



**BAYMEADOWS**  
CHRISTIAN ACADEMY  
& PRESCHOOL

### **Mission Statement**

Building the Church,  
by Building Community,  
by Touching Lives

The Mission of Baymeadows Baptist Church, Christian Academy and Preschool is to reach people with the gospel of Christ, to train Christ followers through the teaching of God's Word and to impact our community and world for the cause of Christ through life changing ministry.

We are committed to providing ministry that nurtures an atmosphere of Godliness and Holiness and gives all a desire to know God in a more personal way.

Through our Academic Ministry we will strive to provide a Quality Christian Education that promotes the highest standards for learning while training both children and adults in the Biblical Principles that will be the foundation for living a life pleasing to God.

#### *Statement of Non-discrimination*

*Baymeadows Christian Academy and Preschool admits students of any race, color, ethnicity to all the rights, privileges, programs and activities generally accorded or made available to students at the school.*

## **2023-24 Enrollment Packet**

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All applicants must complete an enrollment packet and submit all required documents, including the non-refundable registration fee. Incomplete applications will not be accepted.

#### Contract Terms:

An enrollment contract is required to be signed by the financially responsible parent or guardian of the student attending Baymeadows Christian Academy & Preschool. The terms are to include, but are not limited, to the

following:

- All policies, rules, and regulations stated in the student handbook must be followed.
- The financially responsible parent or guardian is responsible for making the payments according to the plan selected AND through Tuition Express.
- All fees and Tuition are non-refundable in the event of withdrawal or dismissal.

# What Makes Us Special

Baymeadows Christian Academy was started in the mid-1990's out of the desire to offer an academically sound Christian education while meeting the physical, emotional and spiritual needs of students and families. It is with that same desire and heart that our doors are open today.

We utilize both ABeka Book and Bob Jones University Press curriculums to ensure students are given a well rounded, Biblically sound academic foundation. Students are held to high standards in the classroom both academically and behaviorally.

We provide students the opportunity for one on one interaction with their teachers. Speaking of teachers, we have the best. BCA staff are here because God has called them to teaching. They love what they do, they love their students, and they deeply desire for every student to be successful, both in school and in life.

Baymeadows Christian Academy is a family. A small school where every staff member knows—and cares about—every student.

# Admission and Registration

We are currently enrolling students for the 2023-24 school year.

In order to complete the admission process, please return the completed enrollment form along with the following:

- Registration Fee of \$100, payable by cash, check, or credit card
- Completed and Signed Application Form
- Copy of student's birth certificate
- HRS 3040 Florida Physical Exam form dated within one year
- HRS 680 Florida Immunization form, current and up to date
- Copy of Most Recent Report Card (Grades 1-8)
- Recent Standardized Test Scores (Grades 1-8)
- Transferring students must schedule a time for placement evaluation.

## Dress Code

1. Solid color polo shirt, long sleeve or short sleeve. Must be “uniform style” from any store.
2. Khaki, navy, or black pants or shorts. Girls may wear skirts, capris or jumpers. Must be “uniform style” from any store.
  - a. Skirts should touch the knee.
  - b. Shorts should be no shorter than 3” above the knee and should be loose-fitting, **not tight**.
  - c. Yoga, athletic, or any type of spandex pants are **not permitted**.
3. All pants and skirts are to be worn at the natural waist, not pulled down around the hips.

## Scholarship Information

We proudly accept the Florida Tax Credit Scholarship. These scholarships are based on financial need. Applications are processed in the order received, so if you are interested, we encourage to visit the websites below and begin the application process as soon as possible.



[www.StepUpForStudents.org](http://www.StepUpForStudents.org)

1-877-735-7837



[www.AAAScholarships.org](http://www.AAAScholarships.org)

1-888-707-2465

# Weekly Resources

## **Physical Education**

Students attend physical education classes weekly. Activities are designed to develop age-appropriate motor skills, sportsmanship, and encourage an active and healthy lifestyle.

## **Art**

Students will be introduced to a variety of mediums including paint, pencil, and clay while studying art history and techniques.

