



Family Handbook

2021-2022

2021-2022 HOMESCHOOL CO-OP CALENDAR

October

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

January

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

March

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

February

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

April

Mon	Tues	Wed	Thurs	Fri
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

IMPORTANT DATES:

10/4	1st Semester Begins
10/25	Costume, Birthdays & Celebration
11/22	Thanksgiving Family Lunch / Birthdays
11/29	Winter Break
1/3	New Years Break
1/10	2nd Semester Begins
1/31	Birthday Celebrations
2/14	Valentines Lunch
2/28	Birthday Celebration
3/7	3rd Semester Begins (7 Weeks)
3/28	Birthday Celebration
4/18	Easter Break
4/25	Birthday Celebration Community Celebration

Special Events:

Statement Of Faith

We believe the Bible to be the inspired, infallible, and inerrant word of God, the supreme and final authority for all faith and life. (2 Tim. 3:16-17; 2 Peter 1:20-21; Ps. 19:7-11; Prov. 30:5-6; Jer. 23:29; Heb. 4:12; Matt. 5:18; John 17:17).

We believe there is one God, creator of all things, eternally existent in three persons: Father, Son, and Holy Spirit (same in substance, equal in power and glory) (Deut. 6:4; I Cor. 8:4-6; Acts 17:24-29; Gen. 1:1; Col. 1:15-20; John 1:1-3; Romans 9:5; Titus 2:13; I John 5:20; Isaiah 9:6; Psalm 45:6; Isaiah 48:16; Acts 5:3-4; Hebrews 9:14; I Cor. 2:11-16).

We believe in the deity and humanity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through his shed blood, His bodily resurrection, His ascension, and His imminent bodily return in power and glory to judge the living and the dead. (Isaiah 9:6; Gal. 4:4; John 17:5; Hebrews 10:5; Isaiah 7:14; Luke 1:34-35; Hebrews 7:26; John 14:11; I Pet. 2:24; 3:18; 2 Cor. 5:21; Heb.9:22; I Cor. 15; Acts 1:9-11; Rev. 19:11-21; 20:11-15).

We believe man was created good in the image of God but fell into sin, and is therefore totally depraved, and needs to be regenerated by the Holy Spirit for salvation. (Gen. 1:31; Eccl. 7:29; Gen. 1:26-28; Gen. 3; Rom. 5:12; Ps. 51:5; Gen. 8:21; Eph. 2:1-4; Rom. 3:10-18; Rom. 8:7-8; I Cor. 2:14; Jer. 13:23; John 6:44,63,65; John 1:12-13; John 3:3-8; Titus 3:3-5; Acts 16:14; Ezekiel 11:19; 36:25-27).

We believe that salvation is a gift of God given to man by grace alone through faith alone in the substitutionary death of Jesus Christ alone. (Jonah 2:9; Eph. 2:8-10; Philippians 1:29; Acts 5:31, 11:17-18; 2 Tim. 2:25; Rom. 3:21-28; Rom. 4:5; Philippians 3:9; 2 Cor. 5:21; Isaiah 53:4-6; Heb. 9:28; John 14:6; Acts 4:12).

We believe that the ministry of the Holy Spirit is to regenerate, seal, indwell, teach, convict, and empower the believer for godly living and service. (John 1:13; John 3:3-8; Titus 3:3-5; Eph. 1:13-14, 4:30; Rom. 8:9; John 14:16-18; 14:26; 16:13; 16:8; Rom. 8:13; 2 Tim. 1:7; Zech. 4:6; Col. 1:29).

We believe Christ, the Head of the Church, has commanded the Body of Christ to make disciples of all nations. The universal visible Church will extend to all the people groups of the world; therefore all peoples are of equal importance in the Body of Christ. (Col. 1:18; I Tim. 3:15; Eph. 2:14-20; 4:4-6; Rev. 5:9; 7:9; Matt. 24:14; Rom. 12:3-8; I Cor. 12:4-26; Gal. 3:28; Matt. 28:18-20; Acts 20:27; Titus 2:2).

