



***RHEMA PREPARATORY ACADEMY***  
***THE ACADEMY OF INDIVIDUALIZED EXCELLENCE***

**GRADES: KINDERGARTEN THROUGH 12<sup>TH</sup> GRADE**

**MISSION STATEMENT**

RHEMA PREPARATORY ACADEMY IS A HIGH QUALITY, NON-PROFIT CHRISTIAN COLLEGE PREPARATORY INSTITUTION COMMITTED TO EDUCATING THE YOUTH OF TODAY FOR THE SOCIETY OF TOMORROW.

OUR TOTALITY OF OUR MISSION IS TO NOURISH AND CULTIVATE THE INTELLECTUAL, SPIRITUAL AND SOCIAL NEEDS OF OUR YOUTH. WE ACCOMPLISH OUR MISSION BY PROVIDING THE VERY BEST OF INDIVIDUALIZED ACADEMIC SPIRITUAL AND SOCIAL

## **PHILOSOPHY**

**RHEMA PREPARATORY ACADEMY** operates with not just a traditional academic focus. We are dedicated to seeking an individual path for each student that is conducive to their individual learning. Over the last 20 years this has proven to produce students with excellent critical thinking skills. These individuals have gone on to college and those who have graduated post secondary education have gone on to become great citizens of our country. We use the Biblical approach to education. We know a moral standard and a value system based on the Bible best prepares a student for fulfilling his/her responsibilities as a member of society. Education is a means God uses to bring the student into a relationship with Himself through Christ. Christian Education develops a Christian mind set so that the student can fulfill God's will in his/her life vocationally and personally. We adhere to the following beliefs about education.

- The family, school and church are to be complementary in the education of the student for a life of fellowship with God, service to man and development of a sense of self-responsibility.
- Prayer by parents, teachers, administrators and students is a significant factor in affecting the lives of students.
- Our curriculum is Christ-centered, teaching spiritual truths and morality as well as secular knowledge.
  - The curriculum is paced for the average and above student. However, it is the teacher's responsibility to teach the student according to his/her abilities and achievement levels. We will move the student forward at their pace. This school is passionate in its belief that education must be individualized learning.
  - Drill work and memorization are key tools in instruction.
  - Reading is taught using phonics
  - Math is taught in a traditional manner.

### **APPLICATION PROCESS**

Applications are accepted Monday-Friday in the office. There is a non-refundable registration fee of \$100.00 for students.

### **FEE POLICY**

The tuition fee (if applicable). See fee schedule for the entire school year monthly, bi-weekly or weekly. This fee is due on the first day of the week (Monday) that payments are due. Payments will be expected on Monday's of every week by 9am. Your tuition is due for each week prior to that week. **If your child does not attend you are still responsible for the full week regardless** Any payments not paid on the due date will incur a **late fee of \$50.00**. If the tuition is not paid nor satisfactory arrangements are not made with the school by Tuesday mornings of the week payments are due your child may not return to R.P.A. until satisfactory arraignments are resolved. If your bill is not paid in full within thirty days it will be turned over to our attorney for process.

### **HOLIDAY'S AND VACATIONS**

**Although we allow parents to pay on selected payment schedules, please remember that during the Christmas and Spring Break fees are still due for each week in full. LATE FEE DURING THE HOLIDAY SEASONS IS \$60.00.**

### **RETURN CHECK FEE**

If your check is returned there will be a \$50.00 return check fee. After a **first check** is returned we will only accept cash, money order or credit card payment. If a credit card payment is rejected after receiving payment we will no longer accept credit card payment. If at any time after payment is made on a credit card the payment is withdrawn we will seek legal process to retrieve the revoked funds.

### **WITHDRAWAL POLICY**

A written month (30 day) advance notice is required for the withdrawal of your child from PBA so that children on our waiting list can be notified. You will still be responsible for payment for the full Semester fees remaining. All fees must be paid in full before a child can be withdrawn and no forms or paperwork or books will be given out

### **CONTACT WITH PARENTS**

**ALL PARENTS MUST BE ACCESSIBLE BY PHONE THROUGHOUT THE ENTIRE SCHOOL DAY. WE WILL TEXT YOU IF YOU REQUEST BUT WE MUST HAVE A QUICK RESPONSE.**

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**RHEMA PREPARATORY ACADEMY** Our dominate Curriculum is IXL, which is known internationally to cause student to progress 2-5 years ahead of public education. Khan Academy is another curriculum which we incorporate into our curriculum, it is produced by Bill Gates. The final piece of the pie for learning is our own RPA 21 years of academic experience individualized curriculum.

**THE RPA CURRICULUM STRONGLY BELIEVES AND PRACTICES **INDIVIDUAL LEARNING**. NO TWO HUMAN BEINGS LEARN THE SAME WAY OR LEARN A SUBJECT AT THE SAME SPEED. BUT ALL CAN LEARN.**

#### **TIMES OF OPERATION**

RPA is open from 7:00am to 6:00pm Monday-Friday. Breakfast is served from 7:00am to 7:45am, Mid Morning snack is served after 9:30am, and afternoon snack is served after 4:00pm for after school students only.

