

First Baptist Christian Academy



Kindergarten – 12th Grade Enrollment Packet

FBCA seeks to provide students an exceptional, well-rounded education, by means of an integrated curriculum, pedagogy and culture, with distinctively Christian values in all we do – academically, socially, spiritually, and physically.

OUR HISTORY

FBCA Academy opened in August of 2008 as a preschool facility. The first year we enrolled 13 children in our VPK program. In 2013, our Academy had an enrollment of 99 students from 3 years old through the 4th grade. In 2014, our enrollment surpassed 200 students with classes from 3 years old through the 11th grade. We also became members of the Florida Christian School Athletic Association (FCSAA) and had a men's varsity basketball team. 2014 was a pivotal year, as we began our journey toward accreditation with the Florida Association of Christian Colleges and Schools (FACCS). In 2015-16, we relocated to our current facilities at the Historic Flagler County Courthouse. In March of 2016, FBCA Academy was awarded full accreditation by FACCS. Currently FBCA offers classes for infants through 12th grade. In 2019, enrollment at FBCA surpassed the 400 mark, offering VPK for our younger students, standard, honors, and dual enrollment credits for High School students. Our athletic department has expanded to include 10 sports and will participate in the Florida Independent Christian Athletic Association and Florida High School Athletic Association. We are looking forward to all that God has in store for FBCA during the upcoming 2020-2021 school year.

First Baptist Christian Academy
201 E. Moody Blvd.
Bunnell, FL 32110
386-446-0094

Email: academy@crusadersonline.org

Website: www.crusadersonline.org

2.1 Admissions Policy

Applications are accepted for the next school year beginning the second semester for currently enrolled students. We open enrollment to the public approximately a month after re-enrollment. For each student applying, the following must be accomplished:

- Completion of the Enrollment Packet and submission of the Roster Fee
- A copy of the birth certificate must be on file.
- Age requirements:
K2 students must be two years old by September 1st
K3 students must be three years old by September 1st
K4 students must be four years old by September 1st
K5 students must be five years old by September 1st
- A transcript from the student's prior school: recent grades, standardized test results, IEP/504 plans.
- Family and individual student interview.
- Students in grades 7-12 must express a willingness to attend FBCA and must live in accordance with the spiritual, academic, and behavioral standards of FBCA.
- All new students, if accepted, are on an 9-week probationary status.
- Placement testing, as needed (1st grade and up).
- All families must be willing to sign and agree with the Statement of Cooperation.
- References will be requested. Any previous expulsions must be noted to FBCA. FBCA is not a reform school.

2.2 Enrollment Policies

- Each registration form and associated forms must be completed fully and returned with the Roster Fee.
- The parents and student applicant must interview with the school administrator.
- Administration will review the registration form and inform the family whether the application has been accepted. In some cases, the final decision may not be made until admission testing has been completed. The final decision on admission will be at the discretion of administration.
- If a class has reached capacity and the family desires to be placed on the waiting list, the family will be notified if a slot becomes available for the registrant.
- All forms must be submitted prior to entering for the school year. The requests for records form needs to be done immediately.

