

First Assembly Christian School

***2500 Arnold Drive
Monroe, NC 28110
(704) 283-2739***

Student and Parent Handbook

Principal: Mrs. Janice Hastings

Revised 2010

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First Assembly Christian School

The goal of First Assembly Christian School (FACS) is to give the children examples for living a Christ-Centered life, seeking to meet both his spiritual and mental needs. All subjects are taught in the light of the Scriptures. This school is dedicated to reaching children for Christ, grounding them in the Faith, and sending them out as well-trained Christian leaders of tomorrow. This booklet is designed to answer questions and to give guidelines for the parents and students of FACS.

General Information

1. School hours are from 8:00am to 3:00pm, Monday through Friday. Students may not arrive before 7:30am and should be picked up before 3:15pm unless they are enrolled in our before/after school program.
2. Students are considered tardy after 8:10am. See Tardy on page 2 for more information.
3. Students are only allowed to miss 18 excused/unexcused days of class. Students missing more than 18 days may be required to repeat their grade. In order to be admitted to class and to be allowed to make up any tests that were missed, students must provide a written explanation of the absence.
4. In the event of bad weather, we will close if Union County public schools decide to close. If Union County public schools decide to delay opening, FACS will operate on a normal schedule. Please listen to the radio or television announcements for Union County North Carolina closings.
5. Lunch is not provided by FACS. Milk, juice, and other lunch items are available for purchase from 7:30am to 8:10am. A list of sample items is on page 6.
6. Anyone other than students or staff of FACS must obtain a visitor's pass from the school office upon entering the school foyer. Visitors are not permitted to go to any other area of the school unless they have a scheduled appointment.
7. Volunteers are welcome but must be scheduled in advance by the teacher and approved by the principal. Volunteers should be an asset to the class, and should follow the teacher's instructions.

Notice of Non Discriminatory Policy

FACS does not discriminate against students of any race, color, national or ethnic origin; and extends to all students the rights, privileges, programs, and activities generally accorded or made available at the school. FACS does not discriminate in the administration of its educational policies, admission policies, or other school administered programs.

Selection of Students

Selection of students is based on entrance test scores, past achievement, personal interviews, past school attendance, and availability in the particular grade level. Other considerations include family life, church status, and general behavior.

Transfer Students

Incoming students are expected to take an entrance test prior to acceptance. Should the student's test score meet our grade level standard then the student will be considered for enrollment. FACS policy is NOT to accept transfer students whose accomplishments are below acceptable standards.

Book and Supply Fees

Textbooks and workbooks are not provided by FACS and are purchased each year by the student through the annual book fee. Students are responsible for the proper care of all books, workbooks, etc. Lost books, workbooks, and other required materials must be replaced at the expense of the student. Students are responsible for providing pens, pencils, composition books, paper, and any other materials needed.

Transportation

Transportation is not provided.

Restrictions on Child Pick Up

A student pick-up form is filled out with the application for FACS. Anyone not on the list will not be permitted to pick up the student unless a written note granting permission is received from the parent/guardian. NOTE: IF PARENTS ARE DIVORCED OR SEPARATED AND ONE IS NOT ALLOWED TO SEE OR PICK UP THE CHILD, WE MUST HAVE ON FILE A CERTIFIED COPY OF THE COURT ORDER OF FINAL JUDGMENT.

Chapel Requirements

In addition to a systematic Bible study and Bible memorization held in the classroom each morning, FACS chapel programs are scheduled for Friday mornings from 8:15am to 8:45am. Chapel attendance is compulsory and students are not to be excused from regular or special chapel programs. Parents are invited to attend.

Graduation Ceremonies

All students are required to attend the graduation ceremonies held on the last Friday of the school year. This ceremony lasts approximately 1 ½ to 2 hours and counts in the student's final grade.

Telephone

Please do not telephone during school hours unless it is absolutely necessary. Students are not permitted to use the telephone. Teachers are not able to leave their classroom to use the telephone. If you need to schedule a time to talk with a teacher, please send a note with the student and the teacher will set up a conference appointment.

