

# Coastal Academy

## ADMISSION POLICY AND LIABILITY FORMS 2020-2021

(Please initial and sign all appropriate lines after each section in addition to the end of the document.)

### **MEMBERSHIP AGREEMENT**

*Coastal Academy is a Christian Independent Study Program that provides support to Christian home schooling families.*

Educational Philosophy:

1. Parents Responsibilities: We believe God in His Word has given us the responsibility and authority to educate our children in a godly manner. (Colossians 3:17, Deuteronomy 6:6-8, 11:18-21, Proverbs 22:6, Psalms 1:1-2, Colossians 2:8, and Luke 6:40)
2. Children's maturity and learning readiness: We recognize children mature at different rates and should be taught according to that maturity level and learning readiness. However, we believe God holds us responsible to educate our children in an orderly and systematic fashion. (Deuteronomy 6:6-8)
3. God centered: We refute humanistic thought and actively teach God as the Creator of the Universe and adherence to godly morals and principles of life.

*In order to maintain the integrity of Coastal Academy these basic guidelines for membership in Coastal Academy have been established.*

1. We are in agreement with Coastal Academy's Statement of Faith.
2. We are in regular attendance with a local Christian church.
3. We acknowledge and agree to represent Coastal Academy only as stated in its scope and purpose, -that being a Christian Independent Study Program and a Christian home school support group.
4. We acknowledge and agree to adhere to the policies of Coastal Academy as outlined in the Handbook, Code of Conduct and Discipline Policy.
5. All activities, projects, literature or program sponsored by Coastal Academy and advertised through the newsletter are to be consistent with the scope and purpose of Coastal Academy & pre-approved by the Board of Directors.
6. Each individual member solely determines the degree of participation in activities available through and for members of Coastal Academy. (No minimum participation is required.)
7. We agree to meet our financial obligations and record keeping responsibilities in a timely manner, as outlined in the Coastal Academy Handbook.

*In signing this I/we agree to the above conditions of membership. If at any time I/we no longer accept or meet any or all of the above stated conditions I/we will willingly resign membership to Coastal Academy.*

Initials of Father/Guardian \_\_\_\_\_

Initials of Mother/Guardian \_\_\_\_\_

## **CODE OF CONDUCT (PARENTS)**

Have respect for authority figures at all Coastal Academy functions, whether that is the person in charge of a field trip you're on, a tour guide on an event, the leader of a game at park day, etc. (I Peter 2:13-17; Romans 13:1)

Have an attitude of compassion for the differences, needs or disabilities of others. (Parents, teach children not to be cruel to people who are different from themselves, as so often happens in schools.) (Matthew 7:12; James 2:1-9; Galatians 5:22-23)

Act and speak in a manner worthy of the God who calls you-unkind remarks, profanity, coarse jokes, conversation involving occult or sexual situations or other language unbecoming of a Christian is unacceptable at school functions. Also avoid knowingly wearing gang symbols or colors. (I Thessalonians 2:12; Ephesians 4:1; 5:4)

Even though you may not have a problem with certain behavior or actions within your family, if something may be offensive to someone else, don't do it! Respect the property and landscape of Calvary Assembly of God and those places we are visiting. (Parents, teach children about refraining from some things in a group setting that may be allowed at home. In this category we include things as simple as climbing trees or fences on someone else's property as well as language or joking that may offend.) (I Corinthians 8:7-13; Philippians 2:3-4; Romans 12:17b)

Come to school functions prepared to listen attentively with an attitude of learning. Headphones or other distracting articles or behavior should be avoided. (James 3:13)

The use or possession of alcoholic beverages, tobacco products, e-cigarettes, vape pens, or any simulated smoking product (whether using a nicotine laced product or not.), illegal drugs or weapons are not permitted during any Coastal Academy function. (Noncompliance with this item will result in expulsion.) (Matthew 5:16; Galatians 5:19-21)

Wholesome friendships are encouraged between boys and girls. However, students should look upon one another as brothers and sisters in Christ and refrain from demonstrating personal affection.

Students are to reflect a cooperative and cheerful attitude in all that they do. Excessive complaining or whining as well as refusal to cooperate in school functions shall be grounds for disciplinary action.

