

Peachtree Academy Private School

www.peachtreeacademy.com

14101 Hwy 278
Covington, GA 30014
678-729-9111
Fax 678-729-9118



1801 Ellington Rd.
Conyers, GA 30013
770-860-8900
Fax 770-761-0883

Dear Prospective Peachtree Academy Parent,

We are so pleased to hear of your interest in Peachtree Academy and we want to extend our warmest greetings to you and your family. Within the enrollment packet, you will find a list of all the materials that you will need in order to enroll your child at Peachtree Academy.

In today's growing society, exposure to a great education and advanced academic programs has proven to be the key to a lifetime of academic success for students. Our expansive and advanced curriculum is implemented by our highly trained teaching professionals. Each age group, from infancy through middle school, is critically assessed for core development progress in areas such as fine and gross motor skills, literacy and speech development and social, emotional and physical wellness.

At this accredited institution, our academically gifted and well-rounded student body will develop independent and critical thinking skills as they lay the fundamental foundations for education. Our students flourish in classrooms with carefully controlled, small teacher to student ratios. Our Peachtree Academy Panthers also develop socially and academically, while participating in a wide variety of rigorous courses and extracurricular activities intentionally designed to accelerate learning that include the following:

- Fine Art
- Music
- Drama
- Chess Club
- Foreign Language
- Physical Education and Competitive Team Sports
(Soccer, Volleyball, Baseball, Swim Team, Cheerleading, Tennis, and Golf)
- Young Scientists
- Student Council and Leadership
- Children's Yoga
- Tumblebus and more

Here at Peachtree Academy we offer an accredited Early Childhood program and a nationally accredited private Christian school that serves students in Kindergarten through high school. Our cohesive curriculum and state of the art instructional program allows students to progress academically from infancy to high school graduation within a safe and secure private Christian school environment. If I can be of any further assistance in your decision making process, please do not hesitate to contact me.

Sincerely,

JaNice Van Ness
CEO and Founder
info@peachtreeacademy.com



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Admissions Process at Peachtree Academy

1. Complete and return the Application for Admissions:
 - Returning students: Please enclose the non-refundable \$130 registration fee by February 1. If paid after February 1, the non-refundable registration fee is \$175.
 - New Students: Please enclose the non-refundable \$50 Application Fee and \$30 Testing Fee. Please schedule your entrance exam with an administrator if applicable.
 - Upon being notified of acceptance into Peachtree Academy, payment of the \$130 non-refundable registration fee is due. After Feb. 1st registration fee is \$175.
 - Matriculation payments must be paid by March 15.
2. Complete and return the Request for Confidential Records along with your completed application and fees.
3. Send two (2) Teacher Recommendations to applicant's previous school for completion and return to Peachtree Academy.
4. Take the Entrance Exam, if applicable. Tests are administered beginning in January for the upcoming school year.
 - Kindergarten will be tested before being accepted.
 - 1st - 5th Grades (Must reach age 6 by September 1st): Students are required to provide their two most recent standardized test results, current year's report card, two current Teacher Recommendations, copy of student's birth certificate, Certificate of Immunization (Form 3231), Certificate of Eye, Ear and Dental Exam (Form 3300), disciplinary records from their previous school, and conduct an interview with school's administration. Academic testing may be required; including a writing sample.
 - 6th -12th Grades: Students are required to provide their two most recent standardized test results, current year's report card, two current Teacher Recommendations, copy of student's birth certificate, Certificate of Immunization (Form 3231), Certificate of Eye, Ear and Dental Exam (Form 3300), disciplinary records from their previous school and conduct an interview with the school's administration. Academic testing may be required; including a writing sample.

Once your application is accepted and approved by the Administrative Office, you will receive a letter notifying you of your child's acceptance into our private school. You will also receive other pertinent information, in order to secure your child's position within our student body. Peachtree Academy Private School seeks to enroll students with above average capability who are of good moral character. Students are admitted on the basis of academic testing, school records, teacher recommendations, and an interview.

