



# **ENROLLMENT APPLICATION Dynamic Life Christian School**

Start Date	
End Date	

		or School lear	_ <del>-</del>	
Student's Name	<b>1</b>	☐ New Enrollmen	it	
Mailing Address	Last	First	Middle	Called by
Home Phone (	Street	City Sex Birthdate		
Potty Trained? yes			□Hispanic □N	ative American □Other
Father's Name		Mother's	Name	
Father's Physica	Al Address			
Mother's Physic	cal Address Street	City	State	ZIP
Father's Work P	hone ()		l Phone()	
Father's cell pho	one service provider:	Do yo yes [	ou wish to receive text messages	?
		yes .		
Father's Work A	ddress	City	State	ZIP
				<del></del>
Mother's Work I	Phone ( <u>)</u>		ell Phone( <u>)</u>	
Mother's cell ph	none service provider:	· _	ou wish to receive text messages $\square$ no $\square$	?
Mother's Emplo	oyer (Company Name)	yes <b>.</b>		
Mother's Work	AddressStreet	City	State	ZIP
E-mail Address				
If parents are se	eparated or divorced, with wh	nom does the student live?		
	who is responsible for your st	, ,	☐ Mother ☐ Grandparent/Guardian	☐ Father ☐ Other
Address <i>if diffe</i>	<b>rent</b> from student			
Child's Physicia	n		Phone ( )	
Physical proble	ms/allergies, if any			
Has your child a	attended a Previous Day Care	or Pre-school: yes 🗆 🗀	no 🛚 If yes, please list nan	ne & location.
Name of Facility	y		City	State
Has your child e	ever been rejected or dismisso	ed from a Day Care or Pre-schoo	ol? yes no lf ye	s, please state reason.
La Paris			grade 🔲 4th grade 🔲 5th grade 🔲 6tl	h grade
Indicate class and days attending	2-4 year olds: 9:00 a.m3 Circle Days: Mon. Tues.	8:00 p.m. <b>1 year olds: 2</b> 8:30 a . Wed. Thu. Fri. <b># of Days</b>	.m3:30 p.m. • <b>Per Week:</b> □ 1 □ 2 □ 3 [	□4 □5

(over, please)

Emergency Contacts - DLCS will co	ntact in order listed below t	for illness or emergency
Name Relations	hip	Phone ()
Address		
Street Name Relations	City hip	State ZIP Phone ( <u>)</u>
Address		
Street Name Relations	City hip	State ZIP Phone ( )
Addross		
Street	City	State ZIP
Name Relations	nip	Prione (
AddressStreet	City	State ZIP
Reason for selecting Dynamic Life Christian School	ol	
Dynamic Life Christian School was recommended	•	
Has your child ever been a student at Dynamic Li	fe Christian School? $\square$ Yes $\square$	No
STATEMENT OF COOPERATION		
In making application for my child, I desire to have	ve him/her complete the	school year at Dynamic Life
Christian School. It is also my understanding that	•	
tration, book, or supply fees. I understand that D	· •	<u>-</u>
right to set and maintain its own standards for sti	•	
include conduct while on school and off school p		
tian School harmless for any and all liability that r	may result from my child attendi	ng or participating in all activities of
Dynamic Life Christian School.		
Date Parent's S	ignature	
<b>Note:</b> If your child does not start school on to	he scheduled start date and voi	u have <b>not</b> notified Dynamic
Life Christian School, we will assume that you	•	
be made available for another child. All fees p	oaid will be forfeited.	·
Items to be submitted with this for	m:	
☐ Fees or deferred agreement	$\square$ Proof of identity and age	
☐ Tuition	(to be initialed by School Off	ficial when seen)
☐ Health/Immunization Form	Certified copy of bir	rth certificate
☐ Public Disclosure Form	Notification of birth	n (hospital, physician, or midwife)
☐ Photo Release Form	Baptismal record	
☐ Medical Release Form	School record from	public school in VA, <b>or</b>
☐ Tuition Express Forms/My Procare	· ·	ncipal, or his designee, of a
☐ Custody or Other Legal Forms	•	e U.S., that a certified copy of ord was previously presented

**DYNAMIC LIFE CHRISTIAN SCHOOL** 1600 John Marshall Highway, Front Royal, VA 22630 (540) 636-9595 SUMMER ENROLLMENT CONTRACT

