

Elkton Christian Academy

221 Allensville St
Elkton, KY 42220
(270) 265-5090



Dear Parents

We're delighted that you are interested in Elkton Christian Academy! The directors of ECA are grateful that God has laid it upon our hearts to offer a Christian School to our community. We are thankful for the opportunity to educate your child.

Please fill out this application packet to enroll in the 2018-2019 school year. Please verify your contact information is correct in the application. We will contact you to set up a family interview, once we have received your application and registration fee. You are also required to submit a copy of your child's birth certificate, social security card and updated immunization records.

We are now accepting New Student Applications. Open Enrollment applications should be submitted by May 25, 2018 to be considered for on time enrollment. Late enrollment will be based on available space and will incur additional fees.

Our school calendar will be similar to Todd County schools. The first day of school will be August 15, 2018 and the last day of school will be May 17, 2019. The school day will be from 8:30 a.m. to 3:30 p.m. We will have early release Fridays.

If you have any questions, please contact us. Our website is ElktonChristianAcademy.org and our Facebook Page is www.Facebook.com/ElktonChristianAcademy.

Thank you for your support. We look forward to providing an excellent education in a safe, loving, Christian, environment.

Barbara Short
Director Of Admissions
(270) 265-5090

Dale Hughes
Director of Elkton Christian Academy
270-599-7535

Application Procedures

To apply:

Complete the application for your child and submit, along with:

- Signed Statement of Agreement
- Completed Request for Student records
- Completed Media Consent Form
- Completed ECA's Medication and Emergency Form
- Copy of your child's Social Security Card and Birth Certificate
- Copy of your child's immunization record on a Kentucky form
- Non-refundable application fee

After you apply:

After receiving your child's application and all other required documents, including the application enrollment & registration fee, you will be contacted by ECA to schedule a family interview.

After your family interview, you will be contacted by ECA for confirmation of your child's enrollment in the 2018-2019 school year.



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Email: admin@ElktonChristianAcademy.org

Student Application Form

OFFICE USE ONLY		
_____ Test Date Advised	_____ Test Evaluated	_____ Acceptance Acknowledged
_____ Test Waived	_____ Interviewed	_____ In Waiting Pool
_____ Tested	_____ Accepted	_____ Date Received
_____ Fee Paid	_____ Not Accepted	

This application does not assure final enrollment, but provides information upon which a decision will be made. The Registration Fee is payable at the time of application. If the student is accepted, it is not refundable

I. INFORMATION CONCERNING THE STUDENT:

Grade for which applying _____

Name _____ Sex _____ Age _____
Last First Middle

Home Address _____ City _____ Zip _____

Telephone (____) _____ Cell Phone (____) _____

Main Email Address _____

Family Doctor _____ Address _____ Phone (____) _____

Date of Birth _____ Place of Birth _____

Last School Attended _____

Address _____
Street City Zip

School to Which Assigned Next Year _____

Address _____
Street City Zip

If student has repeated any grade, state grade and reason _____

Has the student had any disciplinary difficulty in school? _____ If so, state briefly _____

Special physical disabilities _____

Does the student receive medication? _____ Type of medication _____

Reason for medication _____

II. INFORMATION CONCERNING THE FAMILY:

Father's Name _____ Business Phone _____
Occupation _____ Place of Employment _____
Mother's Name _____ Business Phone _____
Occupation _____ Place of Employment _____
Marital Status: Married _____ Widowed _____ Divorced _____ Separated _____ Remarried _____
Name of Church You Attend _____ Member? Yes _____ No _____
Pastor _____ Phone _____
Address _____
Number & Street City State Zip

<u>Names of other children</u>	<u>Sex</u>	<u>Birth Date</u>	<u>Present Grade</u>	<u>Applying to ECA?</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

III. SUPPLEMENTAL INFORMATION

How did you hear of this school? _____ Referring family _____

Why are you interested in sending your child here? _____

Have you been satisfied with the education your child has had until now? _____

If not, in what areas do you desire improvement? _____

What are your ideas of a Christian school? _____

Describe your son or daughter _____

How has he/she done in school so far? _____



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Request for Student Records

Originating School or Institution: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Student's Information

