

Wythe Creek Academy

2019-20 Registration Packet



Growing Hearts for Christ!
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“Train up a child in the way he should go; and when he is old, he will not depart from it.” Proverbs 22:6

Director's Welcome

Thank you for considering Wythe Creek Academy! We look forward to having you be part of our school family. Wythe Creek Academy is an outreach ministry of Poquoson Baptist Church. It is a Christian school established to train children to develop academically, spiritually and socially. It is our goal that as we teach your child we will share our love of learning and our love of Christ. Our staff members have pledged to conduct themselves and to teach your children in accordance with the Poquoson Baptist Church Statement of Faith. Please be sure to review it at the end of this document.

The Wythe Creek Academy school day varies but it includes active play, classroom instruction, daily Bible teachings, singing, stories, and crafts. Our Three-Years Old program exposes children to early literacy skills, our Four- and Five-Years Old programs build on that to prepare your child for kindergarten. We consider it an honor to partner with you in your child's education.

Please review our registration packet and let us know if you have any questions. We would love to have you be part of the Wythe Creek Academy family.

Sincerely,

BIBIANA LABORTE
Director Wythe Creek Academy
(757) 868-4183

This page describes our **Code of Virginia Compliance** information. Do not hesitate to ask if you have any questions.

In compliance with the Code of Virginia, Section 63.2-1716, Wythe Creek Academy is religiously exempt from licensure and is classified as a "religiously exempt child day center." As a religiously exempt private school, Wythe Creek Academy has the right to create and set standards.

Wythe Creek Academy is located at 283 Wythe Creek Road in Poquoson, VA. Our preschool uses 14 rooms of Poquoson Baptist Church's total facilities, (approximately 9,000 sq. feet). The church's kitchen facilities are available for use by the Center, snacks are provided, but not meals. The center provides mid-morning and afternoon snacks. We have two outdoor playgrounds as well as indoor toys which are set up in the gym. The maximum number of children that the Center will enroll is 95.

In accordance with Code of Virginia for Religiously Exempt Child Care Centers, Wythe Creek Academy will NOT administer prescription nor non-prescription medications. Please carefully consider this when choosing our program.

Our staff members' qualifications include experience, education or training and a desire to work with young children. They must be willing to participate in on-going professional development and training. The director must have at least a 4-year degree, have experience working with adults and children, and have experience in supervision. All staff members must be born again Christians who faithfully attend and support a local church. All staff must provide identification and have a satisfactory criminal history background check. All staff are certified annually by a practicing physician to be free from any disability which would prevent them from caring for children.

Wythe Creek Academy is covered by public liability insurance which provides coverage in the event that someone brings suit for personal or bodily harm suffered during the operation of the center as a result of negligence.

Registration and Orientation Information

A complete registration encompasses the below items, your child will only be considered enrolled if all of the following are complete and submitted:

- All applicable forms in the Registration Packet
 - The Non-refundable \$80.00 Registration Fee
 - The \$75.00 Supply Fee for the school program (this replaces the classroom supplies previously provided by the parent/guardian). *In the event you withdraw your child, the supply fee will be refundable until August 1, 2019 only.*
 - By law, parents of new students must present the child's original Birth Certificate
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The following must be presented ***no later than*** Parent Orientation Night:

- Immunization Records –(Documented proof of adequate immunization with the prescribed number of doses of each vaccine as required by Virginia law)
 - First tuition installment for the school program
 - If participating in Extended care: first Extended Care installment and Extended Care supply fee of \$20 (replaces previous supplies provided by parents)
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Parent Orientation Night:

Parent Orientation Night will be held on Tuesday, August 27, 2019 at 7 p.m. The Director will outline WCA school policies and procedures, you will be able to talk with your child's teacher, visit his/her classroom and turn in the remaining documentation and fees. ***This evening is for parents only, please.***

Meet the Teacher Day:

On Wednesday August 28, 2019, we will have an Open House for our enrolled students from 9:00 am to 11 a.m. This is the time for students to visit their classrooms and meet their teachers prior to the start of school. Please bring your child anytime during the Open House hours.

Please contact us at 868-4183 with any questions.

Registration Form

Student's Name _____
Last First Middle Nickname

Complete Address _____
Street

City State Zip Code Gender

Birth date Birth Place **Social Security Number** _____

Mother's Name Phone Email address

Father's Name Phone Email address

Please circle the class for which you are registering your child:

Pre-K2 (must be 2 ½ yrs old by 9/30/19)

Pre-K3 (must be potty trained: (no longer wears diapers or pull-ups, can tell the teacher when they need to use the restroom and can tend to their own hygiene.)

