



STUDENT ENROLLMENT PACKET

2022 – 2023

This application does not guarantee placement. Preference will be given to current First Baptist Elementary School (FBES) students, siblings, and MFFBC members.

Student's Name: _____

STUDENT ADMISSIONS CHECKLIST

For ALL STUDENTS, we require:

- submission of Enrollment Packet (pages 1-7).
- payment of annual fees.
- submission of a current immunization record.

Texas State Law Mandates that the school has on file a copy of each student's current immunization record.

For NEW STUDENTS, we require:

- submission of Enrollment Packet (pages 1-8).
- photocopy of both parent's/guardian's driver's licenses.
- submission of copy of student's certified birth certificate.
- submission of former school transcripts (all report cards and testing).
- completion of placement testing – if applicable.
- parent interview.
- recent photograph of applicant.

_____ **FOR OFFICE USE ONLY** _____

Date Submitted: _____ Staff Initials: _____

Registration Fee Paid: Yes / No Book Fee Paid: Yes / No

Method of Payment: Check# _____ Bank Draft _____ Credit Card (3.2% Additional Charge) _____

Current Student: Yes / No Siblings at FBES _____

FBC Member: Yes / No

Needs accommodations: Yes / No Accommodations Needed: _____

Notes: _____



ENROLLMENT CONTRACT

2022-2023 Academic Year

901 La Ventana, Marble Falls, Texas 78654 Office (830) 693-3930

New Students and Re-enrolling Students: Please complete a separate Enrollment Contract for each student.

Check one New Student Current Student Re-enrolling

Applying for: Check one

- Kindergarten 4th Grade
- 1st Grade 5th Grade
- 2nd Grade Before/After School Care K-5th - \$150/Month
- 3rd Grade

Student's Name _____
First Middle Last Name Preferred

Male Female Age (As of August 15th, 2022) _____ Date of Birth _____

FBES FEES _____ (PLEASE INITIAL That you have Read and Understand the Fees)

Your Registration Fee must accompany your Enrollment Contract. **This fee is non-refundable unless First Baptist Elementary School is unable to place the prospective student.**

Annual Registration Fee is \$250 for first student (10% discount for for each additional student)

1st – 5th \$555/month Textbooks K – 12th = \$225/annual

The most effective form of payment is to set up automatic monthly payments to come from your bank. Unless the bank charges, there are no extra fees for this type of payment, plus the family will have a record of the payment in their own bank account. The parent may contact the business office to set up a payment plan if needed. Some of the fees may be rolled into the monthly tuition payment. FBES accepts credit card payments **(there is an approx. 3.2% fee on all Credit Card transactions)**. Tuition, textbook, or registration fees will not be accepted through PayPal or Venmo. Scholarship applications are available.

_____ (PLEASE INITIAL) **LATE FEES**

All tuition, fees, and charges are due on the 5th of the month, with a seven day business period. If all tuition, fees, and charges are not paid by the 7th of the month, a late fee of \$25.00 will be charged on the next month's invoice. If any payment described in this agreement becomes more than 30 days past due, the person(s) responsible for the unpaid amounts (as indicated below) agrees to pay all costs of collection. The failure to pay past due tuition, fees, and charges will result in the suspension of the child from attendance at First Baptist Elementary School beginning on the first school day of the following month until the amounts due are paid in full.

_____ (PLEASE INITIAL) **INDEMNITY, RELEASE AND ARBITRATION AGREEMENT**

The parent(s) and/or guardians of the student agree, by their signatures below, to release, discharge and forever hold harmless First Baptist Elementary School, Inc., its agents, directors, officers, and employees from and against any and all claims or suits for damage (of any kind or nature) and for personal injury suffered by the students or their family members caused by any source, whether by accident, negligence, or an intentional act, unless said damages or injuries are the direct result of gross negligence on the part of First Baptist School, Inc. In addition, the parent(s) and/or guardians of the student, by their signatures below, acknowledge their agreement to fully and completely indemnify and hold harmless First Baptist Elementary School, Inc., its directors, officers, agents and employees from any losses or damages *incurred by or assessed against First Baptist School, Inc., et al, to include but not limited to* assessed damages and defense costs (to include attorney's fees) or other expenses incurred as a result of any damage or personal injury caused by the student.