*Please initial below to indicate your agreement with the above Code of Conduct.*

*Initials of Father/Guardian* \_\_\_\_\_

*Initials of Mother/Guardian* \_\_\_\_\_

# **BACKGROUND CHECK**

Coastal Academy strongly encourages our parents to be involved with our school classes, activities and special events. In order to protect our children we ask that you answer the following questions.

Mother/Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

Have you ever committed any immoral sexual acts with a minor?    Y    N

Have you been accused of or charged with lewd acts with a minor?    Y    N

May we have permission to check your police record?    Y    N

I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

Mother's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

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Father/Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

Have you ever committed any immoral sexual acts with a minor?    Y    N

Have you been accused of or charged with lewd acts with a minor?    Y    N

May we have permission to check your police record?    Y    N

I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

Father's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

<p><i>Office Use Only:</i> <i>Date/Time Verification run</i></p>
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# **DISCIPLINE POLICY**

In order to provide an orderly and effective Academy Day program for Coastal families, the following disciplinary policies and procedures must be reviewed and signed by both parents.

## **STANDARDS OF CONDUCT**

As teachers and students of Coastal Academy, we represent to those around us our school, the home educating community and most importantly, our Lord Jesus Christ. In recognition of that, we should behave in a manner consistent with the instruction presented in God's Word.

In deference to the parent it is often uncomfortable for the adult in charge of an event to discipline someone else's child. With that in mind, we present these guidelines. Please teach your children the appropriate behavior and attitudes for compliance as well as telling them that the adult in charge of the activity has been delegated by the school (and you) to speak to them about inappropriate behavior.

In order to provide a safe and orderly Academy Day program for Coastal families, the following disciplinary policies and procedures should be carefully read by each enrolling parent, reviewed with each student and signed by both parents prior to enrollment. Refusal to cooperate with the Code of Conduct shall be grounds for disciplinary action

## **PROCEDURES FOR DISCIPLINE**

1. Serious violations of the Code of Conduct which threaten the safety of others, the safety of church property, or which seriously disrupt the classroom will be dealt with immediately according to the fourth disciplinary procedure below.
2. Students committing less serious violations will first be issued a warning, specifying the Code of Conduct, which they have violated and informed then that continuation of the behavior will lead to more serious discipline.
3. Students who continue less serious violations after being warned will be instructed to take a five minute "time out" period in a corner of the room away from other pupils. A warning concerning more serious disciplinary action may be taken at that time.
4. Students who persist in violating the Code of Conduct during or after their "time out" period, or who violate the Code of Conduct in a serious manner, will be escorted by the Director to their parent or guardian. If no co-teacher is available to escort the student, a reliable student may be sent to call for the Director. The problem will be discussed with the parent or guardian and the student will remain under the supervision of the parent or guardian for the duration of the class period. If no parent or guardian is available to take charge of the student, the Academy Director will act in place of the parent. Re-admittance to a later Academy Day classroom session will be allowed only under the condition the student promises cooperation with the Code of Conduct.
5. If the disciplinary action described in procedure #4 above is repeated on the same or a consecutive Academy Day, or if a serious violation occurs such as described in procedure #1 above, a conference between the parent or guardian, the student, the Academy Director, and the teacher shall be held to attempt to alleviate the behavior. Should the conference fail to solve the problem, the student may be subject to dismissal from the Academy Day program.

*Please initial below to indicate your agreement with the above Discipline Policy.*

*Initials of Father/Guardian* \_\_\_\_\_

*Initials of Mother/Guardian* \_\_\_\_\_

# **EDUCATIONAL PHILOSOPHY**

## **THE TASK**

According to the Scriptures, the primary responsibility for the educational development of children rest not upon the state or the church, but upon the parents (Deut. 6:4-9; Psalms 127:3-5; Eph. 6:1-4). In areas where parents lack necessary competence to fulfill this responsibility, they are responsible before God to gain the needed skills or to delegate aspects of their educational responsibility to individuals or organizations, which are to assist them in carrying out their God-given task.

## **THE PROCESS**

In order to be most effective, Christian education must be carefully conceived and diligently implemented. When carried out in the content of the home, this educational process has the distinct advantages of allowing a more creative use of all the available resources for learning, increased flexibility of scheduling and greater individualized instruction than is available in the classroom. Additionally, personalized parental instruction enables students not only to grasp facts, but also to adopt the values and worldview of their parents, who model the Christian lifestyle and belief system before them.

