



Student Information - Initial Registration 2022-2023

Student Legal Name _____ | Grade to Enter _____ | Repeat Y / N

Student Preferred Name _____

Gender M / F | Ethnicity _____ | Date of Birth _____

Street Address _____

City _____ State _____ Zip _____

Home Phone _____ Student Cell Phone _____

Student Email _____ Car tag of student if driving _____

Is there any court ordered custody, payment, or contact information the school needs to know? Y / N
If yes, you must provide those documents to the school.

If you are registering for K3-K5, please indicate the following:

_____ Half-day or _____ Full-day

If you are registering for K3-8th grade, please indicate if you will use the following:

_____ Full time Extended Care - Includes Before and After School Care (K-8th)

_____ Full time Before School Care only (K-8th)

_____ I will not be using any full time before or after school care.

Past Enrollment

Most recent school attended _____ Year(s) attended _____

City _____ State _____

Reason for leaving _____

Highest level completed at your most recent school _____

If you attended your most recent school for less than two school years, provide the following information:

Previous school attended _____ Year(s) attended _____

City _____ State _____

Reason for leaving _____

Highest level completed at your previous school _____



Parent/Guardian (1)

Name _____ Relationship to student _____

Mailing Address _____

City _____ State _____ Zip _____

Physical Address _____

City _____ State _____ Zip _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Employer _____ Work Phone _____

Financially responsible? Y / N | Custody of the student? Y / N | Marital status _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Parent/Guardian (2)

Name _____ Relationship to student _____

Mailing Address _____

City _____ State _____ Zip _____

Physical Address _____

City _____ State _____ Zip _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Employer _____ Work Phone _____

Financially responsible? Y / N | Custody of the student? Y / N | Marital status _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N



Additional Contacts (1)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Additional Contacts (2)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Additional Contacts (3)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Additional Contacts (4)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N



Medical Information - Use a separate form for each student.

Primary care physician _____

Phone _____ Insurance provider _____

Group # _____ Policy # _____

Do we have permission to contact emergency services if we deem it necessary? Y / N

Preferred emergency room if possible _____

Allergy _____ Medication? Y / N | Epipen? Y / N

Allergy _____ Medication? Y / N | Epipen? Y / N

Allergy _____ Medication? Y / N | Epipen? Y / N

If yes, give instructions for use. _____

Regular Medication

Medication _____ Physician _____ Dosage _____

Medication _____ Physician _____ Dosage _____

Medication _____ Physician _____ Dosage _____

First Aid

Do representatives of Emmanuel Christian School have permission to administer first aid? Y / N

My child may be given the following:

_____ Tylenol/Generic _____ Antibiotic Ointment _____ Anti Itch Cream _____ Orajel/Generic

_____ Ibuprofen _____ Artificial Tears/Generic _____ Throat Spray _____ Cough Drops _____ Tums

Parent/Guardian Signature _____ Date _____



Internet Usage Contract (1st-12th Grade)

Use of the internet provides great educational benefits to learners. Although Emmanuel Christian School does have in place certain internet filters, some material accessible via the Internet may contain items that are illegal, defamatory, or potentially offensive to some people. Access to the Internet is given as a privilege to learners who agree to act in a considerate and responsible manner. We require that parents or guardians read, communicate with their students, accept, and sign the following rules for acceptable online behavior.

1. Learners are responsible for good behavior on the Internet just as they are in school. General school rules for behavior and communication apply.
2. Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files created or transmitted using their school issued account will always be private.
3. The following are not permitted
 - A. sending or displaying offensive messages, or pictures over any medium or device (personal or school owned)
 - B. using obscene language, symbols, slang, or gestures over any medium or device (personal or school owned)
 - C. harassing, insulting, or attacking others over any medium or device (personal or school owned)
 - D. damaging computers, computer systems, or computer networks either physically or electronically (virus creation, spamming, Spy-ware, monitoring programs, file deletion, or formatting of hard drives)
 - E. violating copyright laws
 - F. using another's password- This is to be kept private by the student and the computer instructor.
 - G. trespassing into another's folders, work, or files
 - H. employing the network for commercial purposes
 - I. revealing the personal address or phone number of yourself or any other person without permission of the instructor
 - J. downloading, opening, transferring, or installing any program or file that has not been authorized by the instructor
 - K. hacking - for either good or malicious purposes
 - L. use of torrent sites for downloading movies, music, or software downloads protected by copyright laws
 - M. creation or editing of information on social networks is not permitted on school computers.
 - i. Remember that your actions, activities, and language on such site reflect your lifestyle commitment.
 - ii. Transmission or retransmission of profanity or inappropriate material will be handled as your spoken word. This includes all acronyms for profanity.
 - N. use in class not directed by the teacher
4. Students are not to attempt to circumvent the school's firewall by utilizing vpn's or proxies on the school network.

