



First Christian Academy

School Profile

2018-2019

First Christian Academy
9184 Ford Avenue
Richmond Hill, GA 31324
Phone: (912) 756-3407 ext. 124
Fax: (912) 756-2163
Website: fcaeagles.org

Gretchen Pike.....Principal

Buffy Shanholtzer.....Admissions

The School – First Christian Academy is a Christian elementary and preschool for students two years-old through fifth grade. FCA offers an unforgettable Christ-centered, academically challenging, character-building experience for every student who enters our classrooms.

History and Purpose – First Christian Academy was founded in 1999, as a ministry of First Baptist Church of Richmond Hill. Beginning as a Mom’s Morning Out program, the Academy added classes as the need arose. By the mid 2000’s, FCA had become an established preschool and elementary school. Our desire is to partner with the family to provide each student with an optimal education experience in a nurturing Christian environment.

Mission Statement – The purpose of First Christian Academy is to glorify God by developing the active and creative thinking of His children. We stress the total development of each child: spiritual, moral, intellectual, social, emotional, and physical. The role of First Christian Academy is to help each child come into confident possession of his or her God-given talents. We assist parents in developing responsible young leaders who have courage to act on their beliefs and have compassion for others. We engage with challenging academics and Scripture so that our pupils will be active citizens and responsible stewards of our world by serving Jesus Christ.

Education Philosophy – We understand that wisdom and knowledge come from God. Man’s education is complete only when God and His Word are at the center of all learning.

Faculty – A teacher-student ratio of approximately 1:10 allows the school’s diverse faculty to provide individualized attention in a caring, Christian environment. Our classroom teachers are qualified and many are certified through our state organizations.

School Year – The school year consists of 180 days divided into two semesters.

School Verse – “But they who wait for the Lord shall renew their strength; they shall mount up with wings like eagles; they shall run and not be weary; they shall walk and not faint.” Isaiah 40:31

School Mascot – Eagle

School Colors – red, white, and blue

Admission Policy

First Christian Academy admits students regardless of race, color, national and ethnic origin to all the rights, privileges, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admission policies, financial aid, and other school-administered programs.

Students are accepted into First Christian Academy based on test scores, academic records, and interviews.



First Christian Academy

Enrollment Process

K5 – 5th Grade

First Christian Academy
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Thank you for your interest in First Christian Academy. Below is all the information you will need to begin the Enrollment Process at FCA. If you have any questions, please do not hesitate to contact Mrs. Buffy Shanholtzer in our Admissions Office at (912) 756-3407 ext. 124.

Students applying for Kindergarten 5 must turn 5 years old on or before September 1.
Students applying for First Grade must turn 6 years old on or before September 1.

Apply

- Submit completed Application
- Submit non-refundable Application Fee
- Complete and return all student and parent questionnaires
- Submit copies of most current report card or progress report, and previous 2 years final report cards and test scores

Test

- Once all paperwork and the Application Fee have been submitted, schedule a time for your child to take an entrance test.
- All students entering Kindergarten through 5th grade are required to take and pass an entrance test.

Interview

- Once your testing has been completed, schedule a time for an interview. Your children who are applying for enrollment will need to attend the interview.

Acceptance

- Make an appointment with the Financial Secretary
- Complete and sign an enrollment contract
- Pay registration fee
- Complete and sign a Media and Field Trip consent form.
- All students must have a current immunization form (3231) published by the Chatham County Health Department. This can be obtained through the Health Department or your physician.
- Kindergarten 5 and all students entering a Georgia school for the first time must submit a copy of their birth certificate.
- Final acceptance is based on proof of successful completion of the previous school year.

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First Christian Academy

New Enrollment K5 – 5th
Application 2018-2019

First Christian Academy
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A non-refundable Application Fee of \$100 must accompany this application.

Student Information

Grade Applying For _____

Name _____

Address _____
Last First Middle Preferred City Zip

Home Phone _____ County _____ Male Female

Birth date ___/___/___ Social Security # _____

School previously attended _____ Dates _____

School address _____ Phone _____

Family Information

Marital Status Married Divorced Single Other

Note: Attach a copy of guardian's legal papers, or if divorced, attach a copy of custodial papers.