Legal Name: Last: _____

First: _____

Middle: _____

Grade: _____

Approximate last date of attendance: _____

Signature of Parent: _____ **Date:** _____

The following records are hereby requested:

Transcripts or report cards

Discipline records

Test data/standardized test scores

Immunization records

ELL test score (if applicable)

Health/medical records

List of courses and grades at time of withdrawal

Attendance records

Sports physical documentation

Psychological records

Copy of birth certificate

Sociological records

Signature of Requesting School Representative: _____

Title: _____

Date: _____

PLEASE EMAIL TO: admin@elktonchristianacademy.org

OR MAIL TO: Elkton Christian Academy

221 Allensville Street

Elkton , KY 42220

You may contact our Director at 270-599-7535 with any directions.

Media Use Policy and Consent Form

On occasion Elkton Christian Academy shall take and publish photos/videos of students and events for use in advertising, on the ECA website and on ECA social media.

I (we) grant permission to Elkton Christian Academy to take and publish any media that includes my (our) child, without further consideration, and I (we) acknowledge the right of ECA to crop or treat any media at its discretion.

I (we) also understand that once an image is published it may be downloaded by any or all persons with access to ECA's advertising, website and social media. Therefore, I agree to indemnify and hold harmless ECA administration and any agents thereof from any future claims.

Elkton Christian Academy reserves the right to discontinue the use of any photos/videos or other media at any time as they deem necessary.

I (we), have read and understood ECA's Media Use Policy and give full permission as required by this Media Consent Form.

Yes, I (we) give my (our) permission. No, please exclude my (our) child.

Student Name: _____

Parent Signature: _____

Date: _____

Parent Signature: _____

Date: _____

School Health Requirements

In accordance to Kentucky State Law, ECA shall require Immunization Records for all students attending the 2018-2019 school year. In adhering to Kentucky State law:

All students in grades K-8th must have two doses of the Hepatitis A vaccine. The Hepatitis A vaccine is a series of two shots given six months apart. In order for the two shot series to be completed by August 2018, the first shot must have been given in February 2018. Your child may have already be in compliance with the new regulations as many health care providers and local health departments have been administering the Hepatitis A vaccine for several years.

ALL students must provide a new Immunization Record that shows he/she has received all age appropriate vaccines, in order to attend the 2018-2019 school year at ECA.

Physical Exams:

Any new student attending the 2018-2019 school year at ECA must obtain a vision exam and/or provide a vision examination record from an optometrist.

ECA's Medication and Emergency Form

Students Name _____ Age _____

Grade _____ Teacher _____

Please check all medications that are permitted.

Tylenol _____

For complaints of pain such
As headache or muscle ache.

Ibuprofen _____

For complaints of pain such
As headache or muscle ache.

Cough drops/throat lozenges _____

For complaints of mild throat
Irritation or cough

I give my permission for my child to take the medication indicated above. This medication will be administered only by the school's Administration. Yes _____ No _____

I would like to be notified prior to medication being given to my child. Yes _____ No _____

Parent or legal guardian's signature _____ Date _____

Please list any medication currently taking and any allergens or allergies _____

ALTERNATE EMERGENCY CONTACTS

Primary Emergency Contact _____

Secondary Emergency Contact _____

Home/Cell Phone _____

Home/Cell Phone _____

Work Phone _____

Work Phone _____

Address _____

Address _____

City, _____ State, _____ Zip Code _____

City, _____ State, _____ Zip Code _____

Person legally PROHIBITED from contact with student

First and Last Name _____

Contact Number _____

Relationship _____

In case of School closing or early dismissal, contact

First and Last Name _____

Phone Number _____

Relationship _____

First and Last Name _____

Phone Number _____

Relationship _____

ECA's Financial Commitment Considerations

Elkton Christian Academy asks for a financial commitment from those who enroll for next year. Enrollment is a commitment from the parents to pay for one year tuition.

