to determine appropriate grade level
- * Documentation regarding current Health Statement - Immunizations, TB

Testing, Hearing / Vision Screening, with physician signature

- * A legible copy of the birth certificate and social security card
- * A current photo of your child
- * All fees paid

*A copy of school records from the previous year or the most recent report card must be on file in the office by the end of the first day of the school year. If these items are not provided, an assessment will be given to the student to determine grade placement in grades 1-5.

*Assessments will be given to all students who have been homeschooled before coming to FBA when entering grades 1-5.

IMPORTANT AGE REQUIREMENTS

To enroll in Kindergarten, the child must have celebrated his or her fifth birthday before September 1st.

PARENT PARTICIPATION

FBA assumes there will be active parental involvement in the education of children. This helps create a closer relationship between the home and the school, strengthening the parents' realization of their Biblical responsibilities, and encouraging cooperation with the teachers in the education of their children. There are numerous opportunities to volunteer such as assisting with class field trips or special activities. This participation will be under the direction of your child's teacher. There are also parental activities that are required such as parent conferences, fund raising, and **close monitoring of your child's success by reviewing your child's folder on a daily basis**. Communication is essential to promote unity and to continually improve and enhance the quality of education that is provided to your child. We welcome and encourage parents to visit our school during operational hours. Please call or check in at the office so that your visit will bring minimal disruption to your child's class.

SCHOOL HOURS

FBA School Hours: Doors Open 7:40 Classes Begin 8:00 a.m. and end at 3:00 p.m.
First Baptist Preschool offers before and after school care for children 5 years of age and up.
You must contact the director of the preschool for hours and fee at 361-643-4644. Students may be dropped off with the Academy Duty Teacher no earlier than 7:40.

ATTENDANCE

School attendance is vital to each student's success in school. A maximum of 10 days excused absences and 3 days of unexcused absences will be allowed per year. Students are required to be in school each day unless:

- * A student is ill.
- *There is a serious illness or death of an immediate family member.
- *A family or special trip has been cleared by the administration at least one week in advance. All missed work must be completed within two days of return to school.
- *A student is on a school sponsored activity.

A student will be marked absent for the day if they are not in their class at 10:30 a.m. A student will have one day per absence to complete missed work. If a student has more than 10 excused absences and/or 3 unexcused absences, the student must attend opportunities to make up the missed time during extended-school opportunities, such as before or after school tutorials or Saturday School. If these opportunities are not utilized, students must attend summer school in order to receive the end of year report cards.

Only students that are currently enrolled in FBA are allowed to participate in Academy activities.

TARDY POLICY

FBA begins promptly at 8 a.m. and it is imperative that your child is ready to start his/her day on time. Early morning learning often sets the tone for your child's entire day. A student will be counted tardy after 8:00 a.m. An excused tardy will include: doctor/dentist visits, traffic situations that result in a large number of students being late. Any other tardy is considered unexcused. A student will be allowed up to three unexcused tardies per quarter. After three tardies have been reached in a quarter, the following will take place: 3 tardies=1 unexcused absence.

NON-DISCRIMINATORY POLICY

F.B.A. admits students of any race, color, and ethnic origin to all the rights, privileges, programs, and activities generally made available to students at the school. In addition, the school does not discriminate on the basis of race, color, or ethnic origin in the administration of its educational programs, admissions policies, and any other school administered activity.

CURRICULUM

FBA provides an excellent Christian curriculum with the primary use of Abeka Book in Kinder Prep through Fifth Grade. It is our goal to not only lead your child in traditional subject matter,

but to direct their learning through Christ, the Bible, and Christian character. Our curriculum, along with other instructional support materials, ensure our students receive a daily instruction in biblical principles, Reading, Language Arts, Mathematics, Social Studies, and Science.

Academic Excellence is a priority at First Baptist Academy. The FBA student is typically working at or above grade level. FBA staff will take every step necessary to ensure challenging yet appropriate instruction for their students.

The Texas Essential Knowledge and Skills (TEKS) prescribed by the Texas State Board of Education are also included in the grade appropriate curriculum. In addition to basic subjects, extra offerings may include but are not limited to: Physical Education, Spanish, Computer, and Chapel.

