

## Summit Baptist Christian Academy 2026-2027 Enrollment Agreement

I acknowledge that I have been informed that this program is not a licensed childcare facility. I also understand this program is not required to be licensed by the Georgia Department of Early Care and Learning and this program is exempt from state licensure requirements.

Summit Baptist Christian Academy generally follows the Cobb County calendar and weather schedule throughout the school year. The first day of school is August 10, 2026 and the last day is May 7, 2027.

School hours are from 9am to 12pm for our Wee Ones and Toddlers. Our 2s, 3s, Pre-K 4s and Kindergarten are 9am to 1pm.

Students in our 2- and 3-year-old classes must bring snack and lunch daily and will eat lunch as part of their day. Students in our Pre-K 4 and Kindergarten classes must bring lunch daily and will eat lunch as part of their day. \*We will not have lunch the first week of school, the week prior to Christmas break, or the last week of school.

### ENROLLMENT REQUIREMENTS:

1. Enrollment Application/Re-Enrollment Form
2. Enrollment Agreement
3. Enrollment Fee: **Non-Refundable** (must be paid to secure enrollment by using BRIGHTWHEEL online payment system, check or cash) Enrollment is not complete until payment is received.
4. Current Immunization Form GA 3231 (New students only)
5. Birth Certificate/Passport. (New students only)

\*Kindergarten must also submit Eye/Vision/Hearing screening.

### Please Note:

- \*Children must be the age of the class registered for ON or BEFORE September 1st.
- \*Children enrolled in 3 & 4 year old classes must be completely potty trained.
- \*Each new student will be admitted on a probationary basis for 30 days. SBCA reserves the right to unenroll students should we not be the best fit for the child.
- \*Kindergarten students may be asked to complete an assessment for placement purposes.

## **POLICIES for 2026-2027 Academic Year**

- **Enrollment fee** is paid annually and is non-refundable. SBCA will **not** enroll students that are behind in their tuition payments or have unpaid charges for the following year.
- **Documentation** including the child's birth certificate or passport and current Georgia 3231 Immunization record must be provided for enrollment of new students.
- **Tuition** is an annual rate. For your convenience, you may pay over 9 consecutive installments beginning August 1<sup>st</sup>. All tuition must be paid in full by April 10<sup>th</sup>. There is a separate, non-refundable enrollment fee that must be paid to secure your child's spot at SBCA.
- **Withdrawal:** any student needing to withdraw must provide a 30 day paid, written notice to the Director and clear the account. The next payment will be expected if a 30 day notice is not provided. Any pre-paid tuition will be refunded within 60 days. Withdrawing after January 1<sup>st</sup> will require the remainder of the year to be paid in full.
- **Special Needs:** SBCA makes every effort to serve all children, however, we may lack the necessary resources to accommodate all special needs children.
- **Photos:** SBCA reserves the right to use child's photo for classroom purposes including Brightwheel and in classroom posting.
- **Facebook:** SBCA maintains a public Facebook page and routinely posts photos of school activities. No names are used. Written notice must be provided to the Director if you do not want your child's photo posted.
- **Birthdays:** Each child's Birthday will be posted in the classroom. Written notice must be provided to the Director if you do not want your child's Birthday posted.
- **Medical Emergencies:** In the event of a medical emergency involving your child, SBCA will make every effort to contact parents. If the school cannot reach a parent, SBCA reserves the right to seek medical attention for your child. Any medical fees incurred will be the responsibility of the parent and you agree to hold harmless SBCA for their actions on your behalf.

Your child's enrollment for admission is **NOT** complete until enrollment payment has been received by SBCA.

By electronically signing my first and last name, I understand and agree to the above detailed 2026/2027 Policies, Enrollment Requirements, & Tuition/Fees.