## **Library**

Using the Academy Library, students are introduced to using books for research and pleasure. Students are able to choose books that interest them to check out.

## **Music**

Students perform an annual Christmas Program and Spring Musical. All students are part of the chorus and are encouraged to audition for solos. Students in grades 3 and up are invited to audition for speaking parts.

## **Chapel**

Every student participates in our weekly chapel program that includes songs, a relevant Biblical message, and prayer time.

# ATTENDANCE POLICY

## ABSENCES

School attendance is the direct responsibility of parents. All students are expected to attend school regularly and to be on time for classes to benefit from the instructional program and to develop habits of punctuality, self-discipline and responsibility.

Attendance is required from 8:15am to 3:15pm. Acceptable attendance is defined as not missing more than twenty (20) days in a 180-day school year. Absences in excess of thirty (30) days will result in a student being retained in the current grade, at the discretion of the administration.

1. **ABSENCE DEFINED.** Any student leaving school before 11:15am or arriving at school after 11:15 am will be counted absent for the day.
2. **EXCUSED ABSENCE.** A note from the parent will be required to explain why the student was absent from school. **THE NOTE MUST ALWAYS STATE THE REASON FOR THE ABSENCE.** The note should also include the date of the absence, student's first and last name, grade, and the parent's signature.
3. **UNEXCUSED ABSENCE.** If a note is not received upon the student's return to school. The student's absence will be counted as unexcused.
4. **MAKE-UP WORK.** If a student is absent from class, that student will have one day to make up the work for each day of continuous absence. This is completely the **RESPONSIBILITY OF THE STUDENT** and if work is not made up within the time limit, the student may receive a 0% on the missed work. If the student is aware of a test before he is absent, then the test must be taken the day the student returns, unless arrangements are made with the teacher.
5. **PRE-ARRANGED ABSENCE** for a family trip in which the student will miss more than three days of school. The administration should be notified at least one (1) week in advance in writing. Approval will be given according to the number of days that the student has missed, the grades of the student, and discipline review. The student should get a sheet from the teacher, after the principal has given approval, and get all of the work that will be missed from the teachers. All work that will be missed is to be completed and turned in the day the student returns to class, unless arrangements have been made with the teacher.
6. **HOMEWORK FOR ILLNESS.** If you desire to have homework for your child who is absent due to illness, please notify the school office before 8:15am on the second day of their absence. We will do our best to have the work ready by 3:30pm. If a student misses only one (1) day, that student may get the work when returning to school.
7. **EARLY DISMISSAL.** If a student needs to leave school early, a note from a parent needs to be brought to the teacher before school. **ALL STUDENTS WHO LEAVE EARLY MUST BE CHECKED OUT THROUGH THE SCHOOL OFFICE BEFORE THEY LEAVE CAMPUS. Students must remain in the classroom until the parent arrives on campus to sign them out.**

# 2023-24 Academy Tuition Schedule

## ACADEMY TUITION

Program	Annual Tuition
Elementary (Kindergarten-5th Grade)	\$7502.00 ((11) Monthly Installments of \$682.00)
Upper (6th-8th Grade)	\$7603.00 ((11) Monthly Installments of \$691.20)

Academy tuition may be paid in full or in 11 equal monthly payments, July through May. A 5% discount is offered to families paying their tuition in full by July 31 or half by the start of school and the other half by January 1, 2024.

*We offer a 20% Sibling Discount and 15% Discount for Military or First Responder. Please see the office for more information.*

*Discounts do not apply for scholarship payments, Discounts apply toward options parents pay.*

## REGISTRATION & BOOK FEES

Fee	Cost
Book Fee Elementary	\$350.00
Book Fee Upper	\$400.00
Late Book Fee ( <b>After June 12, 2023</b> )	Add \$50.00
Registration Per Family	\$100.00

## EXTENDED CARE OPTIONS

	Monthly Tuition
AM Care	\$82.50
3:00-6:00 PM	\$203.50
AM & PM Care	\$220.00



FILL IN ALL BLANKS—ONE FORM MUST BE SUBMITTED FOR EACH STUDENT

(Please Print)