#### **WHAT IS THE STUDENT/TEACHER RATIO?**

We average a 15:1 maximum ratio to ensure that each child receives a quality education and the individualized attention each one may need.

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## **ENROLLMENT**

**REQUIREMENTS:** Rhema Preparatory Academy offers a full day SCHOOL YEAR AND full day SUMMER PROGRAM. Children are enrolled on a first come first serve basis. When all vacancies are full, new comers will be placed on a waiting list and will be enrolled in the order in which their applications are received. An initial visit by the parent and child is required before the child is enrolled. All required forms must be submitted before any child may be accepted at PBA. **We must have a Birth Certificate, Parent Social Security Card, and Immunization Record, Yearly Physical form from your child's doctor, RPA application, contract and Picture ID of parent before a child may enter RPA.** These are required by the **STATE OF VA AND FEDERAL LAW.**

### **UNIFORMS:**

Uniforms may be purchased at any department store. Girl's uniforms consist of a navy blue jumper, skirt or pants, white blouse, white tights, stockings, skin tone or white, socks, navy blue or black shoes, navy blue suit blazer, suit jacket or sweater for ages 2 ½ - 3<sup>rd</sup> grade only. Boy's uniforms consist of navy blue pants, white dress shirt, and navy blue plain or designed tie, black shoes and black socks, navy blue blazer or suit jacket.

Navy blue blazer, navy blue suit jacket, and or blue sweater are required during the winter months. Complete and clean uniforms must be worn each and every day or your child will be sent home. Gym Day RPA gym uniforms are navy blue basketball shorts & long or short sleeve plain white tee shirts and can be purchased at any department store.

### **POST-TESTING OF STUDENTS FOR RECOGNITION OF KNOWLEDGE**

WHILE MOST PRIVATE SCHOOLS REQUIRE PRE-TESTING TO ACCEPT A STUDENT INTO THEIR SCHOOL, WE AT RPA DO NOT AGREE WITH THIS POLICY. RHEMA PREPARATORY ACADEMY IS A SCHOOL OF LEARNING. BASED ON THE INDIVIDUAL STUDENT EDUCATION, ALL NEW STUDENTS AFTER ACCEPTANCE TO PBA WE WILL ACCOMPLISH AN ACADEMIC & SOCIAL ASSESSMENT TESTING PROCESS TO ESTABLISH THE STUDENTS PROPER INDIVIDUALIZED LEVEL OF LEARNING PLAN, ONCE THEY ARE ENROLLED. THIS MAY OR MAY NOT CHANGE THEIR GRADE LEVEL BUT WILL ASSIST OUR SCHOOL TO INCORPORATE THEIR ASSESSED INDIVIDUALIZED ACADEMIC/SOCIAL NEEDS.

**SCHOOL TESTING OF STUDENTS-REPORT CARDS** ALL RPA STUDENTS WILL BE TESTED ONCE EVERY THREE WEEKS. PARENTS WILL RECEIVE A PROGRESS REPORT CARD ON THE WEDNESDAY FOLLOWING TESTING AND A DETAILED REPORT CARD EVERY 9 WEEKS.

**PRECIOUS BLESSING ACADEMY AND RHEMA PREP ACADEMY**

Exercise is proving more and more to be very important to the health and mental well being of young people. Yoga has proven to assist in relieving the stress of young people and assisting in focus and concentration. Every Friday except testing Fridays (which are every third week) we will have GYM AND YOGA. Students may wear their gym uniforms on every Friday even if it is a testing Friday.

**GYM UNIFORMS FOR BOYS AND GIRLS OF ALL GRADES.**

NAVY BLUE BASKETBALL SHORTS OR SWEAT PANTS

WHITE TEE SHIRTS LONG OR SHORT SLEEVE

## **HOMEWORK**

**Hello Parents,**

**We have found after years of educating that homework accomplishes two main positive goals. Number one, homework gives the parent a complete look at the day's school teaching efforts. Number two; it reinforces what the student has learned that particular day and week. This is why homework has been established at RPA as an intricate part of our curriculum and is graded. We at RPA believe in a team approach. The Parent(s), the Student, the Teacher and the Principal are all working together for the Academic well being of the student.**

**Homework sheets will be sent parents through our computer program "REMIND" you can receive this information by cell phone ,tablet or desktop computer to student Monday-Thursday. If a student is attending Bible study written homework will not be given out on their bible study evening.**

**Parent should notify the teacher in the beginning of the school year in writing of their Bible Study day.**

- 1. Homework will not be excused because student was absent. Homework will be sent home by Remind.com our system**
- 2. If a student misses school due to illness and is convalescing at home the homework will be on Remind.com or can be**
- 3. If missing homework becomes a consistent problem parent(s) will be Contacted to huddle (meet) with staff for a workable solution. Children cannot pass a subject if homework is not completed.**

## **ARRIVALS AND DEPARTURES**

All students must be signed in/out by our receptionist, Students must be **picked up no later than 6:00pm** if attending afterschool. After this time a late fee of \$15.00 is applied for each 15 minutes of lateness. This is equal to a \$1.00 per minute.