Family Na	me							
Primary E	mergency Contact (available while chil	d is	at s	cho	ool)			
Cell			Wo	rk.				
Email			Ho	me				
Name (Lis	t eldest student first)		ircle eek			of ng	Circle Time of Drop Off	Circle Time of Pick Up
Child 1 _		М	Tu	W	Th	F	7:30 - 8:45	3:00 - 3:15
Child 2 _		M	Tu	W	Th	F	Additional Charge for Drop Off before 8:45 am	Additional Charge for Pick Up after 3:15 pm
Child 3 _		Μ	Tu	W	Th	F	8:45 - 9:00	3:15 - 4:00
							9:00 - 9:30	4:00 - 5:00
								5:00 - 5:30
(Initials)	Parent Agreement:							
	1.In order to secure enrollment, I, a this Enrollment Contract the non-re	ıs th efu	ne p	are ble	nt/g enr	guar olln	dian, agree to pay ar nent fees and the firs	nd deliver with st week's tuition.
	2.I hereby agree to pay the weekly t 2025 program. DLCS reserves the Monday at 12 noon. I understand t care, or other miscellaneous charge ports, and final report cards will no rectified.	uiti rigl hat s w t be	on a any ill b e rel	amo o do o ac oe b eas	oun eny lditi ille sed	t she adm iona d to unti	own on this contract hission if payments a l fees such as meals, my account. School l all outstanding bala	t for the Summer are not made by before/after I records, tax re- ances have been
	3. Due to fixed costs averaged over t for days missed for any reason, su	he ch	enti as s	ire ick	sum day	mei s, fa	r, <b>there is no reduct</b> mily vacations, scho	<b>cion in tuition</b> ool holidays, etc.
	4.If DLCS attempts to process an au and the account has Non-Sufficient will be added to said account.	utor Fur	nat nds,	ic t , a ]	uiti NSF	on p	ayment or deposit a arge of \$15 and a late	check payment charge of \$15
	5. If a student is diagnosed with a le classroom or setting without additional professional, the parent/gua or to fully provide all necessary fundaterials, etc.) This amount will be school administration to the contra	earn ona irdi ds t e de ct h	ing l sta an v o eo terr	dis aff, will duc nin er.	sabi by t be ate ate	lity the a give the on a	that can not be mana dvice of a physician n the option to cand child (e.g. tutor, clas n individual need ar	aged in a regular or a licensed cel the contract sroom aide, nd presented by
	6. Early withdrawal policy: This is a and DLCS. DLCS commits to opera Therefore, students may not be with the Director. Withdrawal from the Office and will result in a \$500 early	iting ndra scho	g ex awn ool	pe be mu	nses fore st b	s for e the e m	the summer based of final session day ur	on enrollment. Iless released by
	7. I understand that my child needs symptoms or symptom relieving me receives a note from the child's med and may return to the school. In the continuing symptoms, a note from the child can return.	edio lica e ca	catio l pro se c	on l ovi of a	befo der (su	ore r stat spec	eturning to DLCS, u ing that the child is a cted) contagious disc	inless the school not contagious ease, rash, or
	8. I have read and will abide by scho	ool j	poli	cie	s as	stat	ed in the DLCS Sum	nmer Handbook.
	Parent Signature:							

#### **DYNAMIC LIFE CHRISTIAN SCHOOL**

1600 John Marshall Highway, Front Royal, VA 22630 (540) 636-9595

#### **SUMMER ENROLLMENT CONTRACT Page 2**

City	State			Zip
Email	Circle Day(s) of	•		
Name (List eldest student first)	Week Attendin	g Age	<b>Enrollment Fees</b>	Weekly Tuition
Child 1	M Tu W Th	F	\$	\$
Child 2	M Tu W Th	F	\$	\$
Child 3	M Tu W Th	F	\$	\$
Start Date			\$	
Parent Signature:				
-				
Date of Signature:				
Date of Signature:  Non-refu	indable fees due upon registicost of registration, field trips,	r <b>ation:</b> supplies, ar	• • • • • • • • • • • • • • • • • • • •	ent.
Date of Signature:  Non-refu  Enrollment Fees include the	andable fees due upon regista cost of registration, field trips, g of each new school year. Add	r <b>ation:</b> supplies, ar	• • • • • • • • • • • • • • • • • • • •	ent.
Date of Signature:  Non-refu  Enrollment Fees include the This fee is paid annually at the beginning  Summer Supply Fee for 1 year old nursery	andable fees due upon registr cost of registration, field trips, g of each new school year. Add	r <b>ation:</b> supplies, ar	• • • • • • • • • • • • • • • • • • • •	ent.
Date of Signature:  Non-refu  Enrollment Fees include the This fee is paid annually at the beginning  Summer Supply Fee for 1 year old nursery	andable fees due upon registr cost of registration, field trips, g of each new school year. Add	r <b>ation:</b> supplies, ar	• • • • • • • • • • • • • • • • • • • •	ent.
Date of Signature:  Non-refu  Enrollment Fees include the This fee is paid annually at the beginning  Summer Supply Fee for 1 year old nursery	andable fees due upon registration, field trips, g of each new school year. Add	r <b>ation:</b> supplies, ar litional fees	apply for Fall Enrollme	
Date of Signature:  Non-refu  Enrollment Fees include the This fee is paid annually at the beginning  Summer Supply Fee for 1 year old nursery	andable fees due upon registration, field trips, g of each new school year. Add	r <b>ation:</b> supplies, ar litional fees	• • • • • • • • • • • • • • • • • • • •	
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	andable fees due upon registration, field trips, sof each new school year. Add \$\frac{1}{25.00}\$ \$\frac{1}{250.00}\$ \$\frac{1}{250.00}\$ \$\frac{1}{250.00}\$ \$\frac{1}{250.00}\$	ration: supplies, ar litional fees	apply for Fall Enrollme	
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	andable fees due upon registration, field trips, sof each new school year. Add	ration: supplies, ar litional fees uition &	apply for Fall Enrollme  Fees Worksheet:  Fees Total from above	\$
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	andable fees due upon registration, field trips, gof each new school year. Add	ration: supplies, ar litional fees uition &	apply for Fall Enrollme	
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	### standable fees due upon registration, field trips, gof each new school year. Add ### standable fees due upon registration, field trips, gof each new school year. Add ### standable fees due upon registration, field trips, gof each new school year. Add ### standable fees due upon registration, field trips, gof each new school year. \$200.00	ration: supplies, ar litional fees uition &	apply for Fall Enrollme  Fees Worksheet:  Fees Total from above	\$
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	### standable fees due upon registration, field trips, gof each new school year. Add ### standable fees due upon registration, field trips, gof each new school year. Add ### standable fees due upon registration, field trips, gof each new school year. Add ### standable fees due upon registration, field trips, gof each new school year. \$200.00	ration: supplies, ar litional fees uition & nrollment F	apply for Fall Enrollme  Fees Worksheet:  Fees Total from above	\$ \$
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	### ##################################	ration: supplies, and litional fees uition & mrollment Fuition Total	Fees Worksheet: Fees Total from above	\$ \$ \$
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	### state of the image of the i	ration: supplies, ar litional fees uition & nrollment F	Fees Worksheet: Fees Total from above	\$ \$ \$
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	### standable fees due upon registration, field trips, sof each new school year. Add ### standable fees due upon registration, field trips, sof each new school year. Add ### standable fees due upon registration. ### standable fees due upon	ration: supplies, and litional fees uition & mrollment Fuition Total	Fees Worksheet: Fees Total from above I from above Coupon	\$ \$ \$
Non-refu Enrollment Fees include the This fee is paid annually at the beginning Summer Supply Fee for 1 year old nursery	### standable fees due upon registration, field trips, sof each new school year. Add ### standable fees due upon registration, field trips, sof each new school year. Add ### standable fees due upon registration. ### standable fees due upon	ration: supplies, and litional fees  uition & mollment Finition Total lotty Fee liscount or the second content of the second content for	Fees Worksheet: Fees Total from above I from above Coupon	\$ \$ \$