Pre-K4/5 (must turn 5 or 6 by 9/30/2020)

Previous School Experience _____

Has your child been dismissed at any school? _____ If yes, explain: _____

Wythe Creek Academy does not receive state or federal funds to provide services for students with development delays, behavioral challenges or other special needs. Our staff members do not have certificates in special education. Therefore, please understand, we do not have staff or resources with which to offer services to children with development delays, behavioral challenges or other special needs.

Please note any factors in your child's life that would help us to better serve your child's needs: e.g. single parent home, dual custody arrangement, medical conditions or disabilities, etc.:

May we have your permission to include your child's photograph in school pictures, our (closed) Facebook page, or any other preschool media? Please indicate **Yes or No** (Please circle one.) and sign below.

Printed Name **and** Signature of parent/guardian Date

For office use only:
Registration/Supply fee paid: _____ Birth Certificate Received: _____ Shot Records Received: _____

**Wythe Creek Academy
Emergency Medical Information and Authorization**

Student's Name

Last	First	Middle	Nickname
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Birthdate: _____ Gender: _____

Complete Address _____
_____ Street

City	State	Zip Code
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Father/Guardian _____ Place of Employment _____

Phone Work _____ Home _____ Cell _____

Mother/Guardian _____ Place of Employment _____

Phone Work _____ Home _____ Cell _____

Every effort will be made to notify parent/guardian or emergency contact in case of emergency. (Please indicate whom to contact first and at which number, in case of illness/emergency):

Name: _____ Ph. Number: _____

Allergies (**may require an allergy plan**) or Intolerance to Food, Medication, Etc.: *(Please note that since we **will not** be administering any medications, if your child has a severe allergy, you may want to choose a program that does administer medications).*

Child's Physician _____ Phone _____

Health Insurance Plan and Number _____

In the event I cannot be reached in an emergency, I give permission and/or consent to Wythe Creek Academy Personnel to secure and authorize emergency medical care and/or treatment as may be required while under their supervision or until medical assistance is available. I absolve Wythe Creek Academy and Poquoson Baptist Church of liability to me or my child in case of injury during school or related activities, as all safety precautions will be taken at all times.

Parent/Guardian Name/Signature: _____ Date: _____

Parent /Guardian Name/Signature: _____ Date: _____

MODEL FORM

Religiously Exempt Child Day Center
Program Decision to Not Administer Prescription Medications

My program has made the following decision regarding the administration of medications to a child in my program: (Check one)

I (or my staff) **WILL NOT** administer any medications – prescription or nonprescription medication (non-prescription medications include, but are not limited to, Tylenol, cough syrup, diaper ointment, sunscreen, and topical insect repellants).

I (or my staff) will administer **ONLY** non-prescription medications (nonprescription medications include, but are not limited to, Tylenol, cough syrup, diaper ointment, sunscreen, and topical insect repellants).

Provider and the parent of each enrolled child must sign below. The provider must maintain a copy of this form in each child’s individual record.

Provider’s Name (please print): Bibiana Laborte	Facility Name: Wythe Creek Academy – Poquoson Baptist Church
Provider’s Signature: 	Date:
Parent or Guardian Signature: 	Date:

Confidentiality Statement

Information about any child in my program is confidential and will not be given to anyone except VDSS’ designees or other persons authorized by law unless the child’s parent or guardian gives written permission. Information about a child in my program will be given to the local department of social services if the child received a day care subsidy or if the child has been named in a report of suspected child abuse or maltreatment or as otherwise allowed by law.

Rehabilitation Act of 1973

I understand that if my program receives any federal funding (such as child care subsidy from a local department of social services), I am subject to Section 504 of the Rehabilitation Act of 1973 which is similar to the provisions of the Americans with Disabilities Act. If a child enrolled in my program now or in the future is identified as having a disability covered under the Rehabilitation Act, I will assess the ability of the program to meet the needs of the child. For further information on the Rehabilitation Act seek legal counsel and/or go to the following website: <http://www.dol.gov/oasam/regs/statutes/sec504.htm>

Provider Statement

I understand that it is my responsibility to follow my *Program’s Decision Regarding Medication* plan and all health, infection control, and medication administration regulations applicable to my child day program. The Program Decision Regarding Medication plan will be made available to parents at enrollment, whenever changes are made, and upon request.

STUDENT END of DAY DISMISSAL

Wythe Creek Academy will not release your child to anyone who is not listed on this form or who has not been authorized **in writing by a parent or legal guardian**. For your child's safety, a picture ID will be required if our staff is unfamiliar with the individual picking up your child, even if they have the carpool number. For this reason, please share this policy with all involved parties, and please let us know in writing, with 24 hr notice if at all possible, if there is a pickup change.