FBCA 2020 - 2021 Tuition & Fees

Financials	Infant	K1	K2	K3	VPK	K5 - 6th	7th-8th	9th-12th
Roster Fee (Maximum \$450)	\$100	\$100	\$75	\$75	\$75 Full Day No Charge with Voucher for Half Day	\$150	\$150	\$150
Annual Tuition	\$8,360	\$7,980	\$7,030	\$6,270	\$3,800 Self-Pay (7:45am-11:45am) \$2,600 (11:45am-3:20pm)	\$5,825	\$5,985	\$6,115
Book Fee	N/A	\$75	\$75	\$100	No Charge with ELC Voucher \$100 Self Pay	\$315	\$315	\$315
Before/After School Care	N/A				\$1,800 annually	\$1,925.00 annually	N/A	N/A
Athletic Participation/ Insurance Fee	N/A					\$100.00 Onetime fee for unlimited sports each year per student. Max \$350.00 per family for 4 students or more.		
Supplemental Funds	Infant	K1	K2	K3	VPK	K5 - 6th	7th - 8th	9th - 12th
State Funds	N/A				VPK- Early Learning Coalition (ELC)	Step Up for Students/ AAA		
Special Education Financial Support	N/A					McKay & PLSA (Gardiner)		
FBCA Private Scholarships: 33% 2 nd Child; 25% all addtl children	Crusader Sibling Scholarship Pastoral Scholarship							
Schedules	Infant	K1	K2	K3	VPK	K5 - 6th	7th - 8th	9th - 12th
Daily School Hours	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	Half Day: 7:45am-11:45am Full Day: 12pm-3:20pm	8:30am-3:20pm	8:30am-3:20pm	8:30am-3:20pm
Before School Care Hours	N/A				N/A	7:00am-8:00am	N/A	N/A
After School Care Hours	N/A				3:20pm-5:30pm	3:20pm-6:00pm	N/A	N/A
Student Population	Infant	K1	K2	K3	VPK	K5 - 6th	7th - 8th	9th - 12th
Average Class Size	1:3	1:4	1:8	1:11	1:11	15	15	14
Accreditation	(FAACS)	(FACCS)	(FACCS)	(FACCS)	Florida Association of Christian Colleges & Schools (FACCS)	(FACCS)	(FACCS)	(FACCS)

All students will have an annual maintenance fee of \$900.00.
Scholarships available to cover these fees

STUDENT CHECKLIST

Parents,

Please utilize this checklist to ensure all required documents are turned in with your enrollment packet. Your child's registration will not be complete until all of these forms have been obtained. This may affect your child to attend academy.

- _____ **Enrollment Application**
- _____ **Absentee Policy Form**
- _____ **Uniform Policy Form**
- _____ **Student Pick Up / Emergency Contact List**
- _____ **Medical Consent Form**
- _____ **Academic Page** (All New Students)
- _____ **Secondary Student Form** (New Students: 7th-12th Grade)
- _____ **Walker / Driver Form**
- _____ **Records Release Form** (New Students 1st- 12th Grade)
- _____ **Current Physical Form**
- _____ **Current Immunization Form**
- _____ **Birth Certificate**
- _____ **504 or IEP Plan**
- _____ **Signed Tuition Contract, if applicable**
- _____ **Scholarship Award Letter, if applicable**
- _____ **Guidance Meeting** (New Students 9th-12th)

ADMIN: PLEASE INITIAL WHEN TASK IS COMPLETE	OFFICE USE ONLY
___ Roster Fee Amount Paid \$ _____ Check Cash Credit Card	
___ Book Fee Amount Paid \$ _____ Check Cash Credit Card	
___ T-shirt logged Size: _____	
___ Parent Assigned RenWeb	___ Logged on Enrollment Report
___ Student Loaded in RenWeb	___ Logged on Cumulative Financial Report
___ Student Assigned RenWeb log in (7 th -12 th Grade)	___ Guidance Meeting Scheduled

K - 12TH ENROLLMENT APPLICATION

STUDENT INFORMATION:

Last First Middle Nickname

Male Female Race: _____

Birthdate ___/___/___ Age as of Sept 1st ___

Home Phone (____) _____

Address _____

City _____ State ____ Zip _____

Students E-mail (7th - 12th Grade):

FAMILY INFORMATION:

Custody: _____

Scholar lives with: _____

Mother's Name: _____

Address _____

City _____ State ____ Zip _____

Cell Phone _____

E-Mail _____

Work Phone _____

Employer _____

Name, Age, and Grade of Siblings:

My child is receiving/applying this year for:

Step Up AAA McKay

Gardiner/PLSA Crusader Scholarship

I am enrolling for (circle applicable):

K5 1 2 3 4 5 6 7 8 9 10 11 12

ESE _____ Before/After Care (see form)

Spirit T-Shirt Size:

YXS YS YM YL AS AM AL AXL AXXL

*Every Friday is Spirit Day at FBCA. Jeans and your Spirit Shirt are acceptable attire on Fridays.

