

"Transforming Characters to Transform the World"



CONYERS ADVENTIST ACADEMY

A Seventh-day Adventist School Pre-K4 - 8

A Ministry of the Conyers Seventh-day Adventist Church

Georgia-Cumberland Conference of Seventh-day Adventists

STUDENT APPLICATION FOR ADMISSION

School Year ____ / ____ Date Submitted ____/____/____ Date Entering ____/____/____

Full Legal Name of Student(s)

1. _____ Grade Entering ____
2. _____ Grade Entering ____
3. _____ Grade Entering ____
4. _____ Grade Entering ____

Student Information

Last Name	Full First Name	Full Middle Name	Prefers to be called
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Address City State Zip _____

Gender: M F / /

Place of Birth (city, state, country) _____ Date of Birth _____ Home Phone (with area code) _____

SDA: Y N Baptized: Y N Date Baptized: ____/____/____ Church Membership: _____ Grade ____ Entering
Next School Year: Pre-K4 Kindergarten 1st 2nd 3rd 4th 5th 6th 7th 8th

Previous School Name: _____ Phone Number: _____

Street Address City State Zip _____

Who Does Student Live With: Mother Father Guardian

Mother's Information

Last Name	Full First Name	Full Middle Name	Prefers to be called
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Home Phone: _____ Work: _____ Cell: _____ SDA: Y N Church
Membership: _____ Place of birth: _____ Date of birth _____

Marital Status: Married Divorced Single Separated Widowed Occupation: _____

Name of Employer: _____ E-mail Address: _____

Father's Information

Last Name	Full First Name	Full Middle Name	Prefers to be called
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Home Phone: _____ Work: _____ Cell: _____

SDA: Y N Church Membership: _____ Place of birth: _____

Date of birth _____ Marital Status: Married Divorced Single Separated Widowed

Occupation: _____ Name of Employer: _____

E-mail Address: _____

Guardian Information

Last Name	Full First Name	Full Middle Name	Prefers to be called
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Home Phone: _____ Work: _____ Cell: _____ SDA: Y N Church
Membership: _____ Relation to Student: _____ Date of birth _____

Marital Status: Married Divorced Single Separated Widowed

Occupation: _____ Name of Employer: _____

E-mail Address: _____

When registering more than one child, if mother/father/guardian information is the same you may use this page for additional students.

(2) Student Information

_____	_____	_____	_____
Last Name	Full First Name	Full Middle Name	Prefers to be called

Address City State Zip _____

_____ Gender: M F ____/____/____

Place of Birth (city, state, country) _____ Date of Birth _____ Home Phone (with area code) _____

Student's Social Security Number _____ SDA: Y N

Baptized: Y N Date Baptized: ____/____/____ Church Membership: _____

Grade Entering Next School Year: Pre-K4 Kindergarten 1st 2nd 3rd 4th 5th 6th 7th 8th

Previous School Name: _____ Phone Number: _____

Street Address City State Zip _____

Who Does Student Live With: Mother Father Guardian

(3) Student Information

_____	_____	_____	_____
Last Name	Full First Name	Full Middle Name	Prefers to be called

Address City State Zip _____

_____ Gender: M F ____/____/____

Place of Birth (city, state, country) _____ Date of Birth _____ Home Phone (with area code) _____

Students Social Security Number _____ SDA: Y N

Baptized: Y N Date Baptized: ____/____/____ Church Membership: _____ Grade Entering Next School Year: Pre-K4 Kindergarten 1st 2nd 3rd 4th 5th 6th 7th 8th

Previous School Name: _____ Phone Number: _____

Street Address City State Zip _____

Who Does Student Live With: Mother Father Guardian

(4) Student Information

_____	_____	_____	_____
Last Name	Full First Name	Full Middle Name	Prefers to be called

Address City State Zip _____

_____ Gender: M F ____/____/____

Place of Birth (city, state, country) _____ Date of Birth _____ Home Phone (with area code) _____

Students Social Security Number _____ SDA: Y N

Baptized: Y N Date Baptized: ____/____/____ Church Membership: _____ Grade Entering Next School Year: Pre-K4 Kindergarten 1st 2nd 3rd 4th 5th 6th 7th 8th

Previous School Name: _____ Phone Number: _____

Street Address City State Zip _____

Who Does Student Live With: Mother Father Guardian

PARENT/STUDENT ACKNOWLEDGEMENT & CONYERS ADVENTIST ACADEMY TECHNOLOGY AND DISCIPLINE POLICIES

The technology and discipline policies have been established to help your child gain the greatest possible benefit from their school experience. After reading and discussing with your student all policies outlined in the CAA Handbook, place your signature below. Your signature indicates that the student and parent/guardian have read the policies and agree to uphold them.

