

Dear Parents:

God in his perfect wisdom knows that our children must be educated within the framework of His Word. Children become truly educated only when they learn to look at life through the window of the Bible and all of its truth. This type of education results in a mind trained to live within the world but not conformed to the world.

Clarksville Christian School, Inc. will offer classes for Grades K-11 during the 2012-13 school year. Our goal is to see each child through God's eyes as a treasured gift and His masterpiece. At CCS we equip and inspire students to make a difference for Jesus Christ in the world. Therefore, we must provide them with excellent Christian teachers who share our views. Clarksville Christian School provides the following advantages:

- an emphasis on academic excellence and spiritual growth
- certified teachers
- low pupil-teacher ratio
- strives to meet and exceed state and national standards
- challenging curriculum with a Christian emphasis
- instructional foundation in reading, math, language, spelling, writing, social studies and science
- daily Bible class
- weekly chapel
- weekly rotation of art, music, physical education, and Spanish (K-8)
- integrated technology including a mobile laptop lab, stationary computer lab, document cameras and projection systems in all classrooms, and interactive whiteboards in limited classrooms
- excellence in education by actively seeking accreditation through ACSI. Notification of accreditation expected in Summer, 2012.

Children taught in a Christian school see the world through the scope of the Scriptures and thus learn to live in the world and not of the world. A Christian school education is designed to prepare your child to serve God and to reach the world with the message of Christ. At CCS we see this as an opportunity to embark on a great ministry – our children. Please pray for Clarksville Christian School, its Board of Directors, and the many volunteers who continue to dedicate themselves to this work.

In His service,

CCS Board of Directors

Lance Carpenter
Steve Kirby
Russell Roberts

Dr. Linda K. Davis
Ronnie Moore
Jay Tucker

Dr. Ann Harris
Roger Nell
Chris Travis

Clarksville Christian School

505 Hwy. 76 Clarksville, TN 37043
www.ClarksvilleChristianSchool.org
931-647-8180

WHAT YOU WILL NEED TO REGISTER

1. Completed **Application for Admission** with \$125.00 application fee
2. Completed and signed **Emergency Contact and Medical Information Form**
3. Signed **Enrollment Contract**
4. Signed **Withdrawal Policy**
5. Completed **Authorization for Automatic Draft** with voided check attached
6. Signed **Acknowledgment Form**
7. Signed **Internet/Computer Acceptable Use Policy**
8. Completed and signed **Website, Photo, and Publicity Release Form**
9. Completed **Emergency School Closing Form**
10. **Tennessee Health Record** from Physician
11. Completed **Request for Records Form** (if applicable)

GENERAL INFORMATION

Re-enrollment: February 6 – 10, 2012 (restricted to current families)

Early Enrollment: February 12 – 17, 2012 (restricted to members of the Hilldale Church of Christ and Hilldale Christian Child Care Center families).

Open House: February 12, 2012 – 2:00 PM

Open Enrollment: Begins February 20, 2012 for the general public.

KINDERGARTEN INFORMATION:

- **Age Requirements** - According to the State Department of Education, (T.C.A. 49-6-201 (b) (3), “children entering kindergarten shall be five (5) years of age on or before September 30 of the current kindergarten term.”
- **Starting & Testing Dates** - Unlike public school, kindergarten students begin the first day of school with an uninterrupted schedule. Testing will be completed prior to the first day of school or included as part of a regular school day for late enrollees.

SCHOOL HOURS:

8:00 AM – 3:00 PM
Student drop-off begins at 7:45.

EXTENDED CARE:

Available as follows:

- K-5th grade extended care provided by Hilldale Christian Child Care Center from 6:00 AM – 6:00 PM
- 6th-11th grade extended care provided by CCS from 3:00 PM – 5:30 PM

TRANSPORTATION:

Parents are responsible for their child’s transportation to and from school. Please review the transportation plan in the student handbook.

2012-2013 CLARKSVILLE CHRISTIAN SCHOOL CALENDAR

		AUGUST '12						
		S	M	T	W	Th	F	S
8	First Day of School/Early Dismissal 11:30				1	2	3	4
9	Student Holiday/Teacher Workday	5	6	7	8	9	10	11
10	First full day of school	12	13	14	15	16	17	18
21	Open House*	19	20	21	22	23	24	25
		26	27	28	29	30	31	

		SEPTEMBER '12						
		S	M	T	W	Th	F	S
								1
		2	3	4	5	6	7	8
3	Labor Day Holiday	9	10	11	12	13	14	15
27	Parent Conferences	16	17	18	19	20	21	22
		23	24	25	26	27	28	29
		30						