Father Lives with Student

Name _____

Address _____

City, State, Zip _____

Employer _____

Work Phone _____

Cell Phone _____

Cell Phone Provider _____

Email _____

Church Attending _____

Mother Lives with Student

Name _____

Address _____

City, State, Zip _____

Employer _____

Work Phone _____

Cell Phone _____

Cell Phone Provider _____

Email _____

Church Attending _____

Step-Father

Name _____

Address _____

City, State, Zip _____

Employer _____

Work Phone _____

Cell Phone _____

Cell Phone Provider _____

Email _____

Church Attending _____

Step-Mother

Name _____

Address _____

City, State, Zip _____

Employer _____

Work Phone _____

Cell Phone _____

Cell Phone Provider _____

Email _____

Church Attending _____

Siblings who previously attended First Christian Academy _____

Has the applicant repeated any grades? Yes No If yes, explain _____

Does the child have any medical diagnosis, learning issue or handicap that may affect his academic progress?

Yes No If yes, explain _____

Has the applicant ever:

been expelled, dismissed, or involuntarily withdrawn from another school?

yes

no

had disciplinary difficulties?

yes

no

If yes to any of these, please explain. _____

Has applicant been denied enrollment in any other school? Yes No If yes, explain _____

What is the reason for not returning to your previous school? _____

Does any outstanding balance exist with other schools? Yes No If yes, please explain _____

How did you learn about First Christian Academy? _____

Emergency Information

Person(s) (other than parent) who can pick up my child or be contacted in case of an emergency.

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Allergies or other medical or drug related limitations: _____

Family Physician _____ Phone _____

I hereby authorize First Christian Academy to give and/or obtain emergency medical assistance for my child in the event that I cannot be reached. I also realize that the school insurance is secondary to my medical insurance.

I hereby authorize First Christian Academy to give my child Tylenol Ibuprofen Antacid tablets

Grandparent Information

Maternal Grandparents

Name _____ Phone _____

Email _____

Paternal Grandparents

Name _____ Phone _____

Email _____

Authorization

Are both parents or guardians in complete agreement that the applicant should attend First Christian Academy?

Yes No If no, explain. _____

We, as parents/guardians of the student applicant, sincerely give our pledge to all items as stated above and affix our signature as a witness to that fact. We, as parents/guardians, of the student applicant, verify that this information is true and accurate.

Father's Signature Date

Mother's Signature Date

Legal Guardian's Signature Date



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First Christian Academy

K5 Questionnaire
2018-2019

First Christian Academy
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Student Information

Name _____

Birth date ____/____/____

Family Information

With whom has the child lived with for most of the past year? _____

Names and ages of siblings living in the home: _____

Other people living in the household: _____

Primary language spoken in the home: _____ Other languages spoken: _____

Preschool/Childcare History

Has your child attended preschool or daycare before? Yes No If yes, how long? _____

Name of most recent school or daycare attended: _____

Medical History

Eyes Has your child ever had trouble seeing? Yes No
Does your child hold books or objects close to his face? Yes No
Does your child wear glasses to help with vision? Yes No
Has your child had any other vision problems? Yes No
If yes, explain: _____

Ears Has your child had frequent ear infections? Yes No
Has your child had tubes in his ears? Yes No
Has your child ever had trouble hearing? Yes No
If yes, explain: _____

Speech Is your child easily understood by others? Yes No
Has your child been recommended for or received speech therapy? Yes No
If yes, explain: _____

Please describe any other health issues that may be of concern to a classroom teacher. _____

Child's Development

Can your child

wash and dry his own hands?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
dress with little assistance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
separate easily from his caregiver?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
express his thoughts and needs easily?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Is your child

toilet trained?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
able to clean himself independently after toileting?	<input type="checkbox"/> Yes	<input type="checkbox"/> No.

Does your child

use crayons to color or draw with?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
play with blocks or other construction toys?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
cut with scissors?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
listen to stories being read to him?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
turn pages of a book and look at pictures?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
recall stories or events?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
talk with friends and relatives who come to visit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
follow simple, age-appropriate directions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Does your child have any special learning needs? Yes No

If yes, please explain. _____

What are your child's strengths? _____

What are your child's weaknesses? _____

Is there anything else you would like to share with us about your child? _____

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First Christian Academy
Enrollment/Re-enrollment
Contract
2018-2019

FOR OFFICE USE ONLY		
Student _____	Grade _____	Tuition \$ _____
Student _____	Grade _____	Tuition \$ _____
Student _____	Grade _____	Tuition \$ _____
Student _____	Grade _____	Tuition \$ _____
Student _____	Grade _____	Tuition \$ _____
Total Tuition _____	Months _____	Payments \$ _____

FEES AND PAYMENTS

An enrollment fee is required every year for each student. Tuition and fees are charged to cover a student accident insurance policy, the cost of books, technology, class activities and fees (computer, music, library, etc.) and school activities (athletics, programs, etc.)

