

Tower Grove Christian Academy

2021 – 2022 Payment Schedules

Registration Fee

A non-refundable Registration Fee of \$300 per child is due upon enrollment for new families

*All returning families registration fee: \$300 per child until March 31, 2021
\$350 per child until May 31, 2021 and \$400 per child June – August*

Tuition

	1 st Child	2 nd Child	3 rd Child	4 th Child
Grades 6 – 8	\$5600	\$5400	\$2800	\$1500
Grades K – 5	\$5100	\$4900	\$2550	\$1500

Extended Day Program

Daily Rates for Extended Day

6:30am - 8:00am \$7 per day per student
3:15pm – 6:00pm \$8 per day per student

Late Charge for care after 6:00pm will be billed at \$1 a minute.

TOWER GROVE CHRISTIAN ACADEMY 2021-2022 EMERGENCY/STUDENT ADMISSION FORM

Applicants for admission are considered without regard to sex, race, or national origin. *Please print legibly.*

Student's Name _____
Last First Middle

Date of Birth _____ Place of Birth _____ Grade _____
MM/DD/YYYY City State or Country Being Applied For

Address _____
Street City State Zip

Home Phone _____ Student's Cell # _____

Father

Father's Name _____ Cell # _____

Employer/Occupation _____ Work # _____

Email _____

Mother

Mother's Name _____ Cell # _____

Employer/Occupation _____ Work # _____

Email _____

Emergency

If you cannot be reached, please list the names of two persons (relatives, neighbors, etc.) who will assume temporary care of your child until you are available:

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

Student's Doctor _____ Phone _____

Insurance Company _____ Group/Certificate # _____

Allergies & Medical

List all prescription and over-the-counter medication (i.e. asthma, attention deficit, etc.) that your child takes on a regular basis and the reason for taking it: _____

List all conditions that could be serious or life threatening requiring sudden or immediate treatment (asthma, high blood pressure, heart condition, epilepsy, diabetes, fainting spells, hypoglycemia, bee sting, etc.)

Is your child **allergic to any food or drugs**? If so, please list them: _____

Please read and sign the following statement:

In the case of an emergency situation such as an accident or serious illness, I understand that the school shall attempt to contact me. If I cannot be reached, I authorize the school to contact the doctor listed on this form and follow the doctor's directions. If the doctor cannot be contacted, I authorize the school to take whatever steps deemed necessary.

Father's Signature

Date

Mother's Signature

Date

TO BE COMPLETED BY PARENTS OR GUARDIAN OF NEW STUDENTS ONLY

Date of Birth _____ Age _____ Male _____ Female _____

School Last Attended _____

_____ Address _____ City _____ State _____ Zip _____

Has applicant ever repeated a grade? Yes _____ No _____ If Yes, which grade? _____

State reason for repeating _____

Does the applicant have any mental, emotional, or physical handicaps which may affect his/her activities or progress, or that for some reason should be known by his/her teacher? (Reply will be held confidential.)

Has applicant ever had any serious discipline problems?

Suspended or expelled from school? Yes _____ No _____

Brought before the Juvenile Court or law enforcement? Yes _____ No _____

If yes to any of the above, please explain: _____

Does the applicant live with:

Father and Mother _____ Mother Only _____ Father Only _____ Parents share equal time _____

Number of older siblings _____ Number of younger siblings _____

Number of sisters _____ Number of brothers _____

Church now attending or preference –

Father _____
Name of Church _____ Member? _____ Pastor _____

Mother _____
Name of Church _____ Member? _____ Pastor _____

State briefly why you desire your child to attend Tower Grove Christian Academy _____

How did you hear about Tower Grove Christian Academy? _____

We have read the TGCA Parent-Student Handbook and agree with it. Yes _____ No _____

_____ Father's Signature _____ Date _____

_____ Mother's Signature _____ Date _____

2021-2022

TOWER GROVE CHRISTIAN ACADEMY – PARENTAL AGREEMENT

1. We, as parents, who are accepting the challenge from God’s Word in Proverbs 22:6, “to train up a child in the way he should go”, agree that this training will be carried on in the home. We shall place our trust in TGCA to extend that training more completely.
2. We hereby vest authority in the school to discipline our child when necessary as stated in the Student Handbook. We further agree that we will cooperate and discipline our child in the home as needed.
3. **We understand that by supporting TGCA in all fundraising efforts, we will be doing our part to keep tuition affordable.**
4. We agree to pay for any school or church property damage or loss by our child. This shall include but not be limited to damages or loss to buses, grounds, buildings, fixtures, furniture, equipment, books, and supplies.
5. We are registering _____ child(ren). A registration fee is due upon application for admission. **THE REGISTRATION FEE IS NON-REFUNDABLE.**