## **SCHOOL ABSENCE**

When a student will miss school for any reason we must be notified the first day and each day they are not attending school. If a child misses more than one day of school they must have a doctor's note. By law we must know why a student is tardy or absent from school. We report to the State and Federal Department of Education.

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*RHEMA PREPARATORY ACADEMY*

**DISCIPLINE POLICY**

**2020-2021**

**Actions taken for disrespect to an Adult or other Student including: calling names of student or family member or a staff person.**

**1<sup>st</sup> offense--Verbal correction and a written assignment on respect.**

**2<sup>nd</sup> offense—1 week in school suspension**

**3<sup>rd</sup> offense---In school suspension for 2 weeks and a written assignment**

**4<sup>th</sup> offense---Expulsion**

**Foul language will produce immediate in/school suspension**

**Stealing:**

- 1. Will produce In School Suspension for one week and replacement by student of stolen article and a writing assignment on stealing .**

**Cheating:**

- 1.Cheating on test will produce failure of that test.**

**Hitting, Bullying or threatening another students or staff**

**1<sup>st</sup> Offense: If a student hits another student in anyway student receives a warning and parent(s) are notified. Student will have a class from Al's Pals (social behavior program).1 week of in school suspension.**

**2<sup>ND</sup> Offense: If a student hits or bullies another student again the student will receive a written warning. Another class on Al's Pal's (social skills program) and student will have to meet with a social worker. And 2 weeks of in school suspension.**

**3<sup>rd</sup> Offense: The student will have to receive suspension from school. Number of days to be determined at the time of the incident.**

**4<sup>th</sup> Offense: expulsion**



**BLEEDING OR INJURY**

**1<sup>st</sup> Offense: If a student hits a student and causes bleeding or injury the student will receive a written suspension from school (the time of suspension to be determined depending on the severity of the incident. Al's Pals (social skills training class). A meeting with parent(s) principal and teacher.**

**2<sup>nd</sup> Offense: School suspension. Numbers of days to be determined depending on the severity of the incident. Al's Pals classes continue. Meeting with parent(s), Principal, an appointment with a Social worker or counselor and parent is required.**

**3<sup>rd</sup> Offense: Meet with parent(s), Al's Pals continues, meeting with Principal, Social Worker/counselor and Staff.**

**4<sup>th</sup> Offense: Expulsion**

**I have read and understand RPA discipline policy.**

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**PARENTS SIGNATURE**

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**DATE**

### **AFTER SCHOOL PROGRAM**

The After School Program begins at 3:30pm and ends at 6:00pm each school day. All students may attend this program. The cost for after school is \$40.00.

**IF A PARENT FAILS TO PICK UP HIS/HER CHILD BY 6:45 PM AND DOES NOT CALL THE SCHOOL THE CHILD PROTECTIVE SERVICE UNIT OF THE DEPARTMENT OF SOCIAL SERVICES WILL BE CALLED. THIS IS A REQUIREMENT WE WILL NOT BEND...PLEASE COMMUNICATE WITH YOUR SCHOOL...**

### **PICKING UP OF STUDENTS**

**ANYONE PICKING UP A STUDENT MUST BE LISTED ON YOUR APPLICATION YOU MAY ADD OR REMOVE A PERSON'S NAME AT ANY TIME. BUT ONLY THE CONTRACTED PERSON MAY CHANGE THE NAMES ON THE APPLICATION PACKET LISTING. YOU MUST SEND A NOTE SPECIFYING WHO WILL PICK UP THE STUDENT AND A DESCRIPTION OF THE PERSON. THE PERSON MUST BRING STATE OR FEDERAL IDENTIFICATION WHEN THEY COME TO PICK UP THE STUDENT. ANY PERSON'S NAME WHICH IS NOT ON YOUR PICK UP LIST WILL NOT BE ALLOWED TO TAKE THE STUDENT FROM THIS BUILDING. PLEASE DO NOT CALL AND ASK US TO RELEASE THE STUDENT TO SOMEONE YOU HAVE NOT LISTED OR SUBMITTED A NOTE PRIOR TO THE PERSON ARRIVING TO OUR SCHOOL. **ONCE AGAIN WE WILL NOT COMPLY WITH THIS REQUEST UNLESS THEY ARE APPROVED ON YOUR LIST OR YOU HAVE SUBMITTED A NOTE IN WRITING. THEY MUST BRING A STATE I.D., DRIVERS LICENSE OR PASSPORT PICTURE I.D. THIS WILL BE SCAN INTO YOUR CHILD'S RECORDS ON A SECURE COMPUTIZED SYSTEM.****

### **WELLNESS CENTER- YVONNE RAMSEY PEART,LPN,SCHOOL NURSE**

**PBA now has a place set aside for students who become ill while at school. Parents will be notified immediately. If the student is vomiting or has a fever parents must pick them up immediately.**

**YOU NO LONGER HAVE TO MISS WORK IF YOUR CHILD IS IN THE RECOVERY MODE FROM A ILLNESS WITH NO FEVER NOR CONTAGIOUS INFECTION THEY MAY REST & RECEIVE MEDICINE WHILE THEY WATCH THEIR CLASS ON THE SCREEN.THE FEE FOR THE WELLNESS CENTER IS \$15 A DAY.**

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**BREAKFAST AND LUNCH**

**FROM 7:00AM TO 7:45AM A COLD BREAKFAST WILL BE AVAILABLE TO ALL STUDENTS AT NO COST....**

**STUDENTS MUST BRING THEIR LUNCH .WHEN NEEDED FOOD WILL BE WARMED IF NOT IN A CAN OR NON MICROWAVE MATERIAL.WE WILL NOT HEAT MICROVAE FULL DINNERS OR LUNCHEs ...**

**SECURITY**

We all are aware of recent events involving schools. We have tight security and we are determined to protect our students.