## DYNAMIC LIFE CHRISTIAN SCHOOL

# HANDBOOK 2025-2026



1600 John Marshall Highway

Front Royal, VA 22630 (540) 636-9595

www.dlcs1.com dlcs1@comcast.net

#### Vision

Dynamic Life Christian School will teach students to love God, to love one another, and recognize that we are all unique and special in the eyes of God.

#### **Mission Statement**

Dynamic Life Christian School will provide affordable, high quality early childhood education in a Christ-centered environment. Our program is designed to meet the needs of children ages 1-5th grade through a cooperative partnership between parents and staff. Our focus is to provide a stimulating early care and educational experience which promotes social, emotional, physical, academic, and spiritual development.

**School Colors**Black and Gold

**School Mascot**Eagle

#### **Church Attendance**

Faithful church attendance is important for your child. If a person continually misses church, we believe a void will exist that is not being filled. Therefore, we would like to see that all of our students go to church regularly at the place where God has directed your family to attend.

If your family is not currently attending a local church regularly, we invite you to visit us at **Dynamic Life Praise and Worship Center.** We are a family oriented ministry that places just as much emphasis on children as we do adults. We offer services on Friday Nights at 7:00 p.m. and Family Worship Service on Sunday mornings at 10:00 a.m.. Childcare and children's ministry is available at the Sunday service at 10:00 a.m. For more information about our church, you can visit us at <a href="https://www.dynamiclifeministries.com">www.dynamiclifeministries.com</a> or call 540-636-9595.

#### **Admissions**

Admission to DLCS is a privilege and is based on availability of space in the given class. In order to secure a place for your child at DLCS, all fees and paperwork must be submitted to our registration staff. Once classes have reached their limit, your name will be placed on a waiting list and you will be notified if there is an opening.

Your child may begin attending Dynamic Life Christian School once they reach age 1. All other children will be placed in the appropriate class, based on age as of September 30, 2024.

.

#### **Our Programs**

#### **NURSERY - age 1**

At Dynamic Life Christian School, our nursery program is more than just childcare; it's a partnership with parents in cultivating a safe and nurturing Christian environment for their little ones. Our dedicated staff understands the critical importance of early childhood development, and we strive to introduce children to the love of God from the very beginning. As young minds readily absorb everything around them, our caring team ensures they are surrounded by positive influences and Christian values, laying a strong foundation for their spiritual and intellectual growth. We believe that by working hand-in-hand with parents, we can provide the best possible start for each child's journey of faith and learning.

#### PRESCHOOL - ages 2-4

At Dynamic Life Christian School, our preschool program for ages 2-4 is designed to be a cornerstone in a child's educational and spiritual journey. We understand the crucial role these formative years play in a child's development, which is why we prioritize creating a safe and nurturing Christian environment. Our dedicated staff fosters a love for learning and a deepening understanding of God's love through age-appropriate activities and curriculum. From exploring the wonders of creation to learning foundational social and academic skills, our preschoolers are guided by caring educators who recognize the importance of instilling Christian values early on. Together with parents, we aim to shape confident and compassionate individuals who are equipped to thrive academically, socially, and spiritually.