		OCTOBER '12						
		S	M	T	W	Th	F	S
			1	2	3	4	5	6
4	Parent Conferences	7	8	9	10	11	12	13
8-12	Fall Break	14	15	16	17	18	19	20
		21	22	23	24	25	26	27
		28	29	30	31			

		NOVEMBER '12						
		S	M	T	W	Th	F	S
						1	2	3
		4	5	6	7	8	9	10
5	Student Holiday/Staff Development*	11	12	13	14	15	16	17
12	Veterans' Day Holiday	18	19	20	21	22	23	24
21-23	Thanksgiving Holidays	25	26	27	28	29	30	

		DECEMBER '12						
		S	M	T	W	Th	F	S
								1
20	Early Dismissal 11:30	2	3	4	5	6	7	8
21-31	Christmas Holidays	9	10	11	12	13	14	15
		16	17	18	19	20	21	22
		23	24	25	26	27	28	29
		30	31					

		JANUARY '13						
		S	M	T	W	Th	F	S
				1	2	3	4	5
1-4	Christmas Holidays	6	7	8	9	10	11	12
4	Staff Development	13	14	15	16	17	18	19
21	M.L. King Jr. Day Holiday	20	21	22	23	24	25	26
		27	28	29	30	31		

		FEBRUARY '13						
		S	M	T	W	Th	F	S
							1	2
18	Presidents' Day Holiday	3	4	5	6	7	8	9
		10	11	12	13	14	15	16
		17	18	19	20	21	22	23
		24	25	26	27	28		

		MARCH '13						
		S	M	T	W	Th	F	S
							1	2
		3	4	5	6	7	8	9
25-29	Spring Break	10	11	12	13	14	15	16
		17	18	19	20	21	22	23
		24	25	26	27	28	29	30
		31						

		APRIL '13						
		S	M	T	W	Th	F	S
		1	2	3	4	5	6	7
		8	9	10	11	12	13	14
		15	16	17	18	19	20	21
		22	23	24	25	26	27	28
		29	30					

		MAY '13						
		S	M	T	W	Th	F	S
				1	2	3	4	5
		6	7	8	9	10	11	12
		13	14	15	16	17	18	19
22	Early Dismissal/Summer Break	20	21	22	23	24	25	26
		27	28	29	30	31		

*As a general rule, the CCS calendar mirrors that of CMCSS with the exception of Open House night (August 21) and one staff development day to be held on November 5th. This is for the convenience of parents who may have children in both systems.

This is an early projected calendar and is subject to change pending possible emergency closings (weather-related or otherwise), and other unforeseen events. Please log into Sycamore Education for the most up-to-date calendar.

TUITION AND FEE SCHEDULE 2012-13

REGISTRATION FEE: A nonrefundable fee of \$125 is due with application.

TUITION DEPOSIT: This nonrefundable fee reserves your child's place in class. **For current students, the \$500 deposit is due on June 1, 2012. New students will be invoiced for \$500 after the child's application for admission has been accepted. Payment will be due upon receipt of this invoice.**

ACADEMIC RESOURCE FEE : \$275 due by July 1, 2012.

TECHNOLOGY FEE: \$50 due by July 1, 2012

ANNUAL TUITION: K-8th grades: \$5,025 (\$500 deposit will be applied)
9th-11th grades: \$5,025 (\$500 deposit will be applied)
Integrated Classroom: \$7,725 (Year-round program---\$500 deposit will be applied)

Option 1: 100% paid in full by August 1, 2012

Option 2: Pay half on August 1, 2012 and half on January 1, 2013

Option 3: After \$500 deposit has been applied, 10 monthly payments by automatic draft of \$452.50 (regular education), or \$722.50 (integrated classroom).

**Installments will be taken by automatic draft on either the 1st or 15th of each month (parent's choice) beginning August 2012 and ending May 2013.

EXTENDED CARE: Hilldale Christian Child Care Center (HCCCC) is pleased to partner with CCS to offer a discount for CCS students in grades K-5 who are enrolled in extended care. Grades K-5 must complete an application through Hilldale Christian Child Care Center to receive before/after school care. Early application is essential as slots fill quickly. Extended care for grades 6-11 is provided through CCS after school. Registration forms should be completed through the CCS office.

Option 1: K-5 extended care through HCCCC

Hours available: 6:00 AM to 6:00 PM

Please contact Sarah Glenn Brown, Director at 920-3931 for more information

Option 2: 6th-10th grade extended care through CCS

Hours available: 3:00 PM – 5:30 PM

After school care only: \$108/month

Snack and homework supervision provided

MEAL PLAN: Monthly calendars will be sent home on the first day of the month with the daily lunch menu. Deposits to a lunch account can be made at any time and each account applies to a family unit rather than an individual student. Lunch fees will be deducted from your child's account each day he/she eats lunch. Specific prices will be announced in August 2012. CCS lunches meet federal nutrition guidelines.

