



# Parma Heights Christian Academy

*Preparing Children for God's Service*

## APPLICATION FOR ENROLLMENT

Legal Name\* \_\_\_\_\_ M / F Birthdate\*\* \_\_\_\_\_ Birthplace \_\_\_\_\_

\*must supply a copy of Birth Certificate and legal name change documents if applicable

\*\* must be 5 years old by August 1

Street/City/State/Zip \_\_\_\_\_

Email \_\_\_\_\_

Name of Current School \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Street

City

State

Zip

### Father (Guardian)

Name \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Phone-Home (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

### Mother (Guardian)

Name \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Phone-Home (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

Church Membership? Yes \_\_\_ No \_\_\_ Where? \_\_\_\_\_

*It is our expectation that all families be involved in a Bible-believing church for continuity of principles taught.*

*If you are not currently affiliated with a church, we cordially invite you to attend Parma Heights Baptist Church.*

List chronologically all schools attended, including pre-school and kindergarten.

Dates	Grade	Name of School	Address of School

Academic grades have been  Superior  Above Average  Average  Below Average

Has your student ever been...

Suspended?  Yes  No Expelled?  Yes  No Asked to withdraw?  Yes  No

Retained?  Yes  No If yes, explain and list the grade(s) \_\_\_\_\_

Does your child have a history of an unusual physical or emotional condition, learning disability requiring professional attention or may require intervention? Please explain \_\_\_\_\_

Does your child have a current IEP/ISP? If yes, focus on IEP/ISP \_\_\_\_\_

Does your child have any medical conditions? If yes, please explain \_\_\_\_\_

Is your child currently on medication? If yes, describe \_\_\_\_\_

Father (Guardian) Signature \_\_\_\_\_ Date \_\_\_\_\_

Mother (Guardian) Signature \_\_\_\_\_ Date \_\_\_\_\_

### Non Discrimination Policy

PHCA does not discriminate on the basis of race, color, nation and ethnic origin in its student admission policies, nor in its administration of its education policies, scholarship programs, nor any other Academy administered program, nor with respect to employment of faculty or administrative staff.

## Family Information/Legal Custody

Marital status     Married             Separated             Divorced             Single  
 Student lives with     Both parents             Father             Mother             Guardian

Non-resident/non-custodial parent (if applicable)

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home (\_\_\_\_)\_\_\_\_\_ Cell (\_\_\_\_)\_\_\_\_\_ Email \_\_\_\_\_

Does the non-residential/non-custodial parent have visitation rights?  Yes  No

Is the non-residential/non-custodial parent responsible for paying tuition?  Yes  No

In which school district do you reside? \_\_\_\_\_

### Other children in the household

Name(s) of Children	Birth Date	Last Grade Completed (if applicable)

Is there a court order affecting custody and/or residency of the child?  Yes  No    If yes, supply documents (see below)

PHCA is finding an increasing number of families experiencing transitions in parental custodial relationships. In two-parent families it is assumed that both parents are living at the same address unless we have been notified otherwise. PHCA personnel will, therefore, send home notices, communications, etc. with the child. It is assumed that both parents are communicating regarding their child(ren) and that all information is shared by and between the parents. This information includes, but is not limited to, conference appointments, report cards, interim-reports, discussions with school personnel, and tuition payment arrangements.

In cases of legal separation or divorce, it is necessary for the school office to have on confidential file a copy of the custody document indicating legal guardianship of their children. In cases of an actual divorce decree invoking clear custody by one parent and visitation arrangements, the Academy is to be informed by the custodial parent of this fact. A copy of the first page of the decree bearing the case number, the pages referring to custody and the relationship with the school, and the final page bearing the judge's signature are to be submitted to the Academy office. (Parent, please highlight all information pertinent to your child within the document submitted.)

Unless the decree indicates otherwise, school communications will be sent home to the custodial parent. Custodial parents should understand, however, that unless the divorce decree specifically limits the non-custodial parent's right to access the records and school information, the non-custodial parent has a right to access the same information as the custodial parent. We will, unless instructed by a court order, provide access to review such information upon request to the non-custodial parent. However, we ask the custodial parent to cooperate with the school and share information, correspondence, and conference appointments directly with the non-custodial parent.

