



## Parent Contract

This form is to be read very carefully by parents. There will be a more complete explanation of these rules in the Co-op Handbook & Policies document. This should be read by each family.

### I. COOPERATIVE “VOLUNTEER” REQUIREMENTS

Every registered family is required to fulfill an Adult Cooperative (“Volunteer”) Commitment each semester, **Please read Volunteer Contract form.**

### II. FINANCIAL RESPONSIBILITIES

1) Tuition for Freedom Christian Academy Summer Enrichment is based on a monthly payment schedule and consists of 4 weeks per session, due and payable on the FIRST Friday of the week that classes begin. Should tuition not be paid at that time, a **\$5.00 late fee per student, per class, per week** must be paid with regular tuition payments. Your tuition and total cost will be completely contingent on the number of courses you have decided to register your children/students for.

2) During Summer semester registration all Co-op registration/class material fees/ first months' tuition/ extra study hall/insurance/building supply fees are to be paid. Once membership is requested, the registration fee and supply fees are due immediately and are non-refundable.

3) The entire tuition for the Summer session is owed to the teacher. **You may withdraw from a course in the Summer sessions prior to the course beginning. However, once the course begins, the tuition will be nonrefundable regardless of the number of courses attended.** If classes are missed due to illness, Freedom Christian Academy will not be discounted in any manner. The only exceptions to the above statement must be approved by the Freedom Christian Academy Director and/or Freedom Fellowship Elder Board.

5) **Should payment of tuition fall behind more than one month**, your child will not be allowed to attend classes again or re-enroll for any future courses. Unless arrangements have been made with Freedom Christian Academy Director and/or Freedom Fellowship Elder Board, tuition and related late fees must be brought current for student(s) to return to class.

6) **Parents will be held financially responsible for any damages caused by their child/ren to the building, grounds, or equipment.**

7) Class instructors will be the direct recipients of their class fee and class supply fee, unless they have opted to reserve, donate, or withhold their fees for scholarship purposes or in support of the co-op supply cost, maintenance needs or any other financial needs deemed necessary per their own discretion. The academy will use co-op registration fees and co-op supply fee to cover the cost of any needed office supplies and/or expenses the co-op has accrued including but not limited to website fees, insurance, maintenance, and any other financial need deemed necessary by the director(s) or elder board, for the success of the students, teachers, and academy.

**Freedom Christian Academy Co-op is Christian based and staffed. Christian material is covered in classes, giving the freedom for teachers & staff to discuss their faith with Freedom Christian Academy students.**





## Volunteer Hour Agreement for Summer Sessions

### Policies

- 1) Sign up for **ALL** mandatory volunteer hours through the volunteer coordinator **BEFORE** the semester begins. **Students may not begin classes until the parent has signed up for all required hours.** Sign-ups will be made available prior to courses beginning. You will receive notification by email. As of now, our required hours to volunteer and serve are **4**. This number depends on the number of families registered and the number of hours needed so it could change.
- 2) If you are unable to work some/any of the volunteer hours, then the hours can be paid out at \$10 an hour. **All hours need to be paid by the first day of classes.** The money is collected upfront in order to pay someone else to serve those hours. Please pay this money on Orientation day and let the volunteer coordinator know that you are doing this. **Students may not begin classes until the parent has paid.**
- 3) If you are going to be absent from a scheduled shift, you should
  - a) make arrangements to switch with someone and then let the volunteer coordinator know.
  - b) find someone to cover your shift(s) at the rate of \$10 per hour and let the volunteer coordinator know. Please make every effort to pay this person the day of if possible. (You will still be credited that volunteer time and will not have to serve any additional hours.)
- 4) Repetitive tardiness will lead to docked minutes and/or payment to the person serving your shift. Please be mindful of the time of others.

### Procedures

- 1) Please arrive a few minutes early.
- 2) Sign in when you arrive to ensure you are credited for your time.
- 3) Please be in position on time.
- 4) Please be attentive to the students and the task at-hand and not overly socializing with other parents or on your phone excessively.
- 5) A sign up area for volunteers will be posted soon. You will be given the link to the document at the beginning of each semester. Use this link all semester. More information about this link will be coming soon. Also, joining the co-op's private Facebook group is another great way to reach out to other members and keep up-to-date. You can also find this information on the co-op's website.
- 6) The job stations and responsibilities for each will be available once registration is completed and courses begin.





## SUMMER CONTRACT FAMILY AGREEMENT

### **IF THE PARTICIPANT IS UNDER 18 YEARS OF AGE, A LEGAL PARENT OR GUARDIAN MUST SIGN BELOW.**

- I certify that I am the participant's parent or legal guardian.
- Participant has my full consent and permission without reservation to participate in the activities according to each of the terms contained in this agreement.
- I certify that I have carefully read and understand that I agree to be bound by each of the terms contained in this agreement with respect to any claims that I and/or the Participant may have.
- I represent and certify that I have the legal capacity and authority to act for and on behalf of the minor in the execution of this agreement.

**I certify that I have carefully read the above summer contract as well as the freedom christian academy handbook and family, parent(s), & student(s) contact and agreements and agree to be bound to each of its terms. I understand that I have committed and agreed to adhere, follow, and maintain all which has been stated, addressed, and assigned within the handbook and family, parent(s), & student(s) contract including the student conduct & behavior, volunteer requirements, student's transportation, safety & supervision, homework responsibilities, financial requirements, statement of faith, parent contract, and all disclosures including the medical, liability waiver, release, and indemnification for all adults and behalf of all minor students to whom these agreements pertain and are assigned to.**

**I acknowledge that I have given up substantial rights by entering into this agreement, and that I do so voluntarily.**

**I understand that parts of this agreement legally prevent me or any other person from filing a lawsuit or making any other legal claim from dangers in the event of myself, my child's, my next of kin's, or any third parties injury, death, or any known and unknown risks resulting from myself, my child's, my next of kin's, or any third parties participation with Freedom Fellowship and Freedom Christian Academy.**

**By signing this I make a legal declaration that ALL legal guardians and/or legal parents of each child I am enrolling have no objections for my child to be enrolled in Freedom Christian Academy and to attend any and all events and activities associated with the Academy.**

**I understand that failure to keep any part of this contract would result in my and my child's withdrawal from classes, my family from the membership page(s) of Freedom Christian Academy, and that all fees are nonrefundable at that time.**

**Lastly, I UNDERSTAND THAT THIS IS A LEGAL AGREEMENT** that is binding upon myself and my heirs, executors, personal representatives, administrators, next of kin, successors and all other assigns. **I HAVE READ AND UNDERSTAND THE TERMS OF THIS AGREEMENT** and **I ACKNOWLEDGE THAT** by signing this agreement voluntarily, I am agreeing to abide by its terms and I am waiving certain legal rights that my child or I may have.

