LOMPOC VALLEY BAPTIST SCHOOL

Enrollment Process

Step 1: Schedule a meeting with the administration. Call (805) 735-7807.

Step 2: Complete and return the Enrollment Application including the non-refundable $30 Testing Fee.

Step 3: Complete and return the **Confidential Records Request Form**, included in the Enrollment Packet. School records/transcripts are required of all applicants for grades 1-12.

Step 4: A parent/student interview and testing date will be scheduled after the following documents have been completed and turned in:

- Copies of the results of all standardized testing
- Current year's report card
- Disciplinary records from their previous school
- Current year's attendance record

Step 5: The final forms (listed below) must be completed and submitted with payment of the non-refundable Registration Fee.
Registration fee: $175
Registration paid by May 24th will be given a $50 credit on the first month's tuition.
A student's registration will be considered complete when it contains the following documents:

- **Tuition Agreement** (completed in full with parent/guardian signatures)
- **Medical Form**
- **Parent Involvement Contract**
- **Certificate of Immunization**

Step 7: Book fees must be paid in order to secure your child's position within our student body by July 15.

Late enrollments (after July 15): Book fees are due before the student may attend school or within 2 weeks of enrollment, whichever occurs first.

Admissions Criteria

Lompoc Valley Baptist School seeks to enroll students with a desire to learn. First preference is given to returning students. Currently enrolled students who do not enroll by May 24 are not guaranteed acceptance for the upcoming school year. Preference is given to applicants whose siblings attend Lompoc Valley and satisfy the above criteria. Remaining spaces will be filled during open enrollment. All candidates are carefully considered. No student has the right to re-enrollment. All applications for re-enrollment are approved at the sole discretion of the school's administration. We strive to make a fair decision based on the services that our school can provide for each child. As well as what the student can contribute to Lompoc Valley Baptist School.

Lompoc Valley Baptist School admits students without regard to sex, race, color, national or ethnic origin. We set high goals for our students, and we expect them to work hard and strive to reach their potential with the support of their parents/guardians.

All students will be admitted to the grade level according to state stipulations. Kindergarten students must reach age 5 by December 1.

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Enrollment Application 2019-2020

Student's Legal Name: _____ Preferred Name: _____

Student's Home Address: _____

_____

City State Zip County

Home Phone: _____ Student Cell Phone: _____

Student E-mail Address: _____

Do you have any siblings at LVBS? ____ Yes ____ No Name(s): _____

_____

Student lives with: ___ Both Parents ___ Father ___ Mother ___ Other

If parents are separated or divorced, is the non-custodial parent to receive a copy of the grade report? _____

Are there any restrictions on the non-custodial parent? _____ If yes, explain and include a copy of the court papers: _____

_____

Birth Date:_____ Grade entering: _____ Sex: _____ Race: _____

Grades previously attended at LVBS: _____

Last School Attended: _____

School Address: _____

Was the student allowed to re-enroll in the previous school? _____ If no, please explain:

_____

Did the student fail any classes the previous year? _____ If yes, please explain: _____

_____

If registering mid-year, is the student failing any classes? _____ If yes, please explain: _____

_____

If registering mid-year, could the student continue at the currently enrolled school at time of withdrawal?_____

If no, please explain: _____

_____

Has the student ever repeated or skipped a grade? _____ If yes, please explain: _____

_____

Has the student ever been homeschooled? _____ If yes, what grades: _____

Does the student have any learning difficulties? _____ If yes, please explain: _____

_____

Has the student ever been professionally tested for one of the following: ADD/ADHD, SLD, Hearing, Vision, Speech, or any other? _____ If yes, discuss the results and include a copy of the report.

_____

_____

Has the student ever been arrested? _____ If yes, please explain: _____

_____

Has the student ever been suspended from school? ____ If yes please explain: _____

_____

_____

Has the student ever been expelled from school? _____ If yes, please explain: _____

_____

_____

Has the student ever had a behavioral problem? _____ If yes, please explain: _____

_____

Does the student have access to appropriate research such as an encyclopedia, CD-ROM, or Internet access?

