

JONESVILLE BAPTIST CHURCH

presents



REGISTRATION PACKET

Minister Penny Moore, Director
(912) 433-5726

5201 MONTGOMERY STREET | SAVANNAH, GA 31405



Dear Parents:

We are delighted to welcome you and your child to another session of MJ Rodges Bible School. We are thrilled that you have decided to enroll your child in our program. MJ Rodges Bible School has many fun and exciting activities planned and our goal is for your child to come away educated not only academically, but spiritually and socially as well. Please feel confident that our program will provide your child with a safe and stimulating environment for them to grow and reach their highest potential. Our core principles of Education, Excellence, Faith, and Innovation serve as the framework of our curriculum and mission. During this program, your child will partake in various mental, physical, and social activities supported by highly educated and certified staff members that will nurture and aid in your child's development.

We kindly ask that you please read this document in its entirety to verify that you agree fully to the terms and policies this document details.

We look forward to an exciting summer! Should you have any further questions or need additional assistance, do not hesitate to contact our Program Director, Penny Moore at (912) 433-5726 or via email at mcsdl784@gmail.com.

Sincerely,

Penny Moore
MJ Rodges Bible School Director

General Information

MJ Rodges Bible School is a faith-based summer Bible school that provides children from infants to 15 years old with a stimulating and fun environment which will enhance their time spent out of school. This program has been established to teach values of Christ and scholastic achievement in addition to increasing character, teamwork, and respect for others. In this packet, you will find information about registration fees, weekly admission fees, operating hours, structure of program, application, and other additional information. You are required to sign and return the last page of this packet. Failure to do so will cause a delay in your child being admitted into our program.

Mission

To create an environment to motivate and inspire young people to reach their highest academic potential and become confident, skillful communicators.

Vision

To establish a learning center, formed with the expressed objective of offering a safe, child-friendly atmosphere, in which all children can learn, build confidence, and grow. Student development is nurtured and supported by highly educated and certified staff members that will help shape their futures in the most positive and productive way.

Core Principles

Education, Excellence, Faith, Innovation

Eligibility

MJ Rodges Bible School will be open to the public and will accept kids ranging from infants-15 years old. An application will be required for each child and will be due no later than May 16, 2018.

Registration

All registration fees and weekly admittance fees are determined solely by MJ Rodges Bible School Administration. Registration fees are \$30 per child and will be due upon submission of application. This fee will include the cost of the Bible School shirt. Weekly admittance fees are divided in terms of Church membership. Members of Jonesville will be required to pay a weekly fee of \$80 per child. Non-members will be charged a weekly fee of \$90 per child. ***All weekly fees will be due on the Monday of each week your child attends our program.***

Operating Hours

MJ Rodges Bible School will be open Monday-Friday from 7:00am-4:00pm and will operate from May 21, 2016-July 20, 2018. We will start accepting campers at 7:00 am every morning. If you should require extended care, we will offer on a needs-basis only and additional fees will apply. Extended Care Hours will range from 6:00am-7:00am and 4:00pm-6:00pm Monday through Friday.

Fees

Because MJ Rodges Bible School is a non-profit entity, we are requiring payment of fees in the form of donations. The term “donation” will be used interchangeably for the word “fee”. Donations are not optional. The following schedule of fees applies to each camper, regardless of age.

JONESVILLE BAPTIST CHURCH MEMBERS	NON-MEMBERS
\$30 registration fee per child; \$20 for each additional child in same family	\$30 registration fee per child; \$20 for each additional child in same family
\$80 per week; \$70 for second child; \$65 per each additional child in same family	\$90 per week; \$80 for second child; \$75 per each additional child in same family
\$30 per day	\$30 per day
\$20 half day	\$20 half day
\$10 per hour	\$10 per hour

\$10 per Extended Care Hour per week; \$5 for each additional child per week	\$10 per Extended Care Hour per week; \$5 for each additional child per week
\$5 late fee per every 15 minutes late	\$5 late fee per every 15 minutes late

As of 2018, we have instituted a new payment policy. In order to register your child for our program, your registration fee MUST be paid using debit/credit card. We will retain this card in our files to withdraw weekly payments. Payments will automatically be withdrawn from the account on file on the first day of each week by 5:00pm.

