



IVY LEAGUE CHRISTIAN ACADEMY

2024-2025 PARENT/STUDENT HANDBOOK

**PRESCHOOL and
MORNING CARE / AFTERCARE**

FULLY ACCREDITED
Cognia

Revised 8/20/24

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IVY LEAGUE CHRISTIAN ACADEMY PRESCHOOL PARENT/STUDENT HANDBOOK

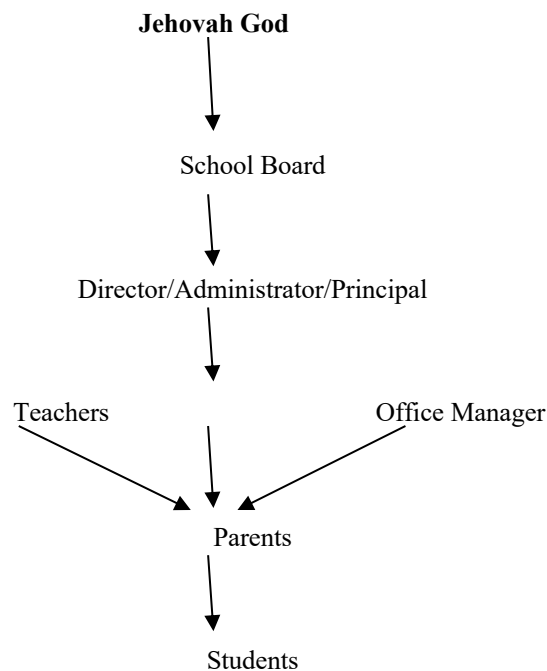
WELCOME

Welcome to IVY LEAGUE CHRISTIAN ACADEMY! Please keep this handbook for future reference as it contains our school policies, regulations, and general information. God bless each of you, and we look forward to a blessed year!

CONTACT INFORMATION

School Address 4413 Wishart Rd.
School Phone Number 757-502-4507
School Fax Number 757-502-7857
Web page www.ivyleaguechristianacademy.com

CHAIN OF COMMAND



LICENSING INFORMATION

IVY LEAGUE CHRISTIAN ACADEMY is licensed by the Virginia Department of Social Services and fully accredited by Advanc-ED (Southern Association of Colleges and Schools) and ICAA (International Christian Accrediting Association).

THE MISSION OF IVY LEAGUE CHRISTIAN ACADEMY

Our Mission at IVY LEAGUE CHRISTIAN ACADEMY is achieving Academic excellence. Learning Biblical principles. Displaying Christian character.

THE VISION OF IVY LEAGUE CHRISTIAN ACADEMY

The Vision of IVY LEAGUE CHRISTIAN ACADEMY is to prepare the student with an excellent education to convey the message of Christ and become an enlightening force in the world.

PHILOSOPHY

IVY LEAGUE CHRISTIAN ACADEMY is a private non-denominational Christian school dedicated to the overall well-being of preschoolers and elementary students under thirteen years of age who attend our Morning Care and Aftercare. We strive to promote the whole child: academically, socially, emotionally, physically, and spiritually.

STATEMENT OF FAITH

- We believe the Bible to be the holy, inspired, the only infallible, authoritative Word of God. (1 Tim. 3:16-17, II Peter 1:20-21)
- We believe in one God, existing in three persons: The Father, Son, and Holy Spirit. We believe in the divinity of Jesus Christ – His virgin birth, His sinless life, His death on the cross, His glorious resurrection, and His imminent return. (Deut. 6:4, Matt. 1:23, Heb. 1:3, II Cor. 13:14)
- We believe salvation comes by faith alone and exists in the repentant heart, and absolute committal of one's self to Christ as Savior with a purpose to love and obey His written Word. (Acts 4:12, Rom. 3:21-26, Rom. 5:8-10, Eph. 2:4-10)
- We believe it is our duty to teach our students to keep covenant (maintain fidelity in their allegiance) with God. We believe in patriotism that promotes devotion to God and country. (II Ch. 7:14, Ps. 33:12, Mt. 28:18-19, II Cor. 3:6)
- We believe that God wonderfully and immutably creates each person male and female and together they reflect the image and nature of God. (Gen. 1:26-27)
- We believe that God created marriage to be the union of one man and one female only, and that intimate sexual activity is to occur exclusively with that union. (Gen. 2:18-25, I Cor. 6:18, 7:2-5, Heb. 13:4)
- We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bestiality, incest, bisexual conduct, and use of pornography) is an abomination in the eyes of God. (Matt 5:18-20, I Cor. 6:9-10)
- We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition through natural death.

