

Heartwood Christian Academy

2018-2019 Co-op Registration Packet



Includes

- Registration Guidelines for CO-OP CLASSES
- HCA Registration Form and Co-op T-Shirt Order
- Statement Of Faith (Core Values of Heartwood Christian Academy)
- Activity Permission Form & Consent For Treatment Of Minor Dependents
- Computer & Internet Acceptable Use Policy
- Website & Publication Permission Form
- Parental Contract Regarding the Use of The Computer and The Internet at Heartwood Christian Academy
- Student Contract Regarding the Use of The Computer and The Internet at Heartwood Christian Academy

These items are required for the best interest and safety of all who are involved in the Heartwood Christian Academy Co-op activities.

HEARTWOOD CHRISTIAN ACADEMY

Registration Guidelines for CO-OP CLASSES

Classes are held at Oak Park Church 3321 Sollie Road, Mobile, AL 36695 (251)285-2936

- **Family and Teacher Partnership:** Our co-op program is a partnership between the home teacher and the co-op teacher: Usually following the co-op classroom teaching, additional reinforcement will be needed throughout the week. Parents/guardians, along with the teacher, determine the appropriate class for the student.
- **HCA Co-op Student Registration Fee:** This is one-time per year, regardless of the number of classes. *Please see details below.*
- **Class Tuition:** Determined by the class teacher
- **Class Size Minimum / Maximum:** Determined by the class teacher
- **Class Schedule:** Orientation is August 14, 2018 with an abbreviated schedule to greet-n-meet the individual teachers. Class expectations and requirements will be presented at this time.
- **Homework:** In most classes, there is required homework each week.
- **High School Credit:** Determined by the class teacher
- **Campus Clothing:** Heartwood T-shirt (\$12.00) and other appropriate classroom clothing. The T-shirt is *required* for class attendance and Heartwood events and activities. These t-shirts are available through the school office:

2018-2019 Heartwood Christian Academy Co-op HCA Registration Form and Co-op T-Shirt Order

HCA enrolled families	\$15 registration per 1 st and 2 nd students	\$10 registration per 3 rd student	\$12 per T-shirt must be worn to class	Please contact HCA for additional student discounts (251)285-2936.
Non-HCA enrolled families	\$30 registration per 1 st and 2 nd students	\$10 registration per 3 rd student	\$12 per T-shirt must be worn to class	

Please note: CLASS TUITION is payable to the individual teacher. Heartwood T-SHIRT is available through the school office. **HCA T-Shirt (\$12.00 per shirt): YS YM YL or AS AM AL AXL (additional fee)**

STUDENT: _____ Age _____ Grade: _____

STUDENT: _____ Age _____ Grade: _____

STUDENT: _____ Age _____ Grade: _____

ADULT Contact Name : _____ Contact # : _____

Contact email: _____

For Reference: Home School Covering: _____

Contact Name : _____ Contact # _____

Mail to: **Heartwood Christian Academy Co-op Program**
3321 Sollie Road
Mobile, AL 36695

HCA enrolled _____ non-HCA enrolled _____ T-shirt \$ _____

TOTAL Fee: _____

Received: Check # _____ Cash _____ Other _____ **Amount Paid:** _____

**2018-2019
Heartwood Christian Academy Co-op**

Student Information Form

Student's Name:		
Date of Birth:	Age:	Grade Level (___-___ school year)
School Covering:	Contact:	Phone:
Family Reference:	Phone:	
<i>This is someone that you give the teacher permission to contact as a character reference.</i>		
Home Address:		
City:	State:	Zip:
Parent/Guardian (specify) Names:		
Home phone :	Cell phone:	E-mail:
Emergency Contact:	Phone:	
List any allergies, medical limitations, or other concerns: <i>(Use back of form if necessary)</i>		
Signature of Parent/Guardian _____ Date _____		
	Classes	Fee
	<i>Fees are payable to the individual teacher. See teacher or description of classes for class fees.</i>	
Received: Check #	Cash	Other
		Amount paid: \$

Please turn this form into the teacher of the class.