- First preference is given to returning students. Currently enrolled students who do not enroll by February 1st are not guaranteed acceptance for the upcoming school year.
- Preference is given to applicants whose siblings attend Peachtree Academy and satisfy the above criteria.
- Remaining spaces will be filled during open enrollment.

All candidates are carefully considered. No student has the right to re-enrollment. All applications for re-enrollment are approved at the sole discretion of the school's Admissions Board. We strive to make a fair decision based on the services that our school can provide for each child, as well as what the student can contribute to Peachtree Academy Private School. Peachtree Academy Private School admits students without regard to sex, race, color, national or ethnic origin. We set high goals for our students, and we expect them to work hard and strive to reach their potential with the support of their parents/guardians.

MEDICAL INFORMATION

Individual(s) to contact if those listed above cannot be reached for a MEDICAL EMERGENCY:

Name: _____ Phone _____

I hereby authorize Peachtree Academy Private School to give and/or obtain EMERGENCY MEDICAL assistance for my student in the event that I cannot be reached. I assume FULL financial responsibility for any such medical service rendered. I hereby give permission that my child, _____, may be given emergency treatment by a staff member at Peachtree Academy Private School. I also give permission for my child to be transported by car, or ambulance to an emergency center for treatment, and agree to hold Peachtree Academy and its employees harmless. Peachtree Academy will attempt to make contact with the persons listed as emergency contacts and will follow their wishes if the circumstance allows. In the event that no one can be contacted, Peachtree Academy will contact a physician, ambulance personnel or emergency room personnel and will follow the recommendations of these persons. *I agree to pay any expenses that Peachtree Academy may incur in the emergency treatment of my child.*

Does the applicant have a current Georgia School Certificate of Immunization Form 3231? No Yes
A copy of this form, as required by law and must be submitted to Peachtree Academy before the applicant can begin school. Peachtree Academy also requires a copy of the _____ Birth Certificate and _____ Ear, Eye, Dental Form (Form 3300). ***Students entering Kindergarten and 6th grade must have current Immunization Records. Students participating in sports must have a current Sports Physical on file with Peachtree Academy.***

The information provided by me in this application is to the best of my knowledge complete, accurate, and true. I understand that all students in grade K – 12th and their parents may be interviewed by the administration before final acceptance. I agree to abide by the school’s policies, procedures, and requirements contained in the Parent-Student Handbook and Tuition Agreement. I understand that the Application fee is **non-refundable**. Families that do not fulfill their 10 hour per year commitment are asked to submit a minimum donation of \$100 by May 20th of the current school year.

SIGNED: _____ Date: _____ SIGNED: _____ Date: _____
Father/Guardian Mother/Guardian

Father’s Social Security #: _____ Mother’s Social Security #: _____

Name of person responsible for financial contract if other than parents: _____

Address: _____
Street City State Zip

Social Security Number of Person Being Billed: _____

TUITION AGREEMENT

- _____ Plan #1 – 1 full annual tuition of _____ less 3% due by August 1st = _____
- _____ Plan #2 – 10 equal payments of annual tuition beginning August 1st to continue for the entire school year.
- _____ Plan #3 – 12 equal payment of annual tuition beginning June 1st to continue for the entire school year.

Tuition fees are due on the first of the month. I have chosen payment plan # _____ and agree to pay _____ for the entire school year in full (less 3%) on August 1st; _____ for 10 equal monthly payments beginning August 1st OR _____ for 12 equal monthly payments beginning June 1st. I understand a late fee of \$30.00 will be applied to my account after the 5th of each month. Peachtree Academy Private School reserves the right to terminate enrollment and the parent will remain liable for the balance due for the remainder of the contract as well as any expense associated with recovery of said debt including court or collection costs. No school records (academic and/or health), report cards, or diplomas will be released when there is an outstanding balance on the student’s account.

Annual tuition is due for each student. Our budget is planned and carried out based on student enrollment. Students who are withdrawn for any reason are obligated to the annual tuition defined in this contract. Families relocating beyond a 30 mile radius may withdraw with 1 month’s written notice and 1 month’s payment. Verification must be provided. If this contract is broken for any other reason, Peachtree Academy reserves the right to demand and collect any legal, collection, or administrative fees which may be incurred.