We believe that Christian parents have the privilege and responsibility to raise their covenant children in the nurture and admonition of the Lord. (Gen. 18:19; Ex. 12:24-27; Deut. 4:9-10; 6:7-9; 8:5; 11:18-21; Joshua 24:15; I Sam. 3:13; I Chron. 22:6-16; Ps. 44:1; Ps. 71:18; Ps. 78:1-8; Ps. 145:4; Prov. 3:12; 4:1-4; 13:24; 19:18; 22:6; 22:15; 23:13-14; 29:15,17; Is. 38:19; Mal. 4:6; Eph. 6:4; Col. 3:21; 2 Tim. 3:15).

Mission Statement

Our philosophy is simple: Love Jesus and love others as you would yourself. When you come to our community, you'll find other parents who have submitted their lives to the Lord and are serious about walking hand in hand with Jesus for the purpose of transformation, and who are modeling that process for their children. Will we always get it right? Nope. But our desire is to keep growing to be more and more like Jesus every day, in total dependence on His mercy and grace.

We hold to Biblical guidelines and expectations. We believe in walking those out in relationships. Let's encourage one another in our relationships. Let's remind each other of the powerful God we serve and how much He loves each one of us, even in our failures. His love for us doesn't change depending on our behavior, and neither will our love for one another. Discipline at Grace will be done in love and with full parental involvement.

Our definition of love is simple and comes from 1 Corinthians 13: Love is patient, love is kind. It does not envy, it does not boast, it is not proud. It does not dishonor others, it is not self-seeking, it is not easily angered, it keeps no record of wrongs. Love does not delight in evil but rejoices with the truth. It always protects, always trusts, always hopes, always perseveres.

Again, we're not perfect, but we're betting neither are you and that's okay! Let's lighten each other's burdens. We can't wait to walk in love and community together as we each navigate our homeschools. It is a privilege and an honor to be on the journey with you!

Class Grouping

Nursery - Children Age 0-3
Littles - Students Age 4-7
Middles - Students Age 8-12
Teens - Students Age 13 - 17

Class Sizes are 10-12 Students & 2 Volunteers

Class Schedule

9:00am - 9:15am Morning Welcome & Prayer
9:15am - Head to Classes
9:30am - 10:00am Bible Time
10:00am - 10:30am Math Games
10:30am - 10:45am Morning Snack
10:45am - 11:15am History
11:15am - 11:45 am Science
11:45am - 12:00pm Classroom Clean Up
12:00pm - 12:30pm Lunch
12:30pm - 1:00pm Outside Play
1:00pm - 1:45pm Board or Card Games / Art
1:45pm - 2:00pm Community Clean Up
2:00pm Dismissal

We will meet every Monday at 9am
Please see Community Calendar

Curriculum

We have chosen the Gospel Project bible curriculum for ages 4-12.
Teens will begin a study from the Plain Not so Pain New Testament curriculum for Bible time.
This may change each semester.

Math Games, History & Science will be teacher lead. We will not follow any particular curriculum but all material used will be biblically sound. Materials and subject matter may change each semester. Please see your child's teacher for updated info.

Community Leadership

Mindy Dobson
Amy Duhon
Ashleigh Pierce
Charlene Miller
Colleen Lester
LaShawn Williams

Policies and Procedures

Allergy Information

- Parents are to list on the application as well as your child's teachers of any allergies.
- It is ultimately the responsibility of parents and children to monitor their own allergies and sensitivities.

Behavior and Discipline Policy

Grace Homeschool Community seeks to operate under Biblical principles and affirm that the Bible commands us to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (Matthew 18:15-20; 1 Corinthians 6:1-8). Therefore, the Leadership team, teachers, parents and students agree that any dispute arising from or related to this agreement will be settled by biblically based mediation according to Grace policies.

Behavior Issues:

1. First Offense: Verbal warning

If a student does not behave according to the code of conduct, the student will be asked to stop the offending behavior.

2. Second Offense: Final Warning

Parents will be asked to address the issues with the child.

3. Further Offense:

Parents will meet with teachers and leadership to discuss issues and come up with a solution that fits all parties.