TUITION COLLECTION POLICY

Tuition payments may be made in three ways:

- 100% paid in full by August 1st
- Pay half on August 1st and half on January 1st
- Ten monthly payments through automatic draft (ACH)

Monthly tuition plan:

If you elect a monthly tuition payment plan, each monthly tuition payment is due and payable on the first or fifteenth day of each month beginning in August and ending with the tenth and final payment in May. This helps the school with reduced administrative expense and you by avoiding late payments and additional fees.

There is a five day grace period for tuition payments. On the sixth day and each day thereafter a \$10.00 per day late fee will be assessed for any past due tuition balance. A \$25.00 rejected ACH fee will be invoiced upon first ACH rejection and each occurrence thereafter.

Termination of enrollment due to non-payment:

If any past due tuition payment and associated late fees have not been paid in full by the first day of the following month, your child's enrollment will be terminated unless other prior arrangements have been made.

Academic Resource Fee, Technology Fee, and other fees payable:

Academic Resource Fee and Technology Fee (due July 1) and other scheduled fees will be due and payable on the date announced and published with no grace period.

Communication in changes of financial circumstances:

It is our desire to serve every child and family possible with a quality Christian education. We are blessed to have the use of two fine facilities because of the sacrifices of members of both the Hilldale Church of Christ and our community. We have been blessed by the Hilldale church and other concerned individuals and corporations in the community to provide tuition assistance for many of our students. We ask that if your financial situation changes during the school year that you please notify our Head of School as soon as possible before you have a past due balance that might force us to make a difficult decision. At your request, your situation will be confidentially reviewed by the school's tuition assistance committee. If we can find a way to further assist your family on a temporary basis, you will be promptly notified of a decision. Again, it is our prayer that God will bless your family and our school with the ability to provide your child with the best Christian education at the best value possible.

ELEMENTARY DRESS CODE

DRESS CODE IS MANDATORY FOR ALL GRADES.

School uniforms originated in the private school sector, but more recently have been adopted by public school systems across the country. Research has shown that in schools where a dress code policy is implemented, there are less disciplinary issues and students at those schools are more able to concentrate on learning due to less peer pressure. In order to maximize learning and minimize stress on students, Clarksville Christian School will require its students to adhere to a dress code policy.

TOPS:

- Navy, burgundy, gray, or white polo-style shirts for girls or boys
- Navy or burgundy vests, cardigans, or pullover sweaters
- **No emblems or stripes**
- **Exception:** Students may wear shirts embroidered with the CCS logo and/or mascot

OR

- Navy, burgundy, gray, or white turtlenecks for girls or boys
- **No emblems or stripes**

OR

- Solid-colored navy, burgundy, gray, white, or pinstriped oxford style, button-up shirts for girls or boys

OR

- White blouses for girls

BOTTOMS:

- Navy, or khaki solid color pants, shorts, skirts, jumpers, scooters or skorts. Approved dress code items ordered from French Toast in the color “burgundy plaid” are also acceptable. Shorts, skirts, skorts, and jumpers should be approximately knee-length. No cargo pants. No emblems or decorations.
- **Shirts are expected to be tucked into bottoms.**
- **No emblems or stripes**

SHOES/SOCKS:

- Shoes should be sturdy and comfortable for jumping, skipping, etc. Any athletic sneaker is acceptable. (No flip-flops, open back, or open-toed shoes)
- Socks and tights should be **solid** white, navy, burgundy, or gray to coordinate with clothing.

OPTIONAL:

- Burgundy or navy ties or navy vests for boys if desired. Approved dress code items ordered from French Toast in the color “burgundy plaid” are also acceptable.

NOTES:

- Spirit Day: Watch the CCS monthly calendar for approved spirit days on which CCS t-shirts and jeans may be worn. CCS t-shirts may be worn on all field trips.
- Only CCS outerwear such as hoodies may be worn during school hours. Other outerwear worn to school will be removed during school hours.
- Parents, please choose appropriate clothing. This includes clothes the child can manage and undergarments that are convenient for restroom use. Write your child’s name in all clothing.
- Some suggested stores for purchasing your uniform(s) include the following: French Toast (use school code QS5JHBT and CCS will receive a 5% cash-back incentive), JC Penney, Target, Wal-Mart, Old Navy, Children’s Place, and Carters.

