



A Distinctively Christian and Classical School devoted to equipping students with tools to become lifelong learners in the kingdom of God.

Family Application

Please fill this out and return with your children's applications and registration fee.

FAMILY INFORMATION

FATHER/GUARDIAN:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact phone: _____ Is this: cell / home / work: (please circle)

Other phone: _____ Is this: cell / home / work: (please circle)

Email: _____

Occupation/Employer: _____

Marital Status: Married / Single / Divorced / Separated / Other

MOTHER/GUARDIAN:

Name: _____

Address (if different): _____

City: _____ State: _____ Zip: _____

Contact phone: _____ Is this: cell / home / work: (please circle)

Other phone: _____ Is this: cell / home / work: (please circle)

Email: _____

Occupation/Employer: _____

Marital Status: Married / Single / Divorced / Separated / Other

**If separated or divorced:*

• Who has legal custody? _____

• Are there restrictions on custody, visitation? Please explain: _____

• Who will receive communication from school? _____

• Who is responsible for financial obligations? _____

• Address for the person responsible for financial obligations, if different from above: _____

EMERGENCY CONTACT other than parents/guardians: (Parents/guardians will be contacted first in any emergency)

Name: _____ Relationship: _____

Cell phone: _____ Other Phone: _____

Name: _____ Relationship: _____

Cell phone: _____ Other Phone: _____

AUTHORIZED PICK UP

In addition to Emergency Contacts listed, who is authorized to pick up / drop off your child?

Name: _____ Relationship: _____
Name: _____ Relationship: _____
Name: _____ Relationship: _____
Name: _____ Relationship: _____

CHILDREN (please list all children, whether they are applying to TCA or not)

Name: _____ Preferred Name: _____ Age/Grade: _____
Name: _____ Preferred Name: _____ Age/Grade: _____
Name: _____ Preferred Name: _____ Age/Grade: _____
Name: _____ Preferred Name: _____ Age/Grade: _____
Name: _____ Preferred Name: _____ Age/Grade: _____

GRANDPARENT INFORMATION

**This information will be used to reach out to our TCA Grandparents (and other special family members) and include them in our community.*

Grandparent Names: _____ Kids call them: _____
Address: _____
City: _____ State: _____ Zip: _____
Email: _____

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Address: _____
City: _____ State: _____ Zip: _____
Email: _____

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Address: _____
City: _____ State: _____ Zip: _____
Email: _____

Grandparent Names: _____ Kids call them: _____
Address: _____
City: _____ State: _____ Zip: _____
Email: _____

CHURCH INFORMATION

Family's Home Church: _____

How long have you attended? _____ How frequently do you attend? _____

In what areas are you active at church?

Pastor's Name and contact info:

BRIEFLY DESCRIBE HOW YOU CAME TO KNOW JESUS CHRIST AS YOUR LORD AND SAVIOR

Please use a separate sheet of paper, if necessary.

FATHER/GUARDIAN:

MOTHER/GUARDIAN:

How do you encourage your child(ren) to have a personal relationship with Christ?

What books and/or people have influenced your parenting style the most?

What means of discipline do you use in your home? (Please be specific)

EDUCATION PHILOSOPHY

Why do you desire to have your child(ren) attend TCA?

What do you believe are the greatest benefits of a classical, Christian education?

What role do you believe parents have in the education of their child(ren)?

Please rank the following in order of importance: (1 = most important; 6 = least important)

- _____ Quality Education
- _____ Rigorous Education
- _____ Good Habits
- _____ Disciplined Environment
- _____ Nurturing Environment
- _____ Christian Education

REFERENCE INFORMATION

In addition to the pastor listed above, please give the name / contact info of two additional Christian adults who know you and your child(ren) well:

Name: _____ Phone: _____

Name: _____ Phone: _____

VOLUNTEER COMMUNITY

What are your areas of skill / capability that you would be able to contribute to our volunteer school community?

- Marketing / Fundraising
- Help with work around the school building
- Event planning
- Other _____

Is there anything else you would like for us to know about your family, in general?

PARENT COMMITMENT

Parents are required to understand and support the philosophy of TCA **before the application is accepted.** To help accomplish this, we require both parents to read and seek to understand each of the following documents:

- Statement of Vision
- Statement of Purpose
- Statement of Faith
- Philosophy of Education
- Philosophy of Discipline and Discipline Policy
- Grievance policy

We understand that all information given in this application is confidential and will only be read by TCA Administration, board and/or staff. Please initial as you read and agree to the following:

_____ All information given in this application is true and we both have read all of the above-mentioned information as well as the policy summaries on the following pages.