**SECURITY POLICY & PROCEDURES**

NO EXCEPTIONS

**SECURITY**

All entrance and exits remain locked all day. You must ring the (2) bells to enter the building. We want to alert you that you are on camera.

No Parent or Visitor is allowed past the Front Desk without being passed over by the Security Wand for weapons, this includes briefcases, pocket books and book bags will have to be opened and looked into. You then will be approved by 2 ways to enter the inner part of the building escorted. You will have to wear a guest badge. All guests will be escorted to a class or department. Cursing or Abusive and loud talking is a zero tolerance for our campus.

If you are in the lobby or entering please do not open or hold the door for someone else. Thank You for your cooperation.

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**SIGNATURE**

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**DATE**

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### **LICENSURE**

We are under the religious exempt licensure of the State Social Services of the State of Virginia. Our maximum total capacity is 100 children. Each class will have a total maximum capacity of 10 -15 children per class. We are members of the International Association of Christian Schools which is an accredited organization governing Christian Schools across the world since 1972.

### **HEALTH REQUIREMENTS FOR STAFF**

Every staff member has received an annual physical by a practicing physician to assure they are free from any disability, which would prevent them from caring for your child.

### **HANDWASHING PROCEDURES**

All employees have gone through a class on proper hand washing procedures. Our schedule for hand washing schedule is as follows: Before and after each meal, and after each toileting. After they return from outdoor play and when hands have been in contact with anybody secretion (nasal or oral). Each child will be instructed as to proper hand washing procedure. All staff will wash their hands upon entering the center, before and after serving meals, each time they use the bathroom and any time they come in contact with body secretions. All students & staff must wash their hands for 20 seconds.

### **STAFF QUALIFICATIONS**

Each staff member is screened by education, previous employment, , city and state and national criminal background checks are accomplish on all employees and national finger print testing. Each selected staff member must complete our complete training program after acceptance of employment. Each employee is required to continue their education each year. All staff has to have a covic-19 testing once a month, No one may enter our building without temperature check, spraying of shoes with our industrial strength disinfectant and hand sanitizer. Any temperature of 99 degrees or above may not enter our facility. Any illness, cough, stomach, breathing challenges of any kind, a person cannot enter our facility.

### **PUBLIC LIABILITY INSURANCE**

PBA/RPA is covered by full liability insurance

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**RHEMA PREPARATORY ACADEMY**

**FEE SCHEDULE 2020-2021**

**Registration fees are non-refundable**

**APPLICATION/REGISTRATION FEE...ALL STUDENTS.....\$100.00**

**TUITION FEES**

**GRADE K.....\$85.00**

**GRADES 1-5 .....\$90.00**

**GRADES 6-8.....\$95.00**

**GRADES 9-12.....\$100.00**

**BEFORE AND AFTER – GRADES 1-12<sup>TH</sup>..... \$40.00**

**XEROX FEE (DUE ON THE 15<sup>TH</sup> OF EACH MONTH).....\$20.00**

**PAYMENT DUE DATE: MONDAY BY 9AM OF THE WEEK PAYMENT IS DUE**

**RETURN CHECK FEE: \$50.00 AFTER (1) RETURN CHECK WE WILL NO LONGER  
ACCEPT A CHECK**

**LATE FEE: THE LATE FEE IS \$50.00 HOLIDAY LATE FEE: \$60.00**

**ANY BALANCE THAT IS NOT PAID BY WEDNESDAY OR ARRAIGNMENTS MADE BY  
THE WEDNESDAY THE PAYMENT IS DUE STUDENTS WILL NOT BE ALLOWED TO  
RETURN TO THE ACADEMY UNTIL SATISFACTORY ARRAIGNMENTS ARE MADE**

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*RHEMA PREPARATORY ACADEMY*  
**DISCIPLINE POLICY**  
2020-2021

**Actions taken for disrespect to an Adult and/or other Student including: SAYING INAPPROPRIATE NAMES OF ADULTS/ STUDENTS AND OR THEIR CULTURE**

1<sup>st</sup> offense--Verbal correction and a written assignment on respect.

2<sup>nd</sup> offense—1 week in school suspension

3<sup>rd</sup> offense---In school suspension for 2 weeks and a written assignment

4<sup>th</sup> offense---Expulsion

Foul language will produce immediate in/school suspension

**STEALING:**

1. Will produce In School Suspension for one week and replacement by student of stolen article. In school suspension will apply number of days to be determined by the dean.