MIDDLE SCHOOL DRESS CODE

DRESS CODE IS MANDATORY FOR ALL GRADES.

School uniforms originated in the private school sector, but more recently have been adopted by public school systems across the country. Research has shown that in schools where a dress code policy is implemented, there are less disciplinary issues and students at those schools are more able to concentrate on learning due to less peer pressure. In order to maximize learning and minimize stress on students, Clarksville Christian School will require its students to adhere to a dress code policy.

TOPS:

- Navy, burgundy, gray, or white polo-style shirts for girls or boys
- Navy or burgundy vests, cardigans, or pullover sweaters
- **No emblems or stripes**
- **Exception:** Students may wear shirts embroidered with the CCS logo and/or mascot

OR

- Navy, burgundy, gray, or white turtlenecks for girls or boys
- **No emblems or stripes**

OR

- Solid-colored navy, burgundy, gray, white, or pinstriped oxford style, button-up shirts for girls or boys

OR

- White blouses for girls

BOTTOMS:

- Navy, or khaki solid color pants, shorts, skirts, jumpers, scooters or skorts. Approved dress code items ordered from French Toast in the color “burgundy plaid” are also acceptable. Shorts, skirts, skorts, and jumpers should be approximately knee-length. No cargo pants. No emblems or decorations.
- **Shirts are expected to be tucked into bottoms.**
- **No emblems or stripes**

P.E. CLOTHES: Gym shorts should be solid navy or grey. Shirts should be solid grey t-shirt with no logo or any CCS t-shirt.

SHOES AND SOCKS/TIGHTS:

- Should be coordinating with the school colors, not a TREND, and should enclose the foot. P.E. requires tennis shoes.
- Solid color shoes in neutral colors are acceptable: black, white, brown, grey, navy, and tan. Minimal outline of color around the sole is acceptable. Shoe strings should be the same as the solid color of the shoe. Both shoes should be from a single pair of shoes.
- Socks and tights should be **solid** white, navy, burgundy, or gray. Both socks should be the same color. Both socks and shoes should coordinate with clothing.

HAIR: No brightly colored hair or hair pieces, feathers, bows, etc. Nothing that draws attention to self (male or female).

LAYERED ITEMS: Any item layered under the polo or blouse must be white under white, OR white, navy, burgundy, or grey layered under various CCS approved shirts. This includes undergarments.

OPTIONAL: Burgundy or navy ties or navy vests for boys if desired. Approved dress code items ordered from French Toast in the color “burgundy plaid” are also acceptable.

NOTES:

- Spirit Day: Watch the CCS monthly calendar for approved spirit days on which CCS t-shirts and jeans may be worn. CCS t-shirts may be worn on all field trips.
- Only CCS outerwear such as hoodies may be worn during school hours. Other outerwear worn to school will be removed during school hours.
- Parents, please choose appropriate clothing. This includes clothes the child can manage and undergarments that are convenient for restroom use. Write your child’s name in all clothing.
- Some suggested stores for purchasing your uniform(s) include the following: French Toast (use school code QS5JHBT and CCS will receive a 5% cash-back incentive), JC Penney, Target, Wal-Mart, Old Navy, Children’s Place, and Carters.

HIGH SCHOOL DRESS CODE

DRESS CODE IS MANDATORY FOR ALL GRADES.

School uniforms originated in the private school sector, but more recently have been adopted by public school systems across the country. Research has shown that in schools where a dress code policy is implemented, there are less disciplinary issues and students at those schools are more able to concentrate on learning due to less peer pressure. In order to maximize learning and minimize stress on students, Clarksville Christian School will require its students to adhere to a dress code policy.

TOPS:

- Navy, burgundy, gray, or white polo-style shirts for girls or boys
- Navy or burgundy vests, cardigans, or pullover sweaters
- **No emblems or stripes**
- **Exception:** Students may wear shirts embroidered with the CCS logo and/or mascot

OR

- Navy, burgundy, gray, or white turtlenecks for girls or boys
- **No emblems or stripes**

OR

- Solid-colored navy, burgundy, gray, white, or pinstriped oxford style, button-up shirts for girls or boys

OR

- White blouses for girls

BOTTOMS:

- Navy, or khaki solid color pants, shorts, skirts, jumpers, scooters or skorts. Approved dress code items ordered from French Toast in the color “burgundy plaid” are also acceptable. Shorts, skirts, skorts, and jumpers should be approximately knee-length. No cargo pants. No emblems or decorations.
- **Shirts are expected to be tucked into bottoms.**
- **No emblems or stripes**

P.E. CLOTHES: Gym shorts should be solid navy or grey. Shirts should be solid grey t-shirt with no logo or any CCS t-shirt.

