

BRISTOL ACADEMY SPRING 2020 REGISTRATION CHECKLIST

NEW STUDENTS, WHO DID NOT TAKE CLASSES WITH US IN FALL 2019

To Do via Email

- Send one email per student you are registering, page 2

To Do on Paper

- CLASS REGISTRATION, page 3
- COST CALCULATIONS, page 4
- PHOTO RELEASE AUTHORIZATION, page 5
- YOUTH WAIVER & RELEASE OF LIABILITY, page 6
- HOLD HARMLESS AGREEMENT, page 7
- STUDENT CODE OF CONDUCT & PARENT AGREEMENT, page 8

Checks to Write (Cash is also OK) See page 4 to calculate amounts.

- One check/cash per teacher for class fees
 - Each check payable to the class teacher
- One check/cash for the Bristol Academy Fee
 - Payable to Donna Hensley
- One check/cash for the Facilities Fee
 - Payable to First Christian Church

Submit Your Checks & Paperwork, by doing one or the other:

- Come to Registration in Person. This is preferred!**
 - 3:00—5:00 at Bristol Skateway, Thursday January 2nd
- Mail your checks and paperwork (mail p. 3-8)
 - Donna Hensley, PO Box 16822, Bristol VA 24209
 - Email leaders@bristolacademy.org to let us know you have mailed it.

EMAIL REGISTRATION

Send a separate email for EACH student you are registering.

Do **not** send this email from your student's email account.

Send this email from the parent/guardian's email account.

Use the following script to write your email:

From: << Parent email address >>

To: leaders@bristolacademy.org

Cc: << The email address of the student you are registering with this particular email >>

Re: Registering << First & last name of the student you are registering >>

I am writing to register << student name >> for the following classes:

<< name of class >>

<< name of class >>

etc. (list each class this student will be taking).

I am this student's << give your relationship: mother, father, guardian >>

Here are two people who could be contacted regarding this student in the case of an emergency:

<< name of person #1 >> << person #1's cell phone number >>

<< name of person #2 >> << person #2's cell phone number >>

(Note: you will probably be person #1. Person #2 could be your spouse, or a friend who also has students in Bristol Academy, or anyone whom you know and trust.)

Here is our snail-mail address:

<< put your full mailing address here >>

This student << does / does not >> have medical conditions of which the teachers should be aware

<< If you answered "does," then list medical conditions here. >>

Frequently Asked Questions

What if my student does not have an email account?

If your student does not yet have an email account, now is the time to get one for him.

Why is this required?

This saves time for the busy volunteers who help run our group, increases the accuracy of our registration process, and enables us to easily create an email list for each class.

CLASS REGISTRATION FOR FAMILY _____

(surname of family you are registering)

Directions: For each sibling, write his name and then put an **X** next to the courses he will take. Then go to the Cost Calculations page to determine amount due.

Classes for Student #1, Name _____

| X | Course Name | Teacher | Time |
|---|----------------------------|-----------------|------------------------|
| | US History | Isha Youhas | Tuesdays 8:30—10:00 |
| | Creative Writing | Jono Kiser | Tuesdays 10:00—11:30 |
| | Intro to Logic & Fallacies | Nick Grabar | Tuesdays 12:00—1:30 |
| | Chemistry | Meredeth Perhne | Wednesdays 10:00—11:30 |

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COST CALCULATIONS

This is formatted for up to three siblings; use another page if you need to register more.

| Teacher / Classes | Number of Students¹ | Cost² | What You Owe³ | Write Check To: |
|--|---------------------------------------|-------------------------|---------------------------------|------------------------------|
| Isha Youhas US History | 1 student | \$125 | | Isha Youhas |
| | 2 siblings | \$250 | | |
| Jono Kiser Creative Writing | 1 student | \$150 | | Jonathan Kiser |
| | 2 siblings | \$300 | | |
| Nick Grabar Logic & Fallacies | 1 student | \$60 | | Nick Grabar |
| | 2 siblings | \$100 | | |
| | 3 or more siblings | \$120 | | |
| Meredeth Perhne Chemistry, w/lab fee | 1 student | \$180 | | Meredeth Perhne |
| | 2 siblings | \$320 | | |
| Insurance Fee ⁴ for 2 nd semester only | 1 student | \$18 | | Donna Hensley |
| | 2 siblings | \$36 | | |
| | 3 siblings | \$54 | | |
| Facilities Fee ⁵ This is the minimum required donation for each situation. | 1 student, 1 class | \$10 | | First Christian Church |
| | 1 student, 2 classes | \$20 | | |
| | 1 student, 3+ classes | \$25 | | |
| | Family | \$55 | | |

- (1) **Number of Students:** This is the total number of children you are registering, or the total number of classes you are enrolling your child(ren) in for a particular instructor.
- (2) **Cost with Discounts Applied:** This is the cost when multiple siblings take classes from the same teacher, or when one student takes multiple classes from the same teacher. Not all teachers use sibling discounts, but some do.
- (3) **Write Your Amount Payable:** This is the amount that you owe to each instructor, to Bristol Academy, and to the church.
- (4) **Insurance Fee:** First Christian Church requires that Bristol Academy hold a separate liability insurance coverage. This fee is per student. There is no sibling discount and no discount for students taking only one or two classes. This is for the insurance policy which our group is required to purchase annually; this fund also covers small incidental costs such as whiteboard costs. Whatever insurance your family has cannot replace the need for our group to purchase this insurance.
- (5) **Facilities Fee:** This is the minimum amount that First Christian Church asks us to donate to the church. FCC generously offers their facility to us in exchange for a minimum donation of \$10 per class per student, or \$25 per student, or \$55 per family. Whichever calculation method (per student or per family) yields the lowest total for your family is your minimum obligation. You are always welcome to donate more than this requirement. We could not afford to meet at First Christian Church if they charged us a fair market value for using this space.