#### **ELEMENTARY - Kindergarten thru 5th Grade**

At Dynamic Life Christian School, our elementary classes provide a foundation rooted in both academic excellence and Christian values. Combining the renowned Abeka curriculum with small class sizes, we equip students, teachers, and parents with resources that integrate Biblical principles into every aspect of learning. From mathematics to language arts, each lesson is carefully crafted to instill values of integrity, diligence, and compassion. Our dedicated educators guide students through a rigorous academic program while nurturing their spiritual growth and understanding of God's Word. By immersing students in a curriculum that emphasizes Christian values, we empower them to navigate the complexities of the world with wisdom and faith, preparing them to be confident and compassionate leaders in their communities.

We're excited to announce that starting next year, we'll be introducing 5th-grade classes with virtual classes taught by Abeka instructors. Abeka is renowned for its high-quality educational content; paired with our dedicated teaching staff who will provide oversight for all subjects. This combination will ensure that students receive the support and guidance they need to excel academically in a technology advancing world. With this innovative approach, students can benefit from a rigorous curriculum, enjoy the convenience of virtual instruction, and still engage in peer to peer contact with their classmates in a Christian environment. We're committed to providing a dynamic educational experience that prepares students for success, and we believe that our 5th-grade program will offer a valuable opportunity for growth and achievement of each student enrolled.

#### **Fees and Tuition**

Fees for enrollment (registration fee, book fee, and supply fee) are non-refundable. First week's tuition and enrollment fees are expected at the time of enrollment.

Tuition is due each Friday for the week to come. If payment is made after 12:00 noon Monday, a late fee of \$15.00 will be placed on your account. A 10% discount is available for all tuition costs paid annually for the entire contracted term.

<u>Due to fixed costs averaged over the entire year, there is no reduction in tuition for sick days, family vacations, school closures, personal days off, weather closings, or other days off as listed in the school calendar.</u> Weekly tuition charges are based on our total operating costs for the school year divided by the number of weeks in that school year. Consequently, there will be **NO** reduction in contracted weekly tuition amounts due. The full tuition will be charged. This applies even when there are fewer than five days of classes or students are absent on scheduled days.

If an account balance is more than one week past due, students **will not be permitted to attend school** until the account is settled. The balance may be from meals, before or aftercare or potty charges, not just tuition.

All payments will be made through Tuition Express. If more than two payments are declined, a penalty will be charged and immediate arrangements will be made by parent for keeping the account current.

DLCS provides multiple ways in which payments can be made using Tuition Express:

- Make payments online from home on your computer
- Set up automatic drafting
- Access Tuition Express website through your phone to make a payment
- Call in a credit card payment to the school office in case of online technical errors

**LATE FEES** will be billed if payment is not posted in the system no later than Monday by 12:00 p.m. Because DLCS provides a number of convenient ways to make your payments, late fees will not be waived.

Students enrolled on a less-than-five-day-a week contract can "make up" lost days on a space-available basis. Make up days must be pre-arranged and used either **one week before** or **one week after** the lost day(s).

#### **Schedule Change Policy**

To request a schedule change, you must contact our office staff **72 hours in advance.**Because we follow the state ratios, we are not always able to accommodate schedule requests and will not be able to accommodate changes requested less than 72 hours in advance or for unscheduled walk-ins.

#### **Re-Enrollment**

In the spring, you will have the opportunity to re-enroll your child at Dynamic Life Christian School for the following school year before enrollment opens to the general public.

#### Withdrawal/Dismissal

Our enrollment agreement is a **CONTRACT** between parents/guardians and DLCS. DLCS commits to operating expenses for the school year based on enrollment. Therefore, students may not be withdrawn before the final session day unless released by the Director.

Withdrawal from the school must be made in writing, through the Director's Office, at least one week prior to withdrawal. The request for withdrawal will be documented in the student's permanent record. All accounts must be paid in full before transcripts, report cards, and/or books can be released.

**Students who withdraw voluntarily or through expulsion, are responsible to pay a \$500 withdrawal fee per student.** Application, registration, and curriculum fees are non-refundable.

#### **Arrival and Departure Information**

All persons entering our grounds are asked to drive slowly and watch for children coming or going. This includes attentiveness to children playing or those being picked up/dropped off. Handicapped parking spots are located in the front of both the upper and lower level entrances available only to those with valid and visible handicapped placards. All others are asked to use unmarked parking spots.

Our doors will open at 7:30 a.m. for drop off of children ages 2 and up. Drop off for our nursery program begins at 8:30 a.m.

Dismissal for preschool begins at 3:00 p.m. and a staff member will be present at the doors for dismissal until 3:30 p.m.. Elementary School is not dismissed from class until 3:10 p.m. When you arrive to pick up your child, you will pull to the front of the building with your pick up number in your vehicle's window, and a staff member will greet you there to call for your child.

In the event that you would like to pick up your child early during the day, you can arrive and press the buzzer located to the right of the main entrance of our building and the office will get your child ready for dismissal. To expedite the process of early dismissal, you can contact the office and they will have your child ready for you when you arrive.