Do you have a child enrolled in Preschool? Yes _____ No _____

Child’s Name	Grade	Tuition
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. We pledge that if for any reason our child does not respond favorable to the school, we will withdraw him/her without delay. We agree to pay the balance of tuition due based on the schedule listed below:

Withdraw Day 1 – 5	Accountable 10%	Withdraw Day 6 – 20	Accountable 20%
Withdraw Day 21 – 35	Accountable 30%	Withdraw Day 36 – 50	Accountable 40%
Withdraw Day 51 – 65	Accountable 50%		
Withdraw Day 66 to end of first semester		Accountable 60%	
Withdraw up to the tenth day of second semester		Accountable 75%	
Withdraw after tenth day of second semester		Accountable 100%	

I hereby accept the conditions of this agreement and understand it is my responsibility to read the contents of the TGCA Handbook online at www.tgca.info.

Signed: _____

Date: _____

Tower Grove Christian Academy/Family 2021-2022 Partnership Commitment Contract Middle School

Our mission is to provide a complete education which promotes academic excellence and a biblical worldview. It is the goal of TGCA to equip students with the intellect and character they need to impact their world.

It is the desire and intent of Tower Grove Christian Academy to provide a loving, Christ-centered education of high quality for all of our students. All students, parents, teachers, and administrators must work together to accomplish this goal. Students will abide by the rules in the Student Handbook. Parents will support the school's behavior policy and abide by its procedures.

School Staff commits to

- Regular communication with families
- Support families through prayer
- Consistently reinforce academic and behavioral standards
- Provide well-structured classes in a safe learning environment

Families commit to

- Show respect for staff and students, and cooperate with all school policies
- Attend required meetings (Town Hall, conference days, etc.)
- Positive support of our school in conversation and social networking

Students commit to

- Cooperate with all school policies
- Abstain from use of tobacco, alcohol, use of drugs, and immoral behavior
- Consent to drug testing if requested by school
- Behavior that reflects school values at all times

I have read the Student Handbook pages noted on discipline.

Print Student name: _____ Grade: _____

Student Signature: _____

Print Parent Name: _____

Parent Signature: _____

I fully support the discipline policy of Tower Grove Christian Academy.

Student Signature: _____

Parent Signature: _____

Date: _____

Tower Grove Christian Academy/Family 2021-2022 Partnership Commitment Contract Elementary

Our mission is to provide a complete education which promotes academic excellence and a biblical worldview. It is the goal of TGCA to equip students with the intellect and character they need to impact their world.

It is the desire and intent of Tower Grove Christian Academy to provide a loving, Christ-centered education of high quality for all of our students. All students, parents, teachers, and administrators must work together to accomplish this goal. Students will abide by the rules in the Student Handbook. Parents will support the school's behavior policy and abide by its procedures.

School Staff commits to

- Regular communication with families
- Support families through prayer
- Consistently reinforce academic and behavioral standards
- Provide well-structured classes in a safe learning environment

Families commit to

- Show respect for staff and students, and cooperate with all school policies
- Attend required meetings (Town Hall, conference days, etc.)
- Read weekly parent letters and supervise homework
- Positive support of our school in conversation and social networking

I have read the Student Handbook pages noted on discipline.

Print Student name: _____ Grade: _____

Student Signature: _____

Print Parent Name: _____

Parent Signature: _____

I fully support the discipline policy of Tower Grove Christian Academy.

Student Signature: _____

Parent Signature: _____

Date: _____

2021-2022

**TGCA Field Trip Permission Form
Grades K- 8**

My son/daughter, _____, has my permission to walk to the Missouri Botanical Gardens, Tower Grove Park, Missouri School for the Blind, and the St. Louis Public Library – Kingshighway Branch with his/her teacher or an authorized adult.

Parent/Legal Guardian

Date

Photos of school activities may be used on the TGCA website, social media, and promotional materials. Please send written notice to TGCA if you do not want your child's picture posted. Students' names will not be used.

Student User Agreement: Computers and the Internet

Tower Grove Christian Academy

Tower Grove Christian Academy provides all students at the school with computer facilities for educational use. Students may use these facilities for class work, research, the preparation of assignments, and the development of skills in using a computer. The resources provided include computers, access to CD-ROM materials/software, and the Internet. Care must be taken to ensure the resources are protected from harm and that students are not exposed to materials considered offensive or illegal. Students and parents should carefully read the conditions below. To have access to the school's resources, students must agree to abide by the school's user agreement.