MEALS AND FOOD SERVICE

Our students are served a hot nutritious lunch. The cost per lunch is \$2.50. Our menu is prepared by guidelines provided by the Texas Department of Protective and Regulatory Services (TDPRS). On occasion, this menu must be changed due to shipping delays; otherwise the parents will know what is being served at lunch. Our kitchen staff attends food handling and care classes at Del Mar College and the kitchen is inspected by the San Patricio County Health Department. Please report any food allergies in writing to the FBA Office and to your child's teacher. Please note: Overages in lunch accounts cannot be refunded or applied to other accounts, but can be held and applied to the following school year.

If your child does not wish to eat the prepared lunches, it is permissible to send him or her with a healthy sack lunch. Please include all appropriate plastic utensils if needed. **Soft drinks, soda, pop, and cokes are "STRONGLY" discouraged.**

When visitors or parents join us for lunch you will have to sign in and out in the lunchroom. This is for the safety of all our students.

On occasion, you may want to have lunch with your child and bring a commercially prepared lunch ('fast food'). This is also permitted and we encourage parents to enjoy that time with their children when they are able to. However, please do not bring food for or share food with other students. Also, please be sensitive to FBA policy regarding outside toys and refrain from bringing surprises that often come with prepared lunches ('Happy Meal' toys). Due to time restraints for serving lunch, please be on time if you are having lunch with your child. A 5 minute wait time will be allowed then your child will be served lunch and charged \$2.50 for the meal. Caution: Parents, please do not allow younger siblings to be unsupervised while visiting FBA, as our students are still expected to follow all lunchroom rules.

If you desire to join us for lunch and wish to purchase a meal that is prepared in our kitchen, please call ahead (by 9:00 a.m.) to assure additional food will be available.

Expected Behavior for the Lunchroom:

*Students will come into the lunchroom quietly.

*Students will sit up straight and close to their table while eating (proper posture).

*Students will follow instructions given by staff.

Important: We are not a peanut free campus.

CALENDAR

FBA recognizes and generally follows Gregory Portland ISD school calendar.

Please put these important dates on your home calendar (Please note that some events are subject to change and that more events can be added throughout the school year)

August 8-12 Teacher Workdays
August 11– Meet the Teacher
August 15- First Day of School
September 5- Labor Day Holiday/No School
October 10 – Student Holiday/No School
October 28 - Book Character Dress-Up Day
November 18 – Early Release @11:30 a.m.
November 21-25– Thanksgiving Holidays
December 16 – Early Release @ 11:30a.m.
December 19-30 – Christmas Holidays
January 2-6- New Year's Holiday
January 6- Teacher Workday
January 9 - First Day back for Students in 2023
January 16 – Student Holiday/No School
February 17-Early Release @ 11:30 am
February 20 Student Holiday/No School
February 21- Student Holiday/No School/Teacher Workday
March 13-17 -Spring Break
April 6-Early Release @ 11:30 am
April 7-10 – Easter Holiday/No School
May 19- Last Day of School/Early Release @ 11:30 a.m.
May 22– Teacher Workday

BAD WEATHER PROCEDURES

If Gregory Portland ISD declares a bad weather delay of start or holiday, we follow their advice and close FBA as well.

PROCEDURES FOR ARRIVAL / DISMISSAL OF CHILDREN

FBA classes begin promptly at 8:00 a.m. Students will be counted as tardy if they arrive after 8:00 a.m. Please **schedule conferences during the teacher's conference period.** It is important that the teacher be able to greet each child and begin to direct their activities as they enter the classroom.

Drop-Off Procedures: Parents will enter the parking lot behind the church from Daniel Moore, entering the parking lot through the entrance by the dumpster. They will pull around and drive parallel to the FBA building, stopping in the parking lot near the entrance to the FBA office and wait for their child to be unloaded by FBA staff. Parents will then pull forward and exit the parking lot on the Wildcat Drive.

Pick-Up Procedures: Parents will follow the same procedure for morning drop-off. They will enter the parking lot behind the church from Daniel Moore, entering the parking lot through the entrance by the dumpster. They will pull around and drive parallel to the FBA building, stopping in the parking lot near the entrance to the FBA office and wait for their child to be loaded in their vehicle by FBA staff. Parents will then pull forward and exit the parking lot on the Wildcat Drive.