Student Name : \_\_\_\_\_ Nickname: \_\_\_\_\_
(First) (Middle) (Last)

Circle One: Male Female Birth Date: \_\_\_\_\_ Grade Applying For: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Ethnic Origin/Race: \_\_\_\_\_

Last School Attended: \_\_\_\_\_ Grade: \_\_\_\_\_

Family Members

Father's Name: \_\_\_\_\_ Social Security Number \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Social Security Number \_\_\_\_\_

Step-Mother (If applicable) \_\_\_\_\_ Step-Father (If applicable) \_\_\_\_\_

Who does child live with? \_\_\_\_\_

First Contact (Parent/Guardian Only)

First Contact Name \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Custody? Y N Same address as student Y N (IF NO then list below) Email \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Contact's Employer \_\_\_\_\_ Position \_\_\_\_\_

Second Contact (Parent/Guardian unless none available)

Second Contact Name \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Custody? Y N Same address as student Y N (IF NO then list below) Email \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Contact's Employer \_\_\_\_\_ Position \_\_\_\_\_

THIRD CONTACT (we are required to have three contacts per child in case of emergency)

Title \_\_\_\_\_ Name \_\_\_\_\_ Relation to student \_\_\_\_\_

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

Work Phone: \_\_\_\_\_ x \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Additional Authorized Pickup Information

I hereby give my permission to the following persons to pick up my child from this school. A Picture I.D. will be requested for those picking up students.

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

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

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

MEDICAL INFORMATION

List any allergies or disabilities the school should be aware of: \_\_\_\_\_

List any medical comments or medical alerts: \_\_\_\_\_

By signing below, you are stating that this information provided in this enrollment packet is true and correct to the best of your knowledge. You are also giving consent for Baymeadows Christian Academy & Preschool to provide any emergency dental or medical care prescribed by a duly licensed physician or dentist.

Parent/Guardian Signature

Date of Application

# Tuition Contract

Student Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Grade Enrolling: \_\_\_\_\_

We are pleased to confirm our commitment to Baymeadows Christian Academy for the child listed above to attend beginning on the listed start date. It is our commitment as parents, guardians, or financial obligor, to pay the tuition costs, book fees, enrollment fees, and all other fees that might apply to my child’s education at Baymeadows Christian Academy.

**I hereby acknowledge the following tuition costs:**

1. A non refundable registration fee of \$\_\_\_\_\_ is due and payable upon enrollment of our child.
2. A book fee of \$\_\_\_\_\_ is due by June 12, 2023.
3. Tuition Payment Options: (Select One)
  - \_\_\_\_ Full Payment on or before August 1, 2023 (5% Discount)
  - \_\_\_\_ Half Payment on or before August 1, 2023 with second payment due in full by December 31, 2023 (5% Discount)
  - \_\_\_\_ 11 Equal Monthly Payments, July 2023-May 2024
  - \_\_\_\_ Scholarship (approval letter must be turned in with registration or already on file)

**Total Amount Due:**

Annual		MONTHLY	
Grade _____ Tuition		11 Monthly Payments (July 2023-May 2024)	
Registration	\$100.00		
Scholarship			
Discounts _____	—		
<b>Annual Total</b>		<b>Monthly Total</b>	

5. I understand that if and when our account becomes one month or more delinquent and we have failed to contact the administration to make payments, our child is subject to be expelled from Baymeadows Christian Academy. At the discretion of our financial department, any unpaid accounts will be reported to our collection agency and the national credit agencies.
6. All registration, tuition, and student fees are non refundable.

Parent/Guardian Name: \_\_\_\_\_

Social Security Number \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Parent/Guardian Agreement Academy

**Please initial by each item to indicate your understanding and agreement.**

\_\_\_\_\_ **Campus Security** Baymeadows Christian Preschool/Academy is very concerned about the safety and security of your child while on campus. The front office (located in the gymnasium building) is the only entrance and exit for drop off and pick up.

