

# Shore Christian Academy

11624 Occohannock Road

Exmore, VA 23350

(757) 442-9791

shorechristianacademy@verizon.net

www.shorechristianacademy.org



Dear Parent,

Thank you for your interest in Shore Christian Academy. We thank the Lord for the opportunity to serve your family. We feel a responsibility to help parents by teaching the mind and reaching the heart of each student for Jesus Christ with our emphasis being placed on spiritual growth and the basics of education.

We provide an affordable, quality Christian education in a Christ centered environment to children aged four through 8<sup>th</sup> grade. School hours are from 8:00 am – 3:15 pm with “Before School” and “After School” care available. Our academics are based on a strong phonics program, which produces early readers, and a mathematics program that provides an excellent foundation. Our curriculum, published primarily by Abeka Books, is thoroughly Christian in philosophy. Other attributes include a weekly Chapel Service and time for indoor/outdoor play included in the daily routine.

SCA offers small class sizes, so parents are encouraged to register early, as it is possible that classes will become full. We will “reserve” space for returning students and their siblings through March 31, 2022. **Openings will be made available to new students beginning April 1, 2022.**

If you would like to begin the application process, please complete the required forms in this packet and return them with the non-refundable registration fee. Families registering before March 31, 2022, will receive a 50% discount on the \$150 registration fee. Upon receipt of all forms and fees, a date of entrance testing will be scheduled.

#### Required Forms for New Students:

- A copy of the student’s birth certificate
- A copy of the Virginia School Entrance Health Form
- A copy of the student’s immunization record, included on the Entrance Health Form
- All SCA forms, including signed Enrollment Contract (Please read in entirety)
- A copy of the student’s transcripts and/or prior testing from all schools attended
- Registration/Application Fee and Testing Fee

“Back To School” night is scheduled for August 25, 2022, at 5:30pm and it is **required that at least one parent attend this meeting with the teacher, or a request in writing will need to be made by August 12, 2022 to the school office and will require School Board approval. It is very important that you meet with your child’s teacher to know the classroom routine and protocols.**

Thank you again for your inquiry. May God bless you as you prayerfully consider this very important decision concerning your precious child. Please call our office if we can be of any service to you.

Sincerely,

Diane Lange  
Administrator

Shore Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities made available to the students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies and other school-administered programs.

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## 2022-2023 Tuition Information

### Registration:

A non-refundable fee must accompany the application before registration is complete.

**\$150**

Registrations completed before March 31, 2022, will receive a 50% reduced rate.

Pre-K & Kindergarten	\$4500.00	
Elementary (1 <sup>st</sup> -6 <sup>th</sup> )	\$5100.00	
Upper School (7 <sup>th</sup> -8 <sup>th</sup> )	\$5650.00	
Before School (7:15-8:00 am)	\$600.00/Year	\$5.00/Day
After School (3:30-5:30pm)	\$950.00/Year	\$10.00/Day

(Please note that daily "Before and After School Care" may not be available without 48 hours prior notice due to faculty to student ratio policies.)

Entrance Testing (New Students) **\$50.00**

**Discount:** Families with 3 or more students enrolled in the school will receive a 10% discount on tuition only.

### Tuition and Fee Payment Guidelines:

- Tuition payments may be made for 11 months beginning on August 1<sup>st</sup> and with the last payment due June 1<sup>st</sup>. These payments are offered at 0% interest, due on the first of each month. To calculate monthly payment: Add the Tuition and After/Before School (if applicable), divide by 11 monthly payments.
- Payments received after the 10<sup>th</sup> of the month are late and accessed with an additional \$25 fee. This fee will be strictly adhered to.
- A \$20 fee will be charged for all returned checks.
- Should an account become 45 days in arrears, the student may be prohibited from attending classes unless or until payment is made or a written agreement is signed by the school board and the person financially responsible.
- All accounts in arrears including late fees must be paid in order to receive the final report card and/or to re-enroll the next year.

**Financial Aid Information:** SCA has limited financial aid available through our "Candy Farlow Fund". Families interested in applying for financial aid should contact the school office for the application forms and deadline information.