After school care is provided until 5:30 p.m. <u>Late fees begin at 5:40 p.m. at a rate of \$5.00 per child for each ten minute increment.</u> (Note: Every ten minutes you are late, you will be charged a \$5.00 per-child late fee.) Excessive late arrivals may result in your child(ren) being dismissed from our school program.

#### **Food Service**

Dynamic Life Christian School offers hot lunches, snacks, and drinks. Our spacious, commercial kitchen has been inspected and approved by the Department of Health. Our staff follows strict cooking and serving guidelines. We offer a well-balanced, nutritious plan to our students.

Upon arrival in the morning, you will need to indicate to the drop off staff member whether your child will be buying lunch and/or snack.

All meals and snacks will be billed to your account at the end of the week. If your child does not bring lunch or snack, one will be provided and your account will be charged.

Lunch \$5.00 Snack \$3.00

Your child is allowed to bring snacks to share when celebrating special occasions, however these must be store bought, with ingredients printed on packaging.

#### **Supply List**

#### You will need to send the following items to school with your child to begin the year:

- -All ages: One change of clothes (placed in a labeled bag)
- -Full-sized backpack
- -Ages 1-4: Three-fold resting mat if napping (small blanket and/or pillow is permitted)
- -Play shoes (must have shoes appropriate for outdoor play)
- -Children who are not potty trained will need one pack of diapers and wipes per week

Please label all of your child's belongings. Dynamic Life Christian School is not responsible for lost items. All other school supplies are covered in the supply fee which is paid at registration.

#### **Snow Days and Emergency Closings**

For emergency announcements regarding snow days and late openings, visit our website at <a href="www.dlcs1.com">www.facebook.com</a>\dynamiclifechristianschool</a>. We will also send out emails and text messages to all families who have an email and phone service provider on file. If you do not have an email address or access to the internet, you can call 540-636-9595 for a recorded message. Reminder: There is no adjustment to weekly tuition for snow days, weather delays, unforeseen circumstances, or emergency closings.

#### **Delays**

On days that the school experiences an emergency delay, classroom doors will not be opened until a specified time. Early arriving parents may remain with students in their car until staff is ready to begin classes. Kindergarten thru 5th grade students will be considered tardy if they arrive fifteen or more minutes after opening begins.

#### **Field Trips**

Fields trips are designed to encourage learning through fostering a "hands on" approach. Students must return signed permission slips to the office by the designated due date in order to participate. Additional field trip fees may apply.

Transportation will be provided by an approved, appropriately licensed driver. Parents are welcome to accompany their child on field trips. Parents of two year olds are strongly encouraged to attend. In order to ensure the safety of all students and staff, as well as provide a fun, enjoyable trip, all students are expected to be well-behaved while on field trips. If a student demonstrates they will be unable to behave on a trip, the parents will be contacted to make other arrangements.

#### **Health Information**

Illness spreads from child to child very quickly. Students with fevers, contagious or infectious diseases or symptoms will be sent home promptly and excluded from school activities. DLCS does not provide child care for students with fevers or other symptoms. It is the parents' /guardians' responsibility to arrange for PROMPT PICKUP, within 30 minutes, of a student deemed too sick to remain in school. If a child is not picked up within 30 minutes of initial contact, Dynamic Life Christian School may impose an additional charge to the account to cover the one on one care provided.

Children should not come to school if they have had a fever of 100 degrees or above. Once the child is confirmed to return to school by a healthcare provider or does not have a fever of 100 degrees or above without the use of fever-reducing medicine in the last 24 hours, they are able to return to school. Children are not permitted to attend school if they have vomited or had diarrhea within the last 24 hours or may have an illness which is contagious. If your child has two or more flu like symptoms such as runny nose, fever, flu, cough, sore throat, body aches, congestion, extreme fatique, or any behavior that is unusual for your child and may indicate illness, they cannot be brought to school unless a note is on file from a medical provider that has determined the child is not contagious. A doctor's note can remain on file for a child so long as no additional symptoms occur. If symptoms clear up for 72 hours and restart again, a new doctor's note will be required to ensure the child is not contagious. If there is a fever present, the child must be fever free for a 24 hour period without the aid of a fever reducing medication.

Children with bacterial/viral pink eye are not permitted to attend school until the condition has been treated. Please contact the school if your child has either of these. They must have a doctor's note stating that they have been treated before they can return to school. Children with head lice nits are not permitted to attend school until three days after treatment has begun. Upon returning to school after treatment, school staff will perform a head check to determine if the child can return to class.

Daily Health checks are conducted by trained staff throughout the day to ensure the health and safety of our staff and students. If a child becomes sick while at school, they will be isolated and a parent will be notified to pick up the child. This will be done automatically if your child has a fever or if there is pain that has resulted from an injury. If both parents are unavailable, please have a relative, neighbor, or friend to care for your child. The name of this designated person must be written on your child's emergency information form. Teachers and office staff cannot take the responsibility of caring for a sick child.