Children will be dismissed only to parents or legal guardians. If someone else will be picking up your child, please call or send a written, dated note to the teacher. We cannot accept verbal messages from your child or any other adult except the parent. At dismissal time, parents are asked to be on time. Teachers are often scheduled to attend staff meetings after school and are unavailable to watch your child.

SAFETY / PARKING LOT

Your child's safety is our priority! We are thankful to have a security system in place. If you visit the school during regular school hours, please use the east doors (near the sanctuary) and ring the bell to the right of the door.

Emergency Procedures

Lockout: If a threat exists outside the school and law enforcement recommends a lockout, FBA will lock the outside doors and no one will be allowed in or out of the building until law enforcement has given the all clear.

Lock Down: If a threat exists within the school, FBA will go into lockdown. All classes will be safely locked inside their classrooms out of sight. No one will be allowed in or out of the building until law enforcement arrives on scene and takes control of the situation.

CLASS PARTIES

Class parties will be held in celebration of some holidays. The teacher will direct how the party for the class will be conducted.

BIRTHDAY PARTIES

Simple individual **store bought** refreshments (such as cupcakes or cookies) are permissible, but **please make arrangements with the teacher first**. Invitations for parties will be distributed only if there is one for each child in the class.

FIELD TRIPS

These are an important part of our school curriculum at every age level. Transportation is

provided by our Academy vans for field trips. Parents are notified in writing prior to events with specific information regarding the outing. Parent volunteers are often needed to help supervise. Please discuss your availability with your child's teacher in advance. This will allow the teacher to plan more effectively for the event. Siblings are restricted from attending field trips.

ANIMALS AT FIRST BAPTIST ACADEMY

From time to time, we will have animals in the classroom for observation or class lessons.

TV / MOVIE POLICY

FBA will allow theme related G Rated movies to be shown on occasion with prior approval from the administrator. Movies that are selected will be age appropriate for the viewers and related to the current topic of study.

TOYS AND ELECTRONIC DEVICES

No Cell Phones are allowed at school. Cell phones will be confiscated and returned to parents. To avoid loss or damage of special toys and electronic devices, we ask that parents keep ALL such items at home. This includes toys that are often found in "fast food" meals brought at lunch time ('Happy Meals'). On occasions such as "Show and Tell", children will be allowed to bring one item that goes with the theme of the week. Parents will have written notification of these special occasions in advance.

Electronic devices, such as tablets and/or laptops, provided by FBA may be used in the classroom for educational purposes only at the discretion of the teachers and administrator.

IMMUNIZATIONS

All FBA students must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or reasons of conscience, the student will not be immunized. Proof of immunization may be personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

For exemptions based on reasons of conscience, only official affidavits issued by the Department of State Health Services, Immunization Division, can be honored. If a student should not be immunized for medical reasons, the parent must present a certificate signed by a U. S. licensed physician stating that, in the doctor's opinion, the immunization required poses a significant risk to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition.

ILLNESS AND EXCLUSION

Parent cooperation is crucial for the well-being of everyone. Symptoms such as a cold with fever, severe coughing, skin eruption, sore throat, fever, vomiting, or diarrhea will necessitate sending your child home. **Upon notification, your child should be picked up within an**

hour. Children with the above symptoms will be taken to the office and kept comfortable until a parent arrives. This is to prevent the spread of illness to other children. **Children must be completely FEVER FREE (without the use of fever reducing medications) and symptom free (no vomiting and or diarrhea) for 24 hours before returning to school.**

MEDICATION

FBA office staff can administer medications during the school day as long as a medication form has been completed, signed by the parent, and is on file in the office.

The following guidelines will be followed when administering medications at school:

1. No prescription medication is given at school without a medication form being completed and on file.
2. All prescription medications must be in their original container, must be labeled with the student's name, name of medication, dose of medication, and name of physician. We cannot accept medications brought to school in containers other than the original container.
3. FBA does not permit the administering of over-the-counter medicine unless a medication form has been signed by the parent.
4. FBA does not permit the administering of herbal medications, non-FDA (Food and Drug Administration) approved medications, vitamins, and or prescriptions filled in foreign countries.