Signature Date _____ Parent/Guardian

Signature Date _____ Parent/Guardian

Signature Date _____ Student's

Signature Date _____ Student's

Signature Date _____ Student's

Signature Date _____ Student's

Failure to sign this acknowledgement will not relieve a student or the parent(s) from compliance with school policies and procedures.

Consent

Field Trip Yes No

I hereby give permission for my child to go on school-

sponsored field trips. I understand that I will be notified of each event and that the students will be well supervised at all times. I do not hold the school and staff liable, except as covered by insurance.

Transportation Yes No

My child may ride in transportation provided by CAA in connection with school activities. I am responsible for paying funds to transport my child.

Legal Information Yes No

I agree with any legal documents (i.e. parental custody, IEP's, etc.) **MUST BE** provided to the school Registrar during enrollment.

Internet Usage Yes No

I hereby give permission for my child to use the internet under adult supervision. I understand that they must abide by all rules set forth by Conyers Adventist Academy.

How did you hear about Conyers Adventist Academy (CAA)? _____

CONYERS ADVENTIST ACADEMY
3001 Old Salem Road, SE
Conyers, GA 30013

Student Pick-Up Authorization Form

Child's Name: _____

The following person/people have permission to pick-up my child/children from school. Picture ID is required at time of pick-up.

Name: _____

Phone: _____ Relationship: _____

Name: _____

Phone: _____ Relationship: _____

Name: _____

Phone: _____ Relationship _____

I understand this form gives permission to the above-named individual to pick-up my child/ren.
I understand if this should change in any way, I will notify my child's teacher immediately.

Parent Signature: _____

Parent Phone Number _____

Date: _____

CONYERS ADVENTIST ACADEMY
3001 Old Salem Road, SE
Conyers, GA 30013

Emergency Medical Authorization

Name: _____
(Child's name) (Date of birth)

If your child should suffer an injury or illness while in the care of the Conyers Adventist Academy and the facility is unable to contact me (us) immediately, it shall be authorized to secure such medical attention and care for the child as may be necessary. I (We) agree to keep the facility informed of changes in telephone numbers, etc., where I (we) can be reached.
Conyers Adventist Academy agrees to keep me (us) informed of any incidents requiring professional medical attention involving my child (our children).

My child's primary source of healthcare is:

(Physician/Clinic Name) (Telephone Number)

Known medical conditions, i.e., diabetic, asthmatic, allergies:

Signed: _____
(Parent/Legal Guardian) (Date)

Phone contact (s):

Name: _____ Relation: _____ Number: _____

Name: _____ Relation: _____ Number: _____

Name: _____ Relation: _____ Number: _____

Name: _____ Relation: _____ Number: _____

**CONYERS ADVENTIST ACADEMY
3001 Old Salem Road
Conyers, GA 30013
Telephone: 770-679-5712**

Records Request

School Releasing Information: _____

Mailing Address of School: _____

City, State, Zip Code: _____

Fax Number: _____

Name of Child: _____

Date of Birth: _____

Current Grade: _____

The student named above has enrolled in Conyers Adventist Academy. We are requesting health records, scholastic records, test scores, psychological reports, special education information discipline record, and any other information pertinent to school admission.

Send to: The Registrar
 Conyers Adventist Academy
 3001 Old Salem Road
 Conyers, GA 30013
 Fax: 770-679-5712

Signature of Parent/Guardian

Date

CONYERS ADVENTIST ACADEMY
3001 Old Salem Road
Conyers, GA 30013
Telephone: 770-679-5712

TECHNOLOGY POLICY

Introduction

Conyers Adventist Academy (CAA) acknowledges the importance of technology as an integral part of education in the 21st century. As such, it encourages the integration of technology with our instructional programs and classroom practice to promote its educational purpose and to facilitate contemporary productive academic pursuits. To that end, we are pleased to be able to offer our students access to computer technology in various forms as well as Internet access, specific online services and the school network. For students to enjoy this access on a continual basis, they must conduct themselves with the Christian values the school embraces and agree to adhere to the policy here within. Parent and student are asked to read this document and their grade-level policy in its entirety and acknowledge acceptance with their signatures.

Definition

For the purpose of this document:

- Technological resources (technology) include but are not limited to electronic devices, programs, networks and the Internet.
- The term 'iPad' refers to the 'school-provided iPad' issued by Conyers Adventist Academy.
- The term 'Chromebook' refers to the 'school-provided Chromebook' issued by Conyers Adventist Academy.
- The term 'device' can refer to either i-Pad or Chromebook based on what has been issued to a student by Conyers Adventist Academy.
- Hereafter, 'CAA' will be considered as the shortened form of Conyers Adventist Academy.

NOTE: Students are not allowed to use any other mobile device during school hours, except with the permission of their classroom teacher or principal.