1. Elkton Christian Academy takes commitments very seriously. Commitments are like covenants which bind two parties together. As Christians we should honor our word just as Christ honors His word to us.
2. Elkton Christian Academy commits to the parents to provide a full year of education for the anticipated tuition payments. The school is committed to be here for the child and plans each year's expenditures based on the enrollment numbers.
3. Elkton Christian Academy depends on tuition payments to pay expenses. Expenses for the school include salaries and also include various contracts for copiers, computer maintenance, and software updates, as well as supplies, testing, and many more items in the school budget. The school budget is based on the commitments of the parents to send their child (ren) to the School. Once contractual relationships are made, the school cannot undo these contracts.
4. Please note that Elkton Christian Academy loses one semester of tuition should a child be enrolled and then not attend because only one semester of tuition is required to be paid. The second semester tuition is lost to the school and impacts the budget.
5. The enrollment commitment does guarantee that a slot will be held for the child and the school makes that commitment to the parents. If the child does not come the next school year, it is not a simple matter of saying that the school has plenty of time to "fill that slot". Even if another child comes in that grade, the school still loses the anticipated tuition income for the full year for your child.

Tuition Accountability/Early Cancellation:

The parent for each child enrolled at ECA shall accept full accountability for the child's fees & tuition. Early cancellation must be received by July 31, 2018 for new students enrolled in the 2018-2019 school year. It shall be understood by the parents that no refunds shall be responsible for any payments made by the responsible party. If cancellation occurs after July 31, 2018, the parent shall be responsible for payment of the full semester's tuition and/or any unpaid portion thereof. If a student has been expelled from ECA, the parent shall remain responsible for the payment of the full semester's tuition and/or any unpaid portion thereof. Refunds toward any pre-paid tuition shall be considered on a case by case basis for any families who can provide proof of financial hardship or proof of a legitimate move from the area.

Delinquent Accounts:

Any account with a balance 10 days past due shall incur a \$50 late fee. Any accounts past due 21-60 days shall incur a \$75 late fee and a conference meeting will be scheduled between the parent and ECA administration. Failure to meet the financial obligations by the due date may require that the student withdraw from future classes at ECA, until an agreement can be made between the family and ECA administration. All returned checks or non-sufficient funds shall incur a \$25 penalty. Any fees incurred by ECA to collect on a past due account shall be the responsibility of the parent that enrolled the student in ECA. ECA cannot continue to provide a quality education in a safe environment without the commitment from each family to meet their financial obligation.

ECA's Financial Agreement Please read and initial all of the following lines below.

_____ New Student Registration fee is \$80.00 per child and is due at registration. After May 25, 2018, the new student registration fee is \$150 and is due at registration. ***The registration fee is non-refundable and is separate from and not in any payment plan. This fee must be paid in full and submitted with the Student Application to retain student position on class roster. This fee includes all testing and processing.

_____ I/we understand for my/our convenience in making payments, the tuition can be divided into semester or monthly payments.

_____ I/we understand that I/we am/are responsible for the full amount of the current month's tuition even if my/our child(ren) is/are withdrawn or dismissed from ECA. The remaining balance is due and payable at the time of withdrawal or dismissal.

_____ I/we understand prompt payment of tuition is the foundation of the school's operating budget. Payments are due on the first (1st) day of each month with a \$30.00 late fee if payment is returned by the bank and/or payment is not received by the tenth (10th) day of each month. Thereafter, the tuition payment is delinquent. Report cards and transcripts will be held until the account is brought current.

_____ I/we also understand that Elkton Christian Academy reserves the right to deny students admission to their classes when tuition payments are delinquent.

_____ Furthermore, I/we agree that in the event it is necessary for the school to retain an attorney in order to enforce collection of tuition and fees due under this contract, the undersigned parent(s) or guardian(s) agree to pay all costs of collection including a reasonable attorney's fee and all court costs.