The parties hereto mutually agree that any controversy or dispute related to or arising from the terms of this agreement or any obligation related thereto shall be submitted to binding arbitration in front of a three person panel in accordance with the rules of the American Arbitration Association.

Arbitration Disclosures:

- Arbitration is final and binding on the parties.
- The parties are waiving their right to seek remedies in court, including trial by jury.

Signature: _____ Date: _____

TUITION PAYMENT PLAN

The payment plan for tuition will be in monthly installments which may be an automatic monthly draft from the customer's bank account. This must be arranged by the parent/guardian with their bank. For ten-month CDC and Elementary Students, the draft will be in ten monthly installments beginning **August 1, 2022 due on the 1st of each month.** For year - round CDC Students, the draft will be monthly in twelve monthly installments due on the 1st of each month. Monthly payments may also be made by check, cash and credit card **(there will be an approx. 3.5% fee on all credit card transactions).** For families of the CDC who do not enroll for 12-months, you must re-enroll each year and check availability. The only way to secure your child's slot is to enroll for 12-month care.

PARTIES RESPONSIBLE FOR PAYMENT: For and in consideration of the named student(s) attending FBES during the 2022 - 2023 term, I/We hereby agree to be bound by the terms and conditions contained herein, including but not limited to the responsibility for financial charges for the given term. I/We understand that I/we will be liable jointly and severally for the entire amount due on my /our child(ren)'s account. I/We have read the terms of the Agreement and our first payment indicates our acceptance of the policies of FBES and the terms and conditions set forth in the 2022-2023 Enrollment Contract.

I/ We acknowledge that I/we have received, read, and understand the FBES Tuition and Fees policy. I understand that by signing the FBES Enrollment Contract, I am obligated to pay the Annual Fees which are non-refundable. I also agree to pay the published tuition, fees and other charges for the 2022 - 2023 school year. By my/our signature(s) below, I am/we are acknowledging that enrollment in FBES is subject to acceptance by FBES of this Enrollment Contract and placement of the student. Each responsible parent/guardian should sign below.

Signature of Parent or Legal /guardian

Parent/ Legal Guardian's Social Security Number

Date

Signature of Parent /Legal Guardian

Parent/ Legal Guardian's Social Security Number

Date

Accepted by: _____
Administrator's Signature

Date

The following are necessary in order to complete the enrollment process and must be completed before any student may start school.

- Application for Admission (New Students)
- Enrollment Contract
- Registration Fees
- Student Enrollment Packet
- Current Immunization Record
- Birth Certificate (New Students)
- Student Records from Former School (New Students)

This agreement is to be interpreted in accordance with the laws of the State of Texas and venue of any action involving the agreement shall be in Marble Falls, Burnet County, Texas.

Signature: _____ Date: _____



GENERAL STUDENT INFORMATION
2022 – 2023

Registration forms must be completed in full and submitted before your child will be confirmed for admission to FBES.

Student's Full Name: _____
Last, First, Middle

Grade Level Registering for (2022 – 2023): _____ Age (as of August 15th 2022): _____

Date of Birth: _____ Sex: M F

My child is a returning student and there is no change to the general student information form on file.