HEARTWOOD CHRISTIAN ACADEMY

A Homeschool Ministry of Oak Park Church

251 285-2936 • 3321 Sollie Road • Mobile • Alabama • 36695

STATEMENT OF FAITH Core Values of Heartwood Christian Academy

Please read and check your agreement of each statement of faith principle.

We believe:

- 1. ... the Holy Bible is the inspired Word of God and our standard for faith and practice.
II Tim 3: 16-17; II Peter 1:20-21
- 2. ... the Bible is the key to true education and provides foundational principles for all true knowledge. Heartwood Christian Academy's purpose is that our students "may be encouraged in heart and united in love, so that they may have the full riches of complete understanding, in order that they may know the mystery of God, namely Christ, in whom are hidden all the treasures of wisdom and knowledge."
Col.2:2-3
- 3. ... in the one triune God revealed in the Bible: God, the Father; God, the Son, Jesus Christ; and God, the Holy Spirit. Gen. 1:1; Matt 28:19; Luke 1:30-33, John 17:5; Col 1:15-23, Phil 2:5-11
- 4. ... man's salvation is through renouncing self-determination, taking responsibility for his disobedience, turning from his sin, seeking forgiveness from God, and receiving Jesus as Savior and Lord.
Acts 2:38; Rom. 10:9-10; Eph. 2:8-9
- 5. ... in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. John 15:26; Acts 2:38-39
- 6. ...the very nature and purpose of God is revealed in Jesus who came and established the Church as His Body. I Co. 12:22-27; Eph. 1:22, 23; 2:19-22; Col. 1:18, 24
- 7. ...Jesus Christ will return to earth in a visible way. His purpose will be to manifest His government over all things both in heaven and in earth. I Cor. 15:1-58; I Thess. 4:15-18
- 8. ...in a final judgment at the end of the age. The righteous and the wicked shall stand before Him and be judged. Matt 25:31-46; II Thess. 1:8, 9

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I acknowledge that I have read the Heartwood "Statement of Faith" and support these basic principles.

Signature _____

Date _____

Signature _____

Date _____

**Heartwood Christian Academy
ACTIVITY PERMISSION FORM**

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CONSENT FOR TREATMENT OF MINOR DEPENDENTS

Consent for medical treatment forms must be completed in full and on file in the school office.

Family Name: _____ **Date:** _____

My student(s) has (have) permission to attend Heartwood Christian Academy (HCA) sponsored activities.

In the blocks below, please indicate each student's medical situation.

Student(s):	Requires regular medication	Medical restriction of activity	Unusual physical condition/health problem	Reaction to bee stings/insect bites?	Allergies <i>Please list separately.</i>

EMERGENCY CONTACT OTHER THAN PARENT OR GUARDIAN

NAME: _____ Best Phone #: _____
Relationship _____

NAME: _____ Best Phone #: _____
Relationship _____

Preferred Doctor Name: _____	Phone: _____
Hospital of Choice: _____	Insurance Company: _____
Policy Number: _____	

- I understand that reasonable precautions will be taken to insure each student's safety during school-related activities.
- I agree not to hold HCA or its staff members responsible for injuries incurred during the course of travel to and from the activity or while at the activity.
- I understand that reasonable efforts will be made to contact parents/guardian in the event of an emergency. However, I authorize Heartwood Christian Academy (HCA) to seek medical treatment deemed necessary by HCA administration if I cannot be reached.
- INSURANCE: Each family is responsible for primary coverage. Heartwood Christian Academy carries secondary (or excess) medical and hospitalization insurance coverage on each student.**
- I agree to apply first for benefits from the personal hospitalization and medical coverage available to my family, if any, before applying for benefits that may be available from Heartwood Christian Academy's medical and hospitalization coverage. These secondary benefits are subject to the exclusion, limitation and provisions in the Heartwood Christian Academy student policy.

Parent/Guardian Signature: _____ Best contact #: _____

Printed Name: _____ Date: _____

Heartwood Christian Academy
COMPUTER & INTERNET ACCEPTABLE USE POLICY

(Please keep this section for future reference.)

With the educational opportunity of both the computer and the Internet comes responsibility. Part of our responsibility in preparing students for the future is to teach them to use wisely the tools they will utilize as adults.