I have read the rules for acceptable on-line behavior, understand the rules, and agree that my child is to comply with the above stated rules. Should my child violate the rules, I understand that he/she may lose network access and may face additional disciplinary actions.

Parent/Guardian Signature _____ Date _____



Chromebooks (6th-12th Grade)

We became a Google Apps for Education school in 2014, utilizing digital textbooks and online resources for classroom enhancement. We have been able to give each student an @emmanuelwarriors.org email address and unlimited cloud storage space through Google Drive to store all of their work. Our teachers utilize the Google Classroom along with the Google Forms application. Google Docs and Sheets has allowed our students to work on classwork without the fear of losing their work because of the automatic save feature and the ability to submit their work electronically.

Chromebooks currently range in price from \$150-\$500. Below is a list of recommended Chromebook models. All of these can be purchased through Amazon.com, and many of them can be bought locally at Walmart, Best Buy, or Office Depot.

- Acer Chromebook 311 (This is a basic machine with no frills. Easy to repair. AUP of June 2026)
- Samsung Chromebook 4 (Solid machine without a touchscreen. Get the one with 4gb of ram instead of 2gb. AUP of June 2026)
- Lenovo 100E (Budget friendly. Gen1 AUP of June 2024 - Gen2 AUP of June 2026)
- Lenovo S330 (Budget friendly with 14" non-touch screen. AUP of June 2025)
- Lenovo C330 (Budget friendly with 14" touch screen. AUP of June 2025)
- Lenovo Chromebook Duet (Tablet convertible with detachable keyboard. Smaller size at 10" screen. AUP of June 2028)
- Lenovo Chromebook Flex 5 (Good machine, but can be pricey to repair. AUP of July 2028)
- HP Chromebook X360 (Excellent mid range machine. However, be very careful when purchasing this model because it comes in 12 different versions with AUP dates from 2024-2029.)

Please do not purchase a Windows netbook. They will be sold to you as "just like a Chromebook," but it is a Windows machine.

These are current models of Chromebooks as of January 2022, but as time progresses, there will be newer models available. If you choose to purchase a device that is not on this list, please reference the Chromebook Auto Update Policy (AUP) at <http://bit.ly/2XQa1WJ>.

You can purchase a few of these machines locally. You can also find these machines on Amazon and eBay. If you purchase on eBay, please refer to the user's rating and the condition of the device.

If you have any questions, please give me a call at 334-792-0935, or send an email to sredmond@emmanuelchristian.org.



Lifestyle Commitment Form (6th-12th Grade)

The handbook can be viewed at <http://www.emmanuelchristian.org/forms.html>

I have read the entire Middle School/High School Handbook, and I agree to uphold the guidelines outlined by the school. To the best of my knowledge, my child does not participate in illegal activities, including vandalism of another individual's personal property, and he/she does not use profanity, tobacco, ecigs, vaping equipment, alcohol, illegal drugs, prescription drugs not prescribed to me. To the best of my knowledge, I believe my child is following biblical guidelines for my life by not being involved in lifestyles that contradict Christian biblical standards and by abstaining from sexual promiscuity.

I have read the entire Middle School/High School Handbook, and I agree to support the school by ensuring that my child upholds the guidelines outlined by the school.

I understand that if my child fails to conduct himself/herself according to the biblical guidelines outlined in this Christian Lifestyle Commitment agreement, the result may be immediate dismissal from the school.

I understand that my child will be presented with this information and will be expected to also agree to these guidelines.

Parent/Guardian signature: _____ Date: _____



Enrollment Contract (K-12th Grade)

It is my intention that my child completes the current year at Emmanuel Christian School. I agree to pay all tuition and registration fees and understand that in the event that I choose to enroll my student in a different school, the registration fees paid will not be refunded.