**CHEATING ON A QUIZ OR TEST:**

1. Cheating on test or quiz will produce failing of all test/quiz subjects for that day. In school suspension will apply. Number of days to be determined by Dean.

**HITTING, BULLYING OR THREATENING OF ANOTHER STUDENT**

**1<sup>ST</sup> Offense:** If a student hits another student in anyway student receives a (1) day of in school warning and parent(s) are notified. Student will have a class from Al's Pals (social behavior program).

**2<sup>ND</sup> Offense:** If a student hits another student again the student will receive a written warning. Another class on Al's Pal's (social skills program) and student will have to meet with the school social worker.

**3<sup>rd</sup> Offense:** The student will have to receive suspension. Number of days to be determined at the time of the incident.

**BLEEDING OR INJURY**

**1<sup>st</sup> Offense:** If a student hits a student and causes bleeding or injury the student will receive a written suspension (the time of suspension to be determined depending on the severity of the incident. In school suspension will apply. Days of suspension to be determined by the Dean of Academics. A meeting with the parent(s) must happen immediately. **2<sup>nd</sup> Offense:** In School suspension. Number of days to be determined depending on the severity of the incident. Number of days to be determined by Dean of Academics. Meeting with parent(s),

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Principal Social worker and parent is a must. 3<sup>rd</sup> Offense: Meet with parent(s), meeting with Principal, Social Worker and Staff. Offer outside counseling.

4<sup>th</sup> Offense: Expulsion

#### Illegal Use of Computers:

No website of sexual content or of any measure of violence or moral turpitude is allowed at any time. No social communication websites are allowed to be used on school property. Google is allowed for research purposes only.

Any student going to a site on the Internet that is not pre-approved will result in:

1. 1<sup>st</sup> offense—3 days In School Suspension & a 500 word typed report on why you committed this offense.
2. 2<sup>nd</sup> offense—1 week In School Suspension
3. 3<sup>rd</sup> offense---Expulsion from school

**NO WORK OF ANY KIND IS TO BE SAVED ON SCHOOL COMPUTERS AT ANY TIME**

#### IN SCHOOL SUSPENSION

In school suspension consists of: Wiping off doors or walls, helping cleaning in the building and/or cleaning bathrooms, picking up trash on the school grounds, emptying trash cans in the school, racking leaves on school grounds, cleaning green trash cans, cleaning the gutters on Bryce Lane and or Broad Rock Boulevard by using a tool called a picker to pick up trash and put it in the trash bag we supply.

#### ZERO TOLERANCE INFRACTIONS

- 1.)Touching in an inappropriate manner toward another student or staff person.
- 2.)Drugs or cigarettes on school property
- 3.)Cussing or any Foul Language and Foul language will be determined by the Dean of Academic Affairs.
- 4.)On the school campus when school is closed. For inappropriate use of the property.

When it applies the proper authorities will be notified.

We are a mandatory by State Law reporter of any suspected child mistreatments or abuse.



## HOMEWORK

**Hello Parents,**

**We have found after years of educating that homework accomplishes two main positive goals. Number one, homework gives the parent a complete look at the day's school efforts. Number two; it reinforces what the student has learned that particular day and week. This is why homework has been established at RPA as an intricate part of our curriculum and is graded. We at RPA believe in a team approach. The Parent(s), the Student, the Teacher and the Principal. All working together for the Academic well meaning of the student.**

**Homework sheets will be given to student Monday-Thursday. If a student is attending Bible study homework will not be given out on their bible study evening.**

**Parent should notify the teacher in the beginning of the school year in writing.**

- 4. Homework not completed in any part will be doubled the next night. A call or e-mail will be made to the parent(s)**
  
  - 5. If missing homework becomes a consistent problem parent(s) will be contacted to huddle (meet) with staff for a solution.**
  
  - 6. If missing homework continues as a problem after team huddle, in school Suspension for 3 days for each incident of non homework will be applied.**
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- 4. Homework will not be excused because student was absent. Homework will be sent home on the next day the student returns to school.**
  
  - 5. If a student misses school due to illness and is convalescing at home the parent(s) may request homework. We will email or give to the parent the assignments.**
  
  - 6. If missing homework becomes a consistent problem parent(s) will be Contacted to huddle (meet) with staff for a workable solution.**
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- 7. Each student will receive a bi- weekly test on all subjects; parents will also receive a 9 week report card, a final exam & for some student's a norms testing in May.**

**TESTING**

**ALL RPA STUDENTS ARE TESTED ON A BI-WEEKLY SCHEDULE. PARENTS WILL RECEIVE A BI-WEEKLY REPORT CARD. FIRST THROUGH 12<sup>TH</sup> GRADERS WILL ALSO RECEIVE A NINE WEEK REPORT AND HAVE THE OPPORTUNITY TO SCHEDULE A MEETING WITH THE STUDENT'S TEACHER.**