Parent/Teacher Conferences

Report cards are issued every nine weeks. Parent/Teacher conferences are scheduled and held during the week report cards are issued. **Conference times will be scheduled by the teacher. Please be considerate of the teacher's time and do not show up unannounced.** Please send a note containing any questions or concerns that you wish to discuss with the teacher, and a conference will be scheduled as soon as possible.

Absences and Tardiness

Regular attendance is essential to successful schoolwork. Only 18 excused/unexcused absences are allowed during the school year. A student who is absent must bring a WRITTEN excuse note. The only legal reasons for an excused school absence according to school law are as follows:

1. Verified illness of the student (Doctor's Note With Date and Assessment)
2. Bereavements of close relatives
3. Verified medical, dental, or optometrist appointment (Doctor's Note)

Absences that are not permitted by school law are sometimes allowable providing they are known and approved in advance. Students are required to make up the necessary work missed during an absence. It is the student's responsibility to get all assignments and necessary materials in order to complete assignments that were missed and have them completed. Failure to complete missed assignments could result in a homework detention (see Homework and Tardy Detention Below). **Student's with more than 18 absences (Excused or Unexcused) may be required to repeat their grade/class.**

A student is considered tardy if they are not in their classroom prepared for the day before 8:10am. Parents are required to sign in any student who is tardy in order for them to enter class. Excused tardy must be for a viable reason. A tardy will be considered unexcused if a valid note is not received within 24 hours of the tardy or the parent failed to sign in the student. Once a tardy is recorded it will not be changed. Three unexcused tardies equal one absence. After a student receives three tardy slips a tardy detention slip will be issued (see Homework and Tardy Detention Below).

Homework and Tardy Detention

Believing that homework is an integral part of the school program, each teacher is at liberty to assign homework to aid students in the advancement of their education. Each student is required to complete homework assignments on time. Failure to do so will result in a homework detention slip requiring the

student to stay after school from 3:00pm-3:30pm on the following school day to complete a special assignment. Homework detention slips will be issued for each missed assignments and must be signed by the parents. Failure to return a signed homework detention slip by the next school day will result in after school and in school suspension for each day it is not returned. Parents can not pick up the student early from a homework detention. Excessive homework detention slips could result in suspension or other disciplinary action.

A tardy detention slip will be issued for each tardy after the third one. Tardy detention will follow the same procedures as homework detention.

Only one homework or tardy detention slip can be served each day. Failure to attend a homework or tardy detention on the assigned day could result in suspension or other disciplinary action.

In-School Suspension and After-School Suspension

Students not following any rule of FACS could be subject to in-school or after-school suspension. In-school suspension will result in the student being taken out of the classroom situation, banned from regular classroom and school activities, and partitioned off from the other students. After-school suspension will result in staying after school on the following day from 3:00pm-3:30pm. A slip will be sent home if in-school or after-school suspension is given and must be signed by the parent/guardian.

Suspension

Suspension is given for noncompliance of any rule of FACS. The length of the suspension is determined by the offense. Any work missed during the period of suspension must be made up within ONE school day of the student's return to school. This applies to ALL students regardless of the reason for the suspension.

Probation

Probation gives a student an opportunity to correct his problem. If he does not improve to a satisfactory level, he could be suspended, expelled, or asked to withdraw from the school. A student may be placed on probation for insufficient academic progress, unacceptable behavior, and negative influence on other students. Students who do not present a PROPER attitude towards one another on school property will be placed on Social Probation.

Withdrawal-Dismissal

A withdrawal notice from school must be made in writing to the school administration office. The tuition balance for the year will be due in full, unless the withdrawal occurs prior to the deadline shown on the FACS contract for services. Report cards and records will not be released until all fees are paid in full. Please submit withdrawal notice two weeks prior to withdrawal date.