_____ I understand that once I accept admittance to TCA, I am committed to an annual contract and tuition and applicable fees will be due for the current year.

_____ In the event of withdrawal, I understand that I will provide a written withdrawal notice and be certain that all fees have been paid, according to the following schedule:

Applicable Dates	Tuition Amount Due
From the date signed until June 30 th	20% of total tuition is due
From July 1 st until the first day of school	50% of total tuition is due
Anytime during the school year, after the first day of school	100% of total tuition is due

**Registration and Resource Fees are non-refundable, regardless of withdrawal date.
Tuition and Other Fees must be current and maintained for the remainder of the school year
before any records will be released.**

Father/Guardian Signature: _____ Date: _____

Mother/Guardian Signature: _____ Date: _____

TCA does not discriminate on the basis of any race, color, sex or national or ethnic origin. TCA does reserve the right to select students on the basis of academic performance, religious commitment, philosophical compatibility and willingness to support our administration and abide by our school policies.

VISION

The principle objective at our school is to graduate young men and women who think clearly and listen carefully with discernment and understanding; who reason persuasively and articulate precisely; who are capable of evaluating their entire range of experience in light of the Scriptures; and who do so with eagerness in joyful submission to God. We desire our students to recognize cultural influences in the light of Scripture, and not to be swayed or tempted towards evil by their culture. We hope, by God's grace, to raise up young men and women who are zealous for truth, hungry for goodness and sensitive to beauty.

In keeping with these principle objectives, it is first and foremost our desire that each young person know and love the Lord Jesus Christ with all their heart, soul and mind, and that they love their neighbor as themselves. Accordingly, we desire that all the students at our school have a heart for the lost and that they possess both the knowledge and the courage to seek to dissuade those who are stumbling towards destruction.

It is also our desire to find these girls and boys well-prepared in all situations in life, possessing both information as well as the knowledge and wisdom to use it well. We aim that they be socially graceful and spiritually gracious, possessed of a spirit of boldness tempered with a spirit of true humility and thankfulness before God, equipped with an understanding and mastery of the tools of learning, desiring to grow in understanding, yet fully realizing the limitations and foolishness of the wisdom of this world. We also strive to equip them with the knowledge to distinguish true religion from that which is religion in form only.

OUR PURPOSE

TCA's purpose is to assist parents in providing a Christ-centered education for their children. Because we recognize that all knowledge comes from God, we are committed to applying the truth of Scripture to every aspect of the curricula and to training children to think biblically in every area of life. Because we recognize that God expects the very best from his people, we are committed to academic excellence. At all levels, in all programs, curricula and teachings, we seek to:

- Encourage every student to develop a love for learning and to achieve his academic potential.
- Provide a clear model of Biblical Christian life through its staff and board (Matthew 22:37 -40).
- Encourage every child to develop his relationship with God the Father through Jesus Christ (Matthew 28:15-20).
- Teach all subjects as parts of an integrated whole with the Scripture at the center (2 Timothy 3:16 -17; 2 Corinthians 10:3-5).
- Emphasize grammar, logic and rhetoric in all subjects.
- Provide an orderly atmosphere conducive to the attaining of these goals.

STATEMENT OF FAITH

It is our earnest desire to see the school securely anchored within the stream of historic Protestant orthodoxy. To that end, we affirm that we are in essential agreement with the historic confessions of the Protestant Reformation. The following articles are a distillation of this confessional heritage, and they represent the key elements of Christianity that will be taught in various ways through all the grade levels. All teachers, administrators, and School Board members declare unconditional acceptance of these beliefs. In all matters of faith and practice, we desire to be guided at all times by the Scriptures, having our submission to them aided and informed by our confessional heritage.

- We believe the Bible to be the only inerrant, authoritative Word of God.
- We believe in one living, Sovereign and true God who is infinite, eternal and unchangeable in all His attributes. He exists eternally in three persons; Father, Son and Holy Spirit; these three being coequal in power and glory, having the same essence, attributes and perfections. He is holy, omnipotent, omniscient and omnipresent. He is the Creator, Sustainer and Governor of everything that has been made who works all things for His glory.
- We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.
- We believe in the full deity of the Holy Spirit, acknowledging His work in creation and redemption, together with the Father and the Son. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
- We believe that God created man in His image, that life begins at conception; that gender is not neutral, that God created male and female, and that we are to behave appropriately according to the gender that God has given.
- We believe that marriage is a picture of the unity and communion of God and as such is the lifelong union of one man and one woman. Adultery, fornication, homosexuality, or any other perversion of the Biblical marriage relationship are sinful and in violation of God's created purpose and His Holy Scriptures.
- We believe that because of Adam's sin, all mankind is in rebellion against God. For the salvation of such lost and sinful men, regeneration by the Holy Spirit is absolutely necessary.
- We believe that salvation is by grace through faith alone and that faith without works is dead.
- We believe in the resurrection of both the saved and the lost, they that are saved to the resurrection of life and they that are lost to the resurrection of damnation.