In families experiencing separation of parents, or pending divorces, the above information will be sent home with the student to whichever parent currently has care of the child(ren). It is requested that this information be shared by and between the parents. Since this situation frequently impacts on a student's achievement and interactions at school, parents are asked to maintain an open line of communication in this regard.

Further, custodial parents should realize that unless restricted by court order, any non-custodial parent has the right to attend school activities of their child(ren) which includes sports activities and class programs. Parents should keep each other informed as to these activities to avoid duplication of communications, misunderstandings and misinterpretation and to allow the school to better attend to the duty of teaching your child(ren).

In cases of "join custody" (shared parenting agreements) entitling both parents access to school personnel and activities, one copy of communications and information will be sent home with the child(ren) to be shared by and between parents.

**PARENT CONFERENCES:** Regarding parent conferences in all custody situations, it is preferred and will be the general procedure at PHCA that one conference appointment will be scheduled "jointly" if both parents wish to be present. A joint conference further insures that both parents are given the same information at the same time, thereby avoiding misunderstandings and misinterpretations.

Visitation should begin at the home of one of the parents and not at school. It is hoped that visitation arrangements would reflect the sensitivity of both parents to the consistency and routines that foster security in their child(ren) and allow the school responsibilities and homework to be addressed during the school week.

## Parents' Pledge of Acceptance

We, as parents, who are accepting the challenge "to train up a child in the way he should go", do, hereby, state that this training will be carried on in our home and through attendance at a Bible-believing church. We shall place our trust in Parma Heights Christian Academy to extend that training more completely.

We pledge to support the Academy by observing the policies and procedures as outlined in the Parent-Student Handbook and by attending parent conferences and other Academy functions regularly.

We, further, pledge that where concerns may arise, we will address those concerns with the appropriate staff member(s) and then a meeting may be scheduled with the Academy Administrator if a satisfactory resolution is not achieved. We will not discredit or undermine the authority/integrity (i.e. teacher or administration) of the Academy or create discord through the airing of differences amongst the Academy families or outside to the community.

We will recommend Parma Heights Christian Academy to others.

We pledge that if, for any reason, our child/family does not respond favorably to the school, we will not attempt to change the school to fit our child's need, but will withdraw quietly and without delay.

We will pay all tuition and other financial obligations promptly and in accordance with the written tuition policies.

Academy students are accountable to the school for their behavior in and out of school, as they represent Jesus Christ, Parma Heights Christian Academy, their teachers and their parents, wherever they are. Are you willing to support the Academy in disciplinary matters?  Yes  No

We pledge that the family will show its Christian purpose by regularly praying, regular reading of God's Word, Bible memorization and, attending a Bible-believing church a minimum of twice monthly.

We, as parents of the student applicant, do sincerely give our pledge to all items as stated above.

*PHCA, our administration and staff are committed to  
"Preparing Children for God's Service". We depend on parents and students,  
under the direction of God, to join with us to accomplish this objective.*

### **PHCA's Commitments to You**

1. To support the biblical principles you teach in your own home.
2. To pray for you and your family.
3. To be personally involved in your child's spiritual and academic development.
4. To resolve issues in accordance with biblical guidelines.
5. To communicate regularly with you.
6. To live monetarily within our means yet plan realistically for the future.

### **Your commitment to PHCA**

1. To support the philosophy, objectives and mission of the Academy.
2. To pray for us and our students. (A Moms in Touch group meets once a week at PHCA).
3. To be an active partner with the Academy and your church in their spiritual and academic development.
4. To address concerns in a biblical manner.
5. To communicate with us.
6. To support all fundraisers and participate regularly in the shopping certificate program (CPO).

Father (Guardian) Signature \_\_\_\_\_

Date \_\_\_\_\_

Mother (Guardian) Signature \_\_\_\_\_

Date \_\_\_\_\_