It is important that you and your student read and discuss the following contract regarding the use of the computer and Internet in our classrooms. It is imperative that procedures for online access are followed. Inappropriate use will result in the loss of on-line and basic computer privileges.

We encourage you to discuss with your student that there is unacceptable and controversial material on the Internet that could be accessed despite all our precautions. Express your family's values to help guide your student's activities while he or she is using Internet sources.

If you want your student to have the opportunity to access information on the Internet for educational purposes, please sign and return the *Parental/Guardian and Student Contracts*.

SUMMARY OF COMPUTER AND INTERNET USE AT HEARTWOOD CHRISTIAN ACADEMY

- It is a privilege, not a right, to use computers and Internet at Heartwood Christian Academy.
- Signed parent/guardian and student contract must be on file for the student to have computer and Internet access.
- Inappropriate use will result in cancellation of usage.

Unacceptable Uses

1. Using copyrighted materials in reports without permission.
2. Publicizing your home address, phone number, or other personal information.
3. Copying and distributing commercial software in violation of copyright law.
4. Creating a computer virus and placing it on the school computer or Internet.
5. Sending anonymous messages of any kind.
6. Altering or forwarding personal communication without the author's prior consent.
7. Using profanity or obscenity.
8. Using the network or Internet to access a file that contains pornography, inflammatory material, inappropriate material, or any material not specifically related to the instructional lesson, objective, or assignment.
9. Using the network to send and or receive inflammatory messages.
10. Ordering services or merchandise from other agencies that have Internet access. Heartwood Christian Academy shall not be held responsible for any transactions or be liable for any cost or damages arising out of the actions of students or merchants.
11. Using the network for financial gain, for commercial activity, or for any illegal activity.

**ALL USERS SHOULD BE AWARE THAT THE INAPPROPRIATE USE
OF INTERNET INFORMATION RESOURCES CAN BE A VIOLATION
OF LOCAL, STATE, AND FEDERAL LAWS.**

Please return this form to the office. One form per student.

STUDENT _____ **GRADE** _____ **YEAR** _____

WEBSITE & PUBLICATION PERMISSION FORM

- Heartwood Christian Academy’s publications, public and private websites are updated periodically with new pictures and other schooling information.
- No pictures will be identified with names with exception of the yearbook.
- No personal information will be placed on web.

Heartwood Christian Academy has my permission to use my student’s photo on the school’s publications, private and public websites.

Parent’s Signature _____ Date _____

**PARENTAL CONTRACT REGARDING THE USE OF THE COMPUTER
AND THE INTERNET AT HEARTWOOD CHRISTIAN ACADEMY**

As the parent or guardian of this student, I have read the terms and conditions for computer and Internet access privileges:

1. I understand this access is for educational purposes and that Heartwood Christian Academy has taken available precautions in forewarning and educating all interested parties of the controversial material that is accessible on the Internet.
2. I also recognize that it is impossible for the school and its employees to restrict access to all controversial materials
3. I will not hold Heartwood Christian Academy or its employees responsible for materials acquired by my student(s) on the network in violation of the Internet and Computer Acceptable Use Policy.
4. Furthermore, I accept full responsibility for supervision if, and when, my student’s use of the Internet is not in a classroom setting.

I give my permission to Heartwood Christian Academy to issue Internet and computer access privileges to my student(s).

Parent’s Signature _____ Date _____

**STUDENT CONTRACT REGARDING THE USE OF THE COMPUTER
AND THE INTERNET AT HEARTWOOD CHRISTIAN ACADEMY**

1. I agree to abide by all rules that are listed in the **Heartwood Christian Academy Computer and Internet Acceptable Use Policy**.
2. I realize that the primary purpose of the Internet connection/access is educational.
3. I realize that the use of the computer and Internet is a privilege, not a right.
4. I accept that inappropriate behavior may lead to penalties, including revoking Internet access and basic computer use.
5. I agree not to download any shareware, freeware, files, apps, programs, or any of the sort from the Internet without permission from the instructor or administration.

Student’s Signature _____ Date _____

Student’s Signature _____ Date _____

Student’s Signature _____ Date _____