The following are grounds for immediate expulsion and/or automatic termination:

- Not being in the designated area of the Homeschool Community
- Continuously disruptive classroom behavior
- Any defiant behavior or foul language.
- Any purposeful acts of vandalism.
- Any bullying behavior.
- Any alcohol or drugs.
- Any behavior that endangers the safety of the student or others.

Communications

Email

- Grace communicates heavily by email. Please be sure and add Grace email addresses to your email address book so they do not end up in your spam and like or join our Facebook.
- Contact us at: ignitehomeschoolcoop@gmail.com

Grace Website

- <https://gracehomeschoolcommunity.weebly.com>

Grace on Facebook

- Grace Public Facebook Page
<https://www.facebook.com/Grace-Homeschool-Community->
- You are encouraged to join Grace's closed Facebook group also.
<https://www.facebook.com/groups/GraceHomeschoolFamily>

Covid-19 Policy

This is the current plan for handling COVID concerns for the 2021-2022 school year. As guidelines and requirements are constantly changing in response to this virus, these may be updated or changed at any time to follow local laws and the requirements of our host church. If you have any concerns or suggestions, please do not hesitate to reach out to us at:

Please know that it is our goal to do everything that is both safe and reasonable to have in-person classes for the whole year. But, the first priority needs to be the health and safety of all of our students, faculty and families. It is also our goal to provide all the benefits of having co-op operate as close to normal as possible. While we will take the best precautions we can, there is no way to guarantee that you or your student will not be exposed to Covid, or any other illness, while at Ignite.

It will be of the utmost importance that ALL of our families, students, and teachers strictly adhere to our [Illness Policy](#). No one should come to the co-op if they have any fever or symptoms of any kind. Everyone will need to be fever-free without medication for 72 hours before returning to co-op. In addition, if ANY member of the household is showing any symptoms of illness, ALL family members should stay home until it is determined what the illness is, or a negative Covid test has been received.

Our other guidelines are:

1. No masks will be required. If any parent wants their student to wear a mask at co-op, we will support and encourage that.
2. Classrooms will be set up in the best way to facilitate as much personal space as reasonably possible.
3. No shared classroom supplies. Each student will have their own personal supplies (crayons, markers, pencils, scissors, etc)
4. Classroom cleaning. We will do our best to wipe down with cleaning wipes/solution multiple times throughout the day, School classes will be wiped down at the beginning and end of each day. This will include tables, chairs, doorknobs, light switches, and other "high touch" areas. This will also include any special equipment or supplies that are used during class.
5. The lunchroom will be set up with as many tables as possible to allow students room to spread out and have space while eating. The lunchroom will be wiped down at the end of each lunch period. This will include tables, chairs and microwaves.
6. The bathrooms will be wiped down by adult volunteers after each lunch period, and periodically throughout the day as necessary. This will include door latches, toilet handles, faucets, light switches and door handles and any other areas deemed to be "high touch".
7. The water fountain will only be used to fill water bottles. Each student will need to bring a water bottle with them each day to refill at the water fountain as needed. We will not allow students to drink out of the water fountain, to help prevent spreading germs. The water fountain will be wiped down on the same schedule as the bathrooms. We do try to keep bottles of water in the office, in the event that a student forgets to bring their own water bottle for the day. We will periodically ask for a couple families to volunteer to send in a case of water, to help keep them available.

Dress Code

Students are requested to dress modestly at all times.

Girls:

- No undergarments should be visible at any time.
- No shirts with inappropriate messages written on them.
- Shorts, skirts, dresses, etc. must come down to or past the wearer's finger-tips while standing in a relaxed position. (Most running shorts do not meet this criteria.)
- No skin may be seen between the student's pants and shirt at any time.
- No pants, jeans, or shorts with rips or skin showing above shorts length (fingertip length with arms down your side).
- No pajamas except on Theme Days and then they must comply with dress code.
- Shoes must be worn at all times.
- Yoga pants/leggings may be worn ONLY if the shirt worn with them covers the wearer's bottom.
- No shirts with low necklines.
- No strapless or spaghetti straps may be worn to class.