Dismissal from FACS can result at any time the student does not comply with the rules and policies of the school. This will be the sole decision of the FACS school board. A request for appeal can be made in writing to the school administration office within one week. Any subsequent requests for appeal will not be considered for one year. The entire tuition balance must be paid even if the student is dismissed or expelled from FACS. No records will be released until all fees are paid in full.

Grading Scale

All grades follow a nine-week grading period. FACS uses the following grading scale:

A+ equals 100-99	B+ equals 92-91	C+ equals 84-83	D+ equals 74-73
A equals 98-95	B equals 90-87	C equals 82-77	D equals 72-70
A- equals 94-93	B- equals 86-85	C- equals 76-75	F equals 69-00

In grades 1-6, Satisfactory (S) or Unsatisfactory (U) can be used for PE, art, and music.

General Classroom and School Rules

1. Talking is not allowed in the classroom without permission from the teacher. Permission will be granted after a student raises his hand and waits for recognition from the teacher. The student should not snap his fingers, clear his throat, or make any other noise to get the teacher's attention. A student should never speak out or call out to the teacher.

2. Students are not allowed to leave their desks without permission.
3. Classes are allowed to whisper during lunch as long as it is kept under control. If the talking interrupts the student's eating or becomes excessive, the talking privilege will be revoked.
4. Students should use the restroom as a class. **STUDENTS ARE NOT ALLOWED TO RETURN TO THE RESTROOM OR GET WATER AT ANY OTHER TIME DURING THE DAY UNLESS IT IS AN EMERGENCY.** If there is a medical reason for the continual restroom usage, parents need to send a doctor's note explaining the reason.
5. Talking is not allowed in the foyer or hallways of the school.
6. Talking and noises are not allowed while the teacher is out of the classroom.
7. **GUM, CARBONATED DRINKS, AND CANDY SHOULD NOT BE BROUGHT FROM HOME. THE TEACHER WILL TAKE THESE ITEMS.**
8. Lunch items will not be placed in the refrigerator. Students are not allowed in the kitchen.
9. All medicines must be labeled and accompanied with a note indicating dosage and times to be given. All medicines must be given to the teacher.
10. Students will be assigned a locker to store their books and supplies. The locker should be kept neat and clean. Students should not remove things from other lockers. Food of any type should be removed from the locker daily.
11. Students should respect and take good care of the school property both inside and out.
12. Students are not permitted to use the telephone. If a student needs to make an emergency call it will be made by a teacher.
13. Toys are not allowed from home unless it is on an assigned show and tell day. Toy guns or knives are never allowed.
14. No guns or knives of any kind are permitted at FACS or on any of the school property, including inside a vehicle.
15. Any type of merchandise pertaining to spirits, powers, or magic (ex. pokemon, digimon, Harry Potter, etc.) is not allowed. This includes but is not limited to clothing, books, lunch boxes, book bags, etc.
16. Book bags must remain in the students' locker during the day. No exceptions.
17. Handbags/pocketbooks/purses must remain in the students' lockers during the day. If a female student needs a personal hygiene item from her purse, she may ask the teacher for permission to get the needed item from the locker.
18. Lockers, purses, book bags, and all other items brought to school are subject to search should the administration deem necessary.
19. Students are not permitted to have cell phones at school. They may be checked in and left with the school principal or home room teacher under certain circumstances.

Playground Rules

1. Students are to stay within the assigned boundaries on the playground at all times unless permission is given by the teacher.
2. Students are never to play with rocks or sticks. **NO EXCEPTIONS**
3. Students are to go down the slide on their bottoms only, never head first or backwards. Only one child is allowed on the slide at a time.
4. Only one child is allowed on a swing at a time. No swinging double is allowed. No twisting, standing, or high swinging is allowed on the swings.
5. Only the students tall enough to reach the parallel bars by themselves without any aid are allowed to play on the bars. No one is to use a seesaw, chair, or any other item to help themselves reach the bars. Students are not allowed to assist one another in getting on the bars. Only three students are allowed on a bar at one time.
6. Only one student is allowed at the water fountain. There should be no playing in the water.
7. Students are not allowed to sit on the tables on the playground, in the gymnasium, or in the school.
8. Students should keep all areas of the school property clean. No littering at any time!
9. Students are to take good care of all playground equipment and properties.