## **THE STUDENT**

Created in the image of God, each student is a unified personality consisting of spiritual, social, and physical aspects. As spiritual, the student is responsible to learn, understand and obey the truth of God's Word and the laws of his creation. As social, the student stands in relationship with others, having moral, intellectual and emotional responsibilities and needs. As physical, the student requires proper rest nutrition and exercise to fully function as God intends.

Because of the fallen nature of the human condition, students are unable to understand clearly God's commandments, apart from the renewing work of salvation. Thus each student needs continuously to be called to repentance and faith in the Lord Jesus Christ that he might be forgiven, restored to a right relationship with God, renewed in his relationship with others, and awakened in his understanding of the world which God has made.

## **THE CURRICULUM**

Curriculum is the organizing medium by which the student, through the educational process, becomes properly oriented to God, to others and to the world for effective living. While Coastal Academy provides assistance in choosing curriculum materials, it does not endorse any one particular curriculum, leaving that responsibility to the parent-teacher. It may be purchased from a reputable supplier, parent-designed or may be a combination of both. A properly balanced curriculum should include the following subject areas:

- Bible
- Mathematics
- Social Studies
- Science
- Language Arts
- Fine Arts
- Physical Education

## **THE BIBLE**

As God's infallible standard of living, the Bible's teaching should not only be included in the student's course content, but should furnish the philosophical foundation and framework for the study of every subject. Education which is truly Christian sees the truth of God in every fact of the universe and seeks to correlate that truth as discovered in creation with truth revealed in the Word of God. The Bible and Christian training should not only be included in the course content, but should furnish the orientation and philosophical framework for the study of every subject. While the curriculum may ordinarily be the primary means utilized by the parent/teacher in education, effective learning can and should take place in a variety of environments, using a variety of methods.

*I hereby certify that I heartily affirm and agree to the above Educational Philosophy, which will form my basis for my child's education in conjunction, with Coastal Academy.*

*Initials of Father/Guardian* \_\_\_\_\_

*Initials of Mother/Guardian* \_\_\_\_\_

# RELEASE OF LIABILITY

As a Christian group, Coastal Academy seeks to follow the biblical mandate that disallows bringing charges against Christian brothers in civil courts. We also seek to be good stewards of the resources and blessings the Lord has provided. Our group has never had an instance of injury or damages being charged to the group. Yet we believe it is best to be sure the all members understand our position prior to any mishaps.

We are a loosely organized, not for profit, group of Christian families. Neither our group nor its leaders, nor its members are liable for any injuries or damages, whether connected with a Coastal Academy event or not.

At every event, parents are responsible for their own children. Children are not allowed to attend any function without a parent. Occasionally a member will desire to send his/her child to an activity with another adult member. This practice is discouraged, yet because we understand that occasionally the parent must remain home because of illness in the family, pregnancy, etc., and because of the family-like nature of our group, we do not prohibit it under all circumstances. In any case, no child is allowed to attend any event without being accompanied by and supervised by his own parent, or in special cases, accompanied by and supervised by an adult member designated by that child's parent to take complete responsibility for him. We suggest that if you find it necessary to send your child to an event with another adult, it be one who is comfortable enough with your child to correct him if necessary.

Any special guests (grandparents, relatives, out-of-town friends, etc.) who accompany members to any event are under the sole responsibility of that member for behavior, damages, injuries, etc.

It is expected that any member or his child or guest who damages property or who causes injury, either willfully or through neglect, will take personal responsibility for his actions. Our group will not be involved in any way in such situations. Any person, whether a member or not, who has such a claim will be directed to discuss the offense individually with the party he believes to be responsible. The outcome of such a problem is out of the realm of this group's responsibility. If the parties cannot handle such disputes individually, we will expect that they follow the guidelines of Matthew 18 through their own churches and church leadership.

In the remote event of a catastrophe injuring members while at a group event, we require a MEDICAL RELEASE form for each child to be signed and on file (one copy with the secretary and one in the field trip/event packet which we will attempt to have on hand at every event). No child may participate in any activity without such a form being filled out and signed by the child's parent/guardian first.

*Special Release: I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending Coastal Academy programming and that such exposure or infection may result in severe illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at Coastal Academy programming may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Coastal Academy volunteers, and program participants and their families. On my behalf, and on behalf of my child(ren), I hereby release, covenant not to sue, and hold harmless Coastal Academy and its representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating to a possible infection.*

I have read the above and agree to hold Coastal Academy and/or its leaders harmless in the event of any damages or injuries to me, to my children, or to my property.