Person(s) authorized to pick up child (please provide phone number) _____

Person(s) NOT authorized to pick up child

Name, Address, and Phone Number of two people to contact if parents/guardians cannot be reached:

- 1. _____
- 2. _____

Parent/Guardians Name and Signature: _____ Date: _____

Parent/Guardian Name and Signature: _____ Date _____

**WYTHE CREEK ACADEMY
SCHOOL PROGRAM STUDENT CONTRACT 2019-2020**

I hereby request enrollment of (student's name) _____, in the WCA

**/_/ 5 day school program at a rate of \$240.00 per installment, total of 9 installments.
(Rate Total \$2160.00 for school year).**

I have been given a copy of the 2019-20 Fee Schedule and agree to pay on the stated due dates.
_____(initial)

I understand that tuition is calculated on **an annual basis**; it is broken down into monthly installments (regardless of the number of school days in a given month) for ease and uniformity of payments. Therefore, we will not alter any month's tuition due to absences or weather-related closings.

I understand that failure to pay on the monthly tuition due date, could result in my child being suspended from attending class until arrangements are made with the Director to bring the account up to date.

Withdrawal/Dismissal Policy

The Registration Fee reserves a position for my child at Wythe Creek Academy. **This fee is non-refundable.**

Once the school year has started, if I plan to withdraw/disenroll my child from school, I agree to provide a two-week notice to the school in writing; I agree that I am responsible for payment for the full time my child is enrolled.

I understand that the school reserves the right to dismiss any student who does not respect the spiritual or behavioral standards of Wythe Creek Academy or fails to cooperate in the educational process.

Signature: _____ Date: _____

(Print Name)

**WYTHE CREEK ACADEMY
EXTENDED CARE CONTRACT 2019-2020**

I hereby understand, accept and agree to the following:

Enrollment of (student's name): _____
in the Extended Care Program of Wythe Creek Academy.

/_/ 5 day a week program (Monday-Friday) at \$325.00 per installment, total of 9 installments. (Rate Total \$2,925.00 for school year). Includes extended care hours of 7:00 a.m. to 9:14 a.m. AND 12:30 p.m. to 5:30 p.m.

/_/ 3 day a week program (Monday, Wednesday, and Friday ONLY) at \$220.00 per installment, total of 9 installments. (Rate Total \$1980.00 for school year). Includes extended care hours of 7:00 a.m. to 9:14 a.m. AND 12:30 p.m. to 5:30 p.m.

/_/ I do not plan to use the extended care program.

I have been given a copy of the 2019-20 Fee Schedule. I understand that it is my responsibility to pay agreed upon fees on or before the due dates. _____(Please initial)

Extended Care activities may include indoor/outdoor play to include games, classroom activities, playground time and age-appropriate movies. I agree that my child may take part in these activities. I agree that Wythe Creek Academy Extended Care has authority to place my child in an appropriate class.

Once the school year has started, I agree to notify the school in writing 2 weeks prior to withdrawal and I agree that I am responsible for payment for the full time my child is enrolled. No refunds will be given.

I understand that Wythe Creek Academy Extended Care has the right to dismiss any student who does not respect its spiritual or behavioral standards.

Signature: _____ Date: _____

(Print Name)

Wythe Creek Academy is a ministry of Poquoson Baptist Church (PBC). As such, WCA's faith-based teachings are in accordance with the following document. Please read and sign acknowledging that you have "read, understood, and agree for your child to be taught in accordance with the below Statement of Faith."

POQUOSON BAPTIST CHURCH STATEMENT OF FAITH

We believe God exists eternally in Trinity. There is one, and only one, true God, infinite in all His perfections, eternally existing in three persons: Father, Son, and Holy Spirit. Each of these three persons is fully and equally God, equal in every divine perfection while executing distinct and harmonious roles in the great work of salvation. We believe God is the sovereign creator and sustainer of all things.

We believe God reveals Himself to His creation through His Word. The 39 books of the Old Testament and the 27 books of the New Testament constitute the written Word of God and are verbally inspired, inerrant, infallible, clear, sufficient, necessary, trustworthy, and authoritative. The Bible includes within it the only way of salvation, and has its ultimate fulfillment in Jesus Christ. The Bible alone is our final authority for all doctrine and practice.

We believe God created people in His own image as uniquely male and female. Because we are made in God's image, every human life is sacred from the moment of conception until the moment of natural death. Because we are made uniquely male and female, gender is a gift that is fundamental to human existence, with maleness and femaleness being an unchangeable characteristic congruent with human embodiment. God gave people the mandate to build society through procreation and vocation. Although most people will be married, God also calls some to singleness (without loss of personhood, dignity, or contributive capability). Heterosexual monogamy is God's design for men and women in marriage, and we will not participate in and/or recognize marriages that deviate from God's design. Any sexual activity before or outside of God's design for marriage is sinful. Homosexual behavior, same-sex attraction, gender dysphoria and any gender expressions incongruent with one's biological sex are results of the fall to be redeemed through the Gospel and the power of the Holy Spirit.

