

Preparing for School



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Woodbridge, VA 22193
703.680.6629

Listed below are the additional forms that need to be completed for our records. Please read each item thoroughly and respond in the appropriate manner. These forms must be submitted before the start of school:

- ADMINISTRATOR'S EVALUATION (*NEW 7th-12th GRADE*)
- CONFIDENTIALITY FORM (front & back)
- COOPERATION FORM
- DISCIPLINARY STATUS (TRANSFERRING STUDENTS)
- FINANCIAL POLICY
- MEDICAL AUTHORIZATION FORM
- PASTORAL RECOMMENDATION (FOR *NEW 7th-12th GRADE*)
- PROBATIONARY FORM
- RELEASE OF RECORDS (TRANSFERRING STUDENTS)
- VHSL SPORTS PHYSICAL FOR ATHLETES (7th-12th GRADE)

1. If you have a student starting Kindergarten (K4 or K5) *or* moving in from another state, the child **must** have a physical exam. The school entrance health form (MCH 213G, revised 2014) is available online for your physician to complete. Your child **may not** begin school without this completed form.

The original birth certificate and shot records must be presented at the time of enrollment.

2. On the Confidentiality form, the emergency phone list is very important. Parents will be contacted **first**; we will then attempt to contact the numbers in order of priority you listed. Prior to adding someone to the list, please make them aware that they will have such authority.
3. The Patriot Planner is designed to help both you and your child with school correspondence. The first copy is included in your book fee. Additional copies cost \$10.00 each. The Student Handbook portion is online.
4. **Book fees, Enrichment, and Science Lab fees are due by August 20. Tuition payments are due by the 20th of each month.** All fees and tuition payments are *non-refundable*.
5. Piano lessons are available upon request. Lessons are offered on a first come, first served basis. The total cost is \$750 per year, payable in 10 payments.
*Organ, string, brass, and woodwind lessons are also available, with costs slightly higher.
If interested, please contact the school office for information.
6. Students transferring to Heritage are required to undergo placement testing, unless prior arrangements have been made with Pastor Kosa. There is a \$70.00 fee for testing (no checks accepted).
7. All students planning to try out for any sport **must** have a yearly sports physical (VHSL form) done by **August 14**.
8. Varsity Soccer and Volleyball tryouts (grades 9—12) will be held on **August 15-16** from 2:30—5:00 p.m.
Junior Varsity tryouts (grades 7—10) will be held after school on Wednesday, **August 28**.
9. An athletic fee of **\$100.00** is due upon selection to a Varsity team.
An athletic fee of **\$75.00** is due upon selection to a Junior Varsity team.
This once-yearly fee covers all sports played.
10. Should you desire to meet with your child's teacher before school begins, appointments will be available on **August 22** from 10:00 a.m. — 7:00 p.m. **Please call the office to schedule an appointment.**
11. Those desiring to participate in the Scripture Memory Contest must submit the form by Friday, **August 30**.
12. One of the characteristics desired in people today is timeliness. We ask that your child be here *no later than 8:20 a.m.* so that school may start promptly at 8:25 a.m. Failure to be on time more than 5 times during the year will remove your child's eligibility for perfect attendance. Also, please note other rules in the handbook concerning tardiness.