Mother _____ Father _____ Both _____

Other _____

Father's Name: _____

Address _____

City _____ State ____ Zip _____

Cell Phone _____

E-Mail _____

Work Phone _____

Employer _____

BILLING INFORMATION:

Bill To: _____

Address _____

City _____ State ____ Zip _____

Cell Phone (____) _____

Home Phone (____) _____

FBCA Absentee Policy

Excessive absences will affect your students' academic progress and progression to the next grade. All scholarship students are available for auditing at any time by the scholarship agency in regards to regular attendance. Failure of the audit could result in a loss of the scholarship. Non-scholarship students are also held accountable for excessive absences through our accrediting agency. The following is a list of codes that will be used in accordance with state, FACCS, and scholarship guidelines.

- **Absence Excused (AE)** o Dr. Note Required, No Academic Penalty, does not count to the Maximum 9
- **Absence Unexcused (AU)** o Parent Note Required, No Academic Penalty, counts to the Maximum 9, over 9 student makes up time
- **Absence Illicit/Skipping (AI)** o No Parent or Dr. Note, No make-up of Academic work, counts to the Maximum 9, Includes out of school suspension
- **Tardy (T)** o 3 tardies equal an unexcused absence
- **Homebound (HB)**
 - o Please see later in this section for description of homebound
- **School Event (SE)**
 - o This will be used for field trip and athletic events, does not count to the maximum 9, all work must be made up promptly.
- **In School Suspension (ISS)** o Work is done in school and does not count toward the maximum 9.
- **Out of School Suspension (OSS)**
 - o This will be treated like an Illicit Absence

More than 9 unexcused/illicit absences in a semester can result in a loss of credit, loss of scholarship, or lack of promotion to the next grade level. In grades 7th – 12th attendance and tardies are taken each period.

Students will have one (1) day to make up work for each day missed. Therefore, if a student misses one (1) day, he will have one (1) day after he returns to make up the work. If a student is absent on a day a test is given and had knowledge of the test prior to the absence (or if it was an unannounced quiz), the student should take the test the day he returns. It is the student's responsibility to find out from the classroom teacher what work was missed and to arrange a time to make up the work and the tests when absent for more than one day.

I, the parent/guardian of _____, have read and agree to the attendance policy of First Baptist Christian Academy.

Parent/Guardian Signature

Date

Parent/Guardian Printed Name

FBCA Uniform Policy

Pants - Navy or Tan Khaki Uniform type pant; may be cotton, cotton blend, or polyester blend. All pants must be worn at the natural waist line with no visible under garments shown. (No joggers, jogging pants, sweat pants, yoga or tight pants). Cargo pants are permitted for K-6th ONLY.

Skirts, Jumpers, Skorts - Navy, Black or Tan Khaki; may be cotton, cotton blend, or polyester blend; maximum (no more than) 2" above the knee. (Blouse with collar must be worn under jumper; shorts must be worn under skirts/jumpers. No leggings unless they are worn under appropriate skirt, skort or dress. Leggings must be Navy, Black or White in color. Shorts must be worn under a skirt on P.E. days.

Shorts - All shorts must be approaching the knee, with no more than two inches between the top of the knee and the bottom of the shorts leg. Navy, Black or Tan Khaki; must be knee length or longer for boys and girls, cotton, cotton blend or polyester blend. (No gym shorts). Cargo shorts are permitted.

Shirts - *5 Spectrum Colors: White, Navy Blue, Black, Gray or Red plain collared, polo shirts; Or solid color button down*.

Shoes/Sneakers - Must be clean and fit securely on feet. Shoes with open toes or backless shoes (including Crocs, flip flops, sandals, mules and slides) will not be allowed. Shoes must be laced, buckled or Velcro strapped. No hee-lies, rollers, or high heels (must be 1" or smaller).

Sneakers must be worn on P.E. days. Scholars not in proper shoes for P.E. days will sit out due to safety reasons.

Outer Wear - Everyday coats, sweaters, and sweater vest must be plain (2" or smaller logo) and be one of the *5 spectrum colors*. Coats worn to school that are not one of the *5 spectrum colors*, or that contain any type of graphics will be stored in the book box or coat rack.