PHILOSOPHY OF EDUCATION

TCA was established in 2010 as a private, classical Christian school committed to providing a classical and Biblically-based education to young people in primary and secondary grade levels. We strive to operate as an extension of the family under the assumption that the education of young people is the responsibility of parents and the immediate family rather than the responsibility of the state. TCA provides a Biblically-based curriculum and teaches all subjects as parts of an integrated whole with the Scriptures at the center. In conjunction with the biblical emphasis, TCA strives to follow a classical and Christian education, as described in the following references:

- *The Lost Tools of Learning* by Dorothy Sayers
- *Recovering the Lost Tools of Learning* by Douglas Wilson
- *Repairing the Ruins* Edited by Douglas Wilson
- *The Seven Laws of Teaching* by John Milton Gregory

DISCIPLINE POLICY

The type and amount of discipline will be determined by the teacher and, if necessary, the principal and the Headmaster. The discipline will be administered in the light of the particular issue and attitude. All discipline will be based on biblical principles, e.g. restitution, apologies, (public and private), quick resolution and restoration of fellowship, with no lingering attitudes, etc. The vast majority of discipline problems are to be dealt with at the classroom level. Love and forgiveness will be an integral part of the reconciliation / discipline of a student.

Office Visits: There are five basic behaviors that will **automatically** necessitate an official **office visit** with the Headmaster.

- **Disrespect** shown to *any* staff member. The staff member will be the judge of whether or not disrespect has been shown
- **Dishonesty** in any situation while at school, including lying, cheating and stealing
- **Rebellion**, i.e. outright disobedience in response to instructions
- **Fighting**, i.e. striking in anger with the intention to harm the other student(s)
- **Obscene, vulgar or profane language**, as well as taking the name of the Lord in vain

During the office visit, the Headmaster will determine the nature of the discipline. This may require restitution, janitorial work, parental attendance during the school day with their student or other measures consistent with Biblical guidelines which may be appropriate. If for any of the above reasons (or any other reasons not mentioned) a student receives discipline from the Headmaster, the following accounting will be observed:

1. The first *two* times a student receives an official office visit, the Headmaster will contact the parents immediately afterward and give the details of the incident. The parents' assistance and support in averting further problems will be sought.
2. The *third* office visit will be followed by a meeting with the student's parents and Headmaster.
3. Should the student require a *fourth* office visit; a **two-day suspension** will be imposed on the student.
4. If a *fifth* office visit is required, the student will be **expelled** from the school.

GRIEVANCE POLICY

These guidelines are to be followed whenever there is a dispute or grievance concerning any aspect of TCA's operations, between any two parties connected in a direct way to the school. This includes students, parents, staff, volunteers, administration and board members.

General Guidelines:

1. It is understood that if any disputes arise which are not covered by this policy, the board will decide what procedures to follow based on a parity of reasoning from those procedures established by this policy.
2. It is also understood that, especially during the attempted resolution of concerns, the principles of Matthew 18 and James 3 will be followed.

Students or parents to teachers:

1. All concerns about the classroom must first be presented to the teacher by the parents, or if the student is mature enough, by the student himself. A respectful demeanor is expected at all times. It is **NOT** appropriate to contact other parties regarding a grievance (this includes parents, staff, administration or a board member. The proper channels are to be followed in accordance with Matthew 18:15-17).
2. If the problem is not resolved, the parents or student may bring the concern to the Headmaster. If the student brings the concern, he must have permission from his parents to do so.
3. If there is no resolution, they may request a hearing from TCA Board. They must first present in writing their grievance to the Headmaster who will then pass it on to the Board.

Parents, patrons or staff to staff or administrator:

1. If parents, patrons or staff have a grievance or dispute about the general operation of the school (apart from the operation of the classrooms), they should bring their concerns first to the one with whom they have issue and seek resolution.
2. If the problem is not resolved, they may bring the concern to the Headmaster. If there is no resolution, they may request a hearing from TCA Board. They must first present in writing their grievance to the Headmaster who will then pass it on to the Board.