Social Media Policy

The school's information technology resources, including email and Internet access, are provided for educational purposes. Students do not have permission to access or use social media in any of its various platforms at any time during school hours. Additionally, as long as a student is enrolled at CAA, off campus online behavior that shows the school in a negative light can be held against him or her. This includes, but is not limited to, online bullying outside of school hours of another CAA student. Parents are encouraged to monitor student use of technology while off-campus. If you have any doubt about whether a contemplated activity is acceptable, consult with your immediate teacher, supervisor, or principal to help decide if a use is appropriate.

Sanction/Consequences

The use of CAA-provided information technology resources is secure, but not private. School and network administrators and their authorized employees monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions and will furnish evidence of crime to law enforcement.

The school reserves the right to determine which uses constitute acceptable use and to limit access to such uses. The school also reserves the right to limit the time of access and use. Students shall understand that should they be found in violation of this policy, the consequences could include, but are not limited to: restricting access to the device, disabling device features or applications, the revocation of all network access, suspension or exclusion from school, or legal action by the authorities. Students or parents should contact the classroom teacher or principal if they have any questions about this agreement or its implementation.

Grades K-2 Acceptable/Unacceptable Use

Adherence to the following policy is necessary for continued access to the school's technological resources. Use of iPads is subject to the school's behavior code of conduct. Each student is responsible for the iPad they have been given and will ensure that they do their best to prevent damage to their loaned device. Students are NOT allowed to take the iPad home for any purpose since iPads are insured from damage only whilst in school. Failure to comply with this rule will result in permanent confiscation and/or fees to the student's account.

Grades K-2 Personal Statements

1. I will use the computers only to do schoolwork, and not for any other reason. I will not store material that is not related to my schoolwork.
2. I will use the Internet only with my teacher's permission.
3. I will not give my password to anyone else, and I will not ask for or use anyone else's password.
4. I will not put on the computer my address or telephone number, or any other personal information about myself or anyone else.
5. I will not upload, link, or embed an image of myself or others without my teacher's permission.
6. I will not play games that a teacher has not approved.
7. I will be polite and considerate when I use the computer; I will not use it to annoy, be mean to, frighten, threaten, tease, bully, or poke fun at anyone; I will not use swear words or any other rude language.
8. I will not try to see, send, or upload anything that says and/or shows bad or mean things about anyone's appearance, race, religion, or gender.
9. I will not damage the computer or anyone else's work.
10. I will not take credit for other people's work.
11. If I have or see a problem, I will not try to fix it myself, but I will tell the teacher.
12. I will not block or interfere with school or school system communications.
13. My teacher may look at my work to be sure that I am following these rules, and if I am not, there will be consequences which may include not being able to use my loaned device.
14. I know that the conduct that is forbidden in school is also forbidden when I use devices outside of school if it interferes with other CAA students' education or well-being, and if I break the rules, there will be consequences in school.

I agree to the terms of use listed above and would like my child to have use of an iPad or Chromebook.

(Parent/Guardian signature)

I agree to the terms of use listed above and would like to be entrusted with the use of an iPad or Chromebook.

(Student signature)

NOTE: CAA reserves the right to adjust these guidelines as deemed necessary.

Conyers Adventist Academy, A Ministry of the Conyers Seventh-day Adventist Church
3001 Old Salem Road, SE, Conyers, GA 30013 www.conyersadventistacademy.com
(o) 770.679.5712 (f) 770.679.1279 (e) caa@conyerschurch.org

Grades 3-5 Acceptable/Unacceptable Use

Adherence to the following policy is necessary for continued access to the school's technological resources. Use of iPads or Chromebooks is subject to the school's behavior code of conduct. Each student is responsible for the iPad or Chromebook they have been given and will ensure that they do their best to prevent damage to their loaned device. Students are NOT allowed to take the iPad or Chromebook home for any purpose since iPads and Chromebooks are insured from damage only whilst in school. Failure to comply with this rule will result in permanent confiscation and/or fees to the student's account.