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# 2022-2023 Shore Christian Academy Student Application

## Student Information:

Grade Requested: \_\_\_\_\_

Name: \_\_\_\_\_

Last

First

Middle

Name Student Goes By

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

Street Address \_\_\_\_\_ City \_\_\_\_\_

Age \_\_\_\_\_ Sex \_\_\_\_\_ Birth Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ SS# \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Race \_\_\_\_\_

Home Phone # \_\_\_\_\_ Student Cell # (If Applicable) \_\_\_\_\_

Student Email Address (If Applicable) \_\_\_\_\_

Previous School \_\_\_\_\_ Grade \_\_\_\_\_

With whom does the student live? (Circle one) Father Mother Both Other \_\_\_\_\_

**(Need copy of legal custody papers if student is living with one parent)**

Siblings

Birth Date

\_\_\_\_\_

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

\_\_\_\_\_

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

\_\_\_\_\_

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Parent Information:

**Please use check boxes to indicate preferred method for receiving emergency alerts issued by the school.**

Mother's Name \_\_\_\_\_ Hm #  \_\_\_\_\_ Cell #  \_\_\_\_\_

Address (if different from student's) \_\_\_\_\_

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

Email  \_\_\_\_\_

Employer: \_\_\_\_\_ Work #  \_\_\_\_\_

Father's Name \_\_\_\_\_ Hm #  \_\_\_\_\_ Cell #  \_\_\_\_\_

Address (if different from student's) \_\_\_\_\_

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

Email  \_\_\_\_\_

Employer: \_\_\_\_\_ Work #  \_\_\_\_\_

If the student lives with a stepparent, please list the stepparent's name (if not already listed above as father or mother)

Stepmom Name \_\_\_\_\_ Cell #  \_\_\_\_\_

Stepdad Name \_\_\_\_\_ Cell #  \_\_\_\_\_

## Emergency/Medical Information:

Emergency Contact (Other than parent) \_\_\_\_\_

Hm #  \_\_\_\_\_ Cell #  \_\_\_\_\_ Work #  \_\_\_\_\_

Family Physician \_\_\_\_\_ Office Phone \_\_\_\_\_

Allergies \_\_\_\_\_

Medicines/Dosages \_\_\_\_\_

**Prescriptions Require a Doctor's Note**

Other Important Medical Information Concerning Your Child (Please use additional paper as needed) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**OVER >**

List additional people (not parent or emergency contact) who may pick your child up from school

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Home # \_\_\_\_\_ Cell # \_\_\_\_\_  
Name \_\_\_\_\_ Relationship \_\_\_\_\_ Home # \_\_\_\_\_ Cell # \_\_\_\_\_  
Name \_\_\_\_\_ Relationship \_\_\_\_\_ Home # \_\_\_\_\_ Cell # \_\_\_\_\_  
Name \_\_\_\_\_ Relationship \_\_\_\_\_ Home # \_\_\_\_\_ Cell # \_\_\_\_\_

**Special or legal circumstances should be discussed with your child’s teacher and the school office.**

**Grandparent’s Information:** Please use additional paper as needed

Maternal \_\_\_\_\_ Hm # \_\_\_\_\_ Cell # \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Email \_\_\_\_\_

Paternal \_\_\_\_\_ Hm # \_\_\_\_\_ Cell # \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Email \_\_\_\_\_

**Church Information:**

Is your family active in a local church? \_\_\_\_\_ If yes, name of church \_\_\_\_\_

**Other school information:**

Will your student require Before School Care?      Yes                      Occasionally              No  
Will your student require After School Care?      Yes                      Occasionally              No

\*\*\*\*\*  
**Financial Obligation:**

Who is the person(s) financially responsible for the tuition? \_\_\_\_\_

I understand my financial obligation to Shore Christian Academy. I understand that the application fee is non-refundable. I understand that Shore Christian Academy will collect all monies owed to the school before any records will be released for student transfer.

I will make my payment: \_\_\_\_\_ Yearly    \_\_\_\_\_ Monthly (11 months from August 1<sup>st</sup> – June 1<sup>st</sup>)

**Discipline:**

I agree that I have read the school’s handbook with my child and will cooperate with the school’s written and stated policies. I understand that I hereby authorize Shore Christian Academy to employ such discipline as seems wise and expedient for my child in accordance with Christian Principles and the school handbook.