\_\_\_\_\_ **Discipline Policy** Our permission is granted to the Preschool/Academy Director, teacher and workers to exercise discipline in accordance with the following measures Time Out; A Privilege taken away such as: play time or activity time or putting their head down on the desk. We understand that if the above measures are not successful, we will be called to the Preschool/Academy to discipline our child personally, or remove our child from the school for that day. We also understand that if the behavior problem continues, and cannot be resolved, our child is subject to be expelled from Baymeadows Christian Preschool/Academy. Realizing that the success and harmony of the operations of the Preschool/Academy depends upon and requires the combined efforts of the teachers, students and parents to ward the spiritual and academic achievement of our child to be obedient, respectful and cooperative.

\_\_\_\_\_ **Contact Information** Please ensure that we have current and correct contact information for parents, guardians and emergency contacts. In the event of an emergency, we need to be able to reach you as quickly and easily as possible. We recommend saving our numbers (904-733-3400 and 904-733-5458) in your phone so you know who is calling. If a parent/guardian works outside the home, we must have a contact number for them at work. In the event a phone number changes, please notify the office immediately.

\_\_\_\_\_ **Media Release** We authorize Baymeadows Christian Preschool/Academy to use and reproduce any and all photographs, audio or video tapes which BCA takes of my children and any family members that may be produced for school literature, website, social media, advertisements or promotional purposes, without any form of compensation. The foregoing shall remain property of Baymeadows Christian Preschool/Academy sole and completely.

**You may opt out by indicating “no” in the initial line to the left.**

\_\_\_\_\_ **Lunch and Meals** I understand that my child is responsible to bring a lunch from home. The school does not prepare meals for the Academy.

\_\_\_\_\_ **Late Pickup** I understand that if I do not pick up my child at the specified time, I will be charged late pick up fees of a flat \$15.00 for the first 5 minutes and \$1.00 per minute for each minute thereafter, for the first occurrence. Late fees will increase for each additional occurrence. Excessive lateness may result in termination of care.

\_\_\_\_\_ **Statement of Faith** We Believe: The Bible is the Word of God and is Inspired, Inerrant, and Infallible. It is the Final Authority for our Faith and Life (II Timothy 3:16,17). The Trinity of the Godhead and that God exists eternally in three persons, The Father, The Son, and The Holy Spirit each being equally and completely God. (John 14:10, 13, 26) The Deity of Christ who is the virgin born Son of God, God incarnate in man, part of the God head, Sinless and Perfect, sent from Heaven to shed His blood on the Cross to pay the price of man's sin through His Death, Burial, and Resurrection. (John 1:1, II Corinthians 5:19-21) The Holy Spirit is the person of the Godhead given to man to convict of sin and unrighteousness, indwells the believer in Jesus Christ and works to comfort us, to be our teacher and illuminate God's Word in our hearts. (John 16:7) Salvation comes only by placing my faith in the work of Jesus Christ, the Blood He shed to pay the price of my sin and His forgiving Grace and Mercy by asking Him to forgive my sin and be my Lord and Savior. There is no salvation in any other one. (Ephesians 1:7, Romans 10:13) Eternal Security of the Believer at the time of salvation through Jesus Christ, and that we are kept by God's power and are secure in Christ forever. (John 6:37-40) Man's Sinful Nature passed to all men through Adam's sin in the Garden of Eden, condemning man to an eternal separation from God apart from the saving work of Jesus Christ being received. (Romans 3:23). The Church is the Body of Believers in Christ, established by Jesus Christ for the furtherance of His Word and Work through gatherings of Local Groups of Believers, given authority for Water Baptism and The Lord's Supper, and Commanded by Christ to Evangelize and Disciple others for Him. (I Corinthians 12:12-14, Matthew 28:19-20, Acts 2:41-42). We as parent(s)/ guardian(s) understand this policy and agree(s) to have our child/ children taught these beliefs.

