



PACIFIC CHRISTIAN SCHOOL

Pacific Christian
School
is an
interdenominational
school that
nurtures students
in Christ-like living,
critical thinking and
joyful service, to
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tian community in
God's world.

Welcome to Pacific Christian School! We are pleased that you have chosen to find out more about us.

Pacific Christian School was started in 1960 by a group of parents determined to provide their children with a quality education from a biblical perspective. Our vision is to *"nurture students in Christ-like living, critical thinking and joyful service, to become effective members of the Christian community in God's world."*

Registration in PCS is open to children of committed Christian parents who agree with the school's religious and philosophical principles as expressed in the constitution and who are regularly attending a church. Parents and students are expected to demonstrate, by their lifestyles, their belief in Jesus Christ as Saviour, Lord and King.

Please complete and submit the following

- Application Fee
Cheque for \$100 processing fee per family made payable to Pacific Christian School (non-refundable)
 - Registration Form
 - Legal Residency Form
 - Legal Documentation
Please attach a copy of legal documentation such as birth certificate, Canadian citizenship card, student visa or study permit
 - Academic Transcripts or Reports
Enclose copy of most recent report card
 - Academic History Form
 - Pastoral Reference Letter
Please enclose or arrange to have it sent to the school
 - Shared Commitment Agreement
 - Health Form
 - Volunteer Form
-

You will be contacted for a
PERSONAL INTERVIEW
with you and your child(ren)

This is not a formal interview or test, but an opportunity for you to explore and ask questions about our school community. It also allows us to get to learn more about you and your child so that we can ensure the suitability and appropriate placement of your child. Pacific Christian does not conduct interviews over the phone.

Thank you for your interest in Pacific Christian School. We look forward to meeting you.

Sincerely,

David O'Dell, Secondary Principal
Bill Helmus, Elementary Principal

Registration Dates

March 15	Application deadline for Special Needs students new to PCS who currently (or may be) eligible for Special Education Funding
March 15	Re-registration deadline for families with children currently enrolled at PCS
Early March	New Parent Information Seminar for families who have applied before March 1
Early May	New Parent Information Seminar for families who have applied after March 1
May 15	Deadline for currently enrolled families to submit Tuition Reduction applications
May 31	Application deadline for students who have learning needs likely requiring Learning Assistance and/or behavioural support.
June 15	Deadline for submitting pre-authorized payment form for tuition for the following year
Early September	New Parent Information Seminar for families who applied after early May

Class Sizes

Pacific Christian attempts to follow these guidelines (with a flex factor allowing up to 2 or more students per class as needed):

Kindergarten: 20

Grades 1-3: 22

Grades 4-7: 25

Grades 8-12: 26

Registration Acceptance

In filling classes, the following are considered in priority order:

1. First and most importantly is the Christian commitment of parents and students, as evidenced by church involvement, active Christian service, pastor's reference, testimony, etc.
2. Prior involvement in other Christian Schools, particularly member schools of the Society of Christian Schools in B.C. and Christian Schools International
3. Enrollment of all children in the family
4. Application date

Waiting Lists

If classes are full, the student(s) will be placed on a wait list until September 15. If space does not become available, re-application for the following year will be accepted starting on the first school day in **January**.

Additional Information

1. Registration deposits will not be refunded if your application is approved or if your application is approved and you choose not to accept.
2. Registration deposits will be refunded if your application is not approved, you withdraw your application before an interview takes place or space is not available by September 15.
3. Families enrolling their children at PCS for the first time are not eligible to apply for tuition reduction, unless they are transferring from another Christian school.
4. All new students from Grade 2-12 will be given an academic screening test. Students with achievement outcomes in the low average range or below, may be asked to return for more extensive testing.
5. Interviews will only take place after both parents have attended the New Parent Information Seminar, and for elementary students, after the academic screening test has been administered.

2011-2012 Tuition Fees

	TOTAL	OVER 10 MONTHS	OVER 12 MONTHS
Kindergarten (half time)	\$3,146.00	\$314.60	\$262.17
1 full time student in Elementary (Full Time Kindergarten - Gr. 7)	\$5,018.00	\$501.80	\$418.17
2 or more in Elementary (inc. Kindergarten)	\$6,672.00	\$667.20	\$556.00
3 or more students all in Elementary	\$7,050.00	\$705.00	\$587.50
1 student in Secondary	\$6,223.00	\$622.00	\$518.59
2 or more with at least 1 in Secondary	\$8,658.00	\$865.80	\$721.50
3 or more with children in both Secondary & Elementary	\$9,037.00	\$903.70	\$753.09
3 or more with all in Secondary	\$9,091.00	\$909.10	\$757.59