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Student Conduct

A Christian and wholesome atmosphere is to be maintained at FACS. Therefore the following guidelines must be observed at all times:

1. Students must obey all classroom, school, and playground rules
2. Students must show respect to every teacher and employee of FACS.

3. Students must take proper care of all school and church property.
4. Students must show respect to other students and their personal belongings.
5. Students are not allowed to bring the following items to school: radios, stereos, cassette/CD/mp3 players, pagers, cellular phones, rock music and related paraphernalia, wrestling paraphernalia, pokemon or digimon paraphernalia, any magazines or books not approved by the teacher AND principal.
6. Swearing, cursing, or use of any other type of indecent or vulgar language is not allowed.
7. Discussion of personal relationships (boyfriend/girlfriend) is not allowed at any time on school property.
8. Tobacco, alcohol, or illegal drugs are not allowed on school property. Searches of student's personal items may be done without warning if there is a suspicion of violation. Anyone found using or in possession of tobacco, alcohol, or illegal drugs on or off the school property may be expelled or suspended.
9. Gambling is prohibited on school property.
10. Cheating is prohibited. Anyone found cheating will receive a zero for the assignment or test and could be suspended or expelled.
11. Students who drive to school must park in the designated area and are not allowed to go to their cars at any time during the day. Students must have a written note signed by the parents to leave school early.
12. Students are not allowed to go to another person's car. No student may be sitting in a car, loitering on the parking lot, or wandering through unauthorized areas.
13. No one is to have visitors without clearing them with the office on each visit. All visitors to the school must abide by the rules of this handbook. A student may not leave with a person not on the pick-up authorization slip without written permission from their parent/guardian.

Student Dress Code

Compliance with the following dress code is necessary and essential to maintain proper Christian standards. A student violating this code will be warned and the parents will be required to bring a change of clothes or to correct the student's violation of the dress code. Continual violations could result in suspension or expulsion. FACS believes that cooperation of parents in enforcing this code will help strengthen this school.

1. Students should be bathed and neatly dressed.
2. Shorts, skirts, and dresses must be at least one inch below the fingertips when the arms are fully extended by the student's side.
3. Tank, spaghetti-strap, and other immodest tops are not allowed.
4. Clothing that reveals the lower back or stomach at any time should not be worn.
5. Tight fitting clothing is not permitted.
6. Low-cut tops or dresses can not reveal any cleavage.
7. Offensive or indecent slogan shirts are not allowed (tobacco, alcohol, slang language, rock groups, skulls, satanic symbols, etc.).
8. Hair must be clean, out of the eyes, and neatly styled. Hair must be above the collar on male students. Only natural hair colors are allowed (green, orange, etc. are not). Strange or controversial hairstyles will not be allowed. Students will be required to restyle their hair if it is inappropriate.
9. Earrings are allowed to be worn by female students only. No One is allowed to wear nose, tongue, or any other type of body piercing rings to school.
10. Jeans/shorts must be worn above the waist and should not sag below the hips or be baggy at the knees.
11. All clothing must be in good condition without tears/holes even if designed with them.

Student Dress Code cont...

12. No chains of any kind may be worn (wallet, etc.)
13. Shoes must be appropriate for school wear. Shoes with wheels are not allowed. Grades 6-12 must bring or wear tennis shoes for PE.
14. Hats or caps of any kind are not to be worn inside any building by boys or girls.
15. Tattoos (temporary or permanent) are not allowed.

IF YOU ARE UNSURE ABOUT CERTAIN TYPES OF CLOTHING, IT WOULD BE BEST IF YOU DID NOT WEAR IT. PARENTS WILL BE CALLED TO CORRECT ANY INFRACTION OF THE DRESS CODE!