EMERGENCY AUTHORIZATION

In case of accident or illness, we will contact the parent or emergency contacts, or contact the child's own physician if we deem necessary. That is why it is imperative to provide current emergency contact information in regards to name, relationship to child, and phone numbers of those authorized to make medical decisions, in case the parent cannot be reached. In an extreme emergency, FBA will call 911. Any question regarding the health and the safety of the child will be determined by the teacher, staff on duty, or director. These determinations will be made only when neither parent nor nearest relative can be reached.

FBA requests that a list of allergies and medications the students are currently taking be kept on file at school in case of an emergency. A form will be provided at the beginning of the school year.

DRESS CODE

The basic uniform for the FBA student will consist of these items: **Tops** - solid navy, solid maroon, or light blue collared (polo) shirts with short or long sleeves (no sequined or painted shirts allowed). Ruffles on collared blouses worn with a jumper are allowed. **Bottoms** – solid navy or khaki slacks, skirts, shorts, skorts, or jumpers. Skirts, shorts, skorts, and jumpers must be an appropriate length, at the knee or just above. These items of clothing may not be made from a stretchy material, such as knit. The students will be required to have at least one light blue collared (polo) shirt with the FBA logo embroidered on the left side of the shirt to be worn

for chapel. Friday is (optional) 'Spirit Day' and the students are allowed to wear FBA Spirit T-shirts and denim bottoms. Spirit shirts are also worn on field trips. **All garments are to have a traditional fit.** Oversized styles are not permitted. No boots, sandals, heels, clogs, or backless shoes are allowed at any time. Rubber sole shoes (tennis shoes) are recommended due to Physical Education and safety issues. However, tennis shoes with rollers, lights, or spinners are not permitted at FBA. Socks must be white, black or navy in color. Tank tops and leggings for girls are not permitted. Parents will be called for a change of clothing if a student is not in uniform.

FBA will have special days where a student will have a "Free Dress Day." Clothing must be appropriate and within guidelines of the FBA uniform policy.

Jackets: Solid zipper jackets only, **no pullovers.** In extreme cold weather cases a heavy jacket may be worn.

Hair: Boys and girls should wear their hair in neat, easy to manage styles. No distracting styles (Mohawks, pony tails for boys, sparkling gels, hair dyes) are allowed.

Jewelry: Earrings and like articles are not permissible for boys. Earrings are permissible for girls and should be worn in moderation. For safety purposes, please do not send girls with long dangling or hoop earrings.

BEHAVIOR GUIDANCE AND DISCIPLINE

We make every effort to teach our students proper classroom behavior and how to get along well with others. We believe that praise and encouragement for good behavior is a much better approach than focusing only on unacceptable behavior. Each classroom will have a set of rules established by the teacher and posted in the room. A copy of the class discipline plan will be sent home within the first week of school to provide an opportunity for the parent to discuss with their child the importance of following them. It is our goal that each child develops acceptable behaviors that will ensure success in the academic setting as well as in social settings with peers and adults. FBA will do everything we can to help your children realize how wonderful and special they are! It is imperative that they know they are loved regardless of behavior.

It is our desire that our students reflect Christ in all they do! We expect our students to respect authority, be a good example to others, seek excellence in their endeavors, be truthful, and practice wholesome and encouraging speech.

PERSISTENT BEHAVIOR PROBLEMS

FBA teachers will strive to communicate concerns regarding habitual behavior problems through notes, phone calls, and parent conferences. In rare instances, a one or two day suspension may be necessary. The teacher will provide documentation regarding such behavior concerns, to the parent and to the FBA Office. All documentation will be included in the student's cumulative folder.

FBA teachers will enforce a behavioral plan in each classroom that the student will be expected to follow. If a student's behavior disrupts the teacher's ability to teach the class, then the student will be removed from the classroom and the parent will immediately be contacted.

If discipline problems are severe and are not resolved in a way that is beneficial to everyone involved, we reserve the right to dismiss the child from attending First Baptist Academy. Disregard of Academy guidelines and procedures is cause for dismissal.

PARENT CONFERENCES / REPORT CARDS

Parent / Teacher conferences are required at the end of the first nine weeks for Kindergarten. However, we encourage communication for general concerns and updates regarding progress throughout the school year. Teachers are NOT available to visit during instruction time or before school. **Conferences should be scheduled during the teacher's conference/planning time.**

FBA will operate on a nine week grading schedule. Kindergarten students will not receive a report card for the first session (nine week period), but progress will be reviewed through a parent conference. Thereafter, kindergarten students will receive a report card every nine weeks. The kindergarten report card will be structured differently and will be discussed with parents when school starts.

