



# Georgia Enrichment Program for Homeschoolers, Inc.

## GA-EPH

### Participation Agreement

**GA-EPH** is a non-profit organization for homeschoolers. As an organization, we have no religious affiliation and welcome people of all belief systems, ethnic backgrounds, educational styles, and ages. GA-EPH is staffed by volunteers. We welcome the participation of every family. This Participation Agreement explains the policies and expectations of our program.

#### Program Information

- **This is not a drop-off program.**
  - A parent or guardian must remain at Roberts School while their child(ren) attend classes. If there is an emergency and you need to leave, please see a GA-EPH representative.
  - You may make arrangements with other parents to be responsible for your children. You must inform a GA-EPH representative **in writing** with who will be responsible for your child(ren) and your contact information. A list of interested families can be provided if you would like.
- No one will escort your child from one class to another. If your child needs to be escorted, you must do so. If you must leave while your child is in class, please make arrangements for another adult to be responsible for your child. Please make sure your child knows that you will be gone and which adult will be supervising them.
- Although some parents of older children may feel that their children do not require close supervision, our children are legally considered minors. If they are out of school and unsupervised during school hours, they may be considered truant. If your child is injured or has an emergency and you or another designated adult is not present, you could be considered negligent.
- There is a waiting area for parents and siblings.
- We do not follow school system calendars. Please make sure you check the session dates.
- Classes will be canceled if Cobb County Schools are closed due to inclement weather. A prorated refund or credit will be issued at the end of the session.
- Most communication will be done by email. We have a google group (<http://groups.google.com/group/ga-eph>) to communicate announcements and for families to discuss the program, homeschooling issues, and to get to know one another.
- Use the back or side entrance by the basketball courts to enter the waiting area during class times. Please do not walk through a class that is in session.
- There are bathrooms in the front lobby and outside the waiting area.
- So as not to infringe on class time, communication with the instructors should be done between classes. If you would like to leave a note for an instructor, you may give it to a GA-EPH representative. Please remember that some instructors teach back to back classes. Please make sure you are not interrupting or delaying the start of the following class.
- Please be on time to class. Tardiness is disrespectful to the instructor as well as the other students. Students arriving late disrupt the classes that have already begun.

#### Enrollment and Financial Information

- Families that register and pay in full by the session due date will receive a **10% discount**.
- Administration fees may be paid annually or by the session. **Administration Fees are non-accumulative.**
- Administration fees are non-refundable unless all registered classes are canceled before the session begins.
- Families should register and pay for all classes through GA-EPH. Checks should be payable to GA-EPH. No money should be given to instructors.
- Enrollment form and payment in full must be received by the session due date. It is important to register on time to prevent classes being canceled due to low enrollment.
- **No refunds will be given once a session begins.**
- Classes may be canceled if the required minimum is not met. Refunds will be given if a class is canceled and you do not have a 2<sup>nd</sup> choice for that time.
- Students will not be allowed to drop one class in order to enroll in another after a session has begun unless you are willing to pay for both classes.
- A \$35 fee will be charged for all returned checks.
- If you have an unpaid balance, your child will not be allowed to attend class.

**Medical and Liability Release**

- I release GA-EPH, its staff members, all volunteers, and the City of Acworth from all liability while my children participate in activities with GA-EPH. \_\_\_\_\_ (Initial)
- If I leave my child(ren) in the care of another adult, I give that adult full responsibility and permission for any necessary medical treatment while my child(ren) participate in activities with GA-EPH. \_\_\_\_\_ (Initial)

**Photo Release**

I hereby give permission to GA-EPH to photograph my child(ren) for yearbooks, website, and other printed mediums.  
\_\_\_\_\_ (Initial)                       Check if Decline

**GA-EPH Rules**

- No Heelys or wheeled shoes are allowed inside Roberts School.
- No Ripstik or skateboards are allowed inside Roberts School.
- No cell phones, computers, mp3 players, video games or other items that may cause distractions are allowed in classrooms. These items will be taken from students and returned at the end of the day.
- No tobacco, drugs, firearms, or alcohol will be allowed on the premises of Roberts School.
- No dogs or other animals are allowed inside Roberts School. Animals must be leashed and in the company of their owner while on the premises.
- No use of profanity, pornographic, discriminatory or any other offensive materials will be allowed on the premises of Roberts School.
- Keep noise levels down inside Roberts School.
- No running or rough play is allowed inside Roberts School.
- Be respectful of GA-EPH, instructors, students and City of Acworth materials and property. **Clean up after yourself. We are our own cleanup crew.** Our rent does not include janitorial services.
- Neither the City of Acworth nor GA-EPH accepts any liability for your children.
- Neither the City of Acworth nor GA-EPH will be responsible for lost or stolen items.
- City of Acworth reserves the right to use Roberts School on short notice, which may result in classes being canceled. If this occurs, a prorated refund or credit will be issued at the end of the session.
- Students must show respect to instructors, students, administration staff and other parents at all times. Students will be asked to leave class or the building if their behavior becomes disruptive or disrespectful. A warning will be given to the parent and GA-EPH staff will be notified. If behavior continues to be an issue, the instructor or GA-EPH may ask the student to withdraw from the class without a refund.

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I have read and I understand these policies and behavior expectations. I agree to abide by them at all times during all GA-EPH sponsored classes and activities.

I have also explained the policies to my children, who fully understand and agree to abide by these policies when they participate in the program.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_