



CANYONSIDE CHRISTIAN SCHOOL

www.canyonsidechristianschool.net
820 East Nez Perce
Jerome, Idaho 83338
Ph. (208) 324-3444
Fax (208) 324-7806
Kathy Ridgway – Office Manager
Jamie Shetler - Administrator

Dear CCS Parents,

Thank you for choosing Canyonside Christian School for your children and family. We are thankful for what God is doing here at our school. Every day we see the Lord's hand in your children's lives. We owe you a debt of gratitude for joining us in this Christian ministry. We are looking forward to another amazing school year in 2012-2013. Please note the following important items:

- Registration fees are due at time of registration. Please be aware that your child's spot will not be held unless payment is made at time of registration.
- Your account must be current to register your child for the upcoming school year.
- If you are applying for tuition assistance, you need to turn your paperwork into the office no later than May 31, 2012.
- Upon completion of your child's registration packet, we also need a copy of your child's Immunization records, or doctor's note of exemption (Section 39-4802, Idaho code), and a copy of your child's birth certificate. We reserve the right to omit your child's place in our school without these records in accordance with Section 39-4801, Idaho Code: Idaho Department of Health and Welfare Rules, IDAPA 16, Title 02, Chapter 15 "Immunization Requirements for Idaho School Children." If you have questions about required immunizations, please call Kathy at 324-3444.

All payments for tuition and fees are due at the time of invoice. Late payments may result in additional late fees, termination of enrollment, the use of collection services, or all three.

Registration fees are non-refundable and tuition payments are due regardless of school attendance.

Please read your child's registration packet for more information.

Thank You and God Bless,

Jamie Shetler and Your Canyonside Christian School Board of Directors



Canyonside Christian School, Inc.

MISSION STATEMENT

Canyonside Christian School, Inc. is a non-denominational, evangelistic Christian school, which provides a sound academic education based on Christian principles. Canyonside is committed to providing children with excellence in developmental and academic training from preschool through elementary school.

Registration is now open for the 2012-2013 school year for Preschool through 5th grade. It is very important that you return your paperwork with payment as soon as possible in order to hold your child's spot.

STEPS FOR REGISTERING YOUR CHILD

- 1) Carefully read the "Parent Commitment" page.
- 2) Fill out all forms and return to the office.
- 3) The school office will arrange a screening for your child if needed.
- 4) Bring in your child's original immunization record and birth certificate.
- 5) Pay registration fee.

REGISTRATION FEES NEED TO BE ATTACHED TO YOUR PAPERWORK.

Thank you for promptly returning your child's paperwork.

Canyonside Christian School does not discriminate on the basis of race, color, or national origin. We do reserve the right to terminate enrollment based upon repeated disciplinary issues, etc.

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REGISTRATION FORM 2012-2013

Canyonside Christian School, Inc.

Child's Name: _____

Home Address: _____ City: _____

Zip Code: _____ Home Phone #: _____

Mother's Cell #: _____ Father's Cell #: _____

Age: _____ Sex: M F Date of Birth: _____

Father's Name: _____ Occupation: _____

Employer's Name: _____ Business Phone: _____

Mother's Name: _____ Occupation: _____

Employer's Name: _____ Business Phone: _____

Family Doctor: _____ Doctor's Phone: _____

Names and phone numbers to call in case of an emergency when parents cannot be reached:

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

E-mail Address: _____

Does your child have any health problems we should be aware of (Allergies, special medication, learning disabilities, ADD/ADHD, or a speech/language delay, etc.?)

If yes, are there special instructions for the teachers to follow? Are you interested in speech and language therapy?

CLASS: **3's Preschool (8:15-11:30) M-TH** **K4 (8:15-2:45) M-TH**

(Circle one) **K5 (8:15-2:45) M-TH** **Elementary: (8:15-2:45) M-F** 1st 2nd 3rd 4th 5th

Will you need the before school program? _____ Yes _____ No

Will you need the after school program? _____ Yes _____ No

The before-school program begins at 7:30 A.M. and ends at 8:10 A.M.

The after-school program begins at 2:45 P.M. and ends at 5:30 P.M.

Please indicate the hours you will need care before or after school:

Mondays: arrive: _____ AM pick up: _____ PM

Tuesdays: arrive: _____ AM pick up: _____ PM

Wednesday: arrive: _____ AM pick up: _____ PM

Thursdays: arrive: _____ AM pick up: _____ PM

Fridays: arrive: _____ AM pick up: _____ PM

Names of people authorized to pick up my child/children:

1) _____ 2) _____

(Please inform the person authorized to pick up your children that they will need ID the first time.)