Classroom concerns should initially be addressed to your child’s teacher. Administrative staff is available by appointment if additional support is needed. A concern that has not been addressed in this manner is not considered a legitimate reason for withdrawing your child and does not release you from your financial obligation.

A returned check fee of \$30.00 will be assessed on all returned checks. All returned checks must be paid in cash.

I understand that this is a legally binding contract and I agree to financially support the programs of Peachtree Academy Private School. Further, I have read the Peachtree Academy Private School Handbook that is provided online and is available at the front desk, and I agree to abide by all rules and regulations set forth. I have attached my registration fee of \$130 if paid before February 1. After February 1, please remit \$175. I understand that Matriculation Fees for all students are due by March 15. Please note that all Application, Registration and Matriculation Fees are NON REFUNDABLE.

Fundraisers: The school receives no church assistance, federal, state, or local funding. Fundraisers are a necessary part of the financial advancement of Peachtree Academy. All families are strongly encouraged to participate in our SCRIP Program and other fundraising projects.

Parent/Guardian (Mother) _____ Date _____
Parent/Guardian (Father) _____ Date _____
Director of Admissions/Administrator _____ Date _____



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New Student 2012-2013 Tuition Fee Schedule

APPLICATION FEE

| | |
|---------------------------|--|
| All New Applicants | The Application Fee of \$50 and a \$30 Testing Fee must be submitted along with your application and enrollment packet in order for the application to be considered and processed. |
|---------------------------|--|

REGISTRATION FEE

| | |
|-----------------------|---|
| New Applicants | A non-refundable registration fee of \$130 is due after you have been notified of your acceptance into Peachtree Academy Private School. After Feb. 1, the registration fee is \$175.00. |
|-----------------------|---|

MATRICULATION FEE Includes: Book Rental Fee, Agenda, SMART Boards, Computer, Art, Music and Spanish

| | |
|-----------------------|--|
| Private Pre-K | \$115.00 non-refundable fee due by March 15 |
| Kindergarten | \$415.00 non-refundable fee due by March 15, includes technology fee |
| 1 st - 5th | \$450.00 non-refundable fee due by March 15, includes technology and SMART Board fees |
| Middle & High School | \$480.00 non-refundable fee due by March 15, includes technology, SMART Board, computer lab and laptop fees |

TUITION 10% discount for each additional student

| | | |
|---------------------------|----------------------|---|
| Private Pre-K | 8:15 a.m.- 2:15 p.m. | \$4,510 |
| Kindergarten | 8:15 a.m.- 2:30 p.m. | \$4,950 (Any supplemental educational services may incur an additional fee up to \$3,000)* |
| 1st-4th | 8:15 a.m.- 2:30 p.m. | \$5,500 (Any supplemental educational services may incur an additional fee up to \$3,000)* |
| 5 th Covington | 8:15 a.m.- 3:00 p.m. | \$5,500 (Any supplemental educational services may incur an additional fee up to \$3,000)* |
| 6th-8th | 8:15 a.m.- 3:00 p.m. | \$6,050 (Any supplemental educational services may incur an additional fee up to \$3,000)* |
| 9th-12th | 8:15 a.m.- 3:15 p.m. | \$6,380 (Any supplemental educational services may incur an additional fee up to \$3,000)* |

*Supplemental educational services may include tutoring or any additional educational services deemed necessary for academic success

EXTENDED CARE & SCHOOL BREAKS (Not included in monthly tuition) Daily 10 hour max

| | | |
|----------------------------|-----------------|--|
| Extended Care: Pre-K - 5th | \$60.00 weekly | <i>Students who are enrolled in the Peachtree Academy Afterschool program will be automatically enrolled in camp for the winter, fall, spring and summer school breaks, unless a \$150 holding fee is paid in advance. Please see afterschool enrollment forms for more information.</i> |
| Extended Care: 6th-8th | \$58.00 weekly | |
| School Breaks: Pre-K | \$125.00 weekly | |
| School Breaks: K-8th | \$120.00 weekly | |
| Early Release Days: K-8th | \$5.00 per day | |
| Teacher Work Days: K-8th | \$15.00 per day | |