We are therefore called to defend, protect, and value all humanlife. (Psalm 139)

STATEMENT OF NONDISCRIMINATION

IVY LEAGUE CHRISTIAN ACADEMY admits students of any race, color, creed, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.

DAYS AND HOURS OF OPERATION

IVY LEAGUE CHRISTIAN ACADEMY's hours of operation are 7:00 am to 6:00 pm, Monday through Friday. School hours are 8:00 am to 3:15 pm. Morning care hours are 7:00 am- 8:00 am and Aftercare school hours are 3:30 pm to 6:00 pm. There is an additional charge for Morning care and Aftercare.

STAFF

The administration considers many aspects in determining the selection of faculty and staff. Staff must be academically qualified per state requirements, be a person of moral integrity, and have a genuine love for children. Our teachers are the backbone of our school, and they stand ready to assist the student in his/her academic, social, physical, emotional, and spiritual growth. All teachers undergo thorough background checks before employment.

ADMISSION PROCEDURE AND POLICY

Our programs are divided into an academic school year and a fun-filled summer program. Students are enrolled in our school until the parent/guardian gives a 30-day written notice. We do not offer vacation days. Enrollment will be terminated by the school if a student's account becomes delinquent or the child/parent/guardian cannot conform to our program.

ENROLLMENT REQUIREMENTS BEFORE ADMISSION

1. Completed Application
2. Birth Certificate
3. Physical
4. Updated Immunization Records
5. All fees paid
6. Family Interview
7. Financial Agreement signed

ADDRESS AND INFORMATION CHANGE

Anytime an address or phone number (home, work, cell, or emergency contact) is changed, the school office must be notified immediately. Please remember if we do not have the correct telephone numbers, we cannot contact you in an emergency.

CUSTODIAL PARENT'S RIGHTS AND STUDENT RECORDS

We encourage parent involvement, and our doors are always open to **custodial parents**. In the case of custodial disputes, court documents are required to decline parental admittance to a student. Please remember that some court documents have expiration dates. **Court documents** are no longer valid after the expiration date. The proper authority, the other parent, and or the emergency contact will be immediately contacted if the school has any concern for a student's safety or well-being. This includes but is not limited to, custodial concerns or the condition of the person picking up the student. Student records are treated as confidential material and the rights of privacy for each parent and child are safeguarded. Upon request, a parent or guardian may view their child's records.

IMMUNIZATION

Parents are responsible to provide yearly updated immunization records and a physical. Remember to make doctor's appointments **in advance** to ensure that immunizations are administered on time. In the case of outdated records, proof of an upcoming scheduled doctor's appointment must be provided before a child can start school.

POTTY TRAINING

All students must be FULLY potty-trained, this includes naptime. We understand accidents will happen. The accidents should be few and far between. Each child should exhibit a willingness and desire to use the restroom. If a student has trouble in this area and the accidents become too frequent, termination may be required.

TUITION PAYMENTS/FAMILY ACCOUNTS

All families must complete and sign a Tuition Financial Agreement and a Morning Care and Aftercare Financial Agreement with our Administration/office manager.

1. Tuition payments are due on the 1st of each month.
2. If the payment has not been received by the 3rd of the month, a \$50.00 late fee will be incurred.
3. If payment has not been received by the end of the day on the 3rd of the month, temporary removal of the student(s) from school will commence on the 4th until payment
4. (including late fee) is rendered in full. The student will not be permitted to participate in any school events during this time.
5. Returned Checks – there is a \$50.00 late fee for every returned check.
6. Breach of Agreement Exemption Clause: A student may be withdrawn on a case-by-case basis. These will be accepted only under extreme conditions (i.e., medical necessity, relocation, (ex: military, work transfer, etc.) If the student is withdrawn, any day attended within that month will constitute that month's tuition payment.