Boys:

- No undergarments should be visible at any time i.e. boxer shorts.
- No shirts with inappropriate messages written on them.
- Shorts must come down to or past the wearer's finger-tips while standing in a relaxed position. (Most running shorts do not meet this criteria.)
- No skin may be seen between the student's pants and shirt at any time.
- No pants, jeans, or shorts with rips or skin showing above shorts length (fingertip length with arms down your side).
- No pajamas except on Theme Days and then they must comply with dress code.
- Shoes must be worn at all times.
- No sagging pants.

Morning and Dismissal Procedures

All parents are to be with their child at the community throughout the day. If the parent is not on site they will need to have a designated adult with them during community operation. There are jobs available for everyone and everyone should have a job where they feel comfortable.

Please stay after dismissal to help clean classrooms and areas of our host church we have used.
Please see the checklist for cleaning assignments.

Please be mindful of small children outside. Do not let your small children outside alone during dismissal or anytime during the day without adult supervision.

Electronics Policy

Please refrain from allowing students to bring personal electronic devices of any kind to coop. Regardless of the reason for having a device out (checking the time, using it as a calculator, texting, emailing, etc.), if it is seen, it will be taken by the teacher and given to the leadership team or parent.

Exception: The only exception is if a teacher specifically says these devices may be used for a part of the class. In this case, phones must immediately be returned to the teacher when they are no longer needed for the class.

Financial Policies

All tuition and registration fees are due at the time of registration.

All registration fees are non-refundable. Tuition/ Donations are non-refundable.

A semester is a 7-8 week period depending on how it falls in the year. Each year semesters may be different.

Tuition does not need to be paid for nursery children age 3 and under.

All tuition paid will be donated to the church as a gift for use of the facilities.

2021-2022 Tuition

\$30 a Semester per child up to 3 children

4 or Or more children \$100 per semester for the family

0-3 Not included in tuition. Childcare fee may apply.

Fee Due at Registration

Registration Fee (per family): \$20 Per Year or Donation of (1) 24 Pack of Toilet Paper & (1) 8 Pack of paper towels per family.

Per Year Please see your class teacher for supply and activity fees. This may be different each semester.

Additional Fees (if applicable):

We will share any supply fees for special projects for any given class or instructor.

Accepted Payment Methods

We accept Cash, checks, Money Order, Paypal, Venmo, Cash app and all major credit cards.

There is a **3% convenience charge** added to all credit card and Paypal transactions.

Cash or Checks can be brought on any co-op day. You can also pay online on our website.

Class/Family Withdrawal

All fees collected during registration are non-refundable if you choose to withdraw from Grace for any reason.

Tuition collected is non refundable.

Returned Checks

A \$50 charge will be placed on all checks returned by the bank for nonpayment. After two such checks, all future payments must be made by money order.

Fire Alarm

- In the event of a fire alarm, the teachers, volunteers, and the leadership team will take classes directly and calmly out of the building through the nearest exit. Call 911
- All classes will meet at the far side of the parking lot closest to the Hwy..
- Teachers will take attendance, and if someone is missing, they will notify a leadership team member.

First Aid/ Medication

- Grace has a basic first aid kit with bandages and ice packs.
- If your child has a more serious injury and needs any type of medical attention beyond a bandage or ice pack, you will be called immediately to tend to these needs.
- Medication: NO medication of **any** kind will be distributed to a student by anyone other than a parent.

Gender Identification

- Grace is a Christ-centered cooperative that seeks to operate with convictions that reflect Biblical truth regardless of cultural circumstances. We believe that God created men and women, both in His image (Gen 1:27), but with distinctly different biological and physical traits.
- We feel that these differences should be celebrated because we are fearfully and wonderfully made (Ps 139:14) in our Creator's image. In reflection of our beliefs, all members of Ignite will be identified only by their God given gender.

Grievance Procedures

Should anyone experience a disagreement within the co-op, please follow these steps for resolving the conflict. Please uphold confidentiality.

“If a fellow believer hurts you, go and tell him—work it out between the two of you. If he listens, you’ve made a friend. If he won’t listen, take one or two others along so that the presence of witnesses will keep things honest, and try again. If he still won’t listen, tell the church. If he won’t listen to the church, you’ll have to start over from scratch, confront him with the need for repentance, and offer again God’s forgiving love.

