





Parent's signature

Date

**STATEMENT OF PARENTAL COOPERATION AND RESPONSIBILITY (revised 7/19/10)**

1. We will read through all of the information given to us, which includes the CCS Student Handbook. When the Student Handbook is available, I agree to read & understand the contents of the handbook and discuss the contents with my son/daughter. Failure to read the handbook does not relieve students, parents or guardians from the responsibility to know and comply with the contents of the handbook.
2. Recognizing that order is necessary for a school to achieve its objectives, we maintain support of the rules, regulations, and requirements of the Covenant School as they relate to our children.
3. We give the school administration full discretion in the discipline of our children (including corporal punishment, suspension, or expulsion). If you have any reservations regarding corporal punishment, please note them below.
4. Realizing the poison that gossip can create in a group, we agree to bring all questions and criticisms directly to school officials, so that they may be properly considered.
5. We understand that the teachers are available for parent conferences, but that school policy requires that we schedule these in advance through the office.
6. We agree to support the high academic standard of the school by providing a place at home for our children to study and by giving our children encouragement in the completion of assignments.
7. We uphold the school's standards and will not tolerate cheating, profanity, obscenity, dishonor, or disrespect in any form. We, as the parents, recognize that we are responsible for our children's behavior at school as well as at home.
8. We agree that the continued enrollment of our child at CCS is dependent on my parental support of the school, its staff, and its policies.
9. We agree that regular school attendance is an integral part of education. We agree to uphold and encourage adherence to the school's attendance policies.
10. We understand that the school administrator must approve any clubs, activities and organizations.
11. We give permission for our children to take part in *all school activities including sports and school-sponsored trips away from the school premises*. We absolve the school from liability to us or our children due to injuries incurred at school or during school activities. If instances occur so that a student needs medical attention, the school will take appropriate action, including contacting the parent and/or family doctor.

We have read and we understand the terms stated above and agree thereto.

Date \_\_\_\_\_ Father's Signature \_\_\_\_\_

Date \_\_\_\_\_ Mother's Signature \_\_\_\_\_

Comments:

**Covenant Christian School**  
**Computer/Internet Acceptable Use Policy**  
(Please keep this section for future reference.)

With the educational opportunity of both the computer and the Internet comes responsibility. Part of our responsibility in preparing students for the future is to teach them to properly use the tools they will utilize as adults.

It is important that you and your child read and discuss the following contract regarding the use of the computer and the Internet in our classrooms. It is imperative that procedures for online access are followed. Inappropriate use will result in the loss of on-line privileges and/or basic computer time.

The teachers will supervise your child's use of technology. However, please be aware that there is unacceptable and controversial material on the Internet that your child could access despite all of our precautions. We encourage you to use this opportunity to discuss with your child your expectations and your family's values to guide your child's activities while he or she is using Internet resources. You may contact your child's teacher if you have any questions or concerns about computer use or Internet access by your child.

If you want your child to have the opportunity to access information on the Internet for educational purposes, please sign and return the attached Parental & Student Contracts. Also have your student sign in the space indicated.

**CORE RULES FOR USE OF COMPUTER/INTERNET**

The use of the computer and/or Internet resources is a **privilege, not a right**, and inappropriate use will result in cancellation of those privileges, as well as punishment for such violations.

Signed Parental and Student Contracts must be on file for the student to have computer and/or Internet access. These contracts carry over from year to year and will be reviewed annually by school administration. The "network" refers to the CCS computer network and any Internet connection available and accessed on campus.

Unacceptable uses of the computer and/or Internet include, but are not limited to the following:

- Lending your password to other students and/or adults.
- Using copyrighted materials in reports without permission.
- Publicizing your home address, phone number, or other personal information.
- Bringing any flash drives, cd-roms, etc. from home. All storage media must be provided by the school and not removed from the classroom.
- Copying and/or distributing commercial software in violation of copyright law.
- Using profanity or obscenity.
- Creating a computer virus and placing it on the school network or the Internet.
- Spoofing or otherwise attempting to send anonymous messages of any kind.
- Altering and forwarding personal communication without the author's prior consent.
- Using the network to access a file that contains pornography, inflammatory material, inappropriate material, or any material not specifically related to the instructional lesson, objective, or assignment.
- Using the network for sending and receiving personal messages, via e-mail, chat rooms, or message boards.
- Using the network to access Facebook accounts and/or pages or any other social networking sites, such as MySpace.
- Using the network to send/receive inflammatory messages.
- Ordering services or merchandise from companies that have websites with ordering availability. Covenant Christian School shall not be held responsible for any transactions or be liable for any costs or damages arising out of the actions of students or merchants.
- Using the network for financial gain, for commercial activity, or for any illegal activity.
- Using a cell phone or other electronic device to access the Internet in any form.

**All users should be aware that the inappropriate use of Internet information resources can be a violation of local, state, and federal laws.**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_ Year \_\_\_\_\_  
One form per student please. (Return this form to the office.)

### WEB-SITE PERMISSION FORM

Our site may be updated periodically with new pictures and classroom information. Please note that on the web pages, names or other personal information will not be associated with the pictures of students.

Parents & students will also be able to log into a parents' website using a password to access homework, assignments, grades, and other classroom and general school information. This will be a secure environment for shared information. Parents will receive a secure identification user name and password during the first few weeks of school.

Covenant Christian School has my permission to use my child's photo and/or artwork on the school web site as deemed appropriate and necessary in the day to day operations of the school.