7. Force Majeure clause/Acts of God: "In the event that any circumstance, out of our control, should arise that prohibits ILCA from fulfilling its contractual duties they shall be exempt from these obligations and tuition will not be refunded."

It is important for school families to pay their accounts in a timely manner for ILCA to maintain its financial obligations to staff and other vendors. **Report cards may be held until full payment is rendered.**

****There is no reduction in tuition for the hours or days the school is closed for holidays, vacations, staff training days, severe weather closings/delays, or for closings beyond our control such as power outages/water failures, etc.****

FORMS OF PAYMENT

We accept the following forms of payment:

* Cash * Check * Money Order/Cashier's Check *ProCare

HOLIDAYS AND STAFF TRAINING DAYS

IVY LEAGUE CHRISTIAN ACADEMY closes for certain holidays and staff training days throughout the year. Please review the school calendar for specific dates.

****There is no reduction in tuition for the hours or days the school is closed for holidays, vacations, staff training days, severe weather closings/delays, or for closings beyond our control such as power outage/water failures, etc. ****

TRANSPORTATION

IVY LEAGUE CHRISTIAN ACADEMY does not provide transportation for Preschool, Morning care or Aftercare students. Students will only be transported in an emergency. Students may be transported in non-school vehicles during any emergency (see emergency protocol).

PARKING

Parents should park in the main parking lot and escort their child into the building. Do not park along the drop-off side of the building or between the buildings. Please drive slowly and safely because children may run into the parking area. Be safe!

ARRIVALS AND DEPARTURES

All preschool students and elementary students who attend our Morning care or Aftercare program **must be signed in and out each day** (this is a state regulation). **From 7:00 am - 8:00 am**, students (accompanied by their parent) must **enter through the side door which faces the parking lot and be escorted to the designated Morning care room.**

Anyone arriving at **8:00 or after must enter through the double glass doors (between the school/church and gym)**. Parents must not leave their child in a classroom/hallway alone. Failure to sign a student in and out each day will be grounds for termination.

LATE ARRIVAL TO CLASS

Preschoolers are never counted tardy; however, we do encourage promptness due to our academic program. The academic time starts at 8:00 am. Please check your child's daily schedule for daily activities. **Late students will not be admitted during nap time unless they can enter quietly without disturbing sleeping children.**

ARRIVING LATE OR ABSENT FROM ANOTHER LOCATION

If a student is scheduled to arrive late at our school from another program/location and does not arrive at the scheduled time, office personnel will contact the other location to inquire about the situation and the parent/guardian will be informed if there is a concern regarding the child's whereabouts. 911 will also be notified if the student's whereabouts are unknown. Please contact the school if you will not be arriving to our school from another location. Our school does not provide transportation to or from other locations.

LATE PICK-UP

If your child is not picked up by 3:45 pm, your child will be placed in Aftercare. There is a charge for Aftercare (3:45 pm to 6:00 pm).

If your child has not been picked up by 6:00 pm, IVY LEAGUE CHRISTIAN ACADEMY will contact both parents using the numbers provided on the application form. You will be charged \$10.00 per 15 minutes after 6:00 pm that your child remains at the school, regardless of the reason. Consistent lateness may result in the loss of Aftercare privilege.

Should your child not be picked up within **15 minutes** after 6:00 pm and we have not heard from the parent/guardian, IVY LEAGUE CHRISTIAN ACADEMY will call the emergency numbers provided on the application form. In the event, your child is not picked up within 1 hour after closing time, and we have had no contact with a parent or emergency contact, we will contact the police and Department of Education (Social Services).

STUDENT RELEASE/ID VERIFICATION

Students will only be released to persons listed on the student's authorization list. Proper

identification will be required. Acceptable identifications include a state or government issued photo ID. Parents may update the authorization list and make changes at any time. However, the update must be written on the list by the parent, who must date and initial the update.