First through Fifth Grade students will receive a report card at the end of every nine week grading period. This report card will include numerical grades for some subjects. The remaining subjects (and all of Kindergarten) will be graded with the use of the following letter grades: E – Excellent, S – Satisfactory, and I – Improvement Needed

In those particular areas, **each child begins the nine weeks with an ‘S’, which is average and satisfactory.** It is very rare that a student receives all ‘E’s. If you have any questions or concerns regarding your child’s grades, please contact the office to arrange a teacher conference. **Report cards must be signed by a parent or guardian and returned to school within five business days. If the report card is not returned, the parent will be contacted by the office. No other report cards will be given out until the missing report card is signed and returned.**

HONOR ROLL for Grades 3rd -5th

All A's in Reading, Math, Language Arts, Science, Social Studies and no I's in Computer, Library, P.E, or Conduct.

AB Honor Roll: 3 A's and 2 B's in the above Core Subjects and no I's in Computer, Library, P.E, or Conduct.

FINANCIAL POLICY

FEES

All registration and enrollment fees must be paid in full before a student is **officially enrolled** in FBA and are non-refundable.

TUITION

Tuition payments can be made in the Academy Office. **Monthly tuition is due the 1st of each month and is paid on a ten month plan, beginning on August 1st. Tuition must be paid no later than the 5th of the month or a late fee of \$20.00 will be added to your account. Delinquent accounts are sufficient cause to dismiss your child from our program. Students who fall behind by 2 months (without an authorized payment plan approved by the school board and director) will be dismissed from the Academy. No CASH payments will be accepted for tuition. We accept checks, cashier's checks or money orders. Students who leave the Academy with delinquent accounts will not be issued transcripts.** Please call the Academy Office if special arrangements need to be made for extenuating circumstances. A 2% discount is applied for a sibling or tuition payment in full.

LUNCH MONEY

Balances owed on all lunch money accounts are required to be paid on the 1st of each month.

EARLY WITHDRAWAL

In the event of early withdrawal during the school year, the student's full tuition for the year will be due. Tuition payments are non-refundable.

FINANCIAL AID

While the availability of school resources, the number of qualified applicants, and overall budgetary constraints influence financial assistance decisions, FBA is committed to making grants available to as many eligible applicants as possible. In an effort to make the process fair to all, FBA will utilize an online service of "Financial Aid for School Tuition" (FAST) to process applications. FAST will be the standard submission format for all applications. FAST does not decide whether financial assistance will be given or how much to give; rather FAST provides a need-based analysis service which includes a recommendation of what a family should reasonably contribute toward tuition. All information from FAST is kept confidential. Results are reviewed by the School Board Committee and then approved based upon available funds. Receiving families must reapply each year no later than **May 30th**. If you have questions regarding financial assistance, please contact the school office.

Statement of Faith

The Statement of Faith is the foundation of beliefs on which FBA is based. These beliefs will be unapologetically taught in various ways through all grade levels. The substance of these statements is considered primary doctrine at FBA. When issues arise in the classroom that are secondary or divisive doctrines or issues, these issues will not be presented as primary doctrine, and will be referred to parents for final authority.

- 1. We believe that the Bible, as comprised by the Old and New Testaments, is the inspired and inerrant Word of God.*
- 2. We believe in one God, eternally in three persons; the Father, the Son, and the Holy Spirit.*
- 3. We believe in the deity and humanity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, 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 in His personal return in power and glory.*
- 4. We believe that Jesus Christ is the sole mediator between God and man.*
- 5. We believe that man was created in the image of God, that he sinned, and therefore will be eternally separated from God without the blood of Jesus Christ.*
- 6. We believe that salvation is by grace, through faith in Jesus Christ. Jesus died for the sins of man, so that all who believe in Him are cleansed by His blood and will spend eternity in the presence of God.*

CONFLICT RESOLUTION

We at FBA follow the Matthew 18:15-17 approach to handling conflicts. If a parent has a concern about something related to their child's teacher and/or classroom, the parent is encouraged to respectfully approach the teacher and discuss the concern one-on-one. If a resolution is not reached, then the parent is encouraged to contact the administrator, who then will schedule a meeting with the teacher and parent(s) in an attempt to resolve the issue. If a resolution is not reached, then the parent is encouraged to bring the matter up with the school board. Our desire is to reach a resolution in a calm, respectful manner if it is at all possible.