**FINAL EXAMS**

**TOWARDS THE END OF THE SCHOOL YEAR ALL STUDENTS WILL HAVE FINAL EXAMS WITH A TWO WEEKS PRIOR TO EXAMS REVIEW OF ALL TESTING MATERIAL.**

**SAT EXAMS**

**NINTH THROUGH 12<sup>TH</sup> GRADERS WILL TAKE THE COLLEGE BOARD SAT EXAM AT LEAST TWICE A YEAR. THIS EXAM IS REQUIRED BY SOME COLLEGES TO DECIDE IF THEY WILL ACCEPT A STUDENT INTO THEIR INSTITUTION OF LEARNING. WE START EARLY WITH THIS EXAM DUE TO THE PROVEN RESULTS OF EACH TIME THE EXAM IS TAKEN A STUDENT'S SCORES IMPROVE.**



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**RHEMA PREPARATORY**

**ADMISSION REGISTRATION FORM  
2020-2021**

Student's Name \_\_\_\_\_ Sex: M \_\_\_\_\_ F \_\_\_\_\_  
(Last) (First) (Middle)

Complete Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Birth Date \_\_\_\_\_ Age \_\_\_\_\_  
M/D/Y

Admission Date \_\_\_\_\_ Termination Date \_\_\_\_\_

Grade Level \_\_\_\_\_ Previous School \_\_\_\_\_

Father's Name \_\_\_\_\_ Social Security# \_\_\_\_\_

Employer \_\_\_\_\_

Occupation \_\_\_\_\_

Business Address \_\_\_\_\_

Business Phone # \_\_\_\_\_ Ext \_\_\_\_\_

Cell Phone # \_\_\_\_\_

E-mail Address \_\_\_\_\_

Mother's Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Employer \_\_\_\_\_

Occupation \_\_\_\_\_

Business Address \_\_\_\_\_

Business Phone # \_\_\_\_\_ Ext \_\_\_\_\_ E-mail Address \_\_\_\_\_

Is Father Living? \_\_\_\_\_ Is Mother Living? \_\_\_\_\_ Married? \_\_\_\_\_ Separated? \_\_\_\_\_ Divorced?  
Single? \_\_\_\_\_

**WHY DO YOU DESIRE YOUR CHILD TO ATTEND PRECIOUS BLESSING ACADEMY?** \_\_\_\_\_

\_\_\_\_\_

**WE WOULD LIKE TO INCLUDE THE STUDENT'S EXTENDED FAMILY MEMBERS ON OUR MAILING LIST TO INFORM THEM OF SPECIAL AND UPCOMING EVENTS. PLEASE SUPPLY US WITH GRANDPARENTS, UNCLES, AND AUNTS ETC. NAME AND ADDRESS BELOW:**

**MATERNAL GRANDPARENTS:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PATERNAL GRANDPARENTS:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PLEASE TELL US ABOUT YOUR CHURCH AFFILIATION.**

**CHURCH ATTENDED:** \_\_\_\_\_

**CHURCH ADDRESS:** \_\_\_\_\_

**PASTOR'S (YOUTH PASTOR'S) NAMES:** \_\_\_\_\_

**EXTENDED FAMILY MEMBERS:** \_\_\_\_\_

**PLEASE INFORM US OF ANY UNUSUAL CIRCUMSTANCES AFFECTING YOUR CHILD OF WHICH WE NEED TO BE AWARE, AS WELL AS ANY ACADEMIC OR/AND SOCIAL INTERACTION BEHAVIORAL PROBLEMS INCURRED AT PREVIOUS SCHOOL:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PLEASE LIST ALL PERSONS NAME AND PHONE # AUTHORIZED TO PICK UP YOUR CHILD/REN**

<b>NAME</b>	<b>RELATIONSHIP</b>	<b>PHONE #</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**IS THERE ANYONE YOU WISH NOT TO PICK UP YOUR CHILD/REN**

<b>NAME</b>	<b>RELATIONSHIP TO CHILD</b>
_____	_____
_____	_____
_____	_____
_____	_____

**Is your child generally: (circle each one that applies to your child) Cooperative**

**Shy Competitive Aggressive Sensitive Submissive Angry Happy**

**Usually does your child do what is asked of him/her? Yes No Sometimes**

**PLEASE LIST OTHER BEHAVIOR CHARACTERISTICS THAT APPLY TO YOUR CHILD SO THAT HIS/HER TEACHER CAN HAVE A BASIS OF YOUR CHILD'S BEHAVIOR PATTERNS.** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PARENT OR GUARDIAN'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_**

**CENTER REPRESENTATIVE SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_**

**ALLERGIES/ MEDICATIONS  
ALL STUDENTS MUST WEAR AN ALLERGY BAND...**

**NAME** \_\_\_\_\_

**PARENTS NAME** \_\_\_\_\_

**PLEASE DETAIL BELOW YOUR CHILD ALLERGIES (PLEASE SPECIFY THE TYPE OF ALLERGY AND INCLUDE FOOD ALLERGIES)**

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**PLEASE SPECIFY BELOW ANY MEDICATIONS YOUR CHILD IS ADMINISTERED AT ANYTIME.**

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**RHEMA PREPARATORY ACADEMY**