#### **Immunizations**

At the time of admission, your child must provide up to date and accurate immunization records. The following Department of Health required immunizations and dates of administration must be met prior to the student entering Kindergarten:

- \*Series of 4 DTAP doses with one on or after 4th birthday
- \*Series of 4 POLIO doses with one on or after 4th birthday
- \*2 doses of Measles, Mumps, Rubella (MMR)
- \*Series of 3 Hepatitis B doses
- \*Series of 2 Hepatitis A doses
- \*Series of 2 VARICELLA doses
- \*Series of 2-4 HibB doses depending on the age of first dose

If a family chooses not to immunize their child because of religious, personal, or medical reasons, the family must submit a Commonwealth of Virginia Exemption Certificate in lieu of the immunization record.

#### Medication

All prescription and over the counter medication must be brought to the office and can be administered only by trained staff once the proper forms have been completed. Medication can only be administered with correctly completed proper forms. Once forms are completed, bring medication in it's original package, labeled with the child's name, to the office to be stored. **DO NOT put medication in a backpack, lunch bag, or leave with child.** 

#### **Physicals**

Physical exams are required for entrance into Kindergarten and new enrollment into Elementary Classes.

#### **Prevention of Child Abuse**

Parents and guardians have the primary responsibility for the health and well-being of their child. School health services supplement, rather than substitute, for parental care and concern for the health of the students.

Virginia law imposes upon school personnel the legal responsibility of reporting to the local child protective services agency any incident of suspected child abuse or neglect.

School personnel who suspect the abuse or neglect of a student must report the matter directly to Child Protective Services and to the School Administrator. At that point, confidentiality must be respected.

According to the *Code of Virginia*, (section 63.2-1518) *Authority To Talk to a Child or Sibling*, "Any person required to make a report or conduct an investigation or family assessment, pursuant to this chapter may talk to any child suspected of being abused or neglected or to any of his/her siblings without consent of and outside presence of his or her parent, guardian, legal custodian, other person standing in, or school personnel."

#### **Dress and Grooming Codes**

The following dress code at DLCS is to be observed each day during the school year, for all school programs, and field trips; unless the school has informed parents otherwise. (e.g. special dress up days)

Dynamic Life Christian School reserves the right to make the final decision in questionable areas of dress code. Parents may be called to bring appropriate clothing when students do not follow the dress code.

#### PRESCHOOL CLASSES

We do not require uniforms for our preschool students, however, we ask that all students be well groomed and dress neatly and modestly. Clothes are to be wrinkle free, neat, and clean. Items should not be frayed, tattered, or have holes in them. Girls are not to wear clothes designed for boys and boys are not to wear clothes designed for girls. We ask that students do not wear clothing that may be scary or contain images or characters that are not appropriate for a Christian environment. (e.g. vampires, witches, skulls, zombies). Girls should wear shorts under skirts/dresses. Boys are not permitted to wear earrings. Children must have a pair of tennis shoes in their classroom that they can change into in order to participate in our daily recess.

Hair must be neatly trimmed and groomed. For boys, conservative, traditional, and neat haircuts are acceptable. Except on designated dress-up days, such as Crazy Hair Day or 100th day of school, only natural hair coloring is allowed. We do not permit extreme hair styles or colors such as pink, blue, green, unnatural red, etc. Makeup is only permitted to be worn by girls and must be kept minimal. Makeup that is excessive or distracting will not be permitted.

#### **ELEMENTARY CLASSES - Kindergarten thru 5th grade**

All shirts must be ONE solid color or heathered. NO accent colors or striping. No pictures or words are allowed, except the DLM or DLCS logo, which is optional. Shirts may be collared, polo style, turtleneck, mock turtleneck, short sleeved or long sleeved. Brand logos are only acceptable if smaller than a quarter. Sleeveless shirt are not permitted.

Pants for both boys and girls must be Khaki style, twill or corduroy fabric in tan, black, or navy colors only. Dress capris, skirts, jumpers, and dresses are permitted for girls only. These also must be in tan, black, or navy colors only. Leggings with patterns or colors may be worn under dresses and skirts.

All clothing must be free of holes, patches, frays, chains, or other embellishments.

Boys hair length on the sides may not be any longer than half way down the ear, the back of the hair is not permitted to surpass the top of the collar, and the front of the hair is not to be below the top of the eyebrows. Boys are not permitted to wear earrings.

Girls hair must be neatly trimmed and groomed. We do not permit extreme hair styles or colors such as pink, blue, green, unnatural red, etc. Makeup is only permitted to be worn by girls and must be kept minimal. Makeup that is excessive or distracting will not be permitted.

Fridays are free dress days. Clothing must be clean, modest, and appropriate for a Christian environment. Jeans, sweatpants, leggings paired with finger tip length skirts, hoodies, dresses, and skirts are permitted. Shirts may not have inappropriate pictures or writings.

#### **Report Cards**

Elementary students will receive a report card every nine weeks. Interim reports will precede the report card halfway through the quarter. All accounts must be up to date in order for students to receive their report card.