SHOES AND SOCKS/TIGHTS:

- Shoes are to be casual, comfortable, and coordinate with clothing. Sandals and slip-on shoes that coordinate with clothing are acceptable. This is a privilege for high school students.
- Socks and tights should be **solid** white, navy, burgundy, or gray. Both socks should be the same color. Both socks and shoes should coordinate with clothing.

HAIR: No brightly colored hair or hair pieces, feathers, bows, etc. Nothing that draws attention to self (male or female).

LAYERED ITEMS: Any item layered under the polo or blouse must be white under white, OR white, navy, burgundy, or grey layered under various CCS approved shirts. This includes undergarments.

OPTIONAL: Burgundy or navy ties or navy vests for boys if desired. Approved dress code items ordered from French Toast in the color “burgundy plaid” are also acceptable.

NOTES:

- **Spirit Day:** Watch the CCS monthly calendar for approved spirit days on which CCS t-shirts and jeans may be worn. CCS t-shirts may be worn on all field trips.
- Only CCS outerwear such as hoodies may be worn during school hours. Other outerwear worn to school will be removed during school hours.
- Parents, please choose appropriate clothing. This includes clothes the child can manage and undergarments that are convenient for restroom use. Write your child’s name in all clothing.
- Some suggested stores for purchasing your uniform(s) include the following: French Toast (use school code QS5JHBT and CCS will receive a 5% cash-back incentive), JC Penney, Target, Wal-Mart, Old Navy, Children’s Place, and Carters.

ABSENTEE/TARDY POLICY

There are four reasons which are considered excused absences/tardiness:

1. Personal illness (doctor's excuse may be required)
2. Death in the family
3. When unique opportunities for trips occur, permission from Head of School should be requested two weeks in advance.
4. Circumstances which, in judgment of the Head of School, create emergencies over which the student has no control

When a student is absent and returns to school, he or she must bring a note signed by the parent to explain the absence. Otherwise, the absence will be considered unexcused. **Make-up work will be assigned when the student returns to school.** This work is due according to the number of days missed. If out one day, work will be due in one day. If out three days, work will be due in three days. Unexcused absences or tardiness will result in zeros for the work missed during the allotted time period.

Consequences for unexcused absences:

3 absences - The parent and the student will be required to meet with the Head of School and teacher(s). The student and parent will sign a contract which will commit them to no more unexcused absences. If the problem continues, the Head of School will take further action and follow appropriate disciplinary measures.

Punctuality/Tardiness:

CCS school hours are from 8:00 AM – 3:00 PM. Students who arrive before 7:45 AM should report to the before-school program. After 7:45 AM they will go directly to their classrooms. Students are considered tardy after 8:00 AM.

Students who arrive after 8:00 AM should report to the office before going to their room so that they may have their tardy sheet marked for attendance records. Three unexcused tardy marks will result in a parent and student meeting with the Head of School and teacher(s). The student and parent will sign a contract to commit them to no more unexcused tardies. If the problem continues, the Head of School will take further action and follow appropriate disciplinary measures.

Early Dismissal

A student will be excused to leave school before regular dismissal for only the following reasons:

1. Personal illness
2. Death in the family
3. Doctor or dentist appointment
4. Trips and unique opportunities which have been approved in advance and the teacher notified prior to the day of early dismissal.
5. Circumstances which, in judgment of the Head of School, create emergencies over which the student has no control.

Unexcused early dismissals will follow the same consequences as unexcused tardiness.

CONTRACT OF ENROLLMENT

As the parent or guardian of a Clarksville Christian School student, I acknowledge and agree that I have full authority to enter into this Contract of Enrollment with Clarksville Christian School, Inc. In consideration of Clarksville Christian School accepting my child for enrollment and other good and valuable consideration, I agree to abide by the terms and conditions of the Contract of Enrollment as set forth herein. I further agree to abide by any and all rules and regulations of Clarksville Christian School.

I further acknowledge and agree that I shall be financially responsible for the payment of tuition, book fees, after school care (6th-11th grades), school lunches and any and all other school-related fees associated with my child for the entire 2012-13 school year. I further agree that should I default in the payment of any fees due Clarksville Christian School, I shall be responsible for any and all expenses incurred by Clarksville Christian School associated with enforcing this Contract of Enrollment, including but not limited to court costs, discretionary costs and reasonable attorney fees. I further understand and acknowledge that should I default in the payment of any fees due Clarksville Christian School, my default shall result in the immediate termination of my child's enrollment.