Any overdrawn accounts will be subject to a \$35 penalty charge in addition to your financial institution penalty fees.

Admission

Your child will be required to attend the 6 out of the 9-week session of MJ Rodges Bible School. **You must notify us during registration if you will not uphold this requirement.** If you plan to travel or have other summer plans/activities that will affect your child's attendance, **you MUST notify us in writing at least 2 weeks in advance.** If you so choose, you may register your child to attend on a half-day, daily, or weekly basis (see fee schedule).

Late Fees

If you have not made any previous arrangements and will be late to pick up your child, a \$10 late fee will be applied for every five minutes that you are late and will be due at the time of arrival. If your child has not been picked up by 6:30pm, he/she will be taken to the May Street YMCA and required to be picked up from that location. ***All fees must be paid by the end of the day, otherwise your child will not be able to return to camp until the fee is paid.*** Please call at least 15 minutes before camp dismissal time if you have learned of a delay.

Meet and Greet

We invite all parents and future campers to attend our Meet and Greet on Friday, May 18 at 6:00pm to meet our staff, administration, and instructors. This will also be an opportunity to obtain a more detailed instructional and daily schedule, as well as, get any questions or concerns that you have addressed. Refreshments will be served during this event.

Timeliness and Attendance

We are kindly asking that all campers be present no later than 8:00am each morning. This allows the camp to adhere to the daily schedule that has been set. If your child will arrive after 8:00am, please have them fed with breakfast and/or lunch before they arrive at camp. If for any reason your child will be absent from camp for any number of days, please inform the camp staff in advance. In order to hold your child's spot during an extended absence, you will be required to pay half of your child's weekly fee prior to the absence, as our slot availability is low.

Tardiness

If your child is tardy more than 3 times during the span of MJ Rodges Bible School, he/she will be prohibited from returning to camp. We must adhere to our daily schedule in order to accomplish all of our program goals. Extreme tardiness leads to delays in schedules and will not be an acceptable practice.

Extended Care

Extended Care will be available for those parents who cannot arrive to pick up their child by the daily closing time of 4:00pm. Extended Care must be pre-arranged prior to registering your child for MJ Rodges Bible School. If you have learned of a scheduling conflict and need to request Extended Care, you must inform MJ Rodges Staff 3 days in advance for that necessary arrangements can be made. Extended Care is limited to two hours per day, your hours can be applied in two of the following ways: a) 6:00am-7:00am and 4:00pm-5:00pm or b) 4:00pm-6:00pm.

Holidays/Closings

MJ Rodges Bible School will be closed during holidays and church closings in accordance with the Church calendar. These closings include Monday, May 28, 2018 and Wednesday, July 4, 2018. Notices of additional or early closings will be made at least 3 days in advance.

Daily Schedule

Students will follow a daily schedule in which they will complete various instructional activities. Schedules may vary from child to child dependent on age/grade level. Parents will be sent home with a copy of the Daily Schedule during the first week of MJ Rodges Bible School.

Educational Instruction

MJ Rodges Bible School will provide daily academic instruction which will encompass typical subjects taught in school along with biblical teaching to enhance their spiritual growth and development in addition to keeping their minds sharp and prepared for return to school in the Fall.

Meals and Snacks

A daily nutritious meal consisting of breakfast, lunch, and PM snack will be provided by MJ Rodges Bible School. Students are allowed to bring bagged lunch and/or snacks from home, if desired. Please note that if your child arrives after 9:00am and/or 1:00pm, he/she will be required to have been fed breakfast and/or lunch. MJ Rodges Bible School will not be responsible for feeding any child who arrives after breakfast or lunch has been served. Any alternative meal plans (including allergies or special diets) should be made known on an individual basis and will not be the responsibility of MJ Rodges Bible School itself.

Prescription Medication and Allergies

MJ Rodges Bible school **must** be notified if your child requires daily dosages of prescription medication and if he/she has any allergies inclusive of food allergies. A waiver form **must** be completed and

returned in order to relinquish permission for your child to receive medication. Bracelets will be given to those children who have food allergies or any other allergies. As mentioned previously, alternative meal plans are not the responsibility of MJ Rodges Bible School. We will do our best to accommodate your child, but we strongly encourage sending your child with a prepared lunch from home.