_____ Yes _____ No

Father:

Full Legal Name:_____

Occupation:_____ Place of Employment:_____

Address if different from student:_____

Home Phone:_____ Work Phone:_____

Cell Phone:_____ Email:_____

Mother:

Full Legal Name:_____

Occupation:_____ Place of Employment:_____

Address if different from student's:_____

Home Phone:_____ Work Phone:_____

Cell Phone:_____ Email:_____

What is your family's church affiliation?_____

How did you hear about Lompoc Valley Baptist School? _____

Name of the person(s) responsible for the student's tuition:_____

Relationship to student:_____

Emergency Contacts:

Name:_____ Relationship to student:_____

Home Phone:_____ Cell Phone:_____

Name:_____ Relationship to student:_____

Home Phone:_____ Cell Phone:_____

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MEDICAL RELEASE FORM

Student's Name:_____

Address/City/Zip:_____

Home Telephone:_____ Cell Phone:_____

Does the student have any medical conditions that would prohibit full participation in courses or athletic programs Lompoc Valley Baptist School offers? _____ If yes, explain: _____

_____

_____

Name, address and phone number of student's physician:_____

_____

The information provided by me in this release for is, to the best of my knowledge, accurate and true. As indicated by my signature below, I authorize Lompoc Valley Baptist School personnel to consent to any emergency treatment of my minor child, _____, which shall in my absence be deemed necessary. This shall include examination, anesthesia, medical diagnosis, surgery or treatment and/or hospital care of the minor child and upon the advice of a physician or surgeon licensed to practice medicine in the United States of America. I acknowledge that I will be responsible for any cost incurred by tis treatment. I understand that Lompoc Valley Baptist School does not provide health insurance to students. This authorization shall be valid during _____ school year only.

_____ _____

Signature of Parent/Guardian Date

LOMPOC VALLEY BAPTIST SCHOOL

ADMISSIONS AGREEMENT

Lompoc Valley Baptist School is a Christian school. Students and parents are also to conduct themselves in a Christian manner, both within school and at outside school functions. The following is a list of terms and conditions of admission to our school.

Tuition Terms and Agreements

- The book fee is non-refundable.
- The parents or guardian are responsible for the total amount of tuition.
- Parents or guardians are responsible for making punctual tuition payments.
- A late fee of $25.00 will be added to payments not received in the drop box by the 5th of each month.
- If an account becomes 2 months overdue, the student will be suspended from all Lompoc Valley Baptist School classes and activities until the account becomes current.
- Cash or check payments are acceptable.
- In order for report cards and transcripts to be issued, or for students to be withdrawn, there can be NO OUTSTANDING BALANCE.

Parent/Guardian and Student Conduct Policy

- All parents/guardians and students will comply with the rules and regulations set forth in the Lompoc Valley Baptist School Handbook.
- Students and parents/guardians will be respectful of the teachers and administration.
- Lompoc Valley Baptist School reserves the right to expel any student whose parent/guardian fail to cooperate with the administration.
- Lompoc Valley Baptist School has a no tolerance policy for student misconduct and failure to meet academic standards.
- Students that continue to violate the conduct policies or fail to meet academic expectations of Lompoc Valley Baptist School may be dismissed at the discretion of the administration.

Attendance Policy

- Attendance to scheduled classes is mandatory.
- Parents or guardians must contact the school office if the student is going to be absent for any reason. (See the Parent/Student Handbook for the full policy.)
- The student will be responsible for contacting all of his/her teachers in order to obtain the homework assignments for the days missed.
- Late work during the grading period is penalized.

Media Release

- Parents/guardians and students hereby grant Lompoc Valley Baptist School the right to photograph, videotape, or otherwise digitally collect student's likeness, voice, and sounds (as "Works") during the student's presence at Lompoc Valley Baptist School and Lompoc Valley Baptist School sponsored events and assign and grant all rights in these Works to Lompoc Valley Baptist School.
- This gives Lompoc Valley Baptist School the right to use or sublicense the Works and student names, likenesses and biographies, in Lompoc Valley Baptist School's discretion, in all media, for the promotion of Lompoc Valley Baptist School and its mission and program.
- Lompoc Valley Baptist School events are semi-public events that may be attended by members of the press, business corporations, and media ("commercial guests") not under the control of Lompoc Valley Baptist school who might photograph or videotape the event.
- Lompoc Valley Baptist School asks all commercial guests to comply with the Lompoc Valley Baptist School policy of not printing a minor's name with his/her picture, and Lompoc Valley Baptist school asks them not to use images of the participants or attendees for the commercial purposes without obtaining specific written permission from the person or a minor's parent or guardian.