## Parent/Guardian Agreement Academy Page 2

**Please initial by each item to indicate your understanding and agreement.**

\_\_\_\_\_ **Arrival Time** Please make every effort to bring your child in no later than 8:15 AM. Class starts at 8:15 AM and students are expected to arrive on time. If your child will be arriving later than 8:15 AM due to a doctor's appointment or other unavoidable event, please contact the office to let them know.

\_\_\_\_\_ **Children's Belongings** All items brought to the school must be labeled with your child's name. This includes jackets, water bottles, supplies, backpacks, lunch bags, etc. Please leave personal items such as toys and electronics at home. We are not responsible for items broken or lost.

\_\_\_\_\_ **Health Records** It is your responsibility to provide current health records for your child. A current School Entry Health Exam (DH 3040) and a current Florida Certification of Immunization (DH 680) must be on file. If current records are not turned in as requested, your child may be unable to attend until records are received.

\_\_\_\_\_ **Withdrawal** Should it become necessary to withdraw your child, please notify the office in writing at least two weeks prior to their last day. Previously paid tuition and fees cannot be refunded.

\_\_\_\_\_ **Tuition and Attendance** Academy tuition may be paid in full or in 11 equal monthly payments, July through May. A 5% discount is offered to families paying their tuition in full by July 31 or half by the start of school and the other half by January 1, 2024. Tuition payments and extended care charges should be paid by the end of the month of service.  
**Failure to pay in a timely manner could result in your child not being able attending the program.**

# Sick Policy Agreement

Baymeadows Christian Preschool & Academy is equipped only to care for well children. We reserve the right to temporarily deny any child admittance to the school for reasons of obvious illness, or to request immediate pick up should symptoms become apparent during the course of the day. Any child who is unable to participate in our normal daily routines will be sent home. We realize that most of our parents work and we do try to accommodate you as much as possible, however, for the health and well being of all children in our care we feel it is vital to maintain a strict wellness policy. We ask for you to please assist by keeping sick children at home.

- **Fever:** Children will be sent home if their temperature is higher than 99.4 (axillary) or 100.4 (orally). Children must be free of fever for at least 24 hours without the use of fever reducing medication before returning to school. The same applies if your child develops a fever at home—they must be fever & medication free for 24 hours before returning to school.
- **Rash:** Any rash other than a common diaper rash or skin irritation will require that child be sent home and evaluated by a doctor. A doctor's note will be required for the child to return unless the rash is gone.
- **Conjunctivitis (pink eye):** Children will be sent home if there appears to be an unusual amount of discharge from or irritation to their eye(s) and must stay home the next day for observation. Before returning to school they will need an evaluation and diagnosis from their doctor in writing of exactly what it is. Conjunctivitis requires 24 hours of treatment and no discharge before returning.
- **Diarrhea:** Children will be sent home if they have two or more loose bowel movements in one day and must stay home the next day for observation. Before returning to school (after the day of observation) children must be free from diarrhea for 24 hours with at least 1 regular bowel movement. If your child has one or more loose bowel movements on their first day back they will again be sent home.
- **Vomiting:** Children will be sent home if they vomit and must stay home the next day for observation. Before returning to school (after the day of observation) children must be symptom free with no vomiting for at least 24 hours.
- **Lice:** Children can return after treatment and must be nit free. The Director or Assistant Director will make an evaluation and determine if the child can be readmitted.
- **Other:** Children must be able to participate in the day's activities. It is at the discretion of the Director and/or Assistant director when a child is unable to stay at the facility.

**Medication:** If at all possible, medication should be administered by a parent at home. Prescription medications must be in their original packaging labeled with the child's name and dosage instructions. They should be brought to the office and a medication administration form must be filled out. **Over the counter medication must be age appropriate.**

**\*If we have two or more children in a class displaying the same symptoms of illness we may increase the time from 24 to 48 hours or follow CDC guidelines on when the child may return to school.**

If you are called to pick up your child, we ask that you arrive within one hour. If you are unable to come, please have arrangements in place for someone else to pick them up. If you are not able to pick up your child within an hour, we reserve the right to charge a fee for additional care provided.

Please sign below indicating your understanding and commitment to adhering to these policies.

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Parent/Guardian Signature

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Date