Dress Code

No explicit dress code is required. We do ask that you are mindful of your child's attire because of safety hazards presented by specific clothing items. To ensure safety and security of students, MJ Rodges Bible School t-shirts will be worn at each off-campus event. Alternate attire may be determined based on the nature of event. In the event of an attire modification, parents will be notified of any changes in advance.

Field Trips

There will be regularly scheduled field trips. Dates of these trips are TBA. Prices are subject to location of field trip and may vary accordingly. Your child will be required to wear their Bible School t-shirt on days that field trips are scheduled. Transportation will be provided by the church van driven by qualified and insured drivers. Permission slips will be provided to parents notifying them of the off-campus trip, price, and any necessary items needed. If any parents would like to chaperone or travel with us during field trips, please inform us in advance.

Staff and Volunteers

Staff of MJ Rodges Bible School have been pre-screened, interviewed, and approved by church administration before serving as part of the camp staff. We ensure the safety and security of all students. Additional volunteers may be appointed based on need and on the number of students admitted. All volunteers and staff will also be required to wear their Bible School t-shirt on all off-campus events.

Materials and Supplies

All materials and supplies will be provided by MJ Rodges Bible School and by donations from outside sources. If you wish to donate items for the camp to use, please drop them off at the Church office marked MJ Rodges Bible School.

Physical Education

Physical fitness is an important issue in our society. It is the goal of the camp to help combat this issue by completing some form of physical activity each day. If campers have any present health complications/issues, the entire camp staff must be informed. If weather is not permitting, physical activity will be completed indoors.

E-mail Correspondence

E-mails will be sent to all parents/guardians who have provided an e-mail address on the Bible School Application. These e-mails will contain important information regarding field trips, special events, camp closing dates, updates, and other pertinent information. If you have not provided an e-mail address or do not wish to receive e-mails from the camp staff, this information will be presented in the form of a letter.

Drop-off/Pick-up

Each day of camp you will be required to sign your child in so that we may keep a record of attendance. Furthermore, anyone that is not listed on your child's application will not be able to sign in that child without prior approval by camp administration and proof of identification. Your child may be picked up by anyone listed on the Camper Application, but will not be released to anyone, other than persons listed, unless they submit a copy of a photo ID and receive confirmation from camp directors.

Personal Belongings

We ask that campers refrain from bringing personal items such as electronic devices, cash, games, etc. We will not be held liable for the damage, loss, or theft of personal property.

Required Items

We are requiring that each child bring a sleeping blanket and a large towel (i.e. beach towel) with them to camp each day. These items will be laundered each Friday. Parents will be notified of other specific items relative to our weekly schedule in advance.

By signing below, I have read, understood, and agree to abide by all information, policies, and procedures set forth by MJ Rodges Bible School. I further agree by signing that MJ Rodges Bible School is not held liable for any occurrences related to the terms printed above. I agree to hold MJ Rodges Bible School harmless from any claims of negligence, damage of property, or injury to my child which may occur through participation in this program.

Parent/Guardian Printed Name:

Parent/Guardian Signature:

Date: _____

This portion must be returned to Administration prior to your child being admitted into the camp. If this information is not turned in, your child will not be able to start until it is turned in.

MJ Rodges Bible School Application

Directions: Please complete this application in its entirety using blue or black ink. Return to Church Office Drop box upon completion enclosed with \$30 Registration fee. **MUST BE PAID USING DEBIT/CREDIT CARD.** Please print.

Child's Full Name _____ Birthday _____
Age _____ Sex _____ T-Shirt Size _____ Do you require extended care hours? YES NO
Grade Completed _____
School _____
Parent(s)/Guardian(s) Name _____
E-mail Address _____
Home Address _____
City _____ State _____ Zip Code _____
Home # _____ Cell # _____ Work # _____
Emergency Contact Person (not listed above) _____
Home # _____ Cell # _____ Work # _____

Health Comments (Allergies, Health Problems, Medications, etc.)

Health Provider _____
Health Insurance Company _____ Policy Number _____
Physician's Name _____ Phone Number _____

The following adults are authorized to pick up my child:

Name _____ Phone Number _____
Name _____ Phone Number _____
Name _____ Phone Number _____
Name _____ Phone Number _____

By signing below, I am acknowledging that all information completed is accurate and will inform the camp if any changes occur.