Annual Fees:

Application and Enrollment Fee	\$80.00 1st Child	Due by May 25th
	\$60.00 additional Children	Due by May 25th

Late Application and Enrollment	\$150.00 per child	After May 25th
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Books	K4 and K5 less than \$150	Due August 21
	1st - 8th estimated \$250	Due August 21

Instead of charging a flat book fee or school fees, at our open house, you will pick up the needed books from our dining hall and pay what they actually cost. You will also have the convenient option to pick up the limited school supplies your child will need or you may take the supply list to any store you choose.

Extended School Day

Before school ONLY K4 & K5	\$40 a month	Due with Tuition
Before school ONLY 1st-8th	\$60 a month	Due with Tuition
After School K4 & K5	\$130 a month	Due with Tuition
After School 1st-8th	\$110 a month	Due with Tuition
Before and after school K4-8th	\$145 a month	Due with Tuition

Breakfast	\$34 a month	Due with Tuition
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Lunch	\$68 a month	Due with Tuition
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Breakfast and Lunch	\$102 a month	Due with Tuition
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Tuition

Preschool Half Day	\$125 a week or \$417 a month	See Admissions
Preschool Full Day	\$155 a week or \$600 a month	See Admissions
Kindergarten Morning only	\$290 a month \$2,900 a year	Due the 1st of the month
1st-8th	\$390 a month \$3,900 a year	Due the 1st of the month

Tuition is divided into 10 affordable investments. The first investment is due July 15. Each successive investment is due on the first day of the month, beginning September 1st and ending May 1st.

Multi-Child Discount Families with two children or more enrolled will receive \$25 a month off the second child and \$40 a month off the third child and any additional children.

ECA's Statement of Educational Philosophy

1. God is the source of all truth and the Bible is given by Him as our supreme and final authority.
2. Students are created in the image of God with unique physical, social, emotional, intellectual and spiritual gifts, and therefore are valued individuals within the community whose primary purpose is to glorify God.
3. Students will model what they see; therefore, by God's grace, all faculty and staff should strive to be Christian role models.
4. All aspects of our educational program will be taught from a Biblical perspective.
5. Students will be challenged through a variety of appropriate instructional strategies and learning activities.
6. Students are personally responsible and accountable for their behavior and personal integrity.
7. Students learn most effectively in a safe, structured, healthy environment.
8. Elkton Christian Academy works in partnership with parents/guardians in education, yet the final responsibility for children's academic and spiritual development is at home.
9. Commitment to continuous school improvement is essential for students to become confident, self-directed, life-long learners.
10. Elkton Christian Academy emphasizes spiritual development, academic excellence, and extracurricular activities as a means to glorify God.

As parents, we understand that the above Statement of Educational Philosophy will be the focus of our child's education while at Elkton Christian Academy.

ECA's Dress Code

The Elkton Christian Academy dress code is designed to serve as a guide to students and their parents on the proper attire for our student body. Knowing how to present oneself properly within the school community prepares students for future professional environments. Our desire is to partner with families to instill this important life skill.

The biblical principles of Christ likeness, modesty, purity, obedience and respect are the standards applied.

As Christians, our goal is to glorify God in everything and to be an example to those around us.

"...Whatsoever ye do, do all to the glory of God." **I Corinthians 10:31**

"Let no man despise thy youth; but be thou an example of the believers, in word, in conversation, in charity, in spirit, in faith, in purity" **I Timothy 4:12**

"And be not conformed to this world: but be ye transformed by the renewing of your mind..." **Romans 12:2**

"For ye are bought with a price: therefore glorify God in your body, and in your spirit, which are God's."

I Corinthians 6:20

Students have the primary responsibility to understand and adhere to the dress code. In all circumstances ECA retains the final authority to determine, in its discretion, whether a student is in compliance with the dress code. The administration reserves the right to amend the dress code as needed to address new trends and styles.