Parent's signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### PARENTAL & STUDENT CONTRACT REGARDING THE USE OF THE COMPUTER AND/OR THE INTERNET AT COVENANT CHRISTIAN SCHOOL

As the parent or guardian of this student, I have read the terms and conditions for computer and/or Internet access privileges. I understand this access is for educational purposes and that Covenant Christian School has taken available precautions in forewarning and educating all interested parties of the controversial material that is accessible on the Internet. I also recognize that it is impossible for the school and its faculty to restrict access to all controversial materials. I will not hold Covenant Christian School or its employees responsible for materials acquired by my son/daughter on the network in violation of the Internet/Computer Acceptable Use Policy. Furthermore, I accept full responsibility for supervision if and when my child's use of the Internet is not in a classroom setting.

**Please read over the following policies with your child regarding the use of computers and/or the Internet at CCS.**

- I agree to abide by all rules that are listed in the Covenant Christian School Computer and Internet Acceptable Use Policy.
- I realize that the primary purpose of the Covenant Christian School Internet connection and a student's computer access is educational.
- I realize that the use of the computer and/or Internet is a privilege, not a right. I accept that inappropriate behavior may lead to penalties, including revoking of Internet access, basic computer use, and/or disciplinary action.
- I agree not to participate in the transfer of inappropriate or illegal materials through the Covenant Christian School Internet connection.
- I agree not to access Facebook pages or similar sites or access instant messaging programs from school computers or from electronic device internet connections, including cellphones.
- I agree not to allow other individuals to use my account for Internet activities nor will I give anyone my password.
- I agree not to download any shareware or freeware programs from the Internet.
- I agree not to bring software from home with the intent of loading it onto one of the school's computers.

I give my permission to Covenant Christian School to issue Internet and computer access privileges to my son/daughter.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**CHURCH SCHOOL ENROLLMENT FORM**  
**(New students only)**

School Year \_\_\_\_\_ Date of Entrance \_\_\_\_\_ Date of Withdrawal \_\_\_\_\_  
Grade at Entrance \_\_\_\_\_ Grade at Withdrawal \_\_\_\_\_

**I. TO BE COMPLETED BY PARENT OF GUARDIAN**

Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Parent or Guardian Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Church School Name	Covenant Christian School
Address	7150 Hitt Road
	Mobile, AL 36695
Phone	(251)633-8055

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**II. CONSENT FOR NOTIFICATION OF STUDENT WITHDRAWAL**

I hereby give prior consent to the Administrator of Covenant Christian School to notify the public school superintendent should the above named student cease attendance at Covenant Christian School.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**III. TO BE COMPLETED BY CHURCH SCHOOL ADMINISTRATOR**

Church School Name	Covenant Christian School
Address	7150 Hitt Road
	Mobile, AL 36695
Phone	(251)633-8055

The above named student is hereby enrolled as of the entrance date.

Church School Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

## **CHURCH SCHOOL ENROLLMENT**

### Information and Procedures

Parent or Guardian:

The information below is to familiarize you with the Church School enrollment procedures and to assist you in complying with the law. Please review this information and then complete the Church School Enrollment Form. Copies will be sent to the Mobile County Superintendent of Education and to the Alabama State Superintendent of Education.

The Alabama State Legislature has enacted a law concerning the enrollment and attendance of children in church school. The term “church school” shall mean and only include such schools as offer instruction in grades K-12, or, or any combination thereof including the kindergarten, elementary or secondary level and are operated as a ministry of a local church, group of churches, denomination and/or association of churches on a nonprofit basis which do not receive any state or federal funding.

The law generally exempts the church schools from the supervision of the state but does include certain requirements concerning the enrollment and attendance of children in church schools. Specifically, the following requirements shall apply for the parents, guardians or other persons in charge or control of a child who is enrolled in a church school:

1. The enrollment and attendance of a child in a church school shall be filed with the public school superintendent on a form provided by the superintendent or his agent.
2. The enrollment form shall be countersigned by the administrator of the church school and returned to the church school office by the parent, guardian or other person in charge or control of the child in order to be filed with the public school superintendent’s office.
3. The church school administrator, by prior consent of the parent, guardian or other person in charge or control of the child at the time of enrollment, shall notify the local public school administrator or his agent when said child no longer is in attendance at a church school.

**Covenant Christian School  
Grandparents' Address Update Form**

Family Name \_\_\_\_\_

Each year we host a special day in the spring for grandparents to come and visit our school. During the school year, we occasionally send out a newsletter to let the grandparents of our students know what's going on at CCS and to extend a personal invitation to each grandparent to our Annual Grandparents' Day. We would ask that you help us by filling out this form.

If you are new to CCS this school year OR if there have been changes to the information that you have already submitted, please fill out the information as requested below. This information will enable us to be efficient and effective in our contacts so that no one will be overlooked.

Maternal Grandparents:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Paternal Grandparents:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Other family members or friends that you would like to be included:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Dear Parent,

Please note the following item(s) are needed in your student's file before registration is considered complete. Bring the indicated item(s) by the school office as soon as possible.

**Student's Name** \_\_\_\_\_ **Grade** \_\_\_\_\_

- \_\_\_ Completed registration form
- \_\_\_ Child's social security number
- \_\_\_ Signed medical consent form
- \_\_\_ Signed parental cooperation & responsibility form
- \_\_\_ Custody/Guardianship papers (copy), if applicable
- \_\_\_ Church school enrollment form
- \_\_\_ Web Permission/Internet Acceptable Use Policy
- \_\_\_ Grandparent Address Form
- \_\_\_ Copy of birth certificate
- \_\_\_ Original Alabama immunization form \*\*
- \_\_\_ Signed statement of tuition (see the school's tuition accounts manager)

Thank you for your prompt attention in this matter. If you have any questions, please contact the school office at 633-8055.

Sincerely,

Keith Currie  
Principal

**\*\*Out-of-state immunization records need to be transferred to an Alabama immunization certificate by contacting the Mobile County Health Department or your physician.**