- Tuition is payable on the first day of each month via pre-authorized bank account debit. Parents are requested to return the form authorizing the school to debit their account along with a voided cheque for verification purposes.
You can deduct 1.5% off your tuition if the total tuition is paid in full by September 15, 2011 (cash or cheque).
- New families, with children in Grade 2 and up, pay a \$500 capital levy fee. This is waived if the family is transferring from another Christian school.
- Families starting after September 1, 2011 are asked to complete the pre-authorized form and return it to the office before their children start school.
- **You are encouraged to pay tuition over the 10-month schedule if at all possible.** Families who choose to pay over 12 months should be aware that if they withdraw students before the school year is completed there will be an adjusting amount charged for deferred tuition.
- Parents are required to give a minimum of **ONE SCHOOL MONTH'S** notice of a student leaving or the following month's tuition will be charged. This means that families who notify us after June 1, 2012 that their children will not be returning to P.C.S. in September **will be responsible for September fees, at the 2011-2012 rate.**

Refund Policy

- Registration deposits will not be refunded if your application is approved or if your application is approved and you choose not to accept.
- Registration deposits will be refunded if your application is not approved, if you withdraw your application before an interview takes place or if space is not available.

Intended Start Date: _____ **Grade applying for** (circle one): K 1 2 3 4 5 6 7 8 9 10 11 12

Full Legal Name: _____
First Middle Surname

Student's Usual First Name: _____ Male Female

Mailing Address: _____ **City** _____ **Postal Code** _____

Email: _____ **Home Phone:** _____
E-mail is used to communicate school news, your child's homework, progress, etc.

Student lives with: Parents Mother Father Guardian Home stay Foster Parent

Birth date: _____ **Birth place:** _____
Date / Month / Year

Please enclose a copy of your child's birth certificate. If the place of birth is other than Canada, please attach a copy of Certification of Landed Immigrant status or Citizenship. For foreign student s applying under Student Visa status, please attach copies of the passport and Student Visa.

Citizenship Status: Canadian Landed International **Language spoken at home:** _____
Please attach a copy of legal documentation such as birth certificate, Canadian citizenship card, student visa or study permit

Status First Nations: Yes No

If yes, please provide Band name and address _____

Kindergarten class choice:

- Full Time (Monday through Friday 8:30-2:55)
 Half Time (full days on Tuesday and Thursday, plus every Friday morning 8:30--11:15)

Parents or Guardians (includes Home stay and Foster Parents)

Father: _____ Employer: _____ Work Phone: _____ Cell: _____

Address if different from child's: _____

Mother: _____ Employer: _____ Work Phone: _____ Cell: _____

Address if different from child's: _____

There is legal documentation in the case of disputed custody or restricted access by the non-custodial parent. Yes No

Name of church the family attends: _____
Please have your pastor fill out the attached Reference Letter

Other children of school age and their current grade:

_____	_____	_____
Name and Grade	Name and Grade	Name and Grade
_____	_____	_____
Name and Grade	Name and Grade	Name and Grade

How did you hear about PCS? Newspaper Friends/Neighbours Church Other _____

Emergency Information

Does the student require any medication on a regular basis? Yes No

Emergency Contact: _____ Phone (during the day): _____ Relationship to Student: _____

Care Card #: _____ Family Doctor: _____ Phone: _____

Please specify any medical issues or allergies we should be aware of:

Protecting Your Personal Information

In light of the privacy and personal information legislation as outlined in the Personal Information Protection Act (PIPA, legislated Jan.'04), we are asking for your support and consent regarding the release and use of the information contained in our registration forms and related documentation. This information is required in order to register your child at this school, and to assist this school authority in making an informed decision as to your child's suitability and appropriate placement in this school. It will also allow the school to respond immediately to an emergency. If you have any questions, please contact the school privacy officers, either of the school principals.

I/we consent to having photographs of my/our child(ren) and/or samples of their work be used by Pacific Christian School in the way(s) that I/we have indicated below, during the 2010-2011 school year. (please check all that apply)

school website *school newsletter* *brochures/school promotional material*

Lower Vancouver Island School Sports promotional material

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____ Date: _____

Parent/Guardian Name (please print) _____

Full Legal Name: _____
First Middle Surname

To be completed when student has attended other schools.