Family to Family

- Go to the person with whom you have a disagreement at a time when you can have a private conversation. Hopefully, most issues can be resolved this way as both parties listen to each other. It may be very helpful to remember that we’re all on a team, working together to make co-op the best experience possible for all involved, especially our children.
- If the conflict is not resolved, parties involved should schedule a meeting with a Leadership member to discuss the situation. It will be at the discretion of the Leadership team as to the next course of action.

Parent with Teacher

- First step is to contact the teacher to inform them of the situation. Hopefully the issue can be resolved this way.
- If the issue isn't resolved with a conversation please schedule a parent/teacher meeting. A member of the Leadership team will be in attendance at the meeting.
- If the issue still isn't resolved and depending on the issue at hand, the Leadership team and possibly teacher and family involved will meet to discuss the next course of action.

The Grace Leadership team truly wants the best for all involved. We all come from different backgrounds, have different personalities, and various gifts and weaknesses. Ultimately, we are the body of Christ and our underlying goal is to glorify Him in all that we do. We know we are also very human and flawed people in need of a Savior. Iron sharpens iron so, we will take your conversations seriously and to the best of our ability, work through them with you.

Illness

If you or your children are sick or recovering from an illness please do not attend classes. If any family member is experiencing symptoms of any kind, please keep all family members home until a diagnosis has been made. Find a substitute for your volunteer shift. We do not want to be a source of illness for any family, so please use good judgment. If in doubt, err on the side of caution, stay home and get a substitute (see [Volunteer Policy](#)). Contact your student's teachers for assignments or questions.

If you or your children exhibit any the following, then do NOT attend classes or events:

- Fever of 100 degrees or greater within 72 hours prior to co-op
- Any symptoms of Covid-19, including, fatigue or feeling tired, especially mid-morning hours, coughing, shortness of breath, losing your voice or throat is a little sore, fever or chills, loss of taste or smell, abnormal headaches, runny nose, diarrhea or nausea, etc
- Fever that needs medication to control (such as Tylenol, Advil or Motrin)
- Vomiting or nausea within 48 hours prior to co-op
- Diarrhea within 24 hours prior to co-op
- Nasal congestion, or yellow or green nasal discharge, or excessive clear nasal discharge that is heavy enough to require frequent wiping
- Cold symptoms with sore throat or persistent coughing or sneezing
- Streptococcal infection, until 48 hours after medication has been initiated (strep throat)
- Infected skin or eyes or undiagnosed rash, including but not limited to conjunctivitis, poison ivy, Fifth Disease, chickenpox, etc., until the prescribed drops, cream or treatment are complete or incubation period recommended by doctor has passed
- Cold sores (fever blisters) on children in the elementary age classes until lesions are scabbed
- Acting lethargic, listless, or irritable
- Other contagious symptoms, including but not limited to lice, ringworm, etc.
- If your child has a clear runny nose, then use your best judgment as to whether it's sickness or allergy

Covid-19 specific policies

Per current CDC and local school district guidelines:

If anyone has symptoms of Covid-19, they cannot return until 10 days after the onset of the symptoms. Also, they will have to be fever free without any medication for 72 hours prior to returning to class.

If anyone tests positive for Covid-19, but has no symptoms, they cannot return to classes until 10 days after the test was taken.

Inclement Weather

- The Leadership Team will determine if the co-op will be closed or delayed due to inclement weather. The decision will be made by 7:30 a.m. We will generally follow Hancock County Schools for closures and delays.
- Parents will be notified by email, text, and the private Facebook page.
- If there is a delay, co-op start time will be announced and the class schedule will be adjusted accordingly.
- If classes must be canceled for any other last-minute emergency, we will make announcements on our private Facebook page, through email, and through text messaging systems.