Uniforms are required for all Kindergarten through 8th grade students. The uniform must be purchased from Land's End. Students must wear the school uniform each day except for any announced non-uniform days. If a student comes to school out of uniform, parents may be called to bring the uniform so the student may attend class. All skirts, and short hems should not be above the knee. Girls are permitted to wear shorts under their skirts. Uniforms must not be cut or frayed. Undergarments, other than undershirts, should not be visible. All undershirts should be solid white. Undershirts should not be seen through the shirts. Uniform polos must be worn under the sweatshirt.

Students are expected to be well-groomed and neatly dressed while on the campus. Students may not have visible tattoos or body piercings on campus or at school-related activities. Only girls may wear earrings. The earrings should be small in size and traditional in style, no hoops. Students are not allowed to wear head coverings in the classroom or any indoor facility. Any forms of dress, jewelry, make-up, hair style, hair coloring, or elements of personal appearance which are considered extreme, distracting, or disruptive are not allowed. Hair accessories must be school uniform colors and should not be large, extreme or distracting. Students may color their hair and/or faces in school colors on announced official spirit days only. Boys' hair should be neatly groomed in a conservative style and off the collar.

Boys are not permitted to have facial hair.

Administration reserves the right to determine compliance with the uniform policies.

Standards of Conduct

Elkton Christian Academy holds that the Bible is the infallible, divine Word of God and that salvation by faith in Christ is the initial step in the Christian life. There is adequate Biblical basis for the idea of spiritual growth into the image of Christ through the work of the Holy Spirit. This growth begins at the initial moment of saving faith and continues throughout life. The Holy Ghost makes the Christian conscious of the biblical demands for a holy life which fulfills both God's moral law and high law of love. The result is a life consecrated unto God and separated from worldly activities.

A sense of the need for spiritual growth in our students has led Elkton Christian Academy to adopt the following standards which are based upon biblical principles and are conducive to the spiritual growth and development of young people. Students are expected to abide by the following standard throughout their enrollment, whether at home, school, or elsewhere and regardless of whether or not school is in session.

Maintain Christian standards in courtesy, kindness, honesty, morality, dress, and entertainment.

Avoid participation in worldly activity such as swearing or indecent language; inappropriate online or social media content; body piercings or tattoos; smoking in any form, including e-cigarettes and vaporizers; possession or use of alcoholic beverages, drugs, tobacco, or related products; involvement in the occult; gambling; stealing; dancing; pornography; premarital sex; promoting or participating in homosexual or transgender lifestyles or other lifestyles contrary to Scripture; involvement in rock-style music, rap music, or so called "Christian rock/rap" music.

Refrain from harassment, fighting, violent, or threats of any kind regardless of provocation; Public disruptions or exhibitionism in any form; promoting division or a divisive spirit through symbols, pictures, writing, flags, banners, slogans, gang related items, or any divisive activism.

Students found to be out of compliance or harmony with Elkton Christian Academy's Standards of Conduct will be subject to administrative withdrawal. Any student who has been arrested by public law enforcement authorities will be suspended until such time as the student is adjudicated either guilty or not-guilty. Any student who is adjudicated guilty will be transferred out of Elkton Christian Academy.

Elkton Christian Academy has open enrollment and therefore some of our students may not be Christians; however our desire is to see all of our students become Christians. Whether not a student has made a personal decision to be a Christian, each student will be expected to abide by these Standards of Conduct and maintain Christian standards. Attendance at Elkton Christian Academy is a privilege, not a right.

Student Name: _____

Parent Signature: _____ Date: _____

Parent Signature: _____ Date: _____



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Standards of Conduct Agreement

“We understand that attendance at Elkton Christian Academy is a privilege, not a right, and is granted to those students who manifest a desire to live and work as a Bible believing Christian.

We do affirm that we believe discipline is necessary for the welfare of each student, as well as for the entire school. We, therefore, expect our child’s teachers and/or other agents of the school to make and enforce classroom regulations in a manner consistent with Christian principles and discipline as set forth in the scriptures.”

“We understand the standards of conduct of the school. We will cooperate with the school in regard to its standards, regulations, and in disciplinary actions including dismissal of our child.

