



## BOWLING GREEN SCHOOL

January 24, 2024

Dear Membership,

We are happy to announce that we will be moving to continuous enrollment. Due to the fact that our re-enrollment numbers are over 90% each year, it makes sense to simplify the re-enrollment process. On February 5, 2024, you will be asked to review and verify your child's enrollment information. This will include, but is not limited to, enrollee, household, medical, student driver, and financial information. You will then be asked to sign and verify your Master Contract for the 2024-25 school year. Should you fail to sign your Master Agreement by **February 9, 2024**, your child will fall into the opt-out category.

Registration is \$200.00 per student and will be due by April 1, 2024. You are welcome to make payments at your convenience up to that point, via FACTS. If on April 1, 2024, there is a balance on registration, it will be automatically deducted through FACTS.

In subsequent years, you will have the opportunity to opt out of enrollment at a prescribed date. Should you not opt out, your child's enrollment will automatically roll over and your Master Contract will be renewed.

On the following page you can review how our Continuous Enrollment process will work. Should you have any more questions please, contact our Admissions Office, and we will be happy to help.

We are excited to offer the easy, seamless process for you and your students to continue their journey as Buccaneers.

In Christ,

A handwritten signature in blue ink, appearing to read 'Phill Junkins', with a long, sweeping underline that extends to the right.

Phill Junkins, Head of School

## **FAQ Continuous Enrollment**

### **What is continuous enrollment?**

Continuous enrollment means that you have a Master Contract in place for all of your students' years at Bowling Green School rather than have a new one every year. It means that you only have to say once that you want your child at BGS. If your plans change, you may opt out instead.

### **What does it mean to opt out?**

All families will be automatically re-enrolled unless the Admissions Office is notified in writing (or by email) to opt out of continuous enrollment by February 9, 2024. Please send an opt out email to [lorriecothern@bgsbucs.org](mailto:lorriecothern@bgsbucs.org). The continuous enrollment contract is financially binding.

### **What is the advantage of continuous enrollment and opting out instead of opting in?**

Families will complete a Master Contract Agreement just once when enrolled instead of each school year. Instead of asking up to 90% of our families to complete paperwork on every student every year, only those who are moving or cannot return will have paperwork - a letter in writing or by email stating that they are opting out.

### **What if our plans still remain unsure nearing February 9th?**

Communicating with the Admissions Department to make a plan is always the best thing to do. If you opt out, you may still reinstate your Master Agreement at a later date. At that time, you will be prompted to pay a Master Agreement reinstatement fee of \$125. However, if spaces are limited, opting out will not guarantee a spot for your child.