Parent General Responsibilities

- Arrive at co-op students on time
- Volunteer for teaching at least 1 semester a year or as much as needed.
- Respect this church property as a house of worship and use only items and areas sanctioned for our use.
- All parents are responsible to enforce and uphold co-op rules. If you see a questionable action and/or behavior, please bring it to the attention of someone on the Leadership team in a timely manner.
- Make all payments by the date due.
- Regularly check our private group on FB for updates.

Personal Space/Physical Contact

Because we are people created in the image of God (Genesis 1:27) and brothers and sisters in Christ (James 2:1), we are called to respect each other (1 Peter 2:17, Philippians 2:3, Romans 12:10). This respect should extend not only from student to adult, but also among the students themselves.

Students are expected to behave in a way that is appropriate for a group/coop setting. It is important that students, no matter what age or grade, understand the boundaries of personal space. No excessive personal contact that includes long hugs, kissing, hand holding, excessive pushing/rough play or personal touch that is of an intimate manner. High fives and fist bumps are appropriate physical contact for our coop setting.

If a student does not comply with these boundaries/guidelines, will be brought to their parents' attention.

Solicitation

- Usage of the community directory or community time for the purpose of solicitation is a violation of privacy and is strictly prohibited. No sales or MLM Party solicitation please.

Student General Responsibilities

Parents should review these responsibilities regularly with their children:

Grace Community Etiquette

- **Be respectful to your teachers; arrive at class on time, participate willingly, bring all required materials to class.**
- Students are expected to participate in all class activities, and parents should help by encouraging or assisting with participation.
- Always listen and follow directions. Do not interrupt while your teacher or a classmate is talking. Stay with your class during class time. Do not leave the class without the teacher's permission.
- If you know ahead of time that you will not be in class on a co-op day, contact your teacher for any upcoming activities you may miss.
- Treat others the way you wish to be treated: be respectful and kind to parents, volunteers, teachers, fellow students and community leadership.
- Inappropriate language, conversations, and attitudes are not acceptable and will be subject to immediate discipline.
- Students must turn cell phones into their teacher during class.
- No distracting objects (toys, electronics, etc) will be allowed in class.
- No eating or drinking during class, unless it is a part of the class or during snack time.
- No physical violence of any kind will be tolerated (kicking, hitting, biting, pushing, etc). If a student is in a physical altercation with another student while on church property, both students will not be allowed back on campus until both families and Leadership meet together.
- Boy-girl relationships among students are to be kept platonic in nature while attending community classes and other activities.

Facility Use and Maintenance

- Students should be in their designated areas only and accompanied by their teacher or adult volunteers. During lunch times, students should be in the lunch room or designated areas only.
- Keep the hallway clear during class time; all students should be in their classroom. Plan to use the bathroom between classes, not during class time. Keep the restroom neat.
- Throw away your trash and any trash you see on the property or in the building. If there is an area that needs adult attention, find a leadership team member or teacher.
- Students may not eat during class or in the hallways.
- Immediately notify a leadership team member, hall monitor or teacher of any damage done to the building or grounds.

Safety

- Walk, do not run, in the building or up the stairs.
- No throwing objects at any time.
- No roller blades, roller shoes, skateboards, hoverboards or any other object of this type. No guns of any kind (real, toy, pellet, water, etc.) knives, laser pointers, lighters, or any other dangerous or distracting items are allowed on church property.
- Drive SLOWLY and CAREFULLY through the parking area.
- Students should not linger on campus once their classes are over. Community dismisses at 2pm

Volunteer Agreement

Requirements:

- In order for our coop to run efficiently, each family will be required to volunteer for 1 full 8 week semester a year. (*Per family not per student*). You may choose the area of your best interest but may ultimately be asked to volunteer or teach where most needed.
- We will also need Volunteers to assist in the nursery or in the classroom. Other tasks may be assigned from time to time.

Substitution Policy:

If you have an **unexpected** situation you have 2 options:

- 1) Call another volunteer and request a day switch ("If you come in for me today, then I will work for you next Time").
- 2) Have a family member, friend, neighbor, someone already familiar with homeschooling you can call on to fill your time slot in case of an emergency.

All substitution arrangements must be completed by 7:30am.

