

Preparing for School



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The 2015-2016 school year will be here shortly. I trust you are planning a very enjoyable summer with your children.

Listed below are the additional forms that need to be completed for our records. You may get a copy of these either from the school office or download them from our website (www.VisitHeritage.com). Please read the items thoroughly and respond in the appropriate manner.

- ADMINISTRATOR EVALUATION
- CONFIDENTIALITY FORM (front & back)
- DISCIPLINARY STATUS
- FINANCIAL POLICY
- MEDICAL AUTHORIZATION FORM
- PASTORAL RECOMMENDATION (FOR NEW 7TH-12TH GRADE)
- PHYSICAL FOR ATHLETES (7TH-12TH GRADE)
- PROBATIONARY FORM (FOR NEW 7TH-12TH GRADE)
- RELEASE OF RECORDS (TRANSFERRING STUDENTS)

1. Piano lessons are available. Lessons are offered on a first come, first served basis. Total cost is \$750, which is divided into 10 payments. Organ, string, brass, woodwind lessons are also available with costs slightly higher. Please contact the teachers, Mr. Hodges, Miss Crawford, Mrs. Scarfi, or Mr. Gilbert for arrangements.

2. **Book fees are due August 20th. Tuition payments are due the 20th of each month, starting on June 20th.**
Lab fees are due with the Book fees, on August 20th. All fees and tuition payments are non-refundable.

3. Students planning to participate in sports this year will pay a \$75.00 Athletic Fee. The fee needs to be paid by August 21. (If the student plays in more than one sport, the one time fee covers all sports.) Fee only applies to those making the team. All those participating in sports **must** have a yearly physical. The physical **must** be done (or scheduled) by August 21.

4. Varsity soccer and volleyball tryouts will be held August 13-14 from 2:30- 5:00. Grades 9 through 12 are eligible for Varsity. Junior Varsity tryouts are August 26. Grades 7 through 10 are eligible for Junior Varsity.

5. If you have a student starting Kindergarten or are moving in from another state, the child **must** have a physical exam. The white form is enclosed for the physician to complete. Your child **may not** begin school without this completed form. **We must have a copy of your child's birth certificate, a copy of your child's shot record, and social security number prior to entry in school.** Social security numbers are required by the law for educational institutions.

6. Should you desire to meet the teacher of your child before school begins, you may call the office and arrange a time to meet him/her. Appointments will be available from 10:00 am to 7:00 pm on August 20th. Please call to schedule an appointment.

7. On the Confidentiality form, the emergency phone list is very important. You should list people in the order you want them contacted in case of emergency. We call the numbers in order of priority you list. If you want us to call you first, please be sure to list it as such. Also, when adding someone else to the list, be sure you have spoken to them prior so that they are aware they will have such authority.

8. The Patriot Planner is designed to help both you and your child with school correspondence. The first copy is at no charge. Additional copies cost \$10.00.

9. Students attending Heritage for the first time need to be tested, unless prior arrangements have been made with Pastor Kosa. There is a \$70.00 charge.

10. One of the characteristics desired in people today is timeliness. We ask that your child be here *no later than 8:20* so that school may start promptly at 8:25. 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.

11. ALL students should be dropped off at the breezeway between the auditorium and educational building.