



Academy / Homeschool Partnership Policy

Pinewood Presbyterian Church believes that each family has the right and responsibility to determine the best methods and/or setting for educating their children. As such, we support families whether they choose to send their children to public school, private school, Christian school, or homeschool.

As a ministry of Pinewood church, Pinewood Christian Academy was established to provide its members with an authentically Christian educational program. Historically, the Academy has partnered with homeschool families to provide access to its excellent resource classes and extra-curricular activities. As the school has grown, it has become necessary to formalize that partnership. This policy is intended to mitigate confusion regarding the participation of homeschooled students in the Academy's programs.

I. Academic Classes

- A. *Academic Classes* are defined as subjects that are part of the core curricula in which Academy students spend time every day.
- B. These subjects include, but are not limited to: Bible, Reading, Language Arts, Spelling, Handwriting, Math, Social Studies, and Science.
- C. Homeschooled families who wish to participate in *Academic Classes* must enroll as full-time students and pay all applicable fees and tuition.

II. Resource Classes

- A. *Resource Classes* are defined as courses that are complementary to the *Academic Classes* in which students spend up to three hours per week including, but not limited to: Art, Music, Library, Technology, Physical Education, and Spanish.
- B. Homeschooled families who wish to participate in the Academy's *Resource Classes* must:
 - 1. Have an application for each child on file in the school office
 - 2. Provide a copy of each child's birth certificate, current year medical examination (Form DH 3040), and evidence of immunizations (Form DH 680; or Form DH 681 for religious exemptions).
 - 3. Provide evidence demonstrating legal custody or guardianship (if applicable)
 - 4. Submit a signed *Homeschool Parent Waiver and Consent Form* at the beginning of the school year
 - 5. Pay in full the prorated fees per child, per class, per semester (*payment is due in full within the first 10 school days of each semester*).

II. Resource Classes (continued)

- C. Homeschooled students attending *Resource Classes* will be subject to all expectations for attendance, attire, behavior, and performance as those who are enrolled full time at the Academy.
- D. Homeschooled students attending *Resource Classes* must be supervised by a parent/guardian at all times when on campus but not under the direct supervision of the Resource teacher(s). *If Resource Classes occur either directly before or after lunch, homeschooled students may interact with Academy students on the playground if, and only if, supervised by a parent / guardian.*
- E. Homeschool families must check in through the main office on days when attending *Resource Classes*. The parent/guardian must wear a visitor's sticker for the duration of their stay on campus.
- F. Homeschooled students may be escorted to classes under the supervision of the classroom teacher of their peers if, and only if, the class is already on its way. For example, a fourth-grade homeschooler may join the fourth-grade class leaving the playground on its way to the *Resource Class*. Otherwise, homeschooled students will be escorted by Academy personnel to the appropriate classroom.
- G. Parents/Guardians of homeschooled students may leave campus during the *Resource Class* if, and only if, none of the family's other homeschooled children are left on campus unsupervised. If the parent/guardian does not return in time for pick-up, the home-schooled child(ren) will be escorted to *Extended Care* and the parent/guardian will be charged applicable rates. **If Extended Care is not provided (i.e. before 11:50 am), the child(ren) will be escorted to the office and the parent / guardian will be charged applicable Extended Care fees.*

III. Extra-Curricular Activities

- A. *Extra-Curricular Activities* are defined as activities that occur after regular school hours and include but are not limited to sports, clubs, programs, etc.
- B. Homeschooled families who wish to participate in the Academy's *Extra-Curricular Activities* must:
 - 1. Provide a copy of a birth certificate, a signed *Homeschool Parent Waiver and Consent Form*, and a current year sports physical (if applicable) for each child. **Additional forms may be required for those participating in sports*
 - 2. Provide evidence demonstrating legal custody or guardianship (if applicable)
 - 3. Pay in full the appropriate fees per child, per activity before participating
- C. Homeschooled students participating in *Extra-Curricular Activities* will be subject to all expectations for attendance, attire, behavior, and performance as those who are enrolled full time at the Academy.

III. Extra-Curricular Activities (continued)

- D. Homeschooled students participating in *Extra-Curricular Activities* must be supervised by a parent/guardian at all times when on campus but not under the direct supervision of the coach(es), teacher(s), or activity sponsor(s).
- E. Parents/Guardians of homeschooled students may leave campus during the *Extra-Curricular Activity* if, and only if, none of the family's other homeschooled children are left on campus unsupervised. If the parent/guardian does not return in time for pick-up, the homeschooled child(ren) will be escorted to *Extended Care* and the parent/guardian will be charged applicable fees.