I understand that tuition is set on a yearly basis but may be paid over a twelve-month period beginning in June and ending in May of the current school year. If registration is finalized after June of the current school year, payments will be divided over the remaining months to be completed in May of the current school year. I also understand that all monthly tuition payments must be processed through the FACTS Online Tuition Management System. I have read and understand the FACTS system information and agree to the expectations put in place by ECS. I understand that in the event that FACTS returns a payment due to insufficient funds, ECS will not be responsible for any fees placed on my account by my financial institution or by FACTS. ECS also holds the right to impose a late fee of ten dollars on my tuition account if payments are returned by FACTS.

In the event I wish to withdraw my student from the school, I must request the withdrawal in person in the school office. I also understand that I will be subject to a ten (10) percent withdrawal fee.

Records and report cards will not be transferred to a different institution and/or college unless all accounts are up to date.

ECS administration reserves the right to terminate my child's enrollment at ECS if rules and guidelines are not held to by the student or if financial accounts become delinquent.

I agree to uphold and abide by the regulations and policies of ECS as they apply to myself and my child.

I understand the school has filed notice with and is exempt under law from regulation by the Department of Human Resources.

The School's duties and obligations under this Contract may be suspended indefinitely without notice during all periods in which ECS is closed due to any force majeure events, including, but not limited to, any earthquake, fire, flooding, act of God, war, governmental action, act of terrorism, epidemic, pandemic, state of emergency, or any other event beyond the School's control. The School has developed a contingency instruction plan to deliver remote instruction as soon as is reasonably practicable and safe under the circumstances. If such a force majeure event occurs, the Schools' duties and obligations in this Contract may be postponed for a period of time until the School can deliver its contingency course instruction or until such time as the School, in its sole discretion may safely reopen. In the event the School is closed for a period of time or must deliver course work remotely due to an event under this clause, the Parent agrees the School is under no obligation to cancel, waive, or refund, any portion of tuition that is owed or paid to ECS.

We understand that during the course of the school year, opportunities exist for students to choose to participate in athletic events or teams, and also several on-campus activities occur that involve students voluntarily participating in events that include or may require some physical activity. These events include, but are not limited to, physical education classes, participation on athletic teams, activities during Homecoming week. We agree that to our knowledge our child does not have any conditions that would prevent any involvement in such activities. In entering this Contract, we are consenting to and providing permission for our child(ren) to participate in such activities knowing that these involve physical activity. This consent and permission remain effective until specifically revoked, in writing to your student's campus principal. We further agree, in entering this Contract, to the fullest extent permissible, to defend, indemnify and hold ECS, its agents and employees, harmless from any claims, expenses, or losses, including attorney's fees, relating to the permission provided herein or associated with any injury incurred during said on-campus events. It is understood by Parents that students may try out for such activities such as sports, cheer, theater, and many other activities but that not all students can be selected for the number of limited spaces available which will be determined solely at the discretion of the coach or educators involved. We understand and agree to pay fees in addition to tuition for Student's participation with certain courses, activities and co-curricular programs.

I have read and understand the above information. Both parents must sign.

Father _____ Date _____

Mother _____ Date _____

If one parent has full legal custody of the child(ren), please sign below.

I am the sole legal guardian for the child(ren).

_____ Date _____



Indemnity Agreement (K-12th)

I/we understand that Emmanuel Christian School cannot protect my child/student and/or me from risks that may be encountered as a result of my child attending the school/childcare program. I/we realize there are natural, mechanical, and environmental conditions and hazards which independently or in combination with any activities engaged in while participating in this program may result in exposure to certain risks including exposure to coronavirus (COVID-19), or other biological agents, virus or similar bacteriological agent, and the risk of being quarantined, or illness that may result in medical care, hospitalization or death.

I hereby state that I, on behalf of my child/student and myself, am an adult, over the age of 18, and legally competent to sign this form. I understand these inherent risks and dangers involved with participation in the school providing this program and acknowledge the existence of risks that are not obvious or predictable, and hereby intend this release to extend to injury or loss which results from both obvious or predictable risks, as well as risks that are unpredictable and not obvious and to extend to myself and my child/student, as applicable.

In consideration of myself and my child/student participating in the school/childcare program provided by Emmanuel Christian School, I/we, and any legal representatives, heirs, and assigns, hereby release, waive, and discharge Emmanuel Christian School, its officers, directors, employees, agents, and representatives from any and all liability for any and all loss or damage, and any claim or damages resulting therefrom, on account of any injury, illness or exposure to and/or contracting the coronavirus (COVID-19) or other biological agents, virus or similar bacteriological agent by me or my child/student attendance at and participation in the summer camp, including any medical expenses. Injury and/or death.