This is a 2 step process:

- 1) Find a replacement
- 2) Notify Grace Leadership (Beth Bartlett)

Volunteer Guidelines:

- You must arrive 15 minutes before the start of your class.
- Off campus accommodations must be made for children over 3 that **are not** enrolled in Grace Community during your volunteer semester.
- Children 3 and under may use the Nursery while you are serving at Grace Community. Please add them to your application at the time of registration. At this time there is no fee but depending on our volunteer capacity we may ask you to help cover the costs of nursery staff if you have a child in the nursery.

No Show Teacher or Volunteer:

- No Show/No Provision will not be accepted.
- After the second occurrence the Grace Leadership Team will reevaluate the family's participation in the Co-op.

Student Withdrawal:

- If your student withdraws from Grace Homeschool Community for ANY reason during any time, all fees and donations are Non refundable.

Weapons Policy

Weapons are not allowed on Co-op premises or at any event or activity associated with Ignite.

- No knives; hunting, pocket, or pin-knife.
- No cigarette lighters, matches, any other type of firestarter device or fireworks are allowed .
- All weapons will be confiscated and the parents notified. Confiscation may be done by searching a student's personal property or vehicle if staff has reason to believe that this is necessary.
- Bringing one of the above mentioned articles or any other type of weapon or use of the same can result in suspension or expulsion.
- Notification of law enforcement is up to the discretion of the Leadership Team.

Withdrawal Procedures

- **Once paid, fees and any donations are non-refundable**
- If you would like to withdraw your student before the semester has ended, please notify the Community Leadership Team.

Forms

Every family must complete and return the following forms:

1. Liability Waiver (1 Youth Waiver per student & 1 Adult Waiver)
2. Coronavirus Waiver
3. Photography Waiver
4. Handbook Acknowledgement Form
5. Background Check Form

YOUTH WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to participate in any way in **Grace Homeschool Community** 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, 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 **Grace Homeschool Community, Bayou Talla Fellowship or Any of its members or members of its leadership team**, 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 of 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.

Signature of Parent/Guardian

Date

Print Name of Parent/Guardian

Name(s) of Grace Homeschool Participant(s)

ADULT WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to participate in any way in **Grace Homeschool Community** related events and activities, the undersigned

1. Agree that the member/participant should inspect the facilities and equipment to be used, and if the member/participant believes anything is unsafe, he or she should immediately advise the 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, 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 **Grace Homeschool Community, Bayou Talla Fellowship or Any of its members or members of its leadership team**, 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 of 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.

Signature of Parent/Guardian

Date

Print Name of Parent/Guardian

Name(s) of Grace Homeschool Participant(s)

Coronavirus Waiver

Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing, the wearing of masks, and other such precautions.

Grace Homeschool Community and Bayou Talla Church have put in place preventative measures to reduce the spread of COVID-19; however, we cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending Grace Homeschool Community could increase your risk and your child(ren)'s risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending Ignite and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at Grace Homeschool Community may result from the actions, omissions, or negligence of myself and others, including, but not limited to, teachers, staff, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance at Grace Homeschool Community. On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless Grace Homeschool Community, Bayou Talla Church, their employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of Grace Homeschool Community or Bayou Talla Church, their employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any Grace Homeschool Community program.

Signature of Parent/Guardian

Date

Print Name of Parent/Guardian

Name(s) of Grace Homeschool Participant(s)

Photography Waiver

I (print name) _____, parent or guardian of (child's
name(s)) _____,

do, or

do not

hereby grant **Grace Homeschool Community** permission to use my or my child's photographs and/or digital images/videos publically to promote the Coop. I understand that the images may be used in print publications, online publications, presentations, websites, and social media. I also understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

I HAVE READ AND UNDERSTAND THE ABOVE PHOTO RELEASE. I AFFIRM THAT I AM AT LEAST 18 YEARS OF AGE, OR, IF I AM UNDER 18 YEARS OF AGE, I HAVE OBTAINED THE REQUIRED CONSENT OF MY PARENTS/GUARDIANS AS EVIDENCED BY THEIR SIGNATURES BELOW.