Undershirts - Any undershirts (i.e. Under-Armor) worn under uniform shirts and visible must also be White, Navy Blue, Red, Gray or Black.

Sheer Material - Sheer Material is not permitted.

Technology - Approved technology is only permitted to be used before and after school or in the Café at lunch and break. No headphones are permitted in the classrooms at any time. Cell phones are to be stored in scholar's backpack during the day.

Anything, including approved technology, causing a distraction will be addressed.

9.2.3 Miscellaneous - Young Men

- Modesty is the key thought in appearance at FBCA.
- If boys wear jewelry, it should be conservative in style. Boys may only wear one necklace, bracelets and/or rubber style band.
- Boys are not permitted to wear earrings (or any piercings).
- Only one ring is allowed.
- Boys are expected to maintain a conservative, clean looking, tapered haircut. Hair is not to be over the ears or shirt collar and must be above the eyebrows. If any hairstyle is perceived, by staff, to be disruptive during academic time, an administrator may require the student to get a haircut. No hats are allowed to be worn in the building.
- Sideburns may only come to the bottom of the earlobe. Boys are expected to be clean shaven at all times.
- Hair must be natural in color.
- Scholars must come in freshly shaven everyday (Beards and mustaches are not permitted)
- Shoes are to be tied in the intended manner.
- No coloring of any part of the body is permitted

9.2.4 Miscellaneous - Young Ladies

- Modesty is the key thought in appearance at FBCA. If girls wear jewelry, it should be conservative in style. Earrings are to be restricted to two in each ear. No other visible piercings allowed. Hoop earrings are not to be greater than one inch in diameter or length. No gauges allowed.
- No more than two necklaces and bracelets/rubber style band are to be worn at one time.
- No sparkle / glitter type of make-up is permitted
- Shoes must be tied in the intended manner.
- Hair must be natural in color.
- No coloring of any part of the body is permitted.

5 spectrum Colors: White, Navy Blue, Black, Gray or Red - Must be single color of shirt, not combined in any shirt

I, the parent/guardian of _____, have read and agree to the uniform policy of First Baptist Christian Academy.

Parent/Guardian Signature

Date

First Baptist Christian Academy Substance Abuse Policy

FBCA strives to provide a chemical-free environment for our students. Our position is that the use of alcohol, tobacco, vape products, or any illicit drug, or the misuse of prescribed and/or over-the-counter drugs, is detrimental to the health and the well-being of the individual and is incompatible with the belief that our bodies are a “temple of the Holy Spirit.” We are “fearfully and wonderfully made” and we are to respect this body which we have been given. FBCA expects all students to adhere to the policy 24/7 - both on and off campus, including evenings, weekends, and vacations.

During the school year, the administration of FBCA may periodically ask any student to submit to a drug screening. Parents will be notified before the testing is administered to their student. Families not wishing to comply with this policy may be asked to withdraw the student from school for lack of philosophical agreement. Any student showing positive results on the drug screening, which indicates drug use, will be suspended until the administration schedules a meeting with the Discipline Review Committee. After a positive result, the student’s parent / guardian can request a retest. The retest can occur on our campus with parents present, or the student can be taken to an outside facility, at the parent’s expense, within 24 hours of the incident. If the retest provides a different result, the second result will be considered the final outcome. The administration and review committee will determine the final discipline which will include a minimum of probationary status, regular drug testing, and possible dismissal from FBCA. The following is a list of specific guidelines to be considered regarding this policy:

