



GLENOAKS CHRISTIAN SCHOOLS

A ministry of the First United Methodist Church of San Fernando

School Office Hours: 8:00 – 4:00 PM

SUMMER SCHOOL 2024: GENERAL POLICY STATEMENT

TUITION & FEES *All tuition and payments are non-transferable and non-refundable.*

- The summer school registration fee is **\$150 before June 6th and \$175 after.**
- All parents and students must enter and exit through the office
- The school reserves the right to cancel enrollment for any child for unpaid tuition, effective the first day of the following week.
- Tuition will not be prorated for any excused or unexcused absences.
- Tuition payments are due Monday morning of the week they are attending. We highly encourage you to pay in advance.
- “Friday Fun Day” activities are not included with tuition price and will vary by week.
Late Payment Fee (paid anytime after Monday): \$10.00 Returned Check Fee: \$35.00

GLENOAKS STUDENTS

	<i>Regular Day Program (9:00 a.m. – 3:00 p.m.)</i>	<i>Full Day Program with before and after school daycare (7:00 a.m. – 6:00 p.m.)</i>
1 st child	\$170.00 per week	\$200.00 per week
2 nd child	\$145.00 per week	\$175.00 per week
3 rd child	\$120.00 per week	\$150.00 per week

NON-GLENOAKS STUDENTS

	<i>Regular Day Program (9:00 a.m. – 3:00 p.m.)</i>	<i>Full Day Program with before and after school daycare (7:00 a.m. – 6:00 p.m.)</i>
1 st child	\$190.00 per week	\$220.00 per week
2 nd child	\$165.00 per week	\$195.00 per week
3 rd child	\$140.00 per week	\$170.00 per week

SAMPLE DAILY SCHEDULE *(subject to change)*

7:00 - 9:00	Morning Daycare <i>(available with full day option)</i>
9:00 - 10:30	Language Arts & Math
10:30 - 11:00	Recess
11:00 - 12:15	Math & Science
12:15 - 1:00	Lunch
1:00 - 3:00	Fun Enrichment Activities
3:00 - 6:00	After School Daycare <i>(available with full day option)</i>

***Wednesday:** Chapel

***Friday:** Field Trips

DRESS CODE

All students must adhere to the dress code while on school grounds and at school related functions. Any violation will be addressed immediately at the discretion of the staff.

- NO baggy or oversized clothing including pants, shorts, belts, shirts, etc. Belts may not hang down from the waist. Pants must be the size of the natural waist.
- NO excessive jewelry such as dangling or large hooped earrings, and/or chains.
- NO articles of clothing with inappropriate writings, advertisements, pictures or insignias.
- NO tube tops or crop tops, stomach must be covered.
- NO open-toe shoes or high heels.
- On water activity days or field trips, girls may not wear bikinis and boys must wear a swim shirt. No zippers, hard plastic buttons or dangling strings. Water shoes are mandatory and you must bring your own towel and sunscreen.

CONDUCT/BEHAVIOR

We expect every student, parent, and guardian to demonstrate good citizenship and Christian values while they are on campus. Gossip, bad language, argumentative tone of voice or behavior, and/or any act of aggression, rough-housing, and bullying will not be accepted. The school reserves the right to cancel enrollment at any time if proper behavior is not maintained and **any payments collected will be non-transferrable and non-refundable.**

- Be respectful at all times to staff and peers.
- Adhere to the teacher's classroom and the school's policies. (Refer to the Parent-Student Handbook available at www.GlenoaksSchools.com)
- Usage of inappropriate language, hitting, pushing, or bullying is prohibited.
- Parents of the student will assume all financial responsibilities for vandalism, theft, and destruction of property caused by the student.

Glenoaks Christian School makes every effort to redirect the students to learn from their mistakes and make better choices in the future. Students at fault will be given appropriate consequences as an opportunity for them to reflect. **Serious offenses may result in immediate suspension or expulsion without prior warning. All disciplinary actions will be finalized at the discretion of the principal.**

- 1st offense: Warning/Pink Slip – benched during recess
- 2nd offense: Office Referral/Contact Parent/Guardian
- 3rd offense: Suspension/Expulsion

CHILD PICK UP

Adults 18 years and older must be on the emergency card to pick up students. The school cannot release any child to an unauthorized person without verbal authorization from the guardian. Students are not permitted to leave campus or walk home alone. If the child is not picked up from school on time, they will be taken to daycare. Daily daycare will be available at the rate of **\$10** per hour or portion thereof. It is available from **7:00 a.m. – 9:00 a.m.** and **3:00 p.m. - 6:00 p.m.** Any child picked up after **6:00 p.m.** will be charged **\$2** per minute and is due at the time of pickup.

ILLNESS

Parents assume the responsibility of notifying the school of any communicable diseases (i.e cold, flu, lice, pink eye, covid, etc.) and will keep their child at home until fully recovered. Parents will be contacted to pick up their child when the student has a fever of 100.0 degrees or higher, has active or inactive lice or nits, or vomits. Glenoaks Christian School enforces a “no-nit” and “no-lice” policy. Students will be readmitted to school only after they have been checked by school office personnel and have found to be free of head lice, nits, and/or eggs.