I agree to indemnify Emmanuel Christian School, its officers, directors, employees, agents, and representatives from any loss, liability, damage, or cost that may be incurred due to my child/student participation in the aforementioned program, whether caused by Emmanuel Christian School or otherwise. I fully understand, on my own behalf and on behalf of my child/student the risks associated with the aforementioned participation and assume any risk associated therewith.

This notice, release and indemnity agreement contains the entire agreement between and among the parties hereto, and the terms of this release are contractual and not a mere recital.

The parties to this agreement hereby agree that the interpretation and enforceability of this release shall be governed by the laws of the State of Alabama.

I expressly agree that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by applicable laws and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I understand that by signing this agreement I am giving up on behalf of my child/student and myself certain legal rights and remedies including the right for my child/student and/or myself to recover damages in the event of death, personal and/or bodily injury of any kind, property loss or damage, expenses of any nature whatsoever including attorney's fees, and other losses that my student(s) or that I may sustain in association with my child's participation in the program.

I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW AND UNDERSTAND THE CONTENTS THEREOF. I SIGN THIS RELEASE VOLUNTARILY AS MY OWN FREE ACT WITH FULL KNOWLEDGE OF ITS SIGNIFICANCE, INTENDING TO BE LEGALLY BOUND THEREBY.

Father _____ Date _____

Mother _____ Date _____

If one parent has full legal custody of the child(ren), please sign below.

I am the sole legal guardian for the child(ren).

_____ Date _____



FACTS Tuition Agreement (K-12th Grade)

By registering my student(s) at Emmanuel Christian School, I understand that I am expected to sign up with FACTS Tuition Management service for a monthly draft of my tuition due, or I must pay in full up-front.

As a requirement of FACTS, I am expected to keep my account current and active. I understand that if I need to make any changes to the draft date of the master schedule, I must contact the school's financial secretary within seventy-two (72) business hours prior to the next scheduled draft. Change requests to the account can be approved by the financial secretary or school administrators.

Scheduled payments can be moved or redistributed, but payments cannot be placed on hold. Moved payments must be within fourteen (14) days of the original scheduled payments. Redistributed payments will be redistributed for a maximum of three months or through the end of the school year, whichever occurs first.

There can be a maximum of two redistributions at any given time. By registering with FACTS, I understand that in the event a scheduled draft is returned as insufficient funds, I am responsible for the NSF fees administered by my bank and by FACTS.

The school will cover up to \$50 of FACTS setup fees per family. In the event that multiple accounts are set up for the same family, the additional \$50 fee per account will be distributed evenly among all financially responsible parties. The fee will be added to the school tuition and will be withdrawn from my FACTS account in one (1) payment. The fee may not be added to my monthly distributions.

The registration fee cannot be added to FACTS to be distributed over all FACTS payments. Registration fees must be paid in cash or check at the time of registration. In the event that a registration fee check is returned as NSF, I will have seventy-two (72) hours to pay the registration fee in cash. I will also be responsible for any NSF fees administered by the bank.

Drop-in aftercare charges and other charges incurred through the school year not paid by cash or check in the office at the time they are incurred will be added to my incidental charges in FACTS and will be scheduled to draft out on the 30th of the current month.

Music/Lesson fees will be added to my monthly draft beginning with my first draft for the new year or the first month in which lessons are requested, whichever occurs first.

I understand that my child's enrollment is not complete until the registration forms are turned in, the registration fee is paid, and a FACTS account is set up.

Name of Financially Responsible _____

Signature of Financially Responsible _____

Date _____



FACTS Tuition Enrollment (K-12th Grade)