Initial (Legal Guardian) _____

PARENT/GUARDIAN INFORMATION

Mother/Guardian

- Use as emergency contact #1
- Use as emergency contact #2
- Not an emergency contact

Full Name: _____ Email: _____

Physical Address: _____

Mailing Address: _____

Home Phone: _____ Cell: _____ Work: _____

Occupation/Position: _____ Company: _____

Legal Guardian: Yes / No Living with Child: Yes / No Marital Status: _____

Father/Guardian

- Use as emergency contact #1
- Use as emergency contact #2
- Not an emergency contact

Full Name: _____ Email: _____

Physical Address: _____

Mailing Address: _____

Home Phone: _____ Cell: _____ Work: _____

Occupation/Position: _____ Company: _____

Legal Guardian: Yes / No Living with Child: Yes / No Marital Status: _____

Signature: _____ Date: _____



ADDITIONAL EMERGENCY CONTACTS

Person(s) to contact in case of emergency when parent/guardian cannot be reached.

Name: _____ Relation to Student: _____

Address: _____

Home Phone: _____ Cell: _____ Work: _____

Name: _____ Relation to Student: _____

Address: _____

Home Phone: _____ Cell: _____ Work: _____



First Baptist
ELEMENTARY

Medical Information

Any medication given to student must be in the original container and kept in the administration office. The appropriate permission form must be filled out and signed by a parent / legal guardian. FBES will not dispense any over the counter medication.

Student Name: _____

Last, First

Grade (2022-2023): _____

MEDICAL

Physician: _____ Phone: _____

Hospital Preferred by Physician: _____ Phone: _____

Medical Insurance Co: _____ Phone: _____

Policy Number: _____ Group Number: _____

DENTAL

Dentist: _____ Phone: _____

Hospital Preferred by Dentist: _____ Phone: _____

Dental Insurance Co: _____ Phone: _____

Policy Number: _____ Group Number: _____

ADDITIONAL INFORMATION

Has student been diagnosed with a chronic illness or condition? Yes / No

If yes, please explain (provide treatment plan, medication, inhalers, etc. to the administration office):

Does student have any illness or condition that may limit their participation in any programs: Yes / No

If yes, please explain:

Is there any additional medical information, such as allergies, that FBES should be made aware of?

Signature: _____ Date: _____



Discipline and Guidance Policy

Student Name: _____
Last, First

Grade (2022-2023): _____

26 Tex. Admin. Code § 746.2803

Discipline must be:

- (1) Individualized and consistent for each child;
- (2) Appropriate to the child's level of understanding;
- (3) Directed toward teaching the child acceptable behavior and self-control; and
- (4) A positive method of discipline and guidance that encourages self-esteem, self-control, and self-direction, including the following:
 - (A) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior;
 - (B) Reminding a child of behavior expectations daily by using clear, positive statements;
 - (C) Redirecting behavior using positive statements; and
 - (D) Using brief supervised separation or time out from the group, when appropriate for the child's age and development, which is limited to no more than one minute per year of the child's age.

26 Tex. Admin. Code § 746.2805

Prohibited discipline, guidance, and punishment:

There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:

- (1) Corporal punishment or threats of corporal punishment;
- (2) Punishment associated with food, naps, or toilet training;
- (3) Pinching, shaking, or biting a child;
- (4) Hitting a child with a hand or instrument;
- (5) Putting anything in or on a child's mouth;
- (6) Humiliating, ridiculing, rejecting, or yelling at a child;
- (7) Subjecting a child to harsh, abusive, or profane language;
- (8) Placing a child in a locked or dark room, bathroom, or closet;
- (9) Withholding active play or keeping a child inside as a consequence for behavior, unless the child is exhibiting behavior during active play that requires a brief supervised separation or time out; and
- (10) Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age, including requiring a child to remain in a restrictive device.

My signature verifies that I have read and received a copy of this discipline and guidance policy.

Printed Name: _____

Signature: _____ Date: _____



HOW DID YOU HEAR ABOUT US?

Student Name: _____
Last, First

Student Grade (2022-2023): _____

How did you hear about First Baptist Christian School?

Please share the area that impacted your decision to enroll your child at First Baptist Christian School.

Signature: _____ Date: _____