November 4: End of 1st quarter January 22: End of 2nd quarter March 26: End of 3rd quarter June 5: End of 4th quarter

Interim reports: October 2, December 10, February 24, May 5

Report cards and Awards Assemblies: November 8, January 24, March 28, June 5

#### **Parent-Teacher Communication**

Teachers are expected to be reasonably available to parents/guardians throughout the school year to keep the lines of communication open in the best interest of the students. Parent-Teacher conferences are recommended certain times of the year, but can also be scheduled throughout the year, if necessary. Dynamic Life Christian School uses a service called PROCARE PARENT PORTAL for daily communication with parents regarding class room activities, behaviors, and upcoming events. This app can also be used to communicate with the teachers directly as well as to share pictures or student information. Parents/guardians are expected to keep contact information updated in the office.

Parents must provide the school with at least one form of emergency contact which the parent or emergency contact person can be reached during school hours in the event of illness or emergency.

#### **Harmony and Unity**

God is pleased when we dwell together in harmony. Therefore, Dynamic Life Christian School adheres to the principles set forth in Matthew 18 regarding relationships and communication. The Matthew 18 principle states that if one has been offended or has a concern of any kind, he should go immediately to the person involved and discuss the matter in love. The goal is to have relationships restored and strengthened for the honor of God.

DLCS is in partnership with parents as an extension of the Christian home. It is the desire of DLCS to apply Christian based education to guide students in developing and maintaining peaceful relationships inside and outside the classroom. We model positive conflict resolution through Christ-like communication and problem solving.

We have a strict policy at Dynamic Life Praise and Worship Center that we adhere to at DLCS: "No division, no dissension, and no discord will ever rule in this house."

#### **Student Conduct**

We believe our students have the ability to know God, walk with Him, make good choices, and demonstrate Christian character. Our students can and do make a positive impact on their world. Children are a blessing from the Lord and deserve our best efforts for their nurture and their education.

Students have a responsibility as well. We expect that the students, while remaining "children," will demonstrate good behavior. Our teachers will encourage students to "get along" with each other and will work with them to resolve conflicts according to Biblical standards.

If a student is diagnosed with a learning disability that cannot be managed in a regular classroom or setting, by the advice of a physician or a licensed clinical psychiatrist, parent/guardian will be given the option of canceling the contract, or fully providing all necessary

funds to educate the child (e.g. tutor, classroom aide, materials, etc.). This amount will be determined on an individual basis and presented by school administration to the contract holder.

DLCS staff, faculty, and administration have partnered with parents to provide an environment that is conducive to Christ-centered education. We pledge to our parents to do our very best to provide an atmosphere of learning and one that promotes strong Christian character and development.

#### Discipline

Discipline at DLCS is a reflection of our love for our students and our goal is to see them properly manage their behavior. We view discipline as a genuine act of love. Our goal is for students to be guided and governed by Biblical precepts that they have learned at home, church, and school.

The primary objective of any disciplinary action is for the student to learn self-control and self-discipline. Each child is treated on an individual basis. In general, discipline will be handled by the classroom teacher based on the standards that have been clearly defined to each student.

We see in Isaiah 1:19 that God rewards us for being willing and obedient. Therefore, at DLCS, we emphasize positive reinforcement and encouragement as our main form of discipline. If that method is ineffective, other methods may be used such as time out or missing a fun activity. We carefully select a disciplinary method that will not lead to resentment but rather a change in behavior.

#### Security

We currently have a security monitoring system, which includes cameras, throughout our building and grounds. We have Fire Marshal-approved fire alarm and emergency evacuation plans. We routinely drill according to the specifications in the evacuation plans recommended by the Fire Marshal. We permit access into our building through only one location, the upstairs foyer area.

The teachers and staff at Dynamic Life Christian School are committed to providing safety and security for all students. We pray regularly for the safety of our school. We recognize that having God's hand of protection on our school is the greatest asset in our safety plan.

One outstanding quality of our teachers and staff is alertness. Our teachers and staff maintain a constant state of alertness while in the classroom and as they move throughout our facility. They care very much about the well-being of each student. Their attentiveness is valuable and essential while caring for young children.

To provide maximum security for our students and staff, we limit access of our building to

**staff and students only**. The door at the top of the stairwell remains locked. All visitors are screened at the front entrance before being permitted access to our building.

Safety and security are a major priority at Dynamic Life Christian School. The systems, practices, and plans mentioned above provide an excellent foundation for safety in our building. We routinely consult with experts in order to obtain their advice and suggestions on enhancing security in our building.

#### **Student Records**

In cases that involve custody or other court orders, the parent or guardian is solely responsible to provide appropriate documentation and update us with any changes.

DLCS reserves the right to change its policies at any time, with or without notice.

#### 2024-2025 School Calendar

#### There will be NO school on the following days:

September 1: Labor Day

October 14: Teacher Workday School Closed - Parent Conferences

November 25: Early Release - Teacher Workday

November 26-28: Thanksgiving Break

December 19: Christmas Lunch - no Aftercare December 22 - January 2: Christmas Break January 19: Teacher Workday School Closed

February 16: Teacher Workday April 3-10: Spring Break\*\*

April 10: Teacher Workday School Closed - Parent Conferences

May 25: Memorial Day

#### Notes:

\*\*In the event of multiple missed days due to inclement weather, school may be open on these days.