*Initials of Father/Guardian*\_\_\_\_\_

*Initials of Mother/Guardian*\_\_\_\_\_

# **STATEMENT OF FAITH**

Families enrolled in Coastal Academy's program are asked to affirm the following Statement of Faith, which summarizes the most fundamental beliefs of the church:

The Bible to be the inspired and infallible Word of God and constitutes completed and final revelation. The Bible, in its original autograph, is without error in whole and in part including theological concepts as well as geographical and historical details.

God has existed from all eternity in three persons: God the Father, God the Son and God the Holy Spirit. Jesus Christ was God in human flesh being fully God and Fully man except without sin.

All men are in violation of God's righteous requirements and His holy character both by nature and act; and are therefore under His wrath and just condemnation. The central purpose for the coming of Jesus Christ was to pay the penalty for man's sin through His substitutionary death on the cross—the successful accomplishment of which was attested to by His subsequent visible, bodily resurrection.

Salvation is offered as a gift; free to the sinner. This gift must be responded to in individual faith, and not trusting in any personal works whatsoever, but the sacrificial death of Jesus Christ.

*I hereby certify that I heartily affirm and agree to the above Statement of Faith.*

*Initials of Father/Guardian* \_\_\_\_\_

*Initials of Mother/Guardian* \_\_\_\_\_

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# **MEDIA RELEASE**

Family Members (parents and children)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

**MEDIA RELEASE (CONT.)**

Please check one of the boxes below.

- I give my permission for photographs or video images of my family members listed above to be used by Coastal Academy for the following items: (please check which ones)
  - Printed materials: Brochures (only images, no identifying names) and yearbook
  - Website (only images no identifying names)
  - Facebook Page (public)
  - Facebook Group (secret, invited members only)
  - Instagram account (public)

- I do not give my permission for photographs or video images of my family members listed above to be used by Coastal Academy.

*Initials of Father/Guardian* \_\_\_\_\_

*Initials of Mother/Guardian* \_\_\_\_\_

**EDUCATIONAL BACKGROUND OF TEACHERS**

*The State of California requires that we maintain a record of the educational background of our teachers.*

**Formal Education:** *(Fill in the number of years completed)*

\_\_\_\_\_ High School  
 \_\_\_\_\_ College  
 \_\_\_\_\_ Other \_\_\_\_\_

**Teacher Experience:** *(For example: Sunday School Teacher, Brownie Leader, Sports Coach, etc.)*

\_\_\_\_\_

\_\_\_\_\_

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*Initials of Father/Guardian* \_\_\_\_\_

*Initials of Mother/Guardian* \_\_\_\_\_



# IEP/SPECIAL NEEDS POLICY

Pursuant to the IDEA Act of 1997, it is highly recommended that any child who is working academically two or more years below his/her grade level in any subject have an Individualized Education Plan (IEP).

Lion & Lamb Publications has designed a plan called the Individualized Student Education Plan (ISEP) for homeschooled students. The booklet costs \$40.00 and includes all necessary forms, detailed samples and instructions, along with a list of resources. Coastal Academy has a copy for viewing purposes.

If a student is transferring to Coastal Academy with an IEP, the parent is required to sign a form to release the public school's responsibility for that IEP. We also require a copy of the request form for our records.

## **Testing**

To accurately assess the child's needs, testing for those students needing an IEP is advisable. Sources for outside testing can be obtained from the Coastal Academy office. Parents may also evaluate their own children. Copies of tests are required for the student's cumulative file.

It is the parents' responsibility to inform Coastal Academy if any of their children are working **at two or more years below** their grade level in any subject. Parents not meeting their child's special needs could be charged with educational neglect.

*I have read and understand Coastal Academy's IEP/Special Needs Policy. If my child is working at two or more years below their grade level in any subject, I will inform Coastal Academy.*

*Initials of Father/Guardian* \_\_\_\_\_

*Initials of Mother/Guardian* \_\_\_\_\_

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Complete signatures below acknowledge agreement with all of Coastal Academy's Policies and Procedures.

*Signature of Father/Guardian* \_\_\_\_\_ *Date* \_\_\_\_\_

*Signature of Mother/Guardian* \_\_\_\_\_ *Date* \_\_\_\_\_