

Legacy Homeschool Center Registration Contract 2012-2013

Family Information

Please print legibly:

Last name	Mom _____	Dad _____
Mailing address	City _____	Zip _____
Home phone	<input type="checkbox"/> Please do not print home phone in co-op directory.	Emergency phone (not on Legacy campus)
Email address	<input type="checkbox"/> Please do not print email address in co-op directory.	Cell phone (during Legacy hours)

Are you a returning family? Yes No If returning, please state year you began participation: _____

Are you involved in any other academic program, public or private? If so, please list: _____

Church affiliation (optional): _____

Please list the names of *all children who will be on Legacy campus*, birth date, and **grade during 2012-2013** school year:

Child's name	Birth date	Grade	Child's name	Birth date	Grade
	/ /			/ /	
	/ /			/ /	
	/ /			/ /	
	/ /			/ /	

Assuming my children are enrolled in the classes we requested, I will be at Legacy Homeschool Center from _____ until _____ (times). We will have _____ (# of family members) who will be staying for lunch.

Job Commitment

All co-op parents are required to contribute to its operation by completing their assigned organizational job weekly and being available to help with other jobs, if needed. Prior to September 6, 2012, you will be assigned a job, based on your family class schedule. Although we strive to assign jobs in keeping with your schedule and other requests, ***all jobs will be assigned based on the needs of Legacy.*** Please understand that if you are at Legacy for only 1-2 hours and wish to sit in your children's classes during that time, you may have to make arrangements to come early or stay late in order to fulfill your job requirement.

Please list any **medical** limitations and specify if *unable to do a particular job*: _____

Are you interested in being a **facilitator** for one of your child's classes? **Yes** **No**
 Please indicate classes you would like to facilitate on Registration Form. (Facilitator training will be held May 17, 2012.)

***Both parents should read and sign the back of this form.
 Failure to comply with the policies listed on the back of this form
 will jeopardize your privilege to participate in this co-op.
 The Legacy board reserves the right to deny participation to any family or student.***

Office Use Only:	Treasurer _____	Registration _____	Jobs _____
	Ck# _____	D of I _____	Database _____
Amt \$ _____	Mailbox _____		
Date _____	Family form in mailbox _____		

Parent Contract

I certify that the information I have provided on this contract is correct and complete, and that I am only registering children for whom I am the legal guardian.

I have read pages 1-7 of the registration packet and have reviewed the *Legacy Policies and Expectations* with my children. I agree to abide by the rules and expectations as presently listed or as may subsequently be amended. I agree to adhere to the dress and conduct codes, and to enforce them with my children.

I agree to be responsible for the behavior of the children in my charge. I understand that if anyone in my family violates the rules, it will jeopardize our participation in the co-op and that Legacy reserves the right to deny participation to any student or family. I also agree to pay for any item that my children or I damage or break at Overlake Christian Church.

Please initial:

- _____ I agree to submit to Legacy a copy of the declaration of intent to homeschool for each child in my family over 8 years who is attending Legacy during the 2012-2013 academic year (to be turned in on or before 9/20/12).
- _____ I agree to remain within Legacy boundaries the entire time my children are at Legacy.
- _____ In case of an accident that results in injury to my children or me, I agree to hold harmless Legacy Homeschool Center, its Board members, its teachers, and Overlake Christian Church for any damages and/or medical care/expenses.
- _____ I understand that I will be required to fulfill the co-op job that will be assigned to me. I agree to fulfill my assigned job, and to be available to provide additional assistance if needed.
- _____ I agree to pay tuition for classes on time, and I understand that **all** tuition is nonrefundable.
- _____ I agree to do my assigned co-op job, and if for any reason I am unable to, I will find a replacement. If I drop a Legacy class during the hour of my assigned job and will not be at Legacy, I am committed to doing my job until a replacement worker is found, or for 4 weeks from the day I give notice.

By signing below, I understand and agree to abide by the contract terms listed above. Further, by signing this agreement and submitting my non-refundable \$145 registration/building use fee check, I establish my family's registration in the Legacy Homeschool Center held at Overlake Christian Church from September 6, 2012 to June 15, 2013.

Parent's Signature _____ Date _____

Student Contract

- Treat teachers, parents, other students, and our host facility/staff courteously and with respect at all times.
- Be in class, in the lunchroom or in the study hall at all times while at Legacy Homeschool Center. Do not loiter in the hallways.
- Remain within the designated co-op boundaries of the church. **DO NOT use areas of the church that OCC has not invited Legacy to use. EMPTY CLASSROOMS, THE GYM, THE CHAPEL, HALLWAYS BEHIND THE ELEVATORS, AND STAIRWELLS ARE OFF LIMITS, unless you are in class, traveling to or from class, or exiting the building in the case of an emergency.**
- Do not run or talk loudly while walking to and from your classes.
- Arrive five minutes before class begins, but no more than ten minutes early.
- Come to class prepared with completed assignments and all required books and materials.
- Cell phone use is not allowed during class; this includes text messaging. Please turn off cell phones during class. If the teacher or facilitator is aware of any student using a cell phone in class, they may choose to confiscate the phone until the end of class.
- Please honor all OCC signs denoting where food and drinks are allowed. Eating will not be permitted in the classrooms at any time, unless scheduled by the teacher. Whether you eat in Room 3 or in one of the other seating areas provided by Overlake Church, **it is your responsibility to clean up after yourselves** when you are finished.
- When in study hall, please be quiet and courteous of others.
- No bikes, scooters, skateboards, or roller blades allowed on church premises.
- No pets are allowed on church premises except working service dogs.
- Weapons [real or play (guns, knives, etc.)], alcohol, or illegal drugs are not allowed on church premises.
- DRESS CODE and CONDUCT CODE:
 - Clothing should be modest.
 - Hemlines should be at least knee-length.
 - Bare midriffs, halter tops, spaghetti straps and/or visible cleavage are unacceptable.
 - Underclothing should not be visible.
 - Walking shorts only.
 - Shoes and shirts are required at all times, both outside and in the building.
 - Inappropriate physical affection and/or aggression will not be tolerated.
 - Foul language and/or bullying will not be tolerated.

By signing below, I acknowledge that I have read the above student responsibilities and expectations. I agree to follow these expectations.

All students born prior to 5/31/2000 must sign:

Student Signature	Date	Student Signature	Date
Student Signature	Date	Student Signature	Date

Please retain a copy of this form for future reference.