**4823 BRYCE LANE**

**RICHMOND, VA 23224**

**2019-2020**

**CONTRACT AGREEMENT**

I \_\_\_\_\_ the parent of \_\_\_\_\_ Student, do agree to place my child, named above in the care of Rhema Preparatory Academy Staff. I agree to pay the registration fee of \$150. I understand Registration fee is non- refundable. I agree to pay the tuition of (circle one) \$\_\_\_\_\_ per year, \$\_\_\_\_\_ a month \$\_\_\_\_\_ bi-weekly, to Rhema Preparatory Academy. I agree that the tuition fee and transportation fee, may be paid by the month, this fee is due on the first of the month, it may be paid bi-weekly, which means you must pay 2 weeks in advance or weekly. I understand I must pay the Monday of the week; tuition is due by 9am. Payment may be made by credit card in person on kiosk or by mobile @pbrprep.org, or check. **ANY STUDENT WHO IS NOT FULLY POTTY TRAINED THEIR IS AN ADDED \$10.00 FEE PER WEEK.** Your tuition is due for each week prior to that week. If your child does not attend you are still responsible for the full week’s fees regardless. If the payment is late there is a late fee of \$50.00 which must be paid that week. **IF THE LATE FEE FALLS DURING CHRISTMAS OR EASTER THE FEE IS \$60.00** IF the account is not brought to a zero balance within thirty days it will be turned over to our attorney for process. **THERE IS A \$15 PER 15 MINUTE LATE FEE IF A CHILD IS NOT PICKED UP by 6 P.M. BY SIGNING BELOW I AGREE TO THE \$20 A MONTH XEROX/ BOOK FEE** due on the 15<sup>th</sup> of each month. According to the Rhema Preparatory Academy withdrawal policy, I understand that I must give a month’s written notice before I intend to withdraw my child OR I will still be responsible for full payment of tuition for the remaining MONTH. I understand that I must return any and all books or materials that belong to the school. If my account is not brought to a zero balance I will not receive anything until my balance is paid in full. All payments may be paid by Visa, Master Card in person on kiosk or by mobile @ pbrprep.org , Certified Check All usage of the credit card machine must be \$5.00 or greater. By enrolling your child you give permission for all photos and videos to be taken of your child with the understanding they are the property of Rhema Preparatory Academy. By signing this contract I understand and agree with all the above stated terms.

Parent’s Signature \_\_\_\_\_ Date \_\_\_\_\_

RPA Administrative Staff Signature\_ \_\_\_\_\_ Date \_\_\_\_\_

*RHEMA PREPARATORY ACADEMY*

*STATEMENT OF FAITH*

**THE BIBLE:** We believe the Bible to be infallible, written Word of God, verbally inspired by the Holy Spirit, and the final authority in all matters of faith and conduct.

(II Timothy 3:16)

**THE TRINITY:** We believe in one God, Creator of all things, infinitely perfect and eternally existing in three persons, Father, Son, and Holy Spirit. (John 1:1-3; Psalms 24:1-2)

**CHRIST:** We believe that Jesus Christ is the eternal Son of God, that He was conceived by the Holy Spirit and became incarnate through the virgin birth, and that he lived a sinless life, that He was crucified as the substitute sacrifice for the sins of men, that He rose bodily from the dead, that He ascended into the heaven where He is now exalted at the right hand of the Father where He intercedes for the believer. (Hebrews 9:24-28; Acts 2:32-33)

**THE HOLY SPIRIT:** We believe that the ministry of the Holy Spirit is to glorify the Lord Jesus Christ, and includes convicting men of sins, regenerating the repentant, and indwelling, guiding, instructing, and empowering the believer for godly living and service. (Romans 8:26-27; Ephesians 1:11-14)

**SALVATION:** We believe all have sinned and come short of the glory of God and we believe in the salvation of sinners by grace, through repentance and faith in the perfect and sufficient work of the cross of Calvary by which we obtain the remission of sins. (Eph. 2: 8-9; I John 1:9; Romans 10:9)

**THE RESSURECTION:** We believe in an eternal life with Christ for believers and eternal punishment for unbelievers. (John 3:16-18)

**FELLOWSHIP OF BELIEVERS:** We believe in the spiritual unity of believers and

In our Lord Jesus Christ. (Phil. 2:1-2)

**THE GREAT COMMISSION:** We sow Christian heritage in the leaders of tomorrow as we believe Christ commissioned the Church to proclaim the Gospel throughout the world and to make disciples in every nation. (Matthew 28:19; Proverbs 22:6)



**STATEMENT OF NONDISCRIMINATION**

Rhema Preparatory Academy honored to admit employees and students of any race, color, national/ethnic origin and gender to all the rights, programs, and activities generally accorded or made available to employees and students at the school.

Precious Blessing Academy does not discriminate on the basis of race, gender, color, national/ ethnic origin in the administration of its educational policies, admission policies, scholarship and loan programs, athletic programs, or school administered programs.