“If it is possible, as much as it depends on you, live peaceably with all men.” Romans 12:18

FIRST BAPTIST ACADEMY PARENT CONTRACT AND ACKNOWLEDGEMENT

I am the parent and/or guardian of _____.

I hereby agree to enroll my child in First Baptist Academy of Portland.

I agree to keep the following information current and on file with the FBA Office: my child’s full name, birth date, home address, home phone number, parents names, name of the person financially responsible for tuition payments, a photo of my child, the name of my child’s physician and dentist as well as his/her address and phone numbers, emergency medical authorization, immunization records, and a physician signed health statement.

I also agree to keep current and on file with the FBA Office: phone numbers where each parent may be reached during the hours my child is at FBA, as well as the phone numbers of at least two other people who will be contacted in case I am unavailable. I understand my child will not be allowed to attend without all forms on file at the FBA Office.

Please initial the following items and sign below.

___ I will have my child to school **on time at 8:00 a.m.** in appropriate uniform dress, meet with teachers or staff as needed, and cooperate with FBA to ensure my child’s success.

___ I will be informed of persistent misconduct and will help to remedy my child’s inappropriate behavior as needed. I understand FBA has the right to dismiss my child if efforts to correct misbehavior fail.

___ I acknowledge my permission for my child to take field trips, be transported by the FBA vehicle, or by walking, and to participate in water activities sponsored by FBA. I will be notified in advance of trips or activities.

___ I acknowledge my permission for my child to walk with his/her teacher to the nearby City Park and understand that my child must follow FBA School rules while visiting the park.

___ I DO/DO NOT (Circle one choice.) give FBA permission to photograph/video my child. I understand these photographs may be used for bulletin boards, newsletters, the school website, **Facebook**, and or other promotional reasons such as FBA announcements in church.

___ I understand that tuition is billed monthly for the Academy on a ten month plan. Tuition payments are due on the 1st of every month. If tuition is not paid by the 5th of the month, it is considered delinquent and a \$20.00 late fee will be added to my account.

___ I understand that registration fees and tuition payments are non-refundable.

___ I understand that all school lunch account balances owed must be paid when tuition is due each month.

___ I have been informed of the FBA hours and tuition charges. I understand the Academy does not discriminate on the basis of race, color, or ethnic origin.

___ I have read and will comply with all policies as stated in the FBA Parent Handbook. I understand that failure to accept these responsibilities could result in the Academy requesting that my child be removed from the program.

Signature of Parent / Guardian

Date

PARENT COPY – RETAIN FOR YOUR RECORDS (please sign attached copy for FBA Office)

**FIRST BAPTIST ACADEMY
PARENT CONTRACT AND ACKNOWLEDGEMENT**

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I acknowledge my permission for my child to take field trips, be transported by the FBA vehicle, or by walking, and to participate in water activities sponsored by FBA. I will be notified in advance of trips or activities.

I acknowledge my permission for my child to walk with his/her teacher to the nearby City Park and understand that my child must follow FBA School rules while visiting the park.

I DO/DO NOT (Circle one choice.)give FBA permission to photograph/video my child. I understand these photographs may be used for bulletin boards, newsletters, the school website, **Facebook**, and or other promotional reasons such as FBA announcements in church.

I understand that tuition is billed monthly for the Academy on a ten month plan. Tuition payments are due on the 1st of every month. If tuition is not paid by the 5th of the month, it is considered delinquent and a \$20.00 late fee will be added to my account.

I understand that registration fees and tuition payments are non-refundable.

I understand that all school lunch account balances owed must be paid when tuition is due each month.

I have been informed of the FBA hours and tuition charges. I understand the Academy does not discriminate on the basis of race, color, or ethnic origin.

I have read and will comply with all policies as stated in the FBA Parent Handbook. I understand that failure to accept these responsibilities could result in the Academy requesting that my child be removed from the program.

Signature of Parent / Guardian

Date

FBA OFFICE – Please return as soon as possible. Thanks!