ADDITIONAL FEES

| | | |
|--|------------------------------|--------------------------------------|
| School Lunches (Meets USDA Guidelines) | Conyers Lunch Fees | \$3.00 per lunch / \$50.00 per month |
| | Covington Catered Lunch Fees | \$3.65 per lunch / \$65.70 per month |
| Transportation Between Campuses | \$60.00 per semester | |
| Late Payment Fees | \$30.00 | |

TOTAL TUITION (All tuition payments are due on or before the first day of each month)

| | | | |
|----------------|--|------------------------|------------|
| Payment Plan 1 | Payment in Full less 3%, due August 1 | Parent Signature _____ | Date _____ |
| Payment Plan 2 | 10 monthly payments beginning August 1 | Parent Signature _____ | Date _____ |
| Payment Plan 3 | 12 monthly payments beginning June 1 | Parent Signature _____ | Date _____ |



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Request for Confidential Records

TO THE PARENT/GUARDIAN OF APPLICANT:

Please print or type the authorization below and return this form to the admissions office with the completed application.

Authorization of Release for Educational Records

| | | |
|-----------------------------|---------------------------|-------|
| Student's Name | Birth Date | Grade |
| Most Recent School Attended | Phone | |
| Street Address | City, State, and Zip Code | |
| Fax number | | |

In accordance with the federal regulations regarding the privacy rights of parents and students under the Family Educational and Privacy Act of 1974, the undersigned hereby consents to the release to Peachtree Academy of all educational records (including statement of disciplinary action or disciplinary records) and other information as may be requested about the above-named individual.

Date

Parent/Guardian's Signature

To Principal or Guidance Counselor:

We would appreciate you promptly sending the following documents to the address below:

- Complete transcript and latest grades
- Standardized test results
- Any special testing results or placement in special programs
- Certificate of immunization and all health records
- All disciplinary records or official statement of disciplinary action

Please mail or fax to Peachtree Academy at the address provided above.



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Teacher Recommendation Form

Student's Name: _____ Applying for Grade: _____
First Middle Last

Date: _____ Teacher's name: _____

Name of School: _____ Telephone: _____

Address: _____
Street City State Zip

Please indicate your ratings by checking the appropriate box. Use a question mark where you have insufficient information. Your candid opinion will be of invaluable assistance to the Director of Admissions, and your comments will be held in strict confidence.

| | Exceptional | Above Average | Average | Below Average | Poor |
|-------------------------------------|-------------|---------------|---------|---------------|------|
| Academic Performance | | | | | |
| Academic Ability in Math | | | | | |
| Academic Ability in Reading | | | | | |
| Motivation | | | | | |
| Extracurricular Activities | | | | | |
| Respect of Faculty | | | | | |
| Emotional Stability | | | | | |
| Personal Appearance | | | | | |
| Physical Condition | | | | | |
| Respect for Authority | | | | | |
| Accepts Responsibility for Behavior | | | | | |

In what grade did you teach the applicant? _____ How long have you known applicant? _____

In what other areas have you worked with applicant? _____

Areas of greatest strengths: _____ Explain: _____

Areas of greatest need: _____ Explain: _____

Please describe parental support/involvement: _____

Please provide any comments, or further information that you feel is pertinent to our decision: _____

Teacher's Signature: _____ Date: _____

*Please mail or fax directly to Peachtree Academy Private School at the appropriate address above.

Vehicle Emergency Medical Information / Transportation Agreement

Child's name _____ Birth date _____

Address _____ Home Phone _____

Known Allergies _____ Current Medication _____

Special needs/conditions _____

Father's / Guardian's name _____ Mother's / Guardian's name _____

Employer _____ Employer _____

Work phone _____ Work Phone _____

In case of an emergency and parents cannot be reached:

Name _____ Phone _____

Child's Physician _____ Phone _____

Medical Centers that Peachtree Academy uses:

Conyers Campus -Rockdale Medical Center

Address: 1412 Milstead Avenue, Conyers, GA 30012 Phone: 770-918-3000

Covington Campus - Newton Medical Center

Address: 5126 Hospital Drive NE Covington, GA 30014 Phone: 770-786-7053

I give permission for my child, _____, to ride on the Peachtree Academy Private School van to be transported to and from public/private school or on designated class or school field trips.