Sample of Lunch Items and Price List

Chips	\$.50
Juice	\$.75
Corn Dog	\$1.50
Pizza	\$1.75
Cheeseburger	\$1.75
BBQ Sandwich	\$1.75
CK Sandwich	\$1.75
Milk	\$.50

Prices and availability are subject to change. Items must be purchased before 8:10a.m.

6

Detach Here

Please Return This Portion Signed

My child and I/we have read and understand the FACS Handbook. We agree to abide by all the rules therein. We also understand that this handbook is part of the school contract and failure to abide by the rules in the handbook would be a violation of this contract.

Parent/Guardian

Date

Parent/Guardian

Date

Student

Date

6

***First Assembly Christian School
Application for Enrollment***

Date _____

Student Information

Full Name _____
Last First Middle

Address _____
Street City State Zip

Date of Birth _____ Sex _____ Grade _____ Phone _____
MM/DD/YYYY M/F Home

Parent(s)/Guardian Information

Mother/Guardian Employer's Name Work Phone

Mother's/Guardian's address (if different) City/State/Zip Home Phone

Father/Guardian Employer's Name Work Phone

Father's/Guardian address (if different) City/State/Zip Home Phone

If not married, who has custody _____ If sole custody, court documents should be attached

Emergency Contacts (if parent(s).guardians cannot be reached)

Name Relationship Phone Number

Name Relationship Phone Number

Brother(s)/Sister(s)

Name Age Grade School

Name Age Grade School

Special Notes:

Standards of Conduct

First Assembly Christian School believes the Bible is the infallible divine Word of God, and salvation by faith in Jesus Christ is the initial step in a Christian's life. There is adequate Biblical basis for the idea of spiritual growth into the image of Christ (Romans 8:29), which is the work of the Holy Spirit (II Corinthians 3:18). The Holy Spirit makes the Christian conscious of the Biblical demands for a holy life, which fulfills both God's moral law and high law of love (Matthew 22:37-39; Romans 13:8-10; Galatians 15:14). The result is a life consecrated unto God and separated from the world.

First Assembly Christian School must, therefore, provide an environment conducive to the spiritual growth and development of young people who are not yet mature Christians. A standard of conduct based on the Bible is necessary to provide such an environment. All of the activities of the Christian must be subordinated to the glory of God who dwells in us. The Christian will endeavor to avoid practices which cause the loss of sensitivity to the spiritual needs of the world and loss of the Christian's physical, mental, or spiritual well-being.

A sense of the need for spiritual growth in light of these principles has led First Assembly Christian School to adopt the following standards, which it believes will provide an environment that will best promote the spiritual welfare of the students. The school, therefore, requests each student, whether at home, school, or elsewhere, to do the following:

1. Maintain Christian standards in courtesy, kindness, honesty, and morality.
2. Refrain from gambling, swearing, use of indecent language, use of tobacco, use of alcoholic beverages, use of drugs and possession of drug paraphernalia, and being involved in any acts deemed immoral by the Word of God.

The selection of the restrictions mentioned in this pledge may appear arbitrary to some; but while not condemning others who see differently, First Assembly Christian School believes that the restrictions named are outstanding types of conduct which are detrimental to the standards established as its objective.

Students are expected to abide by these standards throughout enrollment whether at home, school, or elsewhere. Students found to be out of harmony with the First Assembly Christian School ideals of work and life may be invited to withdraw whenever the general welfare demands it, even though there may be no special breach of conduct.

In an atmosphere of definite and positive Christian standards of conduct, good scholastic planning, and intimate personal interest between faculty and student, there is fine opportunity for development of strong Christian character.

As the parent(s)/guardian of _____, I/we have read the standards of conduct and will cooperate with First Assembly Christian School in its endeavors to maintain these high Christian standards.