**Parent’s Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent’s Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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# STOP!

The following page contains  
**a legal contract that is binding**  
once signed by you and the School Board.  
By signing it, you are stating that you  
**have fully read and fully understand**  
its contents.

2022-2023

Shore Christian Academy

Pre-K – 8<sup>th</sup> Enrollment Contract

**THIS IS A LEGALLY BINDING CONTRACT**

Shore Christian Academy and \_\_\_\_\_ (referred to herein as “Parents” even though only one parent may be signing and even though a guardian may be signing) agree that \_\_\_\_\_ (referred to herein as “Student”) will enroll at Shore Christian Academy and further agree as follows:

**1. Payment of Tuition**

The Parents agree to pay and be jointly and severally liable (if more than one signing) for the following tuition and fees for the 2022-2023 school year:

Tuition (Books & Materials) for Grade _____	\$ _____
Fees for Before School Care	\$ _____
Fees for After School Care	\$ _____
Discount (3 Students 10%)	- \$ _____
Total	\$ _____

The Parents can pay the full amount either before the first day of school or make eleven equal payments due by the first of each month from August of 2022 through June of 2023. **The Parents agree that they are fully liable for this full amount after both parties have signed the contract even if the Parent or Legal Guardian change their mind regarding attendance, the student fails to complete the school year due to illness, dismissal or for any other reason.**

**2. Default**

If the Parents fail to pay tuition and fees when due they are in default and a late fee of \$25.00 will be applied in addition to the amount due. Should an account become 45 days in arrears, the student may be prohibited from attending classes unless or until payment is made or a written agreement is signed by the School Board and the person financially responsible and the Parents agree that they will be liable for all collection costs, including attorney’s fees. The school may hold any and all Student’s records including Report Cards.

**3. Student Conduct**

The Parents agree that they have reviewed the Shore Christian Academy Student Handbook and that the Student and the Parents shall follow and support all of the rules and principles set forth herein. The Parents acknowledge that the student is subject to dismissal for failure to follow the rules and principles set forth in the handbook and that if the student is dismissed for this reason the Parents will still be liable for the full amount of tuition as set forth herein.

**OVER >**

4. **Miscellaneous-Medical Release/Use of Photograph/Field Trips**

The Parents agree that Shore Christian Academy can obtain emergency medical treatment for the Student if the Parents cannot be reached. The Parents agree that Shore Christian Academy can use images or videos of the Student as it deems appropriate. The Parents grant permission for the Student to take field trips (meaning off-campus trips).

5. **Modification**

The Parents and Shore Christian Academy agree that this Enrollment Contract can only be modified by a writing signed by all parties.

## THIS IS A LEGALLY BINDING CONTRACT

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Name and signature of person paying tuition if other than parent:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY-Shore Christian Academy**

By: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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# Shore Christian Academy

## Guidelines for Pre-K and Kindergarten Students 2022-2023

**ONLY COMPLETE THIS FORM IF YOUR CHILD IS ENTERING PRE-K OR KINDERGARTEN!**

The Pre-K, and Kindergarten programs at Shore Christian Academy are accelerated programs. The children will receive spiritual training in Bible songs and stories. They learn names, sounds, and pictures of all letters of the alphabet, counting, and recognizing numbers. They also enjoy a variety of circle time activities including weather, calendar, language development, music, and art. The children enjoy a morning snack, a period of outside recess and/or indoor playtime and eat a packed lunch from home or school lunch with the class.

Each year parents ask us, "How will I know if my child is ready to enter the Pre-K or Kindergarten program at Shore Christian Academy?" We offer parents a simple checklist to help them to know if their child is ready to begin the program. To make the best decision for your child here are some guidelines to consider:

1. All children **must be toilet trained** and able to handle restroom activities alone. The children shall be able to care for their own clothing.
2. The children shall be able to **sit and listen** for 15 to 20 minutes at a time, without being easily distracted.
3. Each child must be able to express himself/herself in order to **communicate** his/her needs and answer any questions his/her teacher may ask.
4. The children shall be ready for a **structured atmosphere** with their classmates.
5. The child shall be of admittance age by September 30, 2022, to enter the program at our school. (For Pre-K they must be 4 years old, and Kindergarten must be 5 years old)

The program is focused on age-appropriate material and arranged within a structured schedule in a Christ-centered environment. **The day does not consist of mostly free playtime but rather learning time presented in a fun and exciting way.** The teachers at SCA are warm and friendly as they try to provide love and special attention to the needs of each child.

