

# **First Baptist Christian Academy**



**Kindergarten – 12<sup>th</sup> 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](mailto:academy@crusadersonline.org)

**Website:** [www.crusadersonline.org](http://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 <sup>nd</sup> 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: 7<sup>th</sup>-12<sup>th</sup> Grade)
- \_\_\_\_\_ **Walker / Driver Form**
- \_\_\_\_\_ **Records Release Form** (New Students 1<sup>st</sup>- 12<sup>th</sup> 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 9<sup>th</sup>-12<sup>th</sup>)

<b>ADMIN: PLEASE INITIAL WHEN TASK IS COMPLETE</b>	<b>OFFICE USE ONLY</b>
___ 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 <sup>th</sup> -12 <sup>th</sup> Grade)	___ Guidance Meeting Scheduled

# K - 12<sup>TH</sup> ENROLLMENT APPLICATION

## STUDENT INFORMATION:

\_\_\_\_\_

Last First Middle Nickname

Male  Female Race: \_\_\_\_\_

Birthdate \_\_\_/\_\_\_/\_\_\_ Age as of Sept 1<sup>st</sup> \_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Students E-mail (7<sup>th</sup> - 12<sup>th</sup> 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 7<sup>th</sup> – 12<sup>th</sup> 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.

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Parent/Guardian Signature

Date

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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-6<sup>th</sup> 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 heeies, 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



# 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.

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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:

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Does your scholar have any academic struggles? \_\_\_\_\_

If yes, please let us know what they are:

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Does your scholar have any social struggles? \_\_\_\_\_

If yes, please let us know what they are:

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Parent Name (please print)

Date

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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 7<sup>th</sup> grade – 12<sup>th</sup> 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 7<sup>th</sup> grade or older):

\_\_\_\_\_

Younger siblings:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Parent Signature

# AUTHORIZATION TO RELEASE STUDENT RECORD INFORMATION

Parents Note: This is Only Applicable For 1<sup>st</sup> – 12<sup>th</sup> Grade

If all children are coming from same school, you will only need to fill out this form. If children are coming from separate schools, please fill out one for each child.

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.**

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  
btrunk@crusadersonline.org  
201 E Moody Blvd.  
Bunnell, FL 32110  
Phone: 386-446-0094  
Fax: 386-445-0360