

Alice M. Daley Adventist School

Registration Packet

2024-2025

(Revised 8-21-24)



**The Little School
with the Big Heart**

37 Tarvin Rd.
Rock Spring, Ga 30739

Mailing Address:
P.O. Box 37
Rock Spring, Ga 30739

Phone: (706) 764-5201
Email: AMDAdventistSchool@yahoo.com
Website: www.AMDAdventistSchool.com
Facebook: Alice M Daley Adventist School (look for the logo)

Training Godly leaders for eternity

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Who Can Register?

The Alice M Daley Adventist School (AMD) welcomes students regardless of race, color, or national origin if they are willing to uphold the Christian values and traditions of the Seventh-day Adventist Church. Membership in the Seventh-day Adventist church is not required. AMD supports inclusion in the classroom but may not be equipped or have the resources to meet the special needs of students who have physical, scholastic, psychological, or social limitations.

New Student Instructions

1. Complete and return the entire registration packet with the following exceptions:
 - A. For the Internet Acceptable Use Policy, choose the section which matches the grade your child is entering.
 - B. The Student Authorization To Carry Prescription Medication form should only be completed if needed.
2. Submit the following additional documents:
 - A. Copy of the student's birth certificate
 - B. Doctor signed "Certificate of Vision, Hearing, Dental, and Nutrition Screening" (DPH form 3300)
 - C. Doctor signed "Certificate of Immunization" (DPH form 3231)
Or a notarized "Affidavit of Religious Objection to Immunization" (DPH form 2208)
3. Pay the registration fee of \$400.

Student Information

(Please print)

Name of student: _____
Last First Middle Name used

Home address: _____
Street City State Zip

Student's cell phone: _____ Student's email: _____

Age: _____ Date of birth: _____ Entering grade: _____

Male _____ Female _____ US Citizen? (Y/N) _____ Primary language: _____

Religious affiliation: _____ Church attending: _____

Baptized? (Y/N) _____ Date: _____

Brother/ Sister	Name	Date of Birth	School	Grade
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Family Information

(Please print)

Primary Contact

Backup Contact

Relationship: _____

Full name: _____

Legal guardian (Y/N): _____

Street: _____

City/ST/Zip: _____

Cell phone: _____

Home phone: _____

Work phone: _____

Email: _____

Profession: _____

Employer: _____

Primary language: _____

Student Pickup Authorization & Emergency Contacts

Name _____ Relationship _____ Contact Number _____

Name _____ Relationship _____ Contact Number _____

Name _____ Relationship _____ Contact Number _____

Student Educational Background

Previous school attended: _____
Grade Years

Street City ST Zip

Does the student have any unpaid school accounts? Yes No

Has the student ever been suspended or expelled from any school? Yes No

Has the student ever undergone any type of professional counseling? Yes No

Has the student ever taken illegal drugs of any kind? Yes No

Does the student have any ongoing health problems or disabilities? Yes No

Has the student been tested for special learning needs? Yes No

Has tutoring been recommended for the student? Yes No

If you answered "yes" to any of these questions, please explain:

Financial Policy & Contract

Registration Fee: The registration fee for each student is \$400 and is due on or before August 1. This fee includes textbook and workbook rentals, instructional materials, library and technology fees, student insurance, achievement assessments, and Georgia-Cumberland Conference (GCC) fees.

The registration fee will be refundable ONLY if the student is not accepted by AMD.

Tuition Rates:	Monthly tuition:	\$500	(\$5,000/year)
	Two from the same family:	\$475@/m	(\$4,750/year)
	Three or more from the same family:	\$450@/m	(\$4,500/year)

Assistance from Churches/Organizations/Sponsors: Students who are members (or their parents or grandparents are members) of the Rock Spring Seventh-day Adventist Church will receive a subsidy from the church of \$125/month.

Other churches or organizations (including some employers) may provide assistance to their members whose children attend the Alice M Daley Adventist School. If this is your situation, please contact your church/organization/employer in regard to financial support.

Written communication from your church/organization/employer/sponsor outlining how much support they are committing to provide and on what schedule is required before it can be included in your financial plan.

