

ON-SITE PRIVATE SCHOOL PROGRAM CONTRACT

Philosophy of Education

The chief and noble aims of our jobs as Christian parents and teachers are:

- To teach our children daily about the Living God, guiding them into a saving knowledge of Jesus Christ as Lord and Savior and helping them to know fully who they are in Christ and as a child of the King;
- To encourage our children to be lovers of learning, growing in God's wisdom, grace and discernment in all things of life, and in so doing that they will eventually be able to tell the truth from a lie, the genuine from the counterfeit, and will prefer that which is true and honorable over that which is false and disgraceful.

On-Site Private School Program

- Students are enrolled in Royal Oaks Academy (ROA) under an On-Site Private School Program Contract.
- Non credentialed but experienced adult teachers ensure each student learns, understands, and passes all subjects required by the state of California
- Students learn most of their subjects using the computer. The basic curriculum used is Alpha Omega's *Switched On School House* and is provided. Additional non-computer based curriculum is provided on a student-by-student basis.
 - If ROA does not currently own the required curriculum ROA agrees to purchase it under the condition that the parent(s) agree(s) to reimburse (see Parent section below)
- Depending on the needs of the student and parent(s), students have the choice of being in attendance with a teacher 1-5 days per week
 - Parent(s) must provide education supervision when not in attendance with an ROA teacher (see Parent/Teacher section below for more information)
 - Cost for the On-Site Private School Program varies from \$125 to \$500 per month based upon the number of days in attendance with an ROA teacher.
 - Students must be in attendance four hours a day, five days a week. Normal school hours are 8:00 am to 12:00 pm Monday through Friday unless otherwise agreed to by Royal Oaks Academy, the student(s) and parent(s) or if a parent is responsible for some of the days of schooling (see Parent/Teacher section below).

As an enrolled member of Royal Oaks Academy (ROA), you understand the division of responsibilities as follows:

Royal Oaks Academy (ROA)

- Agrees to provide private school enrollment, an On-Site Private School Program, record keeping accountability, parent/teacher guidance, support and encouragement.
- Agrees to diligently and consistently teach a reasonable course of study as outlined by the State of California Education Code
- Agrees to provide forms documenting student attendance, lesson plans, grades and completed work as follows:
 - *Attendance Record, Annual Course of Study, Academic Goals for First and Second Semesters, Achievement Record* for first and second semester, *Detailed Single Course Description & Standard* (Senior High only) and *High School Graduation Progress/Planning Chart* (Senior High only)

Parent(s)

- Agrees to provide laptop computer(s) for student(s) use while attending ROA
- Agrees to reimburse ROA for any and all expenses incurred in the purchase of additional curriculum for their student(s)
- Agrees to have their student arrive at the start of school (normally 8:00 am) and stay until the end of school (normally 12:00 pm) Monday through Friday unless otherwise agreed to by ROA, the student and the parent(s). It is understood that special situations will occur for the student and parent(s) as well as ROA where the hours and/or days of school need to flex. For these times a prior notification between the parent(s) and the school is all that is required.
- Agrees to submit this *On-Site Private School Contract* and one half of the first month's tuition by the 10th of July along with the following:
 - New Members: *On-Site Private School Program Enrollment Application, On-Site Private School Program Contract, On-Site Private School Program - Disclaimer, Waiver, Release form, Request For Student(s) Cumulative Record* (transfer student) form, Immunization Record from medical provider (or signed exemption)

- and copy of birth certificate
- Existing Members: *On-Site Private School Program Returning Member Registration form, On-Site Private School Program Contract, On-Site Private School Program – Disclaimer, Waiver, Release form, and (if needed) an updated Immunization Record from medical provider (or signed exemption)*
- Agrees to make tuition payments monthly.
 - Tuition is to be paid in advance and is due by the fifth day of the current month (i.e. payment for October is due by October 5th).
 - As mentioned above, payment of one half of the first month's tuition is due by July 10th. The second half is due by September 5th.
 - If overpayment of tuition should occur for any reason the amount of overpayment will be subtracted from the following month's payment and reflected on the Monthly Billing Statement.
 - Tuition payments are fixed monthly amounts based upon the parent's contract with the school. Tuition payments do not vary with the number of holidays, vacation days, or days present or absent in any particular month. unless otherwise stated here: _____
- Agrees to pay all required late fees as stated below:
 - \$15.00 late fee for every form and/or copy of birth or immunization record submitted after the 10th of July.
 - \$25.00 late fee when submitting initial tuition payment after the 10th of July.
 - \$25.00 late fee when submitting monthly tuition payment after the 5th of the month.
 - Families that become late with tuition or fail to submit forms within 30 days of due date will result in dismissal from ROA. To reactivate current enrollment, all past due monies and forms need to be submitted with a \$50.00 re-registration fee.
- Understands that once tuition is paid there is no refund, except in extreme emergencies.
- Agrees to and is aware of the limitation that Royal Oaks Academy **cannot** grant legal immunity or protection from harassment from legal authorities or legal prosecution (and neither can any other private school). Royal Oaks Academy is providing teaching, administrative record keeping and educational support services only.
- Agrees to notify the Administrators of ROA by letter if a decision is made to disenroll from ROA at any time during the year

Parent/Teacher (responsible for some of the days of schooling)

In addition to those listed above, the parent/teacher:

- Must submit the *Parent's Teaching Qualifications* (returning members submit only if updated)
- Must maintain an active membership in Home School Legal Defense Association
- Agrees to work with Royal Oaks Academy to provide the following:
 - 10th of September: *Annual Course of Study, Academic Goals for First and Semester, Detailed Single Course Description & Standard* (Senior High only) and *High School Graduation Progress/Planning Chart* (Senior High only)
 - 10th of every month: *Attendance Record*. First one is due by the 10th of October.
 - 10th of February: *Academic Goals For Second Semester* and *Achievement Record* (first semester)
 - 10th of July: *Achievement Record* (second semester)
- Agrees to notify the Administrators of ROA by letter if a decision is made to change the enrollment of their student(s) from being a joint venture between the parent/teacher (responsible for some of the days of schooling) to a full time On-Site Private School Program.
- Agrees to seek help and/or advice from the school administrator when encountering problems with record keeping and/or home educating.
- Understands that, though the responsibility for the education of your children is being shared with ROA, it is the parent's responsibility to improve their own education and skills as teachers.

I have read the On-Site Private School Program Contract and agree to abide by the school policies and procedures mentioned therein while enrolled. I further agree by my enrollment, voluntarily and without reservation, that in accordance with 1 Corinthians 6:1-8, I will not hold Royal Oaks Academy or Dan and Wendy Burris, any and all facilities used, and all other organizers associated with the school, responsible or liable for any injuries or damage your family or your guests may incur while participating in any Royal Oaks Academy function, field trip or event.

Father's Signature & Date

Mother's Signature & Date

**Please print, sign and make a copy of this contract for your files.
Submit the original with your application, tuition payment and other forms as listed above.**