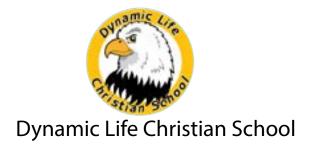
#### **Other Important Dates**

August 22: Back to School Day (times to be determined

August 25: First day of School

June 4: Last day of School - Early Release

June 4: Graduation Ceremony



## **Emergency Medical Release**

This form will be on file in the school office f	for the current school year.
birthday is, I/we re cannot reach a parent/guardian after consci to call paramedics or any licensed physician	involving my child, whose equest that the school contact me/us. If the school ientious effort, I/we give permission for school staff or dentist. If a life-threatening emergency exists, I/earamedics immediately and then contact me/us as
diagnosis or treatment and hospital care, wordentist is deemed advisable. I/we agree	camination, anesthetic, medical, dental, or surgical which in the best judgment of a licensed physician to assume the financial responsibility for expenses rovided. I/we also agree to be financially responsible
Father/Guardian Signature	Mother/Guardian Signature
Father/Guardian Printed	Mother/Guardian Printed
 Date	 Date

Both parents of the student must sign. If parents with joint custody of the child live in separate homes, both parents are required to sign the form.

Please notify the school office of any changes during the school year.

#### **Dynamic Life Christian School**

1600 John Marshall Highway Front Royal, VA 22630 (540) 636-9595

#### **Photo/Video Release Form**

I hereby give permission for images of my child, captured during regular and special school activities through video, photo and digital camera, to be used solely for the purposes of Dynamic Life Christian School promotional materials and publication and waive any rights of compensation or ownership thereto.

Name of parent/guardian (please print)	participant (please print)
Traine of parent, gaaranan (prouse print)	parent/guardian (please print)
Parent/guardian's signature	
Date	ardiaris signature

#### **Dynamic Life Christian School**

1600 John Marshall Highway Front Royal, VA 22630 (540) 636-9595

# PUBLIC DISCLOSURE STATEMENT Exempt Child Day Centers

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 exemption law.

#### **Religious Exemption**

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

#### **Qualifications of Personnel**

Criminal background check Health assessment TB test First aid and CPR training Staff training

### **Description of Facilities**

The name of the school is called Dynamic Life Christian School.

The school is located at 1600 John Marshall Highway, Front Royal, VA 22630.

The size of the building is 18,000 square feet.

The number of rooms used for the school is seven classrooms, main hall, teen center, and computer lab.

The kitchen facilities are available for use by the school.

The play equipment consists of indoor and outdoor sports equipment, commercial moon bounces, sit-n-spin toys, hula hoops, and more.

#### Other Significant Features of the Facilities

Trackless train

### **Enrollment Capacity**

The maximum number of children that the school will enroll is 100. The maximum number of children to be in care at any one time (as dictated by the local building inspector) is 300+.

#### **Food Service**

The school intends to provide food service. We will prepare combination (hot/cold) breakfast, mid-morning snack, hot lunch, and afternoon snack for purchase.

#### **Health Requirements for Staff**

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

#### **Public Liability Insurance**

The school is covered by public liability insurance that provides coverage in the event someone brings suit for personal or bodily harm suffered during the operation of the school as a result of negligence.

#### **Christian School**

Dynamic Life Christian School is a Christian school that teaches Christian principles and standards to its staff and clientele. These principles and standards are biblically based, using both Old and New Testaments. The Dynamic Life Christian School is a ministry of the church universal; however, Dynamic Life Praise and Worship Center is our sponsoring church. Our doctrinal statements and positions on theological topics can be found with them.

I(Print name of parent)	have read the above information	
Signature of parent ————————————————————————————————————	Date———	
Name of student		



## **Automated Payment Processing** Safe - Convenient - Easy

We are excited to offer the safety, convenience and ease of Tuition Express"—a payment processing system that allows secure, on-time tuition and fee payments to be made from either your bank account or credit card.

I (we) hereby authorize (busi the below-referenced credit indicated below (Section B).	ness name) Dynami card account (Section A) OR, ini To properly affect the cancellations: s: please contact your credit union	c Life Christian School tiate debit entries to my (our) check on of this agreement, I (we) are requ on to verify account and routing num	to initiate cre- ing or savings uired to give 10	dit card charges to account. ) days written
COMPLETE ONE SECTION	ONLY			
SECTION A (Credit Card)				
Cardholder Name		Phone #		
		,		
Cardholder Address		City	State	Zip
Account Number		Expiration Date		
Cardholder Signature			Date	
SECTION B (Bank Account)				
Your Name		Phone #		
Address		City	State	Zip
Bank or Credit Union Name	Bank or Credit Union Address	City	State	Zip
Routing Transit Number (see sample	e below)	Account Number (see sample below)	☐ Check	ing Savings
Authorized Signature			Date	
For Official Use Only	John Sample Mary Sample 123 Nice Street	BANK OF THE WEST 555-555-5555	00226	A service of
Date Received	Pay to the order of: Attach	Voided Check Here		نف
Employee Signature	Dep	osit slips not accepted Doll	ars	Y
		and the second s		procare SOFTWARE*
	Routing Number Account Number	0226 Chack Number	Convint Proc	