Users may use such equipment and resources as are made available by the school under the following conditions:

1. Only software purchased or approved by the school, and installed by the school, can be used on school equipment. Likewise, software that is installed on school devices must not be copied, modified, or reproduced.
2. Software copyright is to be observed at all times – It is illegal to copy or distribute school software. Illegal software from other sources may not be copied to the school equipment.
3. The rules for care of the computer equipment should be followed at all times. Students will be responsible for the repair or replacement of equipment that is damaged or not returned.
4. Students using the computer facilities outside of class time may only do so under the direction of teachers or other school staff. Any students not following teacher instructions will be asked to leave and may have further access restricted or denied.
5. Privacy and network security is to be observed – students must not under any circumstances access personal files, software or areas of the network which are not designated for their use. The sharing of passwords is a security risk and students must not give their password to other students or log in under another user name under any circumstances.
6. There should be no disruption to class activities by students sending messages across the school network to other students.
7. Virus protection is paramount – students are not to bring disks from other computers without arrangements with individual teachers to check them for viruses. Virus checking software will be made available on the school computers for the purpose. Students must not bring disks with software, games or files unassociated with their learning to school with the intention of copying them onto the school equipment.
8. Printing of materials of a personal nature or unassociated with school activities is not permitted and may incur a charge per sheet.
9. Copyright of materials, whether print or non-print, must meet “fair use” standards or written permission from the copyright holder must be present. Details outlining “fair use” can be reviewed here: <https://www.copyright.gov/fair-use/more-info.html> All users shall comply with restrictions regarding plagiarism and the citation of information resources.
10. The use of the Internet is for educational and research purposes:
 - Deliberate attempts to seek or download and use material that is illegal or which would be regarded as offensive is not permitted. (The teachers and staff will hold the right to decide

what is or is not offensive in the school context.) Downloaded material should be only that which is required for school activities as directed by teachers. If students should unknowingly navigate to a web site that contains material considered offensive, they must clear the screen immediately and notify the teacher. Steps will be taken to block the site from further access by students.

- Students shall not knowingly or recklessly use a telecommunication service supplied by a carrier to menace or harass another person, or use a telecommunication service supplied by a carrier in such a way as would be regarded by reasonable persons as being, in all circumstances, offensive. (*Use of the Internet in an offensive manner can result in criminal prosecution.*)
- Privacy and ownership of others' work and materials from web sites should be respected at all times.
- The use of direct communications such as on-line chat facilities will only be carried out under the supervision of a teacher and should only be as part of educational on-line activities.
- Students should not give out personal details to others across the Internet.

11. Middle School teachers may borrow Chromebooks for student use by checking them out from the office. The conditions stated in this agreement apply to usage. The student who has the device in possession will be held responsible for it until it has been returned. The devices must not leave the classroom at any time. (The Library Specialty within Sycamore Education will be used to track loans.)

Note: Abuse or deliberate misuse of computer equipment and software or deliberate breaches of the conditions of this agreement may result in restrictions to computer access by the student(s) involved and result in discipline by school administration.

By signing this agreement and using the equipment and resources of Tower Grove Christian Academy, the user agrees to abide by these conditions.

I understand the conditions under which computer and Internet access is made available and agree to those conditions being important.

(Parent) Name: _____

Signature: _____

I agree to abide by the conditions outlined in the school's Computers and Internet User Agreement.

(Student) Name: _____ Class/Grade: _____

Signature: _____

Agreement signed this _____ day of _____, 20_____

1:1 Device Procedures and Information

Tower Grove Christian Academy



Tower Grove Christian Academy desires to create an environment that promotes academic excellence and a biblical worldview, while equipping students with the intellect and character they need to impact their world.

The policies and information described apply to all Tower Grove Christian Academy devices, including Chromebooks, iPads, and Kindle Fires, used at school or at home.

Devices supplied by Tower Grove Christian Academy are the property of the school and are subject to monitoring of use and search of contents at the request of administration. **Devices are managed through the Mosyle Manager app. This app is not to be removed from the device under any circumstances.**

Goal: TGCA is committed to creating a 21st century learning environment, that will provide an essential foundation for college and career readiness. It is our desire to supply a device for all students, therefore enhancing student learning outcomes and making students active and engaged in their learning.

Receiving Devices: It is at the discretion of administration as to when devices are assigned to students. Before a device is issued, all parents/guardians and students must:

- Review and sign the TGCA 1:1 Device Agreement form
- Review and sign the TGCA Student User Agreement: Computers and Internet

Accidental Damage: Tower Grove Christian Academy recognizes that there are times that accidental damage occurs. The devices need to remain in the provided protective cases at all times. In the event that damage occurs, the student is responsible for the cost to repair any damages, up to the total replacement cost. All devices in need of repair must be taken to administration.

TGCA iPads: TGCA has purchased the AppleCare+ for School (iPad) plan to cover accidental damages. However, in the event that damage occurs to the device it is the financial responsibility of the student that the device is assigned to, to pay the service fee.