Signature of Parent/Guardian

Date

Print Name of Parent/Guardian

Name(s) of Grace Homeschool Participant(s)

Grace Homeschool Community Handbook Acknowledgment

I hereby acknowledge receipt of the Grace Homeschool Community Family Handbook 2021-2022.

I understand that it is my and my student's continuing responsibility to read and comply with the policies contained in this handbook and any revisions made to it.

The family handbook describes important information about Grace Homeschool Community, and I understand that I should consult the Leadership Team regarding any questions not answered in the handbook. This manual and the policies and procedures contained herein supersede any and all prior practices, oral or written regarding the terms and conditions of Grace Homeschool Community.

I understand that any and all policies and practices may be changed at any time by Grace Homeschool Community. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies.

I have read, understand all of the above. I have also read and understand the Grace Homeschool Community Handbook and my family's responsibility to adhere to the information therein.

Signature of Parent/Guardian

Date

Print Name of Parent/Guardian

Notification and Authorization To Conduct Background Investigation

I hereby authorize Bayou Talla Church or its agents Christian Background Services to investigate my background to determine any and all information of concern to my record, whether same is of record or not, and I release employers and persons named in my application from all liability for any damages on account of his/her furnishing said information.

Additionally, you are hereby authorized to make any investigation of my personal history, including, but not limited to a credit check, driver's license history, educational background, military record, criminal records and more through an investigative or credit agency or bureau of your choice I authorize the release of this information by the appropriate agencies to the investigating service. I understand that this may include a workers compensation claims search after a conditional job offer has been made. I also understand that I may be required to take a drug test before or during employment.

This authorization, in original or copy form shall be valid for this and for any future reports and updates that may be requested.

PLEASE PRINT CLEARLY

FULL NAME: _____ SSN: _____ - _____ - _____

OTHER NAMES OR SSN USED: _____

CURRENT ADDRESS:

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Email: _____

LIST ALL ADDRESSES FOR PAST 7 YEARS: (show others on back and check here ____)

Street Address: _____

City: _____ State: _____ Zip: _____

Dates Lived at above address: _____ to _____

Street Address: _____

City: _____ State: _____ Zip: _____

Dates Lived at above address: _____ to _____

DRIVER'S LICENSE #: _____ STATE: SC _____ DOB: ____/____/____

(only used for identification purposes in screening inquiries)

May we contact your current employer? _____ Yes _____ No

Have you ever been convicted of a crime? _____ Yes _____ No

This includes but is not limited to pleas of guilty, nolo contendere, no contest, adjudication withheld, and pre-trial intervention programs. If YES show details including date, charge, county, disposition on rear.

Signature: _____ Date: _____



FAMILY APPLICATION

Please fill in all the information as completely as possible. Incomplete forms will not be accepted.

Last Name: _____

Husband: _____ Wife: _____

Address: _____

City: _____ Zip: _____ Email: _____

Home Ph: _____ Cell Ph: _____

How did you hear about Grace Homeschool Community?

STUDENT INFORMATION: Please list ALL of your minor children & ages, including infants, that will be attending community. (PLEASE PRINT CLEARLY)

- Name: _____ Age: _____
- Name: _____ Age: _____
- Name: _____ Age: _____
- Name: _____ Age: _____
- Name: _____ Age: _____
- Name: _____ Age: _____
- Name: _____ Age: _____
- Name: _____ Age: _____

Allergies: _____

Medical Conditions: _____

Do your children have any special needs that a classroom teacher needs to accommodate in order to facilitate learning? If yes, please explain.

All parents must serve a min of (1) 8 week semester a year. Please mark at least 2 areas below.

- Areas you would like to serve: _____ Nursery (Ages 0-3)
- _____ Littles (Ages 4-7) Bible & Math Games _____ Littles (Ages 4-7) History & Science
- _____ Middles (Ages 8-12) Bible & Math Games _____ Middles (Ages 8-12) History & Science
- _____ Teens (Ages 13 +) Bible & Math Games _____ Teens (Ages 13 +) History & Science
- _____ Art Multi Ages

Other Interest or areas you would like to serve: _____

Signature of Parent/Guardian

Date