COMMITMENT OF PARENTS ~ Please read carefully

It is my understanding that the policy of the school is to make no refunds on registration fees. Payment of the registration fee will hold my child's place until the first month's tuition is due. Tuition billings will be mailed out no later than the 5th of each month and payment is due upon receipt of the bill. I, the parent/guardian, am responsible for the school bills and debts incurred. A finance charge will be added to all accounts that are overdue. All payments for tuition and fees are due at the time of invoice. Late payments may result in termination of enrollment, the use of collection services, or both. A \$20 charge is applied on any returned checks.

The Before/After School program is available for an additional fee, see attached price list. A late pick-up fee of \$5.00 per quarter hour is applied to each child remaining after 5:30 p.m.

This contract may be terminated with one week's notice by the parent or guardian. It may also be terminated at any time on behalf of Canyonside Christian School (CCS) when the student hinders the learning environment of others or the board and staff feel the "Parent Partnership Agreement" is not upheld. Any changes in contracts need to be submitted in writing prior to the effective date.

Please do not bring your child to school if he/she is running a fever, vomiting, or has any contagious infections. Runny noses that are not running clear are infectious and contagious. If your child is on medication, parents or guardians must fill out a medication form before any medication can be administered at school.

We hereby agree and fully support the disciplinary action stated in the school handbook and understand that my child's enrollment can be terminated at any time due to discipline related issues. In the event my child needs to be removed from the facility for all or part of the day, I will promptly remove him/her.

Parents are responsible for obtaining their own medical and accident insurance coverage and are responsible for any medical bills incurred while at CCS.

We give permission for our child _____ to go on field trips and other school outings held by CCS for the 2012-2013 school year with proper adult and teacher supervision. We absolve CCS from liability to our child because of injury of any kind at the school or during any school related activity.

If for some reason we cannot be contacted in what the school considers to be sufficient time, our permission is granted to those in authority to obtain emergency medical help for our child.

CHILD'S NAME _____ DATE OF BIRTH _____ AGE _____
DOCTOR _____ PHONE _____
ANY KNOWN ALLERGIES _____
MEDICAL INSURANCE _____ POLICY # _____
Signature of Parent or Guardian _____ Date _____

Canyonside Christian School does not discriminate against any race or religion preference. Children from all economic and sociological backgrounds are welcome at CCS.

PARENT PARTNERSHIP AGREEMENT

Canyonside Christian School is for parents who want to be actively involved in their child's education and who desire to work in partnership with the school and the educational goals set for your child. This involvement may take include involvement in: the classroom, at home, fundraising, field trips, committee work, etc.

Limited finances keep us from hiring the specialized teachers needed to aid children with specialized learning disabilities, social, emotional, or behavioral problems. Therefore, children needing significant amounts of redirection and 1 on 1 teacher time need to seek an educational environment that is staffed to do so.

I agree to be a positive supporter of CCS and when concerns arise, I will discuss these issues with the Teacher, then the Administrator, and finally with the Board of Directors (BOD) if the issue has not been resolved.

I agree to be an active partner in my child's education and will support the discipline policies developed by Canyonside Christian School.

I understand that the tuition I pay does not fully cover the cost of educating my Child(ren). I agree to be an active supporter of CCS fundraisers by volunteering with any help needed and/or purchasing products.

Signature: _____

Date: _____

How did you hear about Canyonside Christian School? Family, friends, newspaper, etc.

Why are you seeking enrollment at Canyonside Christian School?

TUITION SCHEDULE FOR SCHOOL YEAR 2012-2013

	<u>Monthly Tuition</u>	<u>Registration Fee</u>	<u>Birth Date Requirement</u>
<u>Preschool Only:</u>			
4 Half Days M-TH 8:15-11:30	1 st child \$190.00 2 nd child \$170.00 3 rd child \$150.00	\$225.00	3 or 4 yrs. old on or before 9/01/12 and potty trained.
<u>K-4:</u>			
M-TH 8:15-2:45	1 st child \$290.00 2 nd child \$265.00 3 rd child \$240.00	\$250.00	4 yrs. on or before 9/01/12 <u>AND</u> pass K-4 Screening
<u>K-5:</u>			
M-TH 8:15-2:45	1 st child \$290.00 2 nd child \$265.00 3 rd child \$240.00	\$250.00	5 yrs. on or before 9/01/12 <u>AND</u> pass K-5 screening
<u>5 FULL Day Program:</u>			
1 st child \$360.00	(Preschool/ K4/ K5—7:30 A.M.-5:30 P.M. M-F) 2 nd child \$340.00 3 rd child \$320.00		
<u>Elementary School:</u>			
1 st - 5th Grade M-F 8:15-2:45	1 st child \$350.00 2 nd child \$325.00 3 rd child \$300.00	\$300.00	6 yrs. on or before 9/01/10 Completion of a full kindergarten year <u>or</u> readiness screening.