It is very important that each parent evaluate the needs of your child. The first year of school should be a memorable one. Some children may be ready for the challenge of a structured yet exciting environment. Other children may benefit from the continued care they are currently receiving while waiting another year before becoming more independent. If you have any questions, please contact the school office at 757-442-9791.

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By signing and dating this document, I am attesting that I have read and understand the student guidelines, stated above, regarding the required skills of the Pre-K3, Pre-K and Kindergarten students at Shore Christian Academy. I further understand that by signing this document, I am stating that my child meets these said required skills. In the event that my child cannot perform these said required skills, I am fully aware that I will be fully responsible for the entire tuition fee for the school year and any fees that SCA incurs in retrieving these said fees.

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Signature of Parent

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Date

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Signature of Parent

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Date

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# Shore Christian Academy

## Parent Agreement 2022-2023

I **have read** the student handbook and agree to cooperate fully with the faculty, staff, and administration of Shore Christian Academy. I agree that SCA should maintain its objective of providing a thoroughly Christian education and should show evidence of that in policies for academic work, student behavior, and all relationships with students, employees, school families, churches, and communities.

I will cooperate with Shore Christian Academy in the following ways:

6. I will support school policies and rules as stated in the student handbook, and encourage my children to do so by attitude, word, and deed. If concerns should arise, I will speak directly to the teacher or staff member responsible.
7. I understand my financial responsibility concerning the dates and amounts to be paid. Payments received after the tenth of the month are late and are assessed an additional \$25 fee. I understand that if my account is 45 days in arrears, my child may be prohibited from attending classes unless or until payment is made or a written agreement is signed by the School Board and the person financially responsible. I understand that if my child is withdrawn or removed from the school, I will still be liable for the full tuition and any fees incurred by SCA to retrieve these said fees.
8. I give my consent for discipline to be administered as outlined in the school student discipline policy, which the faculty and administration considers wise and appropriate for my child in accordance with Christian principles and the school handbook. I will encourage my child to abide by the discipline plans established by the teacher in his or her classroom.
9. I give Shore Christian Academy, its staff, faculty, and administration permission to determine in my absence, and for the welfare of my child, the best method of treatment in the event my child is hurt or becomes incapacitated in any way. I agree also to indemnify Shore Christian Academy and all its agents harmless for any action taken to ensure the welfare of my child. I agree to pay all medical expenses incurred by my child in such an event.
10. I will regularly pray for the needs of the school, my child's teacher, and the school administration.

I acknowledge and verify that all the information provided is accurate and complete to the best of my knowledge.

---

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

### **Questions for Parents of New Students:**

Please answer the following questions and attach them to the Parent Agreement.

1. How did you hear about Shore Christian Academy?
2. Why do you want your child to attend Shore Christian Academy?

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## School Transcript and Records Release

### For:

Student's Name: \_\_\_\_\_

Birthday: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### To:

School: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

### Attention School Registrar:

Please forward the following records:

- \_\_\_\_\_ Transcript/Cumulative File
- \_\_\_\_\_ Standardized Test Results
- \_\_\_\_\_ Explanation of your grading system
- \_\_\_\_\_ Health records/birth certificate

**Thank you for your cooperation.**

### Forward Information To:

Shore Christian Academy  
11624 Occohannock Road  
Exmore, VA 23350

Phone: 757-442-9791  
Fax: 757-442-3998

### Parent Permission:

I hereby give my consent to the release of my child's records to Shore Christian Academy.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

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**Please complete the  
School Entrance Health Form  
which can be found on our website  
[www.shorechristianacademy.org](http://www.shorechristianacademy.org)**