Parent/Guardian

Date

Parent/Guardian

Date

*First Assembly Christian School
2500 Arnold Drive
Monroe, NC 28110*

Statement of Cooperation

It is my understanding that the policy for First Assembly Christian School, Daycare, After School, and Sonshine Club is to make no refunds on any administration, tuition, or child care fees.

I give First Assembly Christian School, Daycare, After School, and Sonshine Club permission for my child, _____ to take part in all activities, including bus trips, sports activities and trips away from the facility. Daycare requires an additional permission slip for each event that requires leaving the facility, except in emergency situations.

I also believe that discipline is necessary for the welfare of each child, as well as for the entire group. I give permission to all teachers/staff of First Assembly Christian School, Daycare, After School, and Sonshine Club to make and enforce regulations in a manner harmless for any claims on behalf of my above named child. Should any legal action be taken against any teacher/staff for any injury or alleged injury occurring at First Assembly Christian School, Daycare, After School, or Sonshine Club and the teacher/staff is found not at fault, I agree to pay any attorney fees, court fees, damages, or other costs that First Assembly Christian School, Daycare, After School, Sonshine Club, and/or its teacher/staff/agent should incur to defend itself against such action.

This statement of cooperation will be in effect for as long as my child attends First Assembly Christian School, Daycare, After School, or Sonshine Club. I understand that should any marital status change that it is my responsibility to have a corrected Statement of Cooperation updated, signed, and returned to First Assembly Christian School, Daycare, After School, or Sonshine Club.

(All Parents/Guardians must sign unless there is sole custody)

Parent/Guardian

Date

Parent/Guardian

Date

First Assembly Christian School
2500 Arnold Drive
Monroe, NC 28110
704-283-2739

Contract for School Services

This contract is entered into by First Assembly Christian School of Monroe, NC and the parent(s)/guardian of _____ who is enrolling in the grade _____ for the **2017/2018** school year. First Assembly Christian School agrees to provide schooling for the above named student at the grade level indicated for the **2017/2018** school year, provided the following provisions are met:

1. The parent(s)/guardian of the above named student agree(s) to pay a non-refundable registration fee of \$100.00 which shall accompany this signed and notarized contract.
2. The parent(s)/guardian of the above named student agree(s) to pay a non-refundable book fee of **\$300.00 for Kindergarten** students or **\$400.00 for 1" through 12th** grade students, which should be paid prior to **June 15, 2017** or with this contract if enrolling after this date.
3. The parent(s)/guardian of the above named student agree(s) to pay **\$2,750.00** in tuition cost for the student by choosing one of the following payment options:
_____ I/We choose to pay the tuition in full. My payment of **\$2,650.00** must be paid on or before **August 1, 2017**.
_____ I/We choose the ten month payment plan of **\$275.00** each, payable to First Assembly Christian School on the 1st of each month starting **August 1, 2017** through **May 1, 2018**. **If payment is not received by the 5th of any month, a \$25.00 late fee will be charged.**
4. The parent(s)/guardian of the above named student agree that the student/parent handbook, registration forms, and any amendments signed by both the parent(s)/guardian of the student and the principal/administrator of First Assembly Christian School shall be a part of this contract.
5. **The parent(s)/guardian of the above named student agree that the entire tuition is due regardless of the length of time the above named student attends First Assembly Christian School. This provision shall hold true even if the above named student shall be suspended or expelled from First Assembly Christian School.**
6. **The parent(s)/guardian of the above named student agree that all fees and tuition are non-refundable.**
7. The parent(s)/guardian of the above named student agree that all the provisions of this contract with the exception of number 6 shall be null and void if a signed written notice is delivered to the principal/administrator of First Assembly Christian School from the parent(s)/guardian on or before **September 30, 2017**. This written notice must state that the above named student will not be attending First Assembly Christian School during the **2017/2018** school year.
8. Any agreements not put in writing, signed by the parent(s)/guardian of the above named student, signed by the principal/administrator of First Assembly Christian School, and attached to this contract shall not be binding upon First Assembly Christian School.
9. **This contract with all provisions shall be binding on all the above named parties unless Provision #7 above is exercised by the specified date of September 30, 2017.**

We, the parent(s)/guardian of the above named student, do hereby attest by our signature that we have read and fully understand the provisions of this contract and agree to abide by all the provisions contained herein.