SCHOOL CLOSINGS AND SCHOOL DELAYS

IVY LEAGUE CHRISTIAN ACADEMY will announce school closings/delays for severe weather and emergency closings over local television stations:

COX (Channel 3)

COX (Channel 10)

COX (Channel 13)

PRESCHOOL DRESS CODE (3-4 year olds) *All clothing should have the student's name***

Navy blue or khaki trousers

*put in them.***

Yellow, navy blue, or hunter green polo shirt (long or short-sleeved)

Hunter green, black, or navy-blue socks

Plain black or plain white tennis shoes

On Wednesdays (Chapel Day) and special days – students need to wear the ILCA dress uniform
(from Flynn & O'Hara)

Girls: green plaid jumper with a yellow blouse

Boys: yellow polo, navy blue trousers– if trousers have belt loops, they need to wear a black belt

Shoes: black dress shoes with black rubber soles

****If students choose to wear the following throughout the school day, these items must have the Ivy League Christian Academy logo: sweater, hoodie, fleece, jacket, or sweatshirt.**

Hair:

***No one should have their hair dyed a color that brings undue attention to themselves.**

***Boys must have hair off the collar, ears, and eyes. It should also not obscure vision.**

***Girls must have hair neat and in an orderly fashion.**

***No extreme haircuts, hairstyles, or hair color.**

Earrings/Body Piercing:

***Boys – all jewelry, studs, etc. must be removed while on school property or while participating in school sponsored activities, without exception.**

***Girls – all earrings must be moderate in nature (2 at most) as to not draw undue attention to them. Any other body piercing jewelry, studs, etc. must be removed while on school property or while participating in school sponsored activities, without exception. Jewelry must not be excessive or have any derogatory symbols and/or meanings.**

Dress Down Days (the first Friday of each month and half-days)

Shorts - must be at least to the fingertips when placed by the side for both girls and boys.

T-Shirts - may not have any language or pictures that are derogatory in nature.

Shoes - tennis shoes, mules, sandals with closed toes and WITH heel straps on the foot.

No FLIP FLOPS, please.

Soccer Shots: ILCA PE uniform is required for students participating in Soccer Shots.

Summer Program – Dress Code

During our summer program, students do not wear uniforms. Please remember that your child is attending a private Christian school, therefore, his or her attire should reflect Christian values and modesty.

*Please note: Coloring books, blankets, book bags, lunch bags, and gym shoes may not contain graphics that are not appropriate for our Christian school. Please print your child's name on every supply item brought to the school.

CURRICULUM

IVY LEAGUE CHRISTIAN ACADEMY utilizes the Abeka curriculum, which is a Christian based curriculum used by thousands of Christian schools throughout the world and is based on a strong academic foundation, emphasizing a phonetic approach to reading, and traditional methods of Biblical, moral, and character development.

PATRIOTISM/PLEDGE/PRAYER

Patriotism will be promoted in each classroom. The Pledge of Allegiance and patriotic songs will be a daily part of the school. Bible lessons will be taught each morning. A prayer will be said before every snack and meal. Each student is required to participate.

CHAPEL

Chapel is held every Wednesday. Our chapel will frequently include praise & worship music, devotionals, or short skits prepared by our students. Parents are welcome (8:15 am to 8:55 am).

LUNCH AND SNACKS

IVY LEAGUE CHRISTIAN ACADEMY does not provide lunch or snacks. Parents must provide a lunch and two snacks each day along with a beverage. If you forget to provide a lunch or snacks, you will be called to bring in the forgotten items.

OUTSIDE PLAYTIME

Preschoolers go outside each day for one hour, weather permitting. Due to staffing and student ratios, students may not remain inside when their class is outside. **If a student is unable to participate in outside play time, the parent must make other arrangements for the day.**

NAPTIME

An afternoon nap is provided each day for all preschool children. Preschool children will sleep on cots provided by the school. A bottom sheet and a top covering will be provided by the parent. Coverings will be sent home each Friday to be washed and returned on Monday.

Continued disruptions during naptime will be cause for termination. **Do not bring your child to school during naptime unless he/she can come into the class quietly, lay down, and not cry or disturb napping children.**

HOMEWORK

All preschool students may receive homework during the week. Homework is not meant to be stressful, but a way to involve parents in their child's education. Your child will not be punished/penalized for incomplete homework.

REPORT CARDS

ILCA has four quarters. Preschoolers will not receive a report card until the second quarter.

PRESCHOOL EVALUATION

Our preschool includes three and four-year-old students. Our preschool students will receive an evaluation at least once per year. The evaluation will include social and emotional skills, work habits, fine motor skills, gross motor skills, listening skills, speaking skills, self-reliance skills, music skills, and art skills.