- A. Drug abuse, possession of drugs, transportation of drugs or involvement in purchasing, attempting to purchase, or the securing of drugs by an FBCA student will result in suspension or expulsion from school. Students may also be removed from all extracurricular activities including sports and student government. During the suspension period, it will be the responsibility of the parents to find a satisfactory remedial program for professional help (*i.e.* counseling, etc.). This program must be approved by administration prior to enrolling. Progress must be made to a degree where the administration believes the student’s return is not detrimental to the welfare of any student at FBCA.
- B. A second offense involving drugs will result in automatic removal from school. Removal from school is defined as being one of the following: suspension, withdrawal or expulsion, as determined by the administration.
- C. Drug dealers will automatically be removed from school property.
- D. The administration has the right to question students about suspected or actual drug abuse.
- E. The administration has the right to search a student’s locker in connection with suspected or actual drug use or abuse. Personal belongings including book bags and cars may also be searched. Refusal by a student to submit to such a search may result in dismissal from school.
- F. The administration is authorized to inform parents and student that an immediate urinalysis test will need to be completed at the expense of the parents.
- G. Any student caught buying, selling, or otherwise distributing drugs will be removed from school property. Each case will be dealt with individually by considering the student’s record, including the cooperation of the parents with the school in all areas. Appropriate law enforcement officers will be contacted to deal with illegal activities.

Note: FBCA reserves the right to add, amend, or delete any rule or policy which it deems best in the interest of the school and its goals.

I have read the above Substance Abuse Policy, understand the expectations of students at FBCA, and agree to all policies and procedures for the 2020 – 2021 school year.

Student Signature

Parent Signature

Date



FIRST BAPTIST CHRISTIAN ACADEMY

All Parents are to read and sign this section:

I accept the policies and procedures of the FBCA Parent/Student Handbook including the computer use agreement as outlined in the Parent/Student Handbook as found on crusadersonline.org website. In addition, I accept the FBCA Finance Policy and agree to comply with the policies and procedures described therein.

Parent Signature: _____ Date: _____

Parent Signature: _____ Date: _____

All Parents are to read and sign this section:

I accept the policies and procedures of the FBCA Parent/Student Handbook including the substance abuse policy as outlined in the Parent/Student Handbook as found on crusadersonline.org website. I am also aware of the FBCA Community Service Handbook (for grades 9 - 12).

Parent Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Students in grades 4 – 12th sign this section:

I accept the policies and procedures of the FBCA Parent/Student Handbook including the computer use agreement and the substance abuse policy as found on crusadersonline.org website.

Student Signature: _____

STUDENT PICK UP / EMERGENCY CONTACT LIST (per family)

Child will be released only to the custodial parent or legal guardian and the persons listed below. The following people will also be contacted and are authorized to remove the child from the facility in case of illness, accident or emergency, if for some reason, the custodial parent or legal guardian cannot be reached:

Students Name: _____ D.O.B. _____
 Last First Middle

Mother's Name: _____ Father's Name: _____

Home Phone: _____ Home Phone: _____

Work #: _____ Cell _____ Work#: _____ Cell _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

First Baptist Christian Academy admits students of any race, color, nationality, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the organization. It does not discriminate on basis of color, nationality, or ethnic origin in administered programs.

- Section 65C-22.006(2), F.A.C., requires a current physical examination (Form 3040) and immunization record (Form 680 or 681) within 30 days of enrollment.

Your signature below indicates that you have read the above and that the information on this enrollment form is complete and accurate.

Signature of Parent/Guardian

Date

AUTHORIZATION TO CONSENT TO MEDICAL TREATMENT OF A MINOR CHILD (one for each child)

FBCA will always contact parent or emergency contacts first. Should we not be able to reach anyone we will proceed in the best interest of your child. This form is required for enrollment into First Baptist Christian Academy. If you are unavailable, an Emergency Consent form allows you to provide consent for your child's emergency care. Protect your child by leaving this form with First Baptist Christian Academy. In the event of a medical emergency, the form should accompany your child to the hospital.

Child's name: _____ Child's date of birth: _____

Physician: _____ Physician's Telephone: _____

Address of Parent/Guardian: _____

Phone Number of Parent/Guardian: _____ Cell: _____

Employer: _____ Phone: _____

Health Insurance Co.: _____ Member #: _____ Group #: _____

Policy Holder Name: _____ Policy Holder Date of Birth: _____

Emergency Contact (other than parent/guardian): _____

_____ Cell: _____

Allergies to Medicine: _____

Allergies to Foods: _____

Current medications: _____

Current medical problems: _____

Child's Dentist _____ Phone _____ Address _____
--

I, (we) _____ and _____ give permission for the child listed above to receive medical treatment in the event of an emergency, accident, injury or sickness. I give authorization First Baptist Christian Academy to consent for treatment to all medical personnel, including licensed physicians, nurses, technicians, emergency responders, and other medical personnel. I also assume responsibility for the cost of treatment.