We believe all people are sinful and in need of salvation. Though created in the image of God, Adam and Eve voluntarily rebelled against God and brought sin into the world through the Fall. As a result, all people are born sinners, inheriting the condemnation of our first parents. We are sinners by nature and choice, with every aspect of our being corrupted by sin including our intellect, will, and emotions so that, apart from Christ, we cannot please God. All people are, apart from God's grace, unable to turn to God and are under just condemnation to eternal punishment, without defense or excuse.

We believe sinners can only be saved by through the work of Jesus Christ. He is the second person of the Trinity, truly God, eternally begotten of the Father, not created. He became truly human, conceived by the Holy Spirit, born of the Virgin Mary, and lived a full life without sin. His perfect life and death on the cross provide the only atonement that satisfies the righteous requirements of God for sinful people. In His death, Jesus fully and finally paid for sin and became our sacrificial substitute, absorbing the full wrath of God, forgiving sins, and adopting into the family of God any who repent of their sin and believe in Him. In His bodily resurrection, Jesus powerfully testifies of His deity and His existence as humanity's only hope. This message of salvation and hope is known as the Gospel.

We believe salvation is available to all who repent and believe in Christ. Although sin condemns a person to eternal punishment, the power of the Gospel is sufficient to save even the greatest sinner. People everywhere are commanded to repent and believe upon Jesus because all have sinned and fall short of the glory of God. Apart from the grace of God all would receive eternal condemnation, because there is no salvation apart from the work of Jesus. Those who receive the Gospel are justified by grace alone through faith alone in Christ alone.

We believe the Holy Spirit is the supernatural agent who applies salvation to sinful people. He is the third person of the Trinity, truly God, eternally proceeding from the Father and the Son. He convicts the world of sin

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and its consequences, brings repentance and faith to sinners through regeneration, indwells believers, gives them assurance of salvation, sanctifies them, and causes them to bear the fruit of Christian character. He guides, instructs, and empowers Christians, gifting them to serve the local church.

We believe salvation is applied to the believer by the grace of God. In justification, God declares believers righteous in His sight because He has fully forgiven them of their sin and imputed Christ’s righteousness to them. In sanctification, God progressively frees believers from the power of sin and grows them in practical holiness. While this growth is a gift of grace, it also requires the believer to actively, intentionally, and persistently fight sin through means such as prayer, Bible intake, and meaningful involvement in a local church. In glorification, God perfects the believer upon the return of Christ. All those who are truly justified will persevere and will be progressively sanctified and ultimately glorified.

We believe the local church is central to God’s plan for believers. The local church is an autonomous congregation that covenants together for worship, discipleship, service, fellowship, mission, discipline, and the celebration of the ordinances. The church is governed by God’s Word, which teaches that pastors are given to oversee the church, deacons are to serve the church, and members are to guard the church’s membership, doctrine, unity, and purity. Members of local churches are commanded to assemble regularly and live lives that bring glory to God in accordance with the Scriptures. The mission of the church is to display God’s glory to the world by preaching the gospel and making disciples.

We believe baptism and the Lord’s Supper are the two ordinances to be observed by the local church. Baptism of believers in water by immersion is the initial sign of identification with Christ and His people. The Lord’s Supper of bread and fruit of the vine is the ongoing sign of identification with Christ and His people. These ordinances are matters of Christian obedience, not to be regarded as means of salvation. Although baptism is performed once upon a believer’s genuine profession of faith, the Lord’s Supper should be observed regularly until the return of Christ.

We believe Jesus will return to earth to judge all people and to rule and reign with His people forever. At Christ’s return, all people will be resurrected to give account of their lives before God. Believers in Christ will be resurrected to everlasting blessedness and joy in God’s presence. Unbelievers will be resurrected to judgment and everlasting conscious punishment. The ultimate hope of all creation, and the final state of all that now exists, is the new heaven and new earth in which righteousness dwells.

We hold these truths in humble conviction. This statement is not an expression of human wisdom, but represents the essential doctrines we believe are clearly taught by the Scriptures. This statement does not exhaust our beliefs, but summarizes beliefs we deem essential to membership in this local church, employment and service in its ministries, and faithfulness to our Lord. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all we believe. As a church committed to Christian orthodoxy, we also affirm the Nicene Creed and Apostles’ Creed. As a church affiliated with the Southern Baptist Convention, we also affirm the Baptist Faith and Message 2000. As a church committed to a historical understanding of marriage and sexuality, we affirm The Nashville Statement on Biblical sexuality.

I/we have read, understood, and agree that my/our child will be taught in accordance with the PBC Statement of Faith.

Student’s Name: _____ **Date** _____

Parent (Guardian) Name and Signature _____

Parent (Guardian) Name and Signature _____