PARTIES

Your child's class will be planning parties throughout the year. All food/party items brought in for a party (including birthdays) must be purchased from a store and in their original container to ensure safe handling practices. Each teacher will plan class parties (Harvest, Thanksgiving, Christmas, Valentine's, Easter, etc.), if you do not want your child to participate in a party, it is your responsibility to make other arrangements for your child. A student may not sit in the reception area or in the office on party days. Office staff is unable to provide proper supervision.

TOYS FROM HOME

Toys are **NOT** to be brought from home, except on Show-and-Tell days. Fighting toys (guns, knives, swords, etc.) shall not be brought at any time. The school is not responsible for broken or lost toys.

APPLICATION OF SUNSCREEN/INSECT REPELLENT

A parent must completely fill out, sign, and date the sunscreen/insect repellent permission form authorizing the school to apply sunscreen/insect repellent. **The parent must supply the sunscreen/insect repellent.** The sunscreen/insect repellent must be labeled with the student's full name and be within the expiration date. Due to student health and liability concerns, sunscreen and insect repellent will be applied only to those students with a filled-out, signed, and dated permission form.

Sunscreen/insect repellent must be locked up and cannot be kept in a book bags or cubbies. Sunscreen/insect repellent cannot be applied to all ages. Age requirement will be followed.

During ILCA's summer program, the school will supply the sunscreen. Parents will need to fill out, sign, and date the sunscreen permission form authorizing the school to apply sunscreen.

MEDICATIONS

School administration of medications will include non-prescription (over-the-counter) and certain prescription medications. Completed **Medication Administration Forms** are required to be on file prior to any medicines being given to students. In the event that non-prescription medications are given, parents will be notified unless requested otherwise.

In the event of necessary provision of prescription medication during school hours, the prescription must be packaged in the original container with the pharmacy's official label. All medications will remain in the office in a locked container. Under certain circumstances some medications may be allowed to remain with the student during the day, please see the office for these exceptions.

STUDENT ILLNESS

Do not send your child to school if he/she has a temperature of 100 degrees or more. If your child has a temperature at school of 100 degrees or more, a parent or guardian will be contacted

immediately and will be asked to pick their child up from school within the hour; for the welfare of all our students, **a child that is unable to participate in the full program (including outdoor activities)** or has the following symptoms must be kept at home: a temperature of 100 degrees or more, intestinal disturbances accompanied by diarrhea or vomiting, any undiagnosed rash, discharging from sores, eyes or ears, or profuse nasal discharge. Students must be fever, diarrhea, and vomit free for **24 hours without the aid of medication** in order for them to return to school. Please do not give your child fever-reducing morning and send them to school.

Head Lice: If a teacher suspects a medication in the student has head lice, the student will be

removed from their class and sent to the office. The parents will be called to come and pick the student up as soon as possible. The school can provide treatment procedure guidelines. Students must have a written medical release before they may return to school.

Fever, Vomiting, Diarrhea:

If your child has a fever, has been vomiting, or had diarrhea, they **MUST** be kept out of school a minimum of 24 hours after the symptoms have broken before returning to school. A fever is defined as any oral temperature of 100.0 degrees or higher.

Pink Eye/Strep Throat: Your child must be kept out of school for 24 hours after the first dose of medication is administered. Students must have written medical release before they may return to school.

COVID

Each parent will be required to sign a COVID Waiver in order for their child/ren to attend school.

Please monitor your child/ren each morning for Covid symptoms. If they have symptoms, please keep them at home. ILCA will continue to follow cleaning and sanitizing procedures.

****Parent/guardian must inform the school within 24 hours or the next business day after his/her child or any member of the immediate household has developed any reportable communicable disease, as defined by the State Board of Health, except for life-threatening diseases, which must be reported immediately.**

MEDICAL CARE

The parent/guardian authorizes the school to obtain immediate medical care if an emergency occurs at school. This includes calling 911 and making medical decisions such as administering CPR or First Aid, transporting the child to the hospital, and obtaining medical attention until a parent or guardian arrives at the school or hospital. The parent/guardian further agrees to pay any and all expenses incurred by the school for the child's illness or emergency treatments.