This agreement will be governed by and construed in accordance with the laws of the State of California. I have read the Admissions Agreement and agree to abide by the above stated terms and conditions.

Signature of Parent: _____ Date: _____

Print Name: _____ Relationship to Student: _____

Signature of Parent: _____ Date: _____

Print Name: _____ Relationship to Student: _____

<u>For Middle and High School Students Only:</u>

I understand and agree to abide by the above stated terms and conditions, as well as policies, requirements, and rules set forth.

Signature of Student: _____ Date: _____

Print Name: _____

Signature of Student: _____ Date: _____

Print Name: _____

Signature of Student: _____ Date: _____

Print Name: _____

LOMPOC VALLEY BAPTIST SCHOOL

PARENTAL INVOLVEMENT CONTRACT

We, the parents of a Lompoc Valley Baptist School student, commit to serve as collaborators with the faculty, administration, and students to achieve excellence in the educational goals for our children through academic, social, moral, and civic engagement. I pledge to do the following:

1. In order to stay connected with my child's school experience, I agree to log in to the on-line school gradebook website twice a week for student/parent information, homework, grades, announcements and upcoming school events.
2. Support the established uniform dress code as outlined in the parent/student handbook.
3. Join the LVBS PTF.
4. Ensure that students arrive at least a few minutes early each day to get situated and receive instruction.
5. Facilitate the home/school communication effort by monitoring and enforcing the use of the agenda planner by the student, parent, and teacher starting in first grade.
6. Support the school's conduct codes and policies. Review this with your child so they can manage themselves better.
7. Encourage a minimum of 15-30 minutes of daily reading at home.
8. Set the bar high for your child to reach success and communicate your clear expectations for academic success. Support the daily class work, homework, and project requirements, ensuring completeness to the best of the student's ability. Acknowledge that in order to meet the Principal's Honor Roll, your child must have all A's on their report card. To meet the standards for the Merit Honor Roll, the student must have all A's and no more than two B's for students in first grade and older.
9. Ensure that student(s) participating in extracurricular activities is/are picked up on time, as indicated by the permission slip and acknowledge that late fees of $1 per minute will apply.
10. Attend a minimum of two in-school parent/teacher conferences per year to discuss your student's progress.
11. Submit updated student and parent information to the office within seven calendar days of any changes.
12. Follow the Health and Safety policies of the school and keep children home until well and fever free at least 24 hours.
13. In the collective effort to support the school financially through fundraisers, I acknowledge that there will be a required sales goal for each fundraiser. I accept that this sales goal must be met by my student(s) by sale or by compensation.

School Representatives Signature	Parent/Guardian Signature	Email Address
Student's Name	Grade for 2016-2017 School Year	Phone Number

LOMPOC VALLEY BAPTIST SCHOOL

Request for Confidential School Records

TO THE PARENT/GUARDIAN OF APPLICANT:

Please print or type the authorization below and return this form to the admissions office with the completed application.

Authorization of Release for Educational Records

_____

Student's Name Birth Date Grade

_____

Most Recent School Attended Phone

_____

Street Address City/State/Zip

_____

Fax Number

In accordance with the federal regulations regarding the privacy rights of parents and students under the Family Education and Privacy Act of 1974, the undersigned hereby consents release to Lompoc Valley Baptist School of all educational records (including statement of disciplinary action or disciplinary records) and other information as may be requested about the above named individual.

_____ _____

Date Parent/Guardian Signature

To Principal or Guidance Counselor:

We would appreciate you promptly sending the following documents to the address below:

- Complete transcript and latest grades
- Copy of Birth Certificate
- Standardized test results
- Any special testing results or placement in special programs
- Certificate of immunization and all health records
- All disciplinary records or official statement of disciplinary action

Please mail to: Lompoc Valley Baptist School
700 East College Ave.
Lompoc, CA 93436
Attn: Admissions Office