Early Tuition Payment Discount: The following discount will be given for early payment of tuition. This is based on the amount the family is responsible for after deducting any subsidy or financial assistance.

Payment of semester in advance: 5% discount

Payment of full year in advance: 10% discount

Tuition Due Date: Tuition is payable over 10-months from August through May. The 1st payment is due before school begins. The remaining 9 payments must be received at the school office by the 15th of each month, starting September 15, 2024 and ending May 15, 2025.)

Delinquent Accounts: Any account not paid by the end of the month will be charged a \$30 late fee and the student may not be allowed to attend classes until the past due balance has been paid or arrangements have been agreed to by the school treasurer.

Approved Financial Contract

The monthly financial obligation for this student is:

Tuition _____

Less verified subsidy _____ (source: _____)

Less early payment discount _____

Amount due now _____ (and the 15th of each month)

Treasurer's signature _____ Date _____

I agree to pay the above amount before school starts and again each month by the 15th from September through May.

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

Parent or Legal Guardian's Signature _____

Date _____

School Dress Code Policy

I agree to abide by the school dress code policy as outlined in the Student Handbook. I understand that I may be called and asked to bring a change of clothes if my student comes to school without the proper attire. I also understand that from time to time this policy may be adjusted by the School Board in order to meet changing circumstances and needs.

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

Parent or Legal Guardian's Signature _____

Date _____

Continuing Consent To Treatment And Health Insurance Information

The student named below ☐ IS or ☐ IS NOT covered by health insurance.

Student Name _____ Date of birth _____

Mother/Guardian _____ Phone: _____

Father/Guardian _____ Phone: _____

Address _____

Student's Physician _____ Phone: _____

Health Insurance Company _____ Policy #: _____

Is this student currently taking any medications? ☐ Yes ☐ No

Explain _____

Does this student have any allergies? ☐ Yes ☐ No

Explain _____

Does this student have any current or previous illnesses that a doctor should know about in case of an emergency? ☐ Yes ☐ No

Explain _____

In the event that the student becomes ill or is injured while under school supervision, I approve the Alice M Daley Adventist School (AMD) authorities taking the following steps in the following order:

1. Contact a parent or legal guardian of the student and follow his or her instructions.
2. In the event of an emergency, or when neither parent or legal guardian can be reached immediately, AMD authorities are hereby authorized to use their best judgment in contacting a medical professional and/or in transporting the student to the nearest hospital for consultation and/or treatment. Reasonable effort will be made to contact the doctor listed above.

If, in the opinion of a properly licensed and practicing physician, the student needs medical or surgical services which require my consent before being supplied, and I cannot be reached, I hereby authorize, appoint, or empower the Principal for AMD or her designated representative, to furnish on my behalf such written or oral authorization as may be so required.

Furthermore, I release the Principal, or her designated representative, and AMD from any liability which might arise from the giving of such authorization, it being my desire that the student be furnished with such medical or surgical services as soon as possible after the need arises.

This consent shall remain in continuous effect until revoked in writing and delivered to AMD.

Mother/Guardian's Signature _____ Date _____

Father/Guardian's Signature _____ Date _____

Student Authorization To Carry Prescription Medication

(Only complete this section if your child will need to carry prescription medication to school.)

Student Name _____

The above-named student needs to carry the following prescription medications. This student has been instructed in the proper use of the medication and fully understands how to administer this medication. (Note: additional doses of this medication may be kept in the principal's office case the student loses what they are carrying or forgets it at home).

Medication _____

Dosage/Instructions _____

Medication _____

Dosage/Instructions _____

Medication _____

Dosage/Instructions _____

Licensed Health Care Provider's Signature and Stamp

Date

Student

I have ben instructed in the proper use of my prescription-labeled medication and fully understand how to administer this medication. I will not allow another student to use my medication under any circumstances. I also understand that I will be subject to school discipline should another student use my prescription. I also accept the responsibility for checking in with the principal to keep her informed of the use of my medication in case I start having problems.