Parent/Guardian Signature

Date

WITHDRAWAL POLICY

The Contract of Enrollment is a commitment for the entire 2012-2013 school year. Military moves and job transfers are expected. Parents should notify the school as soon as they know that their child(ren) will be withdrawing. A "Withdrawal Clearance Form" must be completed stating the date of withdrawal, the reason for withdrawal, whether or not the teacher has cleared the student, and all books (both classroom and library) have been returned. The bookkeeper will be able to answer any questions regarding your account and what will be due at the time of withdrawal.

Clarksville Christian School's withdrawal policy is as follows: If a student withdraws after the school year has begun, the parent will be financially responsible for tuition for the entire 2012-2013 school year. Registration fees, book fees, and deposit are neither refundable nor prorated.

Both the parent and the Head of School must sign the "Withdrawal Clearance Form." A copy may be required by the new school that the student will be entering. Transcripts will be sent to the new school upon request by that school. No academic credit can be given nor transcripts released until the withdrawal process is complete. An Exit Survey must be completed as part of the withdrawal process. **A telephone call several days in advance regarding withdrawal of a student will enable the office to have the form ready for signatures and will avoid delays in completing the process.**

Parent/Guardian Signature

Date



Clarksville Christian School

Application for Admission

Child's Information

Full Name: _____
Last First M.I.

Preferred Name: _____ Birth Date: _____ Age (as of 9/30/12): _____

Social Security Number: _____ Grade in which child will be enrolled for 2012-13 school year: _____

Previous School: _____ Phone Number: _____

Name of Principal: _____ Copy of Birth Certificate on File? Yes No

Family Information

Father's (or Guardian's) Name: _____	Mother's (or Guardian's) Name: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Home Phone: () _____	Home Phone: () _____
Cell Phone: () _____	Cell Phone: () _____
Cell Phone Carrier: _____	Cell Phone Carrier: _____
E-mail Address: _____	E-mail Address: _____
Employer: _____	Employer: _____
Work Phone: () _____	Work Phone: () _____
County of Residence: _____	County of Residence: _____

Transportation Plan

To ensure the safety of your child, please list other adults to whom your child may be released or who are authorized to provide transportation for your child. They must be prepared to show identification.

Name: _____ Phone : _____

Name: _____ Phone : _____

Name: _____ Phone : _____

Name: _____ Phone : _____

Parent/Guardian Signature: _____

Date: _____

Registration Fee of \$125 is due and payable upon receipt of this application by CCS.

Clarksville Christian School admits students of any race, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at this school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Emergency Contact and Medical Information Form

<hr/> <p>Child's Name</p>	<hr/> <p>Date of Birth</p>	M F Sex	
<hr/> <p>Parent's/Guardian's Name</p>	<hr/> <p>Parent's/Guardian's Name</p>		
<hr/> <p>() Phone #1</p>	<hr/> <p>() Phone #2</p>	<hr/> <p>() Phone #1</p>	<hr/> <p>() Phone #2</p>
<hr/> <p>Address</p>	<hr/> <p>Address</p>		
<hr/> <p>City, ST ZIP Code</p>	<hr/> <p>City, ST ZIP Code</p>		

Alternative Emergency Contacts

<hr/> <p>Primary Emergency Contact</p>	<hr/> <p>Secondary Emergency Contact</p>
<hr/> <p>() Phone #1</p>	<hr/> <p>() Phone #1</p>
<hr/> <p>() Phone #2</p>	<hr/> <p>() Phone #2</p>
<hr/> <p>Address</p>	<hr/> <p>Address</p>
<hr/> <p>City, ST ZIP Code</p>	<hr/> <p>City, ST ZIP Code</p>

Medical Information

Hospital/Clinic Preference

Physician's Name	Phone Number
Insurance Company	Policy Number

Does your child have any allergies and/or special health considerations such as asthma? (include allergies associated with food, medicine, and environment):

Is your child currently under the supervised care of a physician? Yes ___ No ___ If yes, please explain and include a list of any medications your child is currently taking. Please use back or attach sheet if necessary.

Please list any physical and/or emotional disabilities with which your child has been diagnosed.

I authorize all medical and surgical treatment, X-ray, laboratory, anesthesia, and other medical and/or hospital procedures as may be performed or prescribed by the attending physician and/or paramedics for my child and waive my right to informed consent of treatment. This waiver applies only in the event that neither parent/guardian can be reached in the case of an emergency.