IN-HOUSE PRESENTATIONS

ILCA does not provide off-campus field trips for preschool students. Special events (In-House Presentations) will come to our school on various occasions during the academic school year and during our summer program. Parents will be notified if there is a cost.

PORTRAITS

Student pictures are taken in the fall and spring (dates to be announced). There is no obligation to purchase pictures. Class pictures will be taken in the spring.

EMERGENCY DRILLS AND PROTOCOL

At least one fire drill and an evacuation drill will be conducted each month. Shelter-In- Place drills are held at least twice a year. Lock Down practices will be held throughout the school year.

The school keeps a copy of its complete Crisis Management Plan located in the office. In case there is a need to evacuate the school premises due to an internal or external emergency, such as a fire, gas leak, etc., the students will walk to the adjacent lot of the school. The students may be transported in private vehicles belonging to teachers/staff/parents. If there is time, we will text parents before the evacuation. However, if time is crucial, parents will not be texted until after the evacuation. The children's safety is our top priority. Staff will remain with the children until a parent arrives.

EMERGENCY NUMBERS

IVY LEAGUE CHRISTIAN ACADEMY 757-502-4507
Emergency Cell Phone 757-696-1674
Poison Control 1-800-222-1222

COMMUNICATING WITH PARENTS DURING EMERGENCIES

Communicating with parents during an emergency situation is essential. We will call or text parents to inform them of an emergency situation or of a possible evacuation as soon as possible. However, if time is crucial parents will be called or texted after the evacuation or after we have the emergency situation stable.

PARENT UNDERSTANDING AND COMMITMENT

It is important that parents who wish to enroll their children at Ivy League Christian Academy understand and are committed to the following values that make the school distinctive in its philosophy of education. Your signature on the enrollment contract represents your acceptance of the following understandings and terms for the enrollment of your child (ren) at Ivy League Christian Academy for the duration of attendance.

THE PURPOSE OF CHRISTIAN EDUCATION

While we emphasize the development of intellectual capacity and academic skills, we believe the higher goal of Christian education is the cultivation of Christ-like character. The development of Christian character is the bedrock that makes the individual who he or she will ultimately become and largely determines the quality of his or her life, both in terms of personal fulfillment as well as serving the will of God. An education that neglects this priority of Christian character development is fundamentally flawed. In this context, the mission of Ivy League Christian Academy is to "prepare the student with an excellent education to convey the message of Christ and become an enlightening force in the world." This will enable them to have a Christ-centered education (Christian worldview) and to have a relationship with Him.

THE ROLES OF THE PARENTS

We believe the Bible establishes the parents as the primary educators of their children. Furthermore, we believe the Bible places special responsibility on the father to be the initiator and leader in instructing his family in the Christian faith and personal values which flow from it. Parents must be the primary teachers of their children in such basic skills and character qualities as listening attentively, giving prompt obedience to authority, showing respect for others, maintaining personal integrity, and exercising appropriate self-control. While the school can do much in working with the parents to help develop these qualities, they are considered primarily in the realm of parental responsibility, and they must be reasonably present in the children if the home/school partnership is to be successful.

THE PRINCIPLE OF DISCIPLINE PRACTICED BY IVY LEAGUE CHRISTIAN ACADEMY

We believe the Bible establishes that all men and women are personally accountable for their actions and attitudes and that training our children in responsible self-government is at the heart of Christian education. School policies and practices are designed, as consistently as possible, to provide this kind of reality training for students. By reality training, we mean that the child should be allowed to experience the benefits and rewards resulting from his or her responsible choices as well as the negative consequences resulting from inappropriate decisions. While it is important that parents and teachers provide an environment that is characterized by kindness, love, compassion, and grace, it is equally important that the child be allowed to experience the real consequences of his/her decisions. The ultimate responsibility for the discipline of the child lies with the parents; the authority of the school is based on, and only as effective as, the authority of the parent in the life of the child. Parents who are unable or unwilling to work on providing this fundamental level of discipline for their child will be asked to withdraw from the school.

THE WORLDVIEW NATURE OF CHRISTIAN EDUCATION

We do not believe it is enough to merely fill our students' minds with the content knowledge of our Christian faith by memorizing Scriptures, learning Bible stories, and becoming well-versed in Christian doctrines. In addition to the mastery of such content, we believe a worldview education that helps them understand the reasonable basis for their faith and that also helps them understand the mindset of the larger culture is essential to preparing them to live as effective Christians in this secular culture. To this end, our goal is to work with parents in producing students who are well-founded in understanding the reasons why Christianity represents the exclusive truth in a world filled with many conflicting religions and philosophies.