In cases of unacceptable behavior and/or disruption to the classroom, we understand we will be notified and expected to cooperate with the school in administering disciplinary action.

ECA administration reserves the right to expel or dismiss a student at any time if it is felt his/her actions and/or attitude is an improper influence on their fellow students or other members of ECA.

Parent Signature: _____

Parent Signature: _____

Date: _____

School Activities Agreement

Date: _____

I agree and do hereby release and discharge Elkton Christian Academy and any teacher, employee or other person in charge of school trip activities from all claims, present and future, known and unknown, in any manner arising out of the described activity for each school trip. I further understand and agree that this release shall hold Elkton Christian Academy and any teacher, employee or other person engaged in the school trip harmless from any and all liability to my children and further, I agree to hold them harmless from any loss of property to my children that may occur during the trip activities. School trips include school-day field trips, school-sponsored athletic event trips, and school-sponsored overnight trips.

The undersigned agrees to release and hold harmless the school, its agents and employees from all claims, damages, or other liabilities for injury to my children, which are not the result of gross negligence by the school, its agents or employees. The undersigned also agrees to indemnify the school for damages by my children.

Parent Signature: _____

Date: _____

Parent Signature: _____

Date: _____



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STATEMENT OF FAITH

The foundation of Elkton Christian Academy is the Word of God. The following statements express the essential elements of Christianity that will be taught at all grade levels.

1. **We believe** the Bible to be the infallible Word of God and the Truth.
2. **We believe** One God and Father of all, who is above all, and through all, and in you all.
3. **We believe** in the Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His substitutionary death as the punishment of our sins, His bodily resurrection, His ascension to the Father, and His personal return in power and glory.
4. **We believe** in the Holy Ghost, which is the power and presence of God, through which man is born again
5. **We believe** that salvation is by grace through faith in Jesus Christ.
6. **We believe** in and look forward to the Lord Jesus Christ's return to earth to judge the living and the dead.

If you differ with any point in our Statement of Faith, or if you strongly hold any doctrines that are not in this statement, please list and explain here: _____

Are you Saved?

Father _____ Mother _____ Child _____

Do you have any special hobbies or interests that you would be willing to share with a class?

Father: _____ Mother: _____

I accept the regulations of Elkton Christian Academy, and I authorize the school to hold my child accountable to Elkton Christian Academy's standards and policies through the implementation of appropriate school discipline methods with my child; I promise to pay my financial obligations to ECA on or before the due date or accept the late charge; I give consent for my child to take part in all school activities and school sponsored trips away from school premises, and absolve the school of liability because of injury to my child during school activities except for the willful, wanton, or reckless misconduct of Elkton Christian Academy, its employees or volunteers; I pledge my cooperation in regular tuition payments, practical service, prayer, and special gifts as the Lord enables me. Further, I agree to have my child taught according to the doctrinal position of this school, and I accept the Christian lifestyle required by the school.

I understand that any false information or significant omissions may disqualify my child from admission and may be justification for dismissal from ECA if discovered at a later date.

I have read the terms stated on this application and agree thereto:

Signature of Parent or Guardian

Date

Elkton Christian Academy 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 the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admission policies, or other school administered programs.



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Statement of Agreements

I (we) understand that in signing this Statement of Agreements, I (we) have read and understood the:

- ECA Financial Agreement
- ECA School Activities Agreement of Cooperation
- Standards of Conduct
- ECA Standards of Conduct Agreement
- ECA Statement of Cooperation
- School Health Requirements
- Statement of Faith
- ECA's Financial Commitment Considerations
- ECA's Statement of Educational Philosophy
- ECA Dress Code Policy
- ECA Media Use Policy
- ECA School Health Requirements

I (we) agree to entrust ECA with the education of my (our) child and will assist , support and cooperate with ECA teachers and administration.

I (we) understand that ECA reserves the right to dismiss any student for the lack of cooperation on the part of the student, parent(s) during the education process.

Student Name: _____

Parent Signature: _____ Date: _____

Parent Signature: _____ Date: _____