<hr/> <p>Parent's/Guardian's Signature</p>	<hr/> <p>Date</p>
<hr/> <p>Witness Signature</p>	<hr/> <p>Date</p>

AUTHORIZATION FOR DIRECT DRAFT (ACH DEBITS)

I hereby authorize Clarksville Christian School, Inc. to initiate debits on my bank account listed below for the purpose of collecting payments due. I understand that in any month I anticipate cash flow problems, I must contact the administration of the school at least 3 days prior to my draft date to make other arrangements. Further, I understand that for any month my payment is returned for insufficient funds, the amount that will be re-drafted will include a \$25 processing charge for that re-drafted payment only.

School Year: 2012 -2013

Financial Institution: _____

Type of Account: _____ Checking _____ Savings

Day of Month: _____ 1st _____ 15th

This authority is to remain in full force until Clarksville Christian School, Inc. has received written notification from me of its termination in such timely manner as to afford Clarksville Christian School and the financial institution listed above a reasonable opportunity to act on it.

Name: _____ (As shown on account)

Address: _____

Signature: _____ Date: _____

Please attach a voided check with this authorization

ACKNOWLEDGEMENT FORM

Please initial beside each statement below and sign at the bottom.

_____ I have received a copy and understand Clarksville Christian School's General Information Form.

_____ I have received a copy and understand Clarksville Christian School's Tuition and Fee Schedule.

_____ I have received a copy and understand Clarksville Christian School's Dress Code Policy.

_____ I have received a copy and understand Clarksville Christian School's Absentee/Tardy Policy.

_____ I have received a copy and understand Clarksville Christian School's Tuition Collection Policy.

Parent or Guardian Signature

Date



REQUEST FOR RECORDS

Date

(Current School)

(Address)

(City, State, Zip)

Please forward all school records (including test results and medical information) for:

Name of Student (Full Name): _____

Address: _____

Date of Birth: _____ SSN: _____ Current Grade: _____

The student named above has applied for admission to Clarksville Christian School. In order to process his/her application, CCS needs the above-mentioned official school records.

I have requested and authorized the release of all school records including test results and medical information.

Signature of Parent

Print Name

Date

Thank you in advance for returning the requested transcript as promptly as possible.

INTERNET/COMPUTER ACCEPTABLE USE POLICY

We are pleased to provide Internet access to the students of Clarksville Christian School. We believe in the educational value this tool can offer to curriculum, research, and learning. In our effort to protect students and teachers from objectionable material and content, we have implemented content filtering software to block access to offensive or inappropriate sites. The teachers will supervise your child's use of technology. Internet activity is logged and periodically reviewed to further strengthen its safe and appropriate use in a school environment. Despite these precautions, please be aware that it is impossible for the school and its faculty to restrict access to all objectionable materials.

To this end we have instituted the following Internet/Computer Acceptable Use policy:

1. It is understood that Internet access for students is a privilege, not a right. All users of the Internet agree to adhere to the following **Code of Ethics**:

I will strive to act in all situations with honesty, integrity, and respect for the rights of others and to help others to behave in a similar fashion. I will make a conscious effort to be a good testimony to fellow students, faculty members, and others I communicate with on the Internet. I agree to follow Clarksville Christian School's Internet/Computer Acceptable Use Policy. I also understand that all Internet abuse problems must be reported to a teacher or parent. Furthermore, I will strive to apply Philippians 4:8 to my electronic communications:

“Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable—if anything is excellent or praiseworthy—think about such things.” Philippians 4:8

2. The Internet user is held responsible for his/her actions whenever using the Internet. Unacceptable uses of the Internet will result in the suspension or revocation of these privileges. Examples of unacceptable use include but are not limited to the following:
 - using the Internet for any illegal activity
 - access to and/or transmission of obscene, pornographic, or sexually explicit material
 - posting information not meant to be made public (home addresses or personal phone numbers)
 - copying or other misuse of copyrighted software, music, books or other legally protected materials
 - playing non-educational Internet games during instructional time and without teacher's prior permission
 - vandalizing the data of another user
 - attempting to circumvent filtering measures
 - invading the privacy of others
 - posting rude or inappropriate messages or images
 - downloading viruses or attempting to circumvent virus protection programs
 - sending or receiving electronic messages (i.e. e-mail, Instant Messaging) without permission
 - surfing questionable sites, i.e. those not in keeping with moral Christian standards
 - the use of inappropriate language
 - unauthorized attempts to enter restricted areas of information
 - downloading or installing any computer programs, including games, without teacher's permission
 - wasteful misuse of finite resources (ink, paper, etc.)

We encourage parents to use this opportunity to discuss with your child your expectations and your family's values to guide your child's activities while he or she is using Internet resources. You may contact your child's teacher if you have any questions or concerns about computer use or Internet access by your child.