SCHOOL ATTENDED – list last three schools, starting with most recent

SCHOOL	LOCATION	DATE OF ATTENDANCE	TEACHER OR COUNSELLOR

Please include with this application a copy of the **most recent progress report** issued by the school presently attended.

*If answering YES to any questions below, please explain and submit relevant academic/health services reports by the applicable deadline (see Registration Policy).

Has your child experienced any academic difficulties over the past two years, received Learning Assistance, or been enrolled in or tested for Special Education services? Yes No

If yes, please provide details, including any test results (e.g. School-based IEP, Psycho-educational or Occupational Therapy reports). See * note above. _____

Has your child experienced behavioral problems? Yes No If yes, please provide details, see * note above.

Educationally relevant medical and health information: (if yes to a-c, please explain, see * note above)

a. Does your child have visual or hearing impairment? Yes No _____

b. Has your child received a speech-language assessment or therapy? Yes No _____

c. Does your child take any medications on a regular basis? Yes No _____

d. Is your child able to participate in a full physical education program? Yes No

If NO, please explain _____

List student's interests and hobbies (i.e. soccer, piano, chess, etc.) _____

Form A

This form is to be completed and signed by a parent or legal (court appointed) guardian. (If legal guardian, attach copy of court order appointing you as legal guardian)

Lawfully Admitted into Canada

I am (please select one)

- A Canadian citizen (if not born in Canada, please attach a photocopy of citizenship paper/card)
- A landed immigrant (attach photocopy of landed immigrant status paper)
- Student authorization (student visa) for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
- A person carrying out official duties as a diplomatic or consular official (with a foreign representative acceptance counterfoil in his/her passport)
- Other—document description (must be cleared with Immigration Canada)

Residency British Columbia (please select one)

- Yes, I am resident of British Columbia
Residency Address _____
- No, I am not a resident of British Columbia

Confirming Signature

Parent/Legal Guardian's Name (please print) _____

Parent/Legal Guardian's Signature _____

Date _____

Form B (complete if parent is deceased)

To be completed and signed by the student or a knowledgeable adult (one who knew the student's parent(s) and has knowledge of the facts respecting their decease and the matters set out in this document).

The student's deceased Parent was at time of death : A Canadian citizen A landed immigrant

The student's deceased parent was at time of death:

- A resident of British Columbia
Residency Address _____
- Not a resident of British Columbia

Confirming Signature

Student(s) Name(s) _____

Knowledgeable Adult's Name (please print) _____

Knowledgeable Adult's Signature _____

Date _____

(Knowledgeable Adult is one who knew the student's parent(s) and has knowledge of the facts respecting their decease and the matters set out in this document)



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This form is...

- normally expected for enrollment of students at PCS, and is mandatory for anyone applying for membership in the Victoria Christian Education Society.
- To confirm regular attendance and involvement in a local church for a minimum of the past year. For membership, exceptions may be made for committed Christian families moving to Victoria, by confirming prior church involvement elsewhere.

This section to be filled out by the family.

Parent(s) Name(s): _____

Names and grade of child(ren): _____ (First and Last Name) _____ (Grade)

_____ (First and Last Name) _____ (Grade)

_____ (First and Last Name) _____ (Grade)

Dear Pastor,

Your name has been given as a reference by the above who are seeking to enroll their child(ren) at Pacific Christian School. We would appreciate your cooperation in taking a few minutes to answer these questions.

How long have you known this family? _____

Has the family attended worship services regularly for the past year? Yes No
If NO please explain _____

Is the family active in church ministries? i.e. Bible Studies, Leadership, Sunday School, Youth Group, etc.
 Yes No
Please elaborate _____

As far as you know, is the family's lifestyle consistent with belief in Jesus Christ as Lord and Saviour?
 Yes No
Please elaborate _____

Other comments _____

Church _____

Church Address _____

Church E-mail address _____

Pastor's name _____ (please print) _____ (signature)

Church Phone Number _____ Date _____

PCS may make follow up enquiries to the pastor regarding church attendance.

Please mail or fax this form to Pacific Christian School

Pacific Christian School

Shared Commitment Agreement / Statement of Faith

Parent(s)/Guardian(s) Names _____

Child(ren)'s last name if different than parents' _____

As a School, we commit to.....

- Fulfill our vision and purpose
- Provide a safe, nurturing Christian environment for your child
- Provide consistent communication regarding your child
- Provide consistent communication regarding the school program and activities
- Provide opportunities for involvement
- Provide consistency in Christian values and discipline
- Offer a listening ear to students and parents
- Show respect for your child and your family
- Pray for and support your child and your family
- Use wisely the resources entrusted to the school
- Provide a Christ-centred curriculum and school program for your child

In making this application, as Parent(s) / Guardian(s), we / I commit to....