*My child attends _____ school and is to be transported from Peachtree Academy at _____ AM to _____ at _____ AM.

*My child is to be picked up from _____ school at _____ PM and transported to Peachtree Academy at _____ PM, as set forth in the transportation plan.

Children will be provided seats with seat belts. We ask that you discuss vehicle safety with your child. You must call by 1:30 PM if your child will not need to be picked up at public school on a certain day. Peachtree Academy Private School only assumes responsibility for children given to them by the school system. Failure for the school system to have children available for pick up as planned may result in the delay of your child's pick up. Please make sure school officials know your child attends Peachtree Academy Private School After School program.

In the event of an emergency involving my child, if I cannot be reached, I hereby authorize any necessary medical treatment to be given. I further agree that I will not hold Peachtree Academy Private School, or its representatives, liable in any way. I understand that I will be responsible for all medical expenses incurred during the treatment of my child.

Parent / Guardian: _____ Date: _____

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Peachtree Academy

PARENTAL INVOLVEMENT CONTRACT

Student's Name

Grade for 2012-2013 School Year

We, the parents of a Peachtree Academy Private School student, commit to serve as collaborators with the faculty, administration and students to achieve excellence in the educational goals for our children through academic, social, moral, and vocational participation.

As parent/guardian for the above mentioned student(s), I pledge to do the following:

1. In order to stay connected with my child's school experience I agree to Login to RenWeb (our student/parent information website) at a minimum of 2 times per week for homework, grades and upcoming school events.
2. Sign the parent volunteer contract committing a minimum of 10 hours a year per child; for a total of 15 hours per family, per year to be completed by the end of May.
3. Join the PTO. A \$10 membership fee is required. Families are asked to actively support the PTO by attending meetings and events.
4. Support the established uniform dress code as outlined in the parent/student handbook.
5. Ensure that students arrive on time daily to receive instruction.
6. Check in at the office during each visit to school as required by Peachtree Academy policy to ensure the safety of all children and staff.
7. Support the school's conduct codes and policies.
8. Encourage a minimum of 15-30 minutes of daily reading at home. Log completed books into the students' book journal.
9. Support the daily class work, homework, and project requirements, ensuring completeness to the best of the student's ability.
10. Facilitate the home/school communication effort by monitoring and enforcing the use of the agenda planner by the student, parent, and teacher starting in first grade.
11. Ensure that student(s) participating in extracurricular activities is/are picked up on time, as indicated by the permission slip.
12. Attend a minimum of two in-school parent/teacher conferences per semester to discuss student's progress.
13. Submit updated student and parent information to the office within seven calendar days.
14. Follow the Health and Safety policies of the school and keep children home until well.

Please circle any areas of interest that you have that can benefit the school:

| | | | | | |
|------------------|------------|---------------|------------------|----------------------|---------------------|
| Library | Technology | Athletics | Committee Chair | Communications | Fundraising |
| Special Projects | Lunch | Classroom | Science Projects | Mentor/Tutor | Chaperones |
| Bulletin Boards | Car Line | Birthday Club | Reading Buddy | Administrative | Drama/Wardrobe/Sets |
| Hospitality | Facilities | Grounds | AR Testing | Teacher Appreciation | Community Service |

Other interests that may benefit our school: _____

 Headmaster's Signature

 Parent/Guardian's Signature

 E-mail address

 Student's Name

 Grade for 2012-2013 School Year

 Phone number



Peachtree Academy

Educational Curriculum Guide

Core curriculum

Language Arts

The Language Arts program is designed to introduce children to the love of experience and enhance their love and intrinsic passion for great literature. The phonics-based program in grades K-2 instills the desire to read and ensures reading mastery at an early age. All grades participate in an Accelerated Reader program, which promotes critical thinking and reader comprehension. In each classroom, vocabulary building, grammar, and the mechanics of language are presented as integral parts of the language arts program. Teachers in all disciplines work to promote writing across the curriculum, and pay particular attention to oral and written communication. Students participate in a variety of writing workshops that teach pre-writing, writing, conferencing, revising, and editing to promote proper writing skills.