ELECTRONIC DEVICES

Students are allowed to bring personal electronic devices (i.e. phones, tablets, gaming systems, etc.) to school. However, they must be turned off and left in backpacks during classroom time unless given permission from the teacher. If any are used, seen, or heard during the school day, they will be confiscated and kept in the possession of the administration. It is the responsibility of the parent/guardian to reclaim them from the office.

The school has a zero tolerance policy for any inappropriate use of electronic items. We are also not responsible for any lost, stolen or damaged items.

MEDIA CONSENT

By registering your child you are consenting to: PG movies being shown in and out of the classrooms, internet use on personal and school owned devices, and photography and or videography for various reasons including but not limited to school projects, social media posts, and bulletin boards inside and outside the classroom.

SNACKS & LUNCHESES

Snacks may be brought from home or purchased from our “Student Store” during morning recess and 15 minutes after school. Most items in our “Student Store” are one dollar. Payments can be made by the student in the store with cash or adults can purchase a “Snack Card” from the front office with cash, check or card. “Snack Cards” are available in increments of \$5 each, and will be marked off as it is used.

Students will need to bring their lunches from home or have one dropped off or delivered before noon. We are not able to refrigerate or heat up any items.

On Fridays, we will offer an optional hot lunch option. Domino’s pizza will be ordered, and students can pick between cheese and pepperoni. All orders need to be placed the day before. Pizza lunches are **\$6** and only available on Fridays.

If your child does not have lunch, an emergency lunch will automatically be given to them (uncrustable, cup-of-noodles or easy mac with a juice and chips) at the cost of \$10.00, which is due at time of pick up.

SUGGESTED SUPPLIES NEEDED

Students will be responsible to bring their own supplies to school. The school will be not responsible for any lost or stolen supplies, so be sure to label each of them. Parents will assume financial responsibility if any assigned textbooks or equipment is damaged, lost, or stolen. *Supplies may vary by class.*

- 1 - Backpack
- 1 - Plastic Pencil Case
- 3 - Pencils
- 1 - Erasers
- 1 - Crayons/Color Pencil Set
- 1 - Markers Set
- 4 - Glue Sticks
- 1 - Scissors
- 1 – Wide Ruled Spiral Notebook



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Student Name: _____ Birthdate: ____/____/____ Gender: **M** or **F**

Current School: _____ Grade Completed: _____

Home Address: _____

Any Allergies/Medication: _____

Guardian #1 : _____ Relationship: _____

Cell Phone: (_____) _____ - _____ Work/Home Phone: (_____) _____ - _____

Email Address: _____

Guardian #2 : _____ Relationship: _____

Cell Phone: (_____) _____ - _____ Work/Home Phone: (_____) _____ - _____

Email Address: _____

Please check all the weeks you plan to attend.

- | | | |
|-------------------------------------|-----------------------------------|-----------------------------------|
| _____ Week 1* (6/17 - 6/21) | _____ Week 4 (7/08 - 7/12) | _____ Week 7 (7/29 - 8/02) |
| _____ Week 2 (6/24 - 6/28) | _____ Week 5 (7/15 - 7/19) | _____ Week 8 (8/05 - 8/09) |
| _____ Week 3** (7/01 - 7/05) | _____ Week 6 (7/22 - 7/26) | _____ Week 9 (8/12 - 8/16) |

**School will be closed on Wednesday, June 19th for Juneteenth*

*** School will be closed on Thursday, July 4th for Independence Day*

Emergency Contact Information

Besides Guardian 1 & 2

Name: _____ Cell Phone: _____

Relationship: _____ Home/Work Phone: _____

Name: _____ Cell Phone: _____

Relationship: _____ Home/Work Phone: _____

Name: _____ Cell Phone: _____

Relationship: _____ Home/Work Phone: _____

Medical Treatment Information

In the event of an emergency, and I cannot be reached, I give the staff at Glenoaks Christian School permission to seek medical treatment and arrange for emergency transportation to a nearby hospital for my child. I understand that the school does not assume any responsibility for any financial obligation due to a medical emergency.

Physician Name: _____ Phone: _____

Address: _____ City: _____ Zip: _____

I authorize Glenoaks Christian School staff to apply **sunscreen** on my child(ren) for outdoor activities for the duration of Summer School. School does not provide sunscreen and it is the sole responsibility of the parent to do so. Glenoaks Christian Elementary is not responsible for any sunburns or related problems due to sun exposures.

Yes!

No. (By checking "NO," it is the sole responsibility of the parent/guardian to provide and administer sun protection during the outdoor activities.)

Acknowledge Form

I have read and understand the Glenoaks Christian Schools Summer Camp's General Policy Statement. I will comply with its content and agree to the policies in the Parent-Student Handbook, available on the school's website, www.GlenoaksSchools.com.

*We understand that this agreement includes any changes of policy. We understand that we may be asked to withdraw our child(ren) from the school, or our child(ren) may not be invited to return the following year, if we fail to fulfill our responsibilities under this agreement. **Any payments collected will be non-transferrable and non-refundable.***

Guardian Name: _____ Relationship: _____

Guardian Signature: _____ Date: _____

*** office use *** Glenoaks Student: Yes No Full Day ____ Reg. Day ____ Starting Date _____
Registration: \$ _____ Payment: Cash ____ Credit Card: _____ Check: # _____