- Support the school's vision and purpose
- Provide a quiet study environment at home
- Provide consistent communication and attend scheduled parent-teacher meetings
- Attend school meetings and events
- Volunteer and support the school as I am/we are able
- Support the values of the school by providing Christian nurture in the home (e.g. Bible reading, prayer and devotional time)
- Seek information and facts and resist believing unsubstantiated rumours
- Respect school administrators, teachers and support staff
- Provide prayerful support for my child/ren and the school
- Honour the financial commitment for my/our child/ren's education
- Encourage regular church attendance and involvement for our whole family
- To prayerfully give financially within our means to ensure the long term sustainability of the ministry of P.C.S.

Please indicate your support for the following statements by signing below:

- *We are enrolling our child/ren at Pacific Christian School because of our desire that our child/ren receive a Christ-centered education.*
- *We and our child/ren will support and abide by the policies, guidelines and behavioural expectations of Pacific Christian School, as outlined in the school handbooks and other school documents.*
- *As far as we are able, our family's lifestyle is consistent with belief in Jesus Christ as Lord and Saviour.*
- *We recognize that our child/ren's admission to the school is subject to approval by the principal (supported by the Membership and Enrollment Committee), our attendance at the mandatory New Parent Information Seminar, and to completion of the appropriate academic assessment of our child/ren (Grades 2-12).*

Commitment

We / I declare that we / I have read and fully support the VCES Constitution and the PCS Handbook(s). Further, we / I agree to fully support the Shared Commitments described above. We promise that our child/ren will fully participate in all school programs that reflect the Christian nature and character of the school (e.g. Bible classes, chapel, devotions, memory work, etc.).

Date: _____

Parent(s) Signature(s): _____

Student(s) Signature(s) : _____

(Gr. 7-12 only)

Every year we create a "Volunteers Data Base" to help with fundraising and community events for our school. **Families are asked to volunteer during the school year in one or more of the areas below.** The participation of parents makes our community strong, and **without your help, some of our projects cannot and will not happen.**

Please check the areas below that you are presently involved with, or would like to be involved with. If you are unable to attend a fundraising/ stewardship event that you volunteered for, you will be encouraged to find a replacement.

Thank you so much for your participation in the community life of Pacific Christian School.

Parent(s) Name: _____ Phone: _____
Occupation (Mom): _____ Availability (days/evenings etc) _____
Occupation (Dad): _____ Availability (days/evenings etc) _____
Email: _____
Grades of children: (circle all that apply) : K 1 2 3 4 5 6 7 8 9 10 11 12

Fundraising / Stewardship Events

- Cobs & Dogs Welcome Back BBQ (September 2010)
- PCS Fundraising Golf Tournament (Spring 2011)
- Pastors' Day (March 2011)
- Grandparents Day (Spring 2011)
- PCS Pacer Walkathon: Elementary Students (Spring 2011)
- PCS Fundraising Auction (Spring 2011)
- PCS Annual Drive Volunteers
- Assist with other P.R. Events
- PCS Open House
- Fundraising ongoing projects! Ex. Store cards, sales etc.

Involvement on Committees (if a vacancy exists)

I am interested in serving on (or helping with):

- Board
- Education Committee
- Finance Committee
- Long Range Planning Committee
- Public Relations Committee
- Membership Committee
- Buildings & Grounds Committee
- Transportation Committee
- Employee Relations Committee
- Emergency Safety Committee
- Building Committee

(For more information about these Committees please contact the Business Office)

Hospitality/Service

- Annual Secondary Dinner Theatre (January/February)
- Elementary Hot Dog Days (Thursdays)
- Luncheons - Staff or other

Other

- Clerical Assistant
- Bus Driver (Class 2 or Class 4 license)
- Playground Supervision:
 ___ morning recess: 10:00-10:20 or 10:20-10:40
 ___ lunch hour: 11:50-12:30 or 12:45-1:25
- Set up and/or decorating for Events (i.e. Christmas Concert)
- Library Helper
- Coaching (specify sport & age level) _____
- Parent Teacher Auxiliary (PTA)
- Primary (K-3) Sports Day
- Elementary Track Meet
- General School Maintenance
- Grounds/Gardening/Yard Work
- Whatever is needed
- I have other suggestions of ways in which I am able to help: (Please list)

Thank you for partnering with us!