**Under the “School Life” tab, under “Forms”**



## SCHOOL & DAY CARE MINIMUM IMMUNIZATION REQUIREMENTS

Documentary proof shall be provided of adequate age-appropriate immunization with the prescribed number of doses of vaccine indicated below for attendance at a public or private elementary, middle or secondary school, childcare center, nursery school, family day care home or developmental center. Vaccines must be administered in accordance with the harmonized schedule of the Centers for Disease Control and Prevention, American Academy of Pediatrics, and American Academy of Family Physicians and must be administered within spacing and age requirements (available at <https://www.vdh.virginia.gov/immunization/immunization-manual/acip/>). **Children vaccinated in accordance with either the current harmonized schedule or the harmonized catch-up schedules (including meeting all minimum age and interval requirements) are considered to be appropriately immunized for school attendance. (See “Supplemental Guidance for School-required Vaccines” for additional information.)**

**Diphtheria, Tetanus, & Pertussis (DTaP, DTP, or Tdap)** - A minimum of 4 properly spaced doses. A child must have at least one dose of DTaP or DTP vaccine on or after the fourth birthday. DT (Diphtheria, Tetanus) vaccine is required for children who are medically exempt from the pertussis containing vaccine (DTaP or DTP). Adult Td is required for children 7 years of age and older who do not meet the minimum requirements for tetanus and diphtheria. Effective A booster dose of Tdap vaccine is required for all children entering the 7th grade.

**Meningococcal Conjugate (MenACWY) Vaccine** - Effective July 1, 2021, a minimum of 2 doses of MenACWY vaccine. The first dose should be administered prior to entering 7th grade. The final dose should be administered prior to entering 12th grade.

**Human Papillomavirus (HPV) Vaccine** - Effective July 1, 2021, a complete series of 2 doses of HPV vaccine is required for students entering the 7th grade. The first dose shall be administered before the child enters the 7th grade. After reviewing educational materials approved by the Board of Health, the parent or guardian, at the parents or guardians' sole discretion, may elect for the child not to receive the HPV vaccine.

**Hepatitis B Vaccine** - A complete series of 3 properly spaced doses of hepatitis B vaccine is required for all children. However, the FDA has approved a 2-dose schedule ONLY for adolescents 11-15 years of age AND ONLY when the Merck Brand (RECOMBIVAX HB) Adult Formulation Hepatitis B Vaccine is used. If the 2-dose schedule is used for adolescents 11-15 years of age it must be clearly documented on the school form.

**Measles, Mumps, & Rubella (MMR) Vaccine** - A minimum of 2 measles, 2 mumps, and 1 rubella. (Most children receive 2 doses of each because the vaccine usually administered is the combination vaccine MMR). First dose must be administered at age 12 months or older. Second dose of vaccine must be administered prior to entering kindergarten but can be administered at any time after the minimum interval between dose 1 and dose 2.

**Haemophilus Influenzae Type b (Hib) Vaccine** - This vaccine is required ONLY for children up to 60 months of age. A primary series consists of either 2 or 3 doses (depending on the manufacturer). However, the child's current age and not the number of prior doses received govern the number of doses required. Unvaccinated children between the ages of 15 and 60 months are only required to have one dose of vaccine.

**Pneumococcal (PCV) Vaccine** - This vaccine is required ONLY for children less than 60 months of age. One to four doses, dependent on age at first dose, of pneumococcal conjugate vaccine are required.

**Rotavirus Vaccine** - This vaccine is required ONLY for children less than 8 months of age. Effective July 1, 2021, 2 or 3 doses of Rotavirus Vaccine (dependent upon the manufacturer) is required.

**Polio (IPV) Vaccine** - A minimum of 4 doses of polio vaccine. One dose must be administered on or after the fourth birthday. See supplemental guidance document for additional information.

**Varicella (Chickenpox) Vaccine** - All children born on and after January 1, 1997, shall be required to have one dose of chickenpox vaccine administered at age 12 months or older. Effective March 3, 2010, a second dose must be administered prior to entering kindergarten but can be administered at any time after the minimum interval between dose 1 and dose 2.

**Hepatitis A (HAV) Vaccine** - Effective July 1, 2021, a minimum of 2 doses of Hepatitis A vaccine. The first dose should be administered at age 12 months or older.