Financially Responsible _____

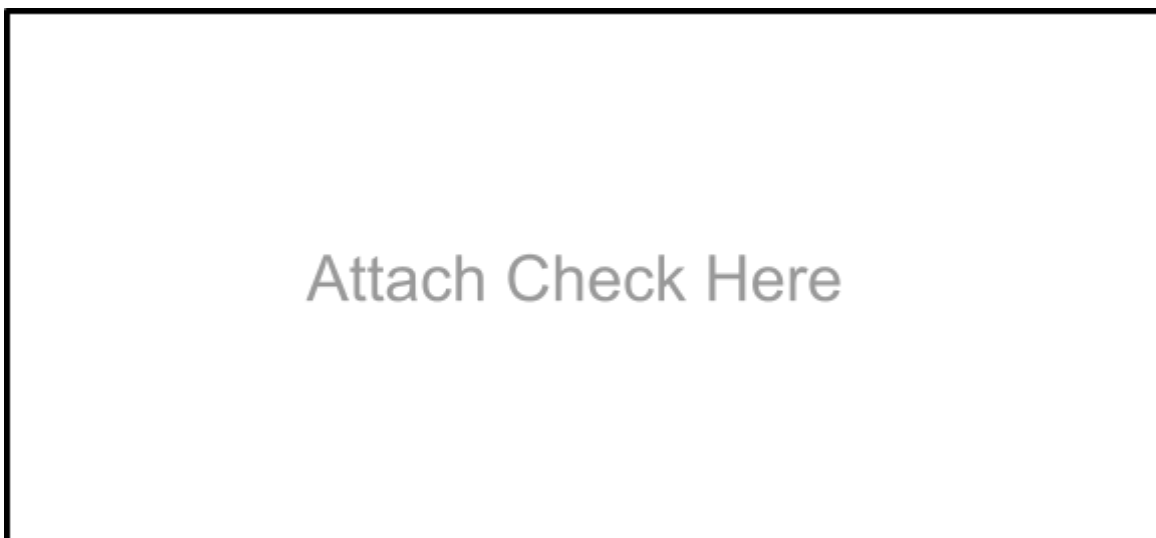
Street Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Students to include on this account

Voided Check



The school will cover up to \$50 of FACTS setup fees per family. In the event that multiple accounts are set up for the same family, the additional \$50 fee per account will be distributed evenly among all financially responsible parties. The fee will be added to the school tuition and will be withdrawn from my FACTS account in one (1) payment. The fee may not be added to my monthly distributions.

In the event that multiple accounts are used to pay a tuition account and one of those accounts become delinquent, the student(s) associated with that account may be removed from the school.

I also understand that until all FACTS accounts associated with my child's tuition have been set up, my child's registration process cannot be completed, and my child cannot start classes at Emmanuel Christian School.

Name of Financially Responsible _____

Signature of Financially Responsible _____

Date _____



Authorization for Release of Records

In accordance with the Family Educational Rights and Privacy Act of 1974, please release to the school named below all records, including:

- Cumulative Record
- Health Records, Immunization Records, Disciplinary Records
- Transcripts of completed work (including grades to date)
- Any other educational information
- Special Education records including IEPs, ITPs, BIPs, academic assessments, speech and language assessments, psychological evaluations and any additional pertinent information

Student's Legal Name _____ Grade Level _____

Gender M / F | Student's Date of Birth _____ Start Date at ECS _____

What type of school did the above student attend before enrolling at Emmanuel Christian School?

____ Public ____ Private ____ Homeschool ____ None* ____ Other _____

Name of previous school _____

Address _____

City _____ State _____ Zip _____

Years attended _____

*If you have checked this box then, if applicable, in the space provided above, write the name and address of the place where your child received special services/assessments/evaluations. Use a separate form for each service.

I hereby authorize the release of records, documents, or other information concerning the student listed above.

This release covers all school records, including but not limited to, records pertaining to discipline, expulsions, suspensions, attendance, grades, transcripts, testing results and special education.

I understand that the administration and office staff of Emmanuel Christian School will regard as confidential and privileged any information thus released to them and will use said information for the sole purpose of enrolling my student at ECS.

A copy of this Authorization shall be as valid as the original. This authorization is effective immediately and expires one year from the date below.

Parent/Guardian _____ Date _____

Signature _____



Teacher/Class Request

If I am wanting to make a request for a specific teacher for my kindergarten or elementary child, I understand that I will not be able to make that request until my registration is complete (forms are turned in, the registration fee is paid, and FACTS account is set up). I understand that I must make my request in person at the school office or by phone by calling the school office. I understand that requests are honored on a first-come-first-serve basis as space permits. I understand that the date and time of my request will be recorded when I contact the office and not when I complete this form. Requests must be submitted by June 15.

In middle school and high school classes where we have more than one section for a grade level, students are allowed to request to be in the same homeroom class with one friend. Homeroom class request forms will be available to pick up in the school office on May 2. If my child would like to make a request, a homeroom class request form must be completed and turned in to the office by Friday, May 20. If this form is not turned in by Friday, May 20, the request will not be honored. In order for the request to be honored, both students must complete and turn in the form by Friday, May 20. Each student may make only one request.

Parent/Guardian Signature _____ Date _____