Application, Enrollment and Re-Enrollment fees are non-refundable.

In consideration of this contract, I agree to pay the required fees specified below:

Application Fee	New Students	\$100	A.F. _____ / _____
Enrollment Fee	K2-K4 Students	\$200	E.F. _____ / _____
Enrollment Fee	K5 – 5 th New Students	\$400	E.F. _____ / _____
Re-Enrollment Fee	K2 – K4 Returning Students	\$200	E.F. _____ / _____
Re-Enrollment Fee	K5 – 5 th Returning Students	\$350	E.F. _____ / _____

Miscellaneous Fees

Other fees may be required depending upon activities in which a student is involved. These fees include but are not limited to field trips, honor society dues, graduation fees, yearbook and school pictures.

<u>TUITION</u>	<u>Tuition</u>	<u>10 Payments - first payment due on August 1st</u>
K2 3 day	\$3,600	\$360
K2 – K3 4 day	\$3,900	\$390
K1 - K3 5 day	\$4,950	\$495
K4 half day	\$4,000	\$400
K4 full day	\$5,150	\$515
K5 – 5 th	\$5,500	\$550

Please Note: Tuition payments are non-refundable. Students starting school and then withdrawing (or expelled) are obligated to pay the tuition for the balance of the semester from which they withdraw.

_____ Initial

CONTRACT VALIDATION

I understand that this contract becomes valid upon the student’s successful completion of the 2017-2018 academic year. New students will be notified of acceptance based on test results and transcripts before the contract is considered valid.

 Father’s Signature or Legal Guardian

 Date

 Mother’s Signature or Legal Guardian

 Date

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE SIGNING THIS FORM.

1. I understand that attending First Christian Academy is a privilege.
2. I understand that all students currently enrolled must reapply each year to be considered for enrollment for the next school year.
3. I understand that I am obligated to pay tuition and registration for this academic year of 2018-2019.
4. I understand that if an account is more than 10 days past due, my child/children may not return to school until the account is brought current.
5. I understand that if I have a check returned for NSF there will be a \$25 service charge. If two checks are returned, future payments must be made with cash or money orders.
6. I understand that new applicants for K5 – 5th grades are considered for enrollment based on past educational performance, personal characteristics and attitudes, previous standardized testing, and successful completion of a school administered admissions test. FCA does not discriminate on the basis of race, color, national and ethnic origin.
7. I understand that no final reports, diplomas, transcripts of grades, grade report cards, or test scores will be issued until all bills, library fines, lunch charges or other incidental charges incurred for my child are paid in full. I understand that these charges are to be paid with cash, money order or cashier's check and that a personal check will not be accepted when transcripts are needed immediately. FCA reserves the right to turn over delinquent accounts to a collection firm.
8. I understand that if my child is a kindergarten student, he may only participate in the graduation program if the account is paid in full by the day of graduation.
9. I understand that the application fee, enrollment fee and tuition are per student and are non-refundable.
10. I understand that it is expected that students will learn to discipline themselves spiritually, emotionally, socially and academically.
11. I understand that First Christian Academy has the best interests of its students at heart: spiritually, emotionally, academically and socially. Discipline is the responsibility of the home, but I understand that the school will act on behalf of the home while the student is in school. I also understand that there are general rules and regulations that all students will be required to comply with, regardless of the sentiment of the individual family.
12. I understand that if my child(ren) is not picked up by 3:05 pm, I will be charged a fee of \$15 for every 15 minutes they remain at school unless they have been previously enrolled in extended care.
13. I understand that my child (K5-5th grade) is to be in uniform every day unless otherwise specifically announced, and he will be sent home to change if necessary.

I HAVE READ THE CONDITIONS OF ENROLLMENT AS STATED ABOVE AND AGREE TO ABIDE BY THEM.

Father's Signature or Legal Guardian

Date

Mother's Signature or Legal Guardian

Date

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