Printed Name of Parent/Guardian _____
Signature of Parent/Guardian _____
Date _____

Use of Photograph Release

Child's Name _____

I hereby give MJ Rodges Bible School the absolute and irrevocable right and permission, with respect to the photographs that have been taken of _____ (child's name) or in which my child may be included with others:

1. To use, re-use, publish, and re-publish the same, in whole or part, individually, or in conjunction with other photographs, in any medium and for any purpose whatsoever, including (but not by way of limitation) illustration, promotion, and advertising and trade, television and multimedia, and
2. To use my child's name in conjunction therewith if MJ Rodges Bible School chooses.

I hereby release and discharge MJ Rodges Bible School from any and all claims and demands arising out of or connection with the use of photographs.

Printed Name of Parent/Guardian

Signature of Parent/Guardian

Date

Additional Waivers and Acknowledgements

- MJ Rodges Bible School does not provide Accident/Medical Insurance for program participants.
- I authorize MJ Rodges Bible School to provide emergency treatment in the event that I cannot be contacted.
- I recognize that participation in MJ Rodges Bible School activities may expose my child to some risk of injury. I agree to hold harmless from any claims for damage to any property or persons which may occur through participation in any activity at MJ Rodges Bible School, or in its programs.
- I give my child permission to attend and be transported on all field trips scheduled during this MJ Rodges Bible School program.
- I have read and understand the above information. My child has permission to participate in this MJ Rodges Bible School program in accordance with the policies and procedures set forth by this program. I understand that the failure to sign all necessary documentation and agreements will result in not being able to participate in this program.

Parent Signature

Date

MJ Rodges Bible School

Behavior Contract

Child's Name _____ Age _____

Parent/Guardian Name _____ Phone _____

Number _____

I, _____ (child's name) agree to follow the rules of conduct while attending MJ Rodges Bible School. I further understand that if my behavior is not appropriate, participation in MJ Rodges Bible School will be subject to a review by the director, with possible termination from the program for a short or a long period of time if warranted.

Inappropriate Behavior

1. No cursing or using profanity, name calling, teasing, or bullying.
2. No fighting or roughhousing.
3. No misusing or damaging of program equipment, facilities, or vehicles.
4. No trashing facilities.
5. No stealing or touching personal property of another person unless permission is given.
6. No leaving the group without permission from the counselor.
7. No inappropriate touching or violating another camper or staff's personal space.
8. No leaving the designated camping area unless signed out by an approved pick up person.
9. No drugs, alcohol, tobacco, weapons, or firearms are permitted.
10. Children must follow program and leader rules at all times. Flagrant disrespect will not be tolerated. Show respect for fellow children, staff, and volunteers.

Outcomes (could include any of the following depending on the severity of the offense(s):

- Verbal Warning
- Time out
- Parent Notification
- Meeting with Program Director
- Suspension from the program

Please Note: Any behavior that is deemed malicious or violent or results in property or equipment damage and/or injury will result in immediate suspension and or dismissal from the program. The number of days of suspension will be determined by the severity of the act. The parent will be responsible for payment for any damaged and/or destroyed property.

I/We understand this Behavior Contract and will abide by its rules and policies, which have been established for the safety and enjoyment of all participants. I also understand that MJ Rodges Bible School will make every effort to work with each child. However, if the child does not want to behave and be part of his/her group, steps will be taken to insure that the total is not affected by the few.

Child's Signature _____

Parent/Guardian Signature _____

CREDIT CARD AUTHORIZATION FORM

Please complete all areas below. Incomplete requests may be rejected. Return completed form to your design specialist.

Cardholder Name _____

Billing Address _____

Credit Card Type ___ Visa ___ Master Card ___ Discover ___ AmEx

Credit Card Number _____

Card Expiration Date _____ (Month) _____ (Year)

Card Identification Number _____ (3 digits on back of card)

Amount to Charge \$30

I authorize **MJ Rodges Bible School** to charge the agreed amount listed above to my credit card provided herein. I agree that I will pay for this purchase in accordance with the issuing back cardholder agreement.

Cardholder Acknowledgement:

By signing below, I affirm that the information provided above is accurate to the best of my knowledge.

Printed Name

Signature

Date

NOTE: This information will be kept in a secure, encrypted file. The cardholder listed on this form will receive a receipt as proof of the transaction.