Math

Peachtree Academy promotes the ideals that children build understanding and develop skills as a result of many meaningful and connected learning experiences. Teachers at Peachtree Academy teach to the national Common Core Standards for Mathematics. These standards define the knowledge and skills students should have within their K-12 education careers so that they will graduate high school able to succeed academic college courses. The standards are aligned with college and work expectations, include rigorous content and application of knowledge through high-order skills, and are informed by other top performing countries, so that all students are prepared to succeed in our global economy and society. Elementary teachers utilize the Math Connects program which is designed to support instruction on the Common Core Standards which will increase student understanding of mathematical concepts at all grade levels.

Science

At Peachtree Academy the science curriculum is a combination of hands-on activities and textbook study. Our activity-based science program encourages students to experiment, observe, analyze, research and discover for themselves the importance of the scientific process. Many methods are used to capture each child's natural interests in science, including laboratory demonstrations, guest speakers, art activities, outdoor observations, written and oral reports, video streaming, computer research and field study. Science laboratory is a major component of both middle and high school science instruction.

Social Studies

In grades Kindergarten through Fifth, the social studies curriculum encompasses a two-part design. Teachers encourage student development through self-awareness and community involvement, as well as an understanding of the historical and world perspectives. Middle and High School curriculum include local, state, national and international studies, from both an historic and contemporary perspective.

In addition to an historical instruction, our Social Studies program includes several community service projects. Peachtree Academy works closely with the Rockdale Emergency Relief and other community organizations that provide goods and services for people in need.

Exploratory Subjects

Art

The study of art begins in kindergarten and continues through the 5th grade through a series of studio projects. Students gain knowledge and learn skills in the materials and processes of art, the components of design, and the variety of forms of expression, as well as an overview of the history of art. This year's art program consists of lessons instructed with the emphasis on cultural art. Various elective courses in Art are offered for students in middle and high school. Peachtree Academy's art program offers several opportunities to participate in various art contests, both local and national, throughout the year. This year's focus is on cultural arts.

Music

Through our music programs, students in grades K-7 are introduced progressively to the components and forms of music, the instruments of an orchestra, highlights of classical music, the opera and famous composers. Students in all grades are trained in singing and choral speaking, and students participate in winter and Spring choral programs each year. Chorus, band and music classes are provided as electives for middle and high school students.

Physical Education

The Physical Education and Athletics Program is essential in educating students about healthy lifestyle choices and developing a life-long habit of physical activity. Students in all grades enjoy 30-45 minutes of physical education daily, whether instructional or playground time, in an age-appropriate, skills-building program. Students are trained in physical fitness through conditioning, movement, manipulative skills, and game skills. Physical Education and Health classes are part of the middle/high school course requirements.

Foreign Language

Peachtree Academy teaches each child, Pre-K through 5th grade, Spanish in the classroom with a curriculum called Hands on Spanish. Spanish is offered as a required elective for 6 – 8th grade students. High School students are required to complete two consecutive years of a foreign language to meet graduation requirements. Additionally, we have added Mandarin Chinese to the list of academic opportunities for students interested in furthering their world perspective through language development and cultural awareness.

Chapel

Our weekly Chapel service is an opportunity to glorify God through praise songs, student scripture skits and a Bible or character building lesson for the week. The students enjoy the time spent singing songs of worship and interacting with peers and faculty. Our Chapel service also includes bi-weekly guest speakers from the community that include ministers, youth leaders, motivational speakers, and other notable guests. Community service, famous people of character, manners, etiquette, and team building are some of the themes that are incorporated into discussions in weekly Chapel sessions.

*For further information about Middle and High School curriculum, please refer to our website at www.peachtreeacademy.com, or call our Covington campus at 678-729-9111.