Before/After School Programs:

Rates

Before-School Program: \$3.00 per day
Students arriving to school **anytime** between 7:30 A.M. & 8:00 A.M.

After School Program (K-4 thru 6th Grade):

Staying after 2:45 P.M. \$6.00 per day (children not enrolled in 5 full days)
Drop-Ins: \$9.00 per day

**(Drop-Ins are children not utilizing the program on a weekly basis)*

After-School Program for Preschool (K-3):

Preschool staying after 11:30 A.M.: \$10.00 per day
Drop-Ins (after 11:30 A.M.): \$13.00 per day

Before & After School Program for Full time Elementary: \$75.00 extra a month

Drop-Ins during the Excel Program (Friday Excel class)

**(Drop-Ins are children not enrolled in the 5-Full Day Program)*

Full Day (Five or more hours): \$16.00 per day
Half Day (Five or less hours): \$10.00 per day

***For those Elementary students utilizing the before school program on a regular basis, a charge of \$25.00 will be added to the student's account. Elementary students who utilize the after school program on a daily basis will be charged \$50.00. Thus, Elementary students who use both the before school and after school programs will be charged a \$75.00 monthly fee (This is in addition to their tuition).

The before/after school program is available with a limited enrollment. **CHILDREN NEED TO BE REGISTERED FOR THIS PROGRAM.** *ALL Drop-Ins* must receive prior permission from the office. **(Drop-Ins are children not utilizing the program on a weekly basis.)*

➤ Families:

Registration fees are due at time of enrollment. Your child's enrollment is not secured until the registration fee is paid in full. The fee is non-refundable and will not be pro-rated for partial year attendance. The registration fee will be refunded if your child does not pass the screening or the class remains full.

➤ Lunch:

A lunch program is available Monday-Friday. The cost of the lunch will be added to your billing. Children are welcome to bring a sack lunch. Please include an ice pack, as we do not have space to refrigerate lunches. **LUNCHES MUST COME TO SCHOOL PREPARED AND READY TO EAT. TEACHERS CANNOT MICROWAVE YOUR CHILD'S LUNCH.**

➤ Tuition Assistance:

Please submit a scholarship application if you are interested in applying for tuition assistance. For scholarship consideration, you must submit copies of page 1 and 2 of your 1040 tax form to the office by May 31, 2012.

➤ Tuition Rate:

9 month plan: (Payment beginning September 1, 2012—May 31, 2013)
Divides the total amount equally over a period of 9 months with the payments beginning Sept.1, 2012 and ending May 31, 2013.

12 month plan: (Payment beginning June 1, 2012—May 31, 2013)
Divides the total tuition amount equally over a period of 12 months with the payments beginning June 1, 2012 and ending May 31, 2013.

Tuition Fees may be paid in advance for the whole or part of the year, no discount is available.

Families that have a history of unpaid tuition or have been referred to a collection agency will be denied readmission to Canyonside Christian School unless, prior to enrollment, prepayment for one entire year is made for all fees and tuition.

➤ Early Withdrawal:

If a student withdraws from the school at any time during the month, you will be charged for the entire month.

➤ Tuition Payments:

Tuition billings will be mailed out no later than the 5th of each month. Tuition payments are due by the 10th. Late payments may result in the termination of enrollment, the use of collection services, or both. Payments are due regardless of attendance.

FINANCIAL INFORMATION SCHOOL YEAR 2012—2013

STUDENT'S NAME: _____ CLASS/GRADE: _____

STUDENT'S NAME: _____ CLASS/GRADE: _____

STUDENT'S NAME: _____ CLASS/GRADE: _____

PARENT'S NAME: _____

Tuition:

Please check the appropriate box for your 2012-2013 tuition payment plan.

- Pay in Full (9-month tuition paid in full)
- 9 Months (beginning September 1, 2012, ending May 31, 2013)
- 12 Months (beginning June 1, 2012, ending May 31, 2013)

Tuition Assistance:

If you will be asking for tuition assistance, please stop by the school office and pick up a Tuition Assistance Request Form.