Signed (parent/guardian): _____ Date: _____

Witness my hand and official seal, this _____ day of _____, 20_____

_____ (Notary Public State of Florida at Large/Flagler County)

ACADEMIC PAGE

Scholar Name: _____ Grade: _____

Does your scholar have an IEP or 504? _____ Which one? _____

If yes, please attach document.

Is your scholar receiving Education Services/Academic Interventions? _____

If yes, please let us know what they are:

Does your scholar have any academic struggles? _____

If yes, please let us know what they are:

Does your scholar have any social struggles? _____

If yes, please let us know what they are:

Parent Name (please print)

Date

Parent Signature

Date

INTERVIEW

Prospective Secondary Student Information (For Student to Fill Out)

Name _____ Grade to Enter _____ Today's Date _____
Address _____ City _____ State _____ Zip _____
Phone Number _____ Birth date _____ Age _____
Parent's Name _____

Church You attend _____ Pastor/Youth Pastor _____

Most Recent School Attended _____ Have you attended all year? _____

Address _____ City _____ State _____ Zip _____

Last Grade Attended (circle one) 6, 7, 8, 9, 10, 11, 12 When? 20____ - _____

What has been your average citizenship/conduct grade? _____

Have you ever been a student at FBCA? _____ Which Grade? _____

Have you ever repeated a grade? _____ If so, which grade(s)? _____

If you answer yes to any of the next six questions, please explain in the blank lines below.

1. Have you ever been suspended from school? _____ When? _____

2. Have you ever been expelled from school? _____ When? _____

3. Have you ever been arrested? _____ When? _____

4. Have you ever smoked? _____ Used alcohol? _____ Used drugs including marijuana? _____

5. Do you presently smoke? _____ Use alcohol? _____ Use drugs including marijuana? _____

Would you be willing to refrain from smoking, drinking alcohol, drug use, cussing, and using the Lord's name in vain if you were to be accepted at FBCA?

In a paragraph, please tell us about your personal relationship with Jesus Christ.

Do you want to come to school here? _____ Why? _____

I certify that the above information is true: _____

Student Signature

***Please attach 3 letters of reference from teachers/pastors
(1 Math, 1 Science, and 1 Pastor/Youth Pastor)**

STUDENT WALKER / DRIVER PERMISSION

Must be 7th grade – 12th grade

Date: _____

Students: _____

I give my child(ren) permission to walk home after the school day is finished. I understand that school is released at 3:15 pm and give permission for my child to be released from the supervision of FBCA at that time.

Students who are walkers are not allowed to stay on school property without supervision. If these students are released from school, they need to walk home. If they remain on school property, they will be released to our Extended Day program and the appropriate fees will be charged.

Please indicate below the siblings that your student will be responsible for during their walk home. This form will serve as a release notification for these students.

Responsible Sibling Student (Must be 7th grade or older):

Younger siblings:

Parent Signature

AUTHORIZATION TO RELEASE STUDENT RECORD INFORMATION

Student _____ Birth Date _____

To authorize provision of information:

1. From school/individual _____
2. Address of school/individual _____
3. Date of request _____
4. Purpose of information request: **Release of student records/transcripts.**
Please forward the following information as soon as possible:
 - Cumulative Records (includes withdrawal grade and most recent report card)
 - All Health Records (Immunizations, Birth Certificate)
 - All Exceptional Student Education Records (IEP, Psychological, 504 Plan, ETC)
 - Attendance History
 - Test Scores
 - Discipline Records
 - Other: _____

Signature of person giving consent _____

Printed name _____

Relationship to student _____

Date _____

Please fax/email information to:

First Baptist Christian Academy
Bryanna Trunk, Accounts Receivable & Registrar
201 E Moody Blvd.
Bunnell, FL 32110
Phone: 386-446-0094
Fax: 386-445-0360
btrunk@crusadersonline.org