IV. Class Parties

- A. *Class Parties* are defined as celebrations of birthdays, holidays, or other special occasions that occur on campus (either in the classroom or at the picnic pavilion).
- B. The participation of homeschooled students in *Class Parties* is solely at the discretion of the supervising teacher(s).
- C. If the supervising teacher(s) agree(s) to allow a homeschooled child to participate in a *Class Party*, the parent/guardian of the homeschooled child must help supervise during the party (Safe Care requirements apply).
- D. The family's other homeschooled children may participate in a *Class Party* solely at the discretion of the supervising teacher(s); siblings must be supervised by the parent/guardian at all times.
- E. Homeschool families must check in through the main office when attending *Class Parties*. The parent/guardian must wear a visitor's sticker for the duration of their stay on campus.

V. Field Trips

- A. *Field Trips* are defined as educational activities that take place off campus under the supervision of teachers and parent chaperones.
- B. The participation of homeschooled students in *Field Trips* is solely at the discretion of the supervising teacher(s).
- C. Homeschooled families who wish to participate in Academy *Field Trips* must have a *Homeschool Parent Waiver and Consent Form* on file in the school office.
- D. If the supervising teacher(s) agree to allow a homeschooled child to participate in a *Field Trip*, the parent/guardian of the homeschooled child must volunteer as a chaperone (Safe Care requirements apply).
- E. None of the family's other homeschooled children may participate in the *Field Trip*; arrangements should be made for the supervision of siblings.

V. Field Trips (continued)

- F. Homeschooled students attending *Field Trips* will be subject to all expectations for attire (i.e. khaki bottoms and green polo shirt with embroidered Academy logo) and behavior as those who are enrolled full time at the Academy.
- G. Homeschooled students may NOT participate in over-night *Field Trips* including, but not limited to: Sea World, Kennedy Space Center, Tybee/Jekyll Island, Washington D.C., etc.

VI. Recess & Playground / Gym

- A. The use of the playground and/or gym at Pinewood Presbyterian Church and Pinewood Christian Academy by homeschooled students and/or families during school hours (8:00am – 4:00pm, August 15th – June 5th) is limited to the following:
 - 1. Before and/or after lunch when attending an Academy *Resource Class* and if, and only if, supervised by a parent/guardian.
 - 2. When participating in a *Class Party*, at the discretion of Academy teacher(s), and if, and only if, supervised by a parent/guardian.
 - 3. During *Extra-Curricular Activities* and/or *Extended Care* when supervised by Academy staff.
- B. During school hours, homeschool families must check in through the Academy office and the parent/guardian must wear a visitor's sticker for the duration of their stay on campus.
- C. Any use of the playground or gym outside of school hours must be approved by church staff, as **arrangements may need to be made for accessing the facilities.**

VII. Chapel

- A. *Chapel* is defined as our weekly worship service provided for Academy students, faculty, and staff on Tuesday mornings.
- B. The Academy welcomes any family members of enrolled students to join us for *Chapel* services. Homeschool families are also welcome to join us for *Chapel* services if, and only if, a homeschooled student is enrolled in a *Resource Class* immediately following the *Chapel* service.
- C. Homeschooled students must sit with their parents in the rear of the chapel, with the families of enrolled students.
- D. Homeschooled students may not participate as *Chapel* helpers and/or pledge leaders unless they are enrolled in the Academy's music *Resource Class*.



Homeschool Parent Waiver and Consent Form

As the parent or legal guardian of the child named below, I hereby give my full consent and approval for my home-schooled child to participate in Pinewood Christian Academy activities including, but not limited to Resource Classes, Extra-Curricular Activities (participation in sports requires a separate waiver), Playground Use, and Field Trips.

In addition to giving my full consent for my child's participation, I do hereby waive, release and hold harmless Pinewood Presbyterian Church and/or Pinewood Christian Academy, its officers, coaches and sponsors, supervisors and representatives for any injury that may be suffered by my child in the normal course of participation in the designated activities, whether the result of negligence or any other cause.

Prior Consent and Authorization for Medical Treatment

_____	_____
Name of Student	Activities
_____	_____
Parent/Guardian's <u>Printed Name</u>	Parent/Guardian's Signature

Mother's Cell: _____ Father's Cell: _____

Primary Email: _____

If Parents cannot be reached in an emergency, contact: _____

Relationship to student: _____ Phone number: _____

Physician: _____ Office Number: _____

Dentist: _____ Office Number: _____

Health Insurance Carrier: _____ Policy #: _____

Under the name of: _____ Relationship to Student: _____

Special medications/Allergies: _____

I authorize and consent to any X-ray examination, anesthetic, medical, dental, or surgical diagnosis or treatment, and hospital care which, in the best judgment of a licensed physician or dentist, is deemed advisable. I agree to assume the financial responsibility for expenses incurred as a result of those services provided, including emergency medical transportation.

Parent/Guardian's Signature

Date