PHOTO RELEASE AUTHORIZATION

I, _____, give permission for photographs of my child(ren),
(parent name)

_____, to be published on the
(names of students)

Bristol Academy website, (www.bristolacademy.org) or in other materials, strictly for the purpose of promoting Bristol Academy.

I understand that no names of children will be published with the photos.

Parent Signature: _____ Date: _____

If you do not wish photos of your children to be published, please write and sign a note to that effect here:

YOUTH WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to participate in any way in Bristol Academy related events and activities, the undersigned:

1. Agree that the parent(s) and/or legal guardian(s) of the participant should inspect the facilities and equipment to be used, and if the parent or guardian believes anything is unsafe, he or she should immediately advise supervisor (advisor, manager, etc.) of such condition(s) and refuse to participate.
2. Acknowledge and fully understand that each member/participant will be engaging in activities that involve risk of serious injury, including permanent disability and death, and severe social and economic losses which might result not only from their own actions, inactions, or negligence but the action, inaction, and negligence of others, or the condition of the premises or of any equipment used. Further, that there may be other risks not known to us or not reasonably foreseeable at this time.
3. Assume all the foregoing risks and accept personal responsibility for the damages following such injury, permanent disability or death.
4. Release, waive, discharge and covenant not to sue Bristol Academy, its affiliated clubs, their respective administrators, directors, agents, and other employees of the organization, other members/participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors or premises used to conduct the event, all of which are hereinafter referred to as "releases," from any and all liability to each of the undersigned, his or her heirs and next of kin for any and all claims, demands, losses or damages on account of injury, including death and damage to property, caused or alleged to be caused in whole or in part by the negligence of the releases or otherwise.

I HAVE READ THE ABOVE WAIVER AND RELEASE, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN IT VOLUNTARILY.

Name of Member/Participant (print) _____

Name of Member/Participant (print) _____

Name of Member/Participant (print) _____

Name of Parent/Guardian (print) _____

Parent/Guardian Relationship (print) _____

Signature of Parent/Guardian _____

Address of Member/Participant _____

Telephone Number of Parent or Guardian _____

HOLD HARMLESS AGREEMENT

Between First Christian Church of Bristol, Virginia
and
Bristol Academy for Home Educating Families

This Hold Harmless and Indemnification Agreement ("Agreement") is entered into by and between Bristol Academy for Home Educating Families and the below signed Parents of students ("Promisor") and First Christian Church of Bristol ("Promisee").

Promisor desires to use Promisee's premises and building, located at 311 Spencer Street, Bristol, Virginia for educational activities at times as mutually agreed upon between the parties. The intent of this Agreement is to indemnify Promisee from any claims arising from and related to Promisor's use of these premises.

Whereupon, for good and valuable consideration, the receipt of which is hereby acknowledged, Promisor and Promisee agree as follows:

Promisor will indemnify and hold harmless Promisee from any and all claims, actions and judgments, including all costs of defense and attorney's fees incurred in defending against same, arising from and related to Promisor's use of the above-mentioned premises. Promisor's actions include the acts of Promisor's agents and employees.

This Agreement shall remain in effect until the student withdraws participation from activities conducted by the Bristol Academy for Home Educating Families at First Christian Church of Bristol.

Name of Student

Name of Student

Name of Student

Name of Parent(s) of Above Students

Signature of Parent(s)

Date

Bristol Academy for Home Educating Families

Date

First Christian Church of Bristol

Date

STUDENT CODE OF CONDUCT AND PARENT AGREEMENT

As a student, I commit to:

- Doing my assignments completely, diligently, and punctually
- Communicating with my teacher about any questions I have, after I have tried to answer the questions myself using the books or notes I have
- Behaving responsibly during class
- Silencing any cell phones or other gadgets during class
- Keeping handheld technology out of sight during class
- Helping keep First Christian Church as neat as, or neater than, we found it

As a parent, I understand and agree that:

- The Bristol Academy may make emergency decisions about my child's medical care.
- If any emergency medical situation happens, a teacher will contact me as soon as possible.
- I will help keep First Christian Church as neat as, or neater than, I found it.
- I am responsible to make sure my child completes the assignments given by the teachers each week.
- The schedule of which weeks we have classes is posted on the website, and it is my responsibility to mark my calendar and plan accordingly.
- The semester end date may be altered due to snow dates.
- If Bristol, VA city schools are closed due to weather, Bristol Academy classes will not meet.
- I am responsible to get my kids to class on time and pick them up on time.

I have read and agree to abide by this Code of Conduct:

Student 1 Signature: _____ Date: _____

Student 2 Signature: _____ Date: _____

Student 3 Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Parent Name (printed) _____