Under the AppleCare+ for School (iPad) plan an iPad is eligible to be repaired or replaced due to accidental damage (such as drops and damage caused by liquid) for a **fee of \$49**. Each device is eligible for up to two (2) service events every 12-month period.

Under the AppleCare+ for School (iPad) plan an iPad may be repaired or replaced for free if the capacity of the battery to hold an electrical charge is less than 80% of its original specifications.

Returning Devices: All devices and chargers must be turned in at the end of the school year. Every effort will be made to ensure students receive the same device at the beginning of the next school year. Students who are not returning must return their device on the last day of attendance.

Care and Precautions: Tower Grove Christian Academy devices are the property of the school and students are responsible for general care of the device and any accessories issued to them.

- Do not access, store, create, consume, or share unauthorized or inappropriate content with your school issued device.
- Keep your device charged and ready for each school day.
- Turn off your device when not in use for extended periods of time to conserve battery life.

- Food or drink near the device is not recommended. Do not expose the device to liquids, dampness, or other foreign substances.
- Take care when inserting cords, cables, or removable storage into devices.
- Only connect items that are intended for that particular type of connection and device.
- Do not expose devices to extreme temperatures (ex. leaving in the car or trunk for a long period of time on a hot or cold day).
- Do not alter the device or decorate the device in any way.
- Do not remove labels, stickers, or tags for the device that are affixed by TGCA.
- Devices that are issued with a case should always be kept in the case.
- Devices should be locked in lockers when not in use during the day and never left unattended, such as on school grounds, unlocked car, or public place.
- Do not place heavy objects on top of the device.
- Only touch the screen of a device that has a touch-screen, touching screens that are not touch-screen will damage the screen.
- Clean the screen with a dry, microfiber cloth. Do not spray cleaner on the device. If needed, eyeglass wipes or a damp microfiber cloth may be used.
- All devices in need of repair must be taken to administration.
- Only school personnel are to troubleshoot, diagnose, or repair your school issued device. Do not allow a third party to handle your device; this will place all responsibility for damages on the student.
- If a device must be repaired, a student may receive a loaner device until the repair is complete (if available). If the repair is due to malicious intent, a loaner will not be provided until the replacement/repair cost has been rendered.
- Always sync important data to the cloud to avoid loss of information should a device require restoration to its original factory image.

Using the Devices:

- Students are required to use their @towergrovechristian.org account to login.
- Students should keep their password confidential.
- Students are responsible for bringing the device to class each day, fully charged and ready to get started. (Repeat violations may result in disciplinary action.)
- Printing will not be available from the devices. Students will share information electronically.
- Students should take the device home every day for storage and charging.
- Devices will connect to a home wireless network that is open and requires only a passcode to connect. Students without Internet access at home can work offline.
- Students may print at home using the Google Cloud Print service (wireless connection required).
- Students should not install or uninstall applications on the device or factory reset the device.
- Families members and others are not permitted to use the school issues device. Devices are intended for Tower Grove Christian Academy students only and are not to be sold or leased to others.

Managing Files and Saving Work: Students will be given a G-Suite for Education account, using their assigned @towergrovechristian.org name. This allows the creation of online documents and presentations, and provides a platform for online collaboration, and cloud storage for documents and files. It is the responsibility of the student to maintain their files and keep proper backups. Students should not view or save any content deemed inappropriate such as pornography, offensive content, or illegal music/videos/software. Students of certain classes may be given an Office 365 for Education account, which is similar to G-Suite for Education.

Device Management: Tower Grove Christian Academy will maintain devices and manage devices. TGCA can add or remove applications as needed. Varying devices run different operating systems; these should update automatically. No antivirus protection is needed. The school uses a system that blocks and filters inappropriate content when students are connected to the Internet; this is not 100% foolproof and TGCA cannot guarantee that users will never be able to access offensive material. Administration may view devices to check for inappropriate material and verify proper case and maintenance, at any time the device is on school property.

Students in kindergarten through third grade will not be allowed to take the devices home.

Students in fourth and fifth grade will take the devices home periodically. The teacher will send an email notification when they are taken home and specify when they must be returned.

Students in middle school will be allowed to take the devices home, but must bring them to school, fully charged, each day.

By signing this agreement and using the equipment and resources of Tower Grove Christian Academy, the user agrees to abide by these conditions.

I understand Tower Grove Christian Academy 1:1 Device Procedures and Information and agree to abide by the conditions outlined therein. I understand that _____
(student) will receive a device managed by TGCA and that the student is responsible for any damage or loss, proper care and precautions, proper use of the device, and management of personal files and work.

(Student) Name: _____

Signature: _____

Agreement signed this _____ day of _____, 20_____