THE PRINCIPLE OF COMMITMENT AND TRUST BETWEEN PARENTS AND SCHOOL

It is expected that there will be a level of relationship between the parents and school based on the I Corinthians 13 model of love which ensures straightforward communication when dealing with difficulties and which avoids gossip or involving others not directly involved in a particular matter. We understand and agree that should any misunderstanding or dissatisfaction arise regarding any of the teaching, philosophy, or practices of the school, we will go to the proper authorities with our concerns rather than discussing them with others (Matt. 18:15-17). Furthermore, we understand our need to not take our child's "side" too quickly until we have thoroughly investigated and talked with the teacher or other school staff involved in the matter. In most cases, the teacher or school principal/administrator should be contacted first. If disputes are taken to the school board, we agree to abide by their judgment, believing that the body of Christ should, in love, settle its own differences. (I Cor. 6:1-7)

COMMITMENT TO PRAYER

We understand our need to support this school, those responsible for it, and the students through regular prayer, realizing that this ministry is an undertaking of faith and can be successful only to the degree that it is blessed by God. We will be committed to praying regularly to this end. (Luke 18:1; Luke 11:5-10)

THE AUTHORITY OF THE BIBLE AS GOD'S WORD

We understand that it is the position of the school that the Bible is God's authoritative communication to man, and that the Biblical imperative is that our children's education should be based on the Christian worldview and permeated throughout with the Word of God. (Col. 2:8; 3:16; John 8:31-32; 2 Tim. 3:16)

COMMITMENT TO FINANCIAL

In order for the school to meet its financial obligations, parents must understand their responsibility to pay tuition/fees on time each month. If for any reason parents encounter difficulty in making their payments, please take the initiative to contact the office manager to discuss alternative payment arrangements. Fundraising is a great way to contribute to the overall financial success of ILCA. Any participation in fundraising events is greatly appreciated and welcomed.

EMERGENCY RESPONSE

An emergency response handbook is available for review. The response to the emergencies will include safety procedures to determine if the students and staff remain in the facility, evacuate the

facility, or evacuate the property. As with any emergency, the safety of the children will be the priority of the administration and staff. In each of these cases, the parents will be notified at the earliest possible time. If evacuation of the property occurs, the location of the students will be at 4495 Drum Castle Ct. (church parsonage) in the field adjacent to the school property.

PARENTAL INVOLVEMENT WITH STUDENTS IN ENTERTAINMENT CHOICES

We acknowledge the profound impact of popular culture on our young people, especially in the forms of music, television, movies, video games, the Internet, and similar media.

We understand and agree that our role as parents is to aggressively intervene in and guide our children with their entertainment choices, seeking to teach them to make Godly decisions when it comes to these issues. (Phil. 4:8; Psalm 101:3)

LEGAL ACTIONS

Should it become necessary for the school to pursue legal actions the non-prevailing party must pay all the costs of said proceedings, including reasonable attorney's fees and interest as permissible by law.

PARENT'S ACKNOWLEDGEMENT OF UNDERSTANDING AND COMMITMENT

We have read and understood the **Preschool Parent/Student Handbook** and we agree to abide by it to the best of our ability, with God's help and by His grace.

STUDENTS ENROLLED AT ILCA:

Student's Name: _____ Grade: _____

Student's Name: _____ Grade: _____

Student's Name: _____ Grade: _____

Father's Signature: _____ Date: _____

Mother's Signature: _____ Date: _____

Guardian's Signature: _____ Date: _____

FINANCIAL OBLIGATIONS

All financial obligations must be met before your child's end-of-the-year report card will be given or faxed to another school.

All items belonging to ILCA must be returned by the last day of school or the parent/s or guardian agrees to pay ILCA replacement cost for any unreturned items.

Father's Signature: _____ Date: _____

Mother's Signature: _____ Date: _____

*Signature of paperwork documentation for enrollment also certifies your agreement with the Parent/Student Handbook.

*Please sign and return the signature page to the school office.