Parent/Guardian _____ Date _____
Parent/Guardian _____ Date _____

NOTARY SEAL HERE:

*First Assembly Christian School
2500 Arnold Drive
Monroe, NC 28110*

Amendment to Existing School Contract 2017-2018

I/we, the parent(s)/guardian of _____, do hereby declare by our signatures on this amendment form, that the original contract with First Assembly Christian School shall remain in effect for the 2017/2018 school year. The tuition for all grades is 2,750.00. All provisions in the original contract shall remain as stated except for the following:

1. **Our son/daughter is enrolled in the _____ grade for the 2017/2018 school year.**
2. **The book fee is \$300.00 for K-5 or \$400 for 1st – 12th grade ad shall be paid in full no later than June 15, 2017.**
3. _____ **I/we elect the 10 payment tuition plan. My payment of \$275.00 per month will begin on August 1, 2017 and continue through May 1, 2018.**
4. _____ **I/we elect to pay the entire tuition in full. My payment of \$2,650.00 must be paid on or before August 1, 2017.**
5. **The date to cancel the contract, provision # 7 of the original contract, shall be amended to read September 30, 2017.**
6. **The date in provision # 9 in the original contract shall be amended to read September 30, 2017.**

Parent/Guardian

Date

Parent/Guardian

Date

Principal/Administrator

Date

****\$100.00 REGISTRATION FEE DUE WITH FORM****

*First Assembly Christian School
2500 Arnold Drive
Monroe, NC 28110*

Amendment to Existing School Contract 2017-2018

I/we, the parent(s)/guardian of _____, do hereby declare by our signatures on this amendment form, that the enrollment of this child in First Assembly Christian School for the 2017/2018 school year entitles me/us to the discount for more than one child being enrolled in the school. All provisions in the original contract shall remain as stated except for the following:

1. Provision # 3 of the contract for school services should be amended to read as follows

The parent(s)/guardian of the above names student agree(s) to pay **\$2,250.00** in tuition cost for the student by choosing one of the following payment options:

_____ I/We choose to pay the tuition on full by **August 1, 2017.**

_____ I/We choose the ten payment plan of **\$225.00** each month payable to First Assembly Christian School on the 1st of each month starting **August 1, 2017** through **May 1, 2018. If the payment is not received by the 5th of any month a \$25.00 late fee will be charged.**

Parent/Guardian

Date

Parent/Guardian

Date

Principal/Administrator

Date

EMERGENCY INFORMATION

Emergency Contacts (If parent(s)/guardian cannot be *reached*)

Name	Relationship	Phone Number
------	--------------	--------------

Name	Relationship	Phone Number
------	--------------	--------------

Name	Relationship	Phone Number
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Pediatrician	Phone Number	Hospital Preference
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Special Information
(Allergies, Medications, Handicaps, Etc.)

*First Assembly Christian School
2500 Arnold Drive
Monroe, NC 28110*

Date _____

Pick-up Authorization Form

Only the following people may pick up my child _____
from First Assembly Christian School, Daycare, After School, or Sonshine Club. I/we understand that **identification may be required at any time** if the staff does not know the person picking up my child, and will not release my child if the person's name is not on this form unless given notice by me/us by telephone or in person. I/we also understand that it is my/our responsibility to update this form with any changes.

Parent(s)/guardian are automatically allowed to pick up their child unless anyone has sole custody and has attached custody papers from court.

_____ Name	_____ Relationship

Parent/Guardian Signature

Parent/Guardian Signature

Work Phone

Home Phone

Work Phone

Home Phone