**Romans 12:4-5 Just as each of us has one body with many members, and these members do not all have the same function, so in Christ we who are many form one body and each member belongs to all others.**

**Rhema Preparatory Academy**

**Pastor's Reference**

**\* Please have your Pastor/ Children's Pastor/ Youth Director fill out and return this form.**

**Precious Blessing Academy  
4823 Bryce Lane  
Richmond VA 23224**

Name of Parent(s) \_\_\_\_\_

Name of applicant \_\_\_\_\_

**To The Parent:**

**Print your child's name on the line above and give this form to your Pastor. If you are a Pastor please refer this form to another minister or head layman in your Church.**

**To The Pastor:**

**Each applicant for admission to PBA must submit a recommendation from his or her Pastor or substitute as mentioned above. Serious consideration is given to this recommendation, and therefore we request that you complete the form carefully and candidly. Because we expect straightforward comments, we will handle this recommendation with strictest confidence.**

**1. How long have you known the applicant's family? \_\_\_\_\_  
How long have they been in your Church? \_\_\_\_\_**

**2. How well do you know them? (check one)**

**( ) Just by name and sight ( ) fairly well. Have had a number of  
Personal contacts.**

**( ) Casually, had a few contacts. ( ) Have had a very close personal  
Pastoral relationship.**

**3. To the best of your knowledge, have the applicants made a personal commitment to  
Jesus Christ? Yes \_\_\_ No \_\_\_ I don't know \_\_\_**

**Comments:**

\_\_\_\_\_  
\_\_\_\_\_

(26)

4. In comparison with others you know how would you rate this family in the following areas?

	Most Outstanding	Superior	Above Average	Average	Below Average
Leadership					
Responsibility					
Loyalty to Church					
Commitment					

5. In your opinion, this applicant's spiritual influence on his/her classmates will be:

Strengthening                  Neutral                  Injurious                  I don't know

6. Are there personality traits which hinder this applicant in his/her relationship with others? \_\_\_\_\_

7. Additional Comments: \_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Position \_\_\_\_\_ Phone \_\_\_\_\_

Church Name \_\_\_\_\_

Address \_\_\_\_\_

Please mail to:

Precious Blessing Academy  
4823 Bryce Lane  
Richmond, VA 23224  
Or  
Email: pbarpa1123@gmail.com

(27)

*Request for Records*

To: (Name of School and mailing address)

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The following student(s) has/have applied for enrollment at Rhema Preparatory Academy:

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In accordance with the federal regulations regarding the privacy rights of parents and students under The Family Education and Privacy Act of 1974, the undersigned hereby consent to the release to Precious Blessing Academy of all educational records about the above-named individual who is applying to Precious Blessing Academy, including recommendations and such other information as may be requested.

Please forward the following information:

All School Records including:

Health & Immunization Records \_\_\_  
Standardized Test \_\_\_  
Report Card for present grade \_\_\_  
All Scholastic Records \_\_\_  
Interdisciplinary Forms \_\_\_  
IEP (if student has received one) \_\_\_  
Other \_\_\_\_\_

Any additional information you feel would be helpful in working with the student(s) will be sincerely appreciated. Thank you for your cooperation.

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(Admissions)

I grant permission for the above records to be released \_\_\_\_\_

Parent's Signature

**Religiously Exempt Child Day Centers  
Model Form**

**PUBLIC DISCLOSURE STATEMENT**

The Code of Virginia, Section 63.2-1716, allows child day centers operated by religious institutions the opportunity to file for an exemption from licensure by meeting documentation and other requirements specified within the religious exemption law. The statements below have been prepared and distributed to meet the requirements of the religious exemption law.

**RELIGIOUS EXEMPTION**

In compliance with the Code of Virginia, Section 63.2-1716, this Center is religiously exempt from licensure and is classified as a "religiously exempt child day center."

**QUALIFICATIONS OF PERSONNEL** (Check appropriate response)

- Attached are position descriptions of staff presently employed with the Center.
- Staff position descriptions are posted for your review.

**DESCRIPTION OF FACILITIES**

The Center is located at 4823 Bryce Lane.

The size of the building is 4,000 Square Feet.

The number of rooms used for the Center is 9.

The kitchen facilities  are not available for use by the Center.

Play equipment consist(s) of Playground Swing Set

**OTHER SIGNIFICANT FEATURES OF THE FACILITIES (IF ANY) INCLUDE:**

**ENROLLMENT/CAPACITY**

The maximum number of children that the Center will enroll is 85. The maximum number of children to be in care at any one time (as dictated by the local building inspector) is \_\_\_\_\_.

**FOOD SERVICE** (Check appropriate response)

The Center intends/does not intend to provide food service. The description of the service consist(s) of the following:

- hot breakfast
- cold breakfast
- combination (hot/cold) breakfast
- mid-morning snack
- hot lunch
- cold lunch
- afternoon snack

**HEALTH REQUIREMENTS FOR STAFF**

Staff employed at the Center MUST be certified by a practicing physician to be free from any disability which would prevent them from caring for children. Documentation is on file at the Center.

**PUBLIC LIABILITY INSURANCE**

The Center is/is not covered by public liability insurance which provides coverage in the event that someone brings suit for personal or bodily harm suffered during the operation of the Center as a result of negligence.