Grades 3-5 Personal Statements

1. I will use the computers only to do schoolwork, as explained to me by my teacher and not for any other reason. I will not use a school computer for personal or illegal purposes.
2. I will use the Internet only in ways the teacher has approved.
3. I will not give my password to anyone else, and I will not ask for or use anyone else's password.
4. I will not put on the computer my address or telephone number, or any other personal information about myself or anyone else.
5. I will not upload, link, or embed an image of myself or others to non-secured, public sites.
6. I will not use games or other electronic resources that have objectionable content or that engage me in an inappropriate simulated activity.
7. I will be polite and considerate when I use the computer. I will not use it to annoy, be mean to, frighten, tease, or poke fun at anyone. I will not use swear words or other rude language.
8. I will not use the computer to bully or threaten anyone, including teachers, schoolmates or other children.
9. I will not try to see, send, or upload anything that says and or shows bad or mean things about anyone's appearance, race, religion, or gender.
10. I will not damage the computer or anyone else's work.
11. I will not break copyright rules or take credit for anyone else's work.
12. If I have or see a problem, I will not try to fix it myself, but I will tell the teacher. If the problem is an inappropriate image, I will turn off the monitor and then seek help.
13. I will not block or interfere with school or school system communications.
14. My device use is not private; my teacher may look at my work to be sure that I am following these rules, and if I am not, there will be consequences which may include not being able to use the device.
15. I know that the conduct that is forbidden in school is also forbidden when I use devices outside of school if it interferes with other CAA students' education or well-being, and if I break the rules, there will be consequences in school.

I agree to the terms of use listed above and would like my child to have use of an iPad or Chromebook.

(Parent/Guardian signature)

I agree to the terms of use listed above and would like to be entrusted with the use of an iPad or Chromebook.

(Student signature)

NOTE: CAA reserves the right to adjust these guidelines as deemed necessary.

Grades 6-8 Acceptable/Unacceptable Use

Adherence to the following policy is necessary for continued access to the school's technological resources. Use of Chromebooks is subject to the school's behavior code of conduct. Each student is responsible for the Chromebook they have been given and will ensure that they do their best to prevent damage to their loaned device. Students are NOT allowed to take the Chromebook home for any purpose since Chromebooks are insured from damage only whilst in school. Failure to comply with this rule will result in permanent confiscation and/or fees to the student's account.

Grades 6-8 Personal Statements

1. I will use the electronic resources, including storage space, only for educational purposes related to work at CAA, and not for any personal, commercial or illegal purposes.
2. I will use the Internet only with the permission of the staff member in charge.
3. I will not use games or other electronic resources that have objectionable content or that engage me in an inappropriate simulated activity.
4. I will not give my password to any other user, nor attempt to learn or to use anyone else's password, and I will not transmit my address or telephone number, or any personal or confidential information about myself or others.
5. I will not upload, link, or embed an image of myself or others to non-secured, public sites without my teacher's permission and a signed parental permission slip.
6. I will not make statements or use the likeness of another person through website postings, email, instant messages, etc., that harass, intimidate, threaten, insult, libel or ridicule students, teachers, administrators, or other staff members of the school community, make statements that are falsely attributed to others, or use language that is obscene.
7. I will not attempt to access, upload, or transmit material that attacks physical appearance, ethnic, religious or racial groups, or material that is pornographic or explicitly sexual in nature.
8. I will not violate copyright laws, damage or tamper with hardware or software, vandalize or destroy data, intrude upon, alter, or destroy the files of another user, introduce or use computer "viruses," attempt to gain access to restricted information or networks, or block, intercept or interfere with any email or electronic communications by teachers and administrators to parents, or others.
9. I will not use, or create for others, any program to interfere with, change, or interact with programs, security settings, systems, or devices that are the property of CAA and are used for school-related purposes by students, their parents and staff.
10. I will not imply, directly or indirectly, either publicly or privately that any program or "app" I create is associated with, or a product of, CAA, nor will I either directly or indirectly associate any such program with any CAA logos or images.
11. I will report any problems to the supervising staff member.
12. I understand that my use of the school system's computers is not private, and that the district reserves the right to monitor use to assure compliance with these guidelines; violations may lead to revocation of computer access and/or other disciplinary measures.
13. I understand that the prohibited conduct described above is also prohibited off campus when using private equipment if it has the effect of seriously interfering with the educational process or well-being of another student, and that such off-campus violations may lead to disciplinary measures.

I agree to the terms of use listed above and would like my child to have use of an iPad or Chromebook.

(Parent/Guardian signature)

I agree to the terms of use listed above and would like to be entrusted with the use of an iPad or Chromebook.

(Student signature)

NOTE: CAA reserves the right to adjust these guidelines as deemed necessary.

CONYERS ADVENTIST ACADEMY
3001 Old Salem Road
Conyers, GA 30013
Telephone: 770-679-5712

Financial Worksheet and Policy
Registration and Tuition Fees at Conyers Adventist Academy

Member	Registration	Pre-K4	Grades 1-6	Grades 7-8
Conyers Member	\$400	\$380	\$360	\$430
Constituent Member	\$400	\$430	\$410	\$480
Non-SDA Member	\$400	\$480	\$460	\$530

I _____, acknowledge that the cost of registration is _____, and is due along with the first month's tuition prior to or on the first day of school. Also, I acknowledge that my tuition payment of _____ is due on the first day of each month from August through May, and is considered delinquent after the tenth of the month, unless prior arrangements have been made with the administration.

Signature _____