3. Guidelines for Portable Electronic Devices

- Students must register any portable electronic device in the school office (i.e. laptop, phone, ipod, ipad, etc.) using the *Electronic Devices Registration Form*.
 - CCS will not be held responsible for the loss, theft or destruction of any portable electronic devices.
 - Use of a portable electronic device in the classroom is up to the discretion of the teacher as to how and when the device may be used.
 - The linking of portable devices is for educational purposes only with direct teacher supervision.
 - CCS reserves the right to review files on any portable electronic device brought into the school.
 - The Internet/Computer Acceptable Use Policy also applies to all portable electronic devices. Any violation of these rules will result in the loss of the student's privilege to bring a portable electronic device to school.
4. By signing the consent and waiver form, the student agrees to abide by these policies. The student also understands that violation of these policies will result in revocation of Internet privileges. The student and parent/guardian must sign this agreement after they have discussed these rights and responsibilities together.

I have read and understand the CCS Internet/Computer Use Policy. I agree to abide by the Code of Ethics and to follow the rules contained in this policy. I understand if I violate this policy, my privileges can be terminated and I may face other disciplinary measures.

Student (print) _____ Signature _____

Date _____

As the parent/guardian of the student signing above, **I have read this CCS Computer/Internet Acceptable Use Policy and grant permission for my son/daughter to access the Internet.** I understand that there may be unacceptable and controversial material on the Internet that may be accessed despite all precautions. I hereby release CCS, its administration, teachers, and staff from any and all claims, damages, infringements, or financial liabilities incurred by my child's use of the network. My child and I assume any and all responsibility for any misuse or claims related to my child's misuse of the computer facilities. I also agree to explain the terms of the Acceptable Use policy to my child and will assist the school in helping him understand both its benefits and potential dangers, as well as in providing moral instruction concerning the access of its materials.

Parent (print) _____ Signature _____

Date _____

WEBSITE, PHOTO, AND PUBLICITY RELEASE FORM

Clarksville Christian School is utilizing the Internet and the latest technologies through the development of its school website at www.clarksvillechristianschool.org and Sycamore Education to streamline communications and support student learning. The CCS website is primarily used to publish school and related information for new and prospective students and their families, while Sycamore Education is geared toward current students and their families. As such, student photographs may be included to highlight school and class projects and activities. The student's full name and other personal information such as address and telephone number will NOT be published on the Internet. However, photos of large groups of students (such as a school group picture) may be published on the CCS website or Sycamore Education WITHOUT parental or guardian permission. Please **choose one of the first two options below and initial the third.**

____ I **give permission** to use individual photographs of my child on the school web site and Sycamore Education following the guidelines above.

____ I **do not give permission** to use individual photographs of my child on the school web site and Sycamore Education.

____ **(Initial here)** I understand that photos of large groups of students may be published on the CCS website and Sycamore Education WITHOUT parental or guardian permission.

Additionally, CCS is making a concentrated effort to promote the positive activities, honors, and work of our staff and students. This includes working with the local newspapers, radio, and television stations. At times, there will be opportunities for various students to be interviewed and/or photographed and **identified by name and classroom or school** (i.e. recent articles about CCS in the Leaf-Chronicle). However, we understand that some parents may request that we do not identify their child(ren). **Please choose one of the two options below:**

____ I **give permission** for my child to be interviewed, identified, and/or photographed/filmed for use in district publications, including, but not limited to, videos, newspapers, radio, or television.

____ I **do not give permission** for my child to be interviewed or photographed for any publications other than the CCS web site.

Name of Student _____

Parent/Guardian Signature _____ Date _____

EMERGENCY SCHOOL CLOSING FORM

In the event of inclement weather, television Channels 2, 4, and 5 will report school closing information for Clarksville Christian School. Additionally, the following local radio stations will also provide coverage for CCS: Q108, The Beaver 100.3, Z-97.5, Eagle 94.3, Sports Radio 540, and JOY 1370.

In the event of a weather-related or emergency school closing, Clarksville Christian School needs to know where to send your child. Please select one of the following options:

- _____ A person on my emergency contact list or I will pick up my child
- _____ Send my child to Hilldale Christian Child Care Center* (**Grades K-5 only - see important note below**)
- _____ Send my child to Clarksville Christian School After Care (**Grades 6-11 only**)
Extended care closings are reported on Channels 2, 4, and 5

Hilldale Christian Child Care Center (HCCCC) Information:

*Only students who are registered and using after-school care have the option to go to HCCCC (if they remain open). HCCCC also reports closings on Channels 2, 4, and 5.

Additionally, HCCCC is occasionally open when school is closed due to bad weather. Registered students with HCCCC may come to the child care on such days at a cost of \$18.00 per day if space permits.

Name of Child

Parent Signature

Date