Student Signature _____

Date _____

Parent/Guardian

I hereby request that the above-named student, over whom I have legal authority, be allowed to carry and use the prescription medication described above, at school. I hereby release and discharge and further agree to indemnify, hold harmless, or reimburse Alice M Daley Adventist School (AMD), its employees, agents, representatives, and all other officials, from any and all claims, actions, suits, losses, costs, expenses and liability in case of accident or any other mishap because of negligence in administering such medication or because of side effects, illness or any other injury which might occur to my child through administering such medication. I also hereby release said aforementioned school, employees and officials from any liability, suit or claims of whatever nature and kind, which might arise as a result of administering the medication in accord with this request. I accept legal responsibility should the above medication be lost, given to or taken by a person other than the above-named student. I understand that if this should happen, the privilege of carrying the medication may be revoked. I also release the Georgia Cumberland Conference and its employees, representatives and officials of any legal responsibility when the above-named student administers his/her own medication.

Parent/Guardian Signature _____

Date _____

Allergy Notification

Please choose one of the following:

_____ My child has no known allergies at this point. If any develop in the future, I will notify the school.

_____ My child has the following allergies:

Allergy _____ severity _____

Allergy _____ severity _____

Allergy _____ severity _____

Parent/Guardian Signature _____ Date _____

Parent/Teacher Concern Procedures

I agree to follow the parent/teacher concern procedures adopted by the Georgia-Cumberland Conference Department of Education and outlined in the AMD Student Handbook.

Mother/Guardian Signature _____

Date _____

Father/Guardian Signature _____

Date _____

Georgia-Cumberland Conference

Media Release Form

The Georgia-Cumberland Conference regularly uses photos and videos in its publications and materials. This form simply gives permission for images of the participant named to be used as outlined below.

Organization: Alice M Daley Adventist School, 37 Tarvin Rd, Rock Spring, GA 30739

Student: _____ Phone Number _____

Address: _____

For value received, I hereby consent and authorize the Georgia-Cumberland Conference of Seventh-day Adventists ("GCC"), or its assigns, to use my name and/or the names of my family members who are minors, as listed below, as well as my likeness, photos, videos, and other information (or that of family members who are minors) for the purpose of news releases, advertising, publicity, publication, or distribution in all forms and media. I further consent to such use in their present form and to any changes, alterations, or additions thereto. I hereby release GCC from all liability in connection with all such uses.

Participant/Guardian's Signature* _____ Date _____

*A parent or guardian must sign above if the participant is under age 18.

☐ Mark this box if you DO NOT grant permission.

WITNESS: (anyone who watches as this form is filled out)

PRINT Witness Name _____

SIGN Witness Name _____

Please return form to AMD and the secretary will mail it to the Georgia-Cumberland Conference Communication Department at the mailing address below or will fax it to GCC at 706-625-3684.

Georgia-Cumberland Conference of Seventh-day Adventists

P.O. Box 12000 • Calhoun, GA 30703

Phone: 800-567-1844

Email: info@gccsda.com

Website: www.gccsda.com

Georgia-Cumberland Conference

Internet Acceptable Use Policy (K-2)

In order to use the Computer Network and Internet, I need to understand and agree to obey the following rules. If I do not use the Internet and Network in the right way, my teacher may take away my privilege of using them.

Use Rules

1. My teachers want me to use the Internet to learn more about the subjects I'm studying at school. I will not use the Internet for any other reason. For example, I will not search for a comic book site when I'm supposed to be looking for something in science.
2. Chat rooms and email are available to me only when my teacher gives permission or directions. I will be polite to other people when writing or talking to them while on the Network. I will not use words or language that my teacher or parent would not want me to use.
3. I am not to bring disks or CDs from home and put them in the computer. The files I create are to be saved into my personal folder. If I need to take a file home to continue my work I will ask for a virus-free disk to use.
4. I may be given a password – a special word that only my teacher and I are to know. I may have to use this password to log onto a computer or to send email over the Internet. I know that I must never tell anyone what that password is. Even if my friend cannot remember his or her own password, I will not tell my password. And I know that I am never to use another person's password. If I cannot remember my password, I will ask the teacher.
5. I will not get into folders or files that do not belong to me.
6. I will always use the computer materials carefully. I will not take food or drinks to the computer area. I will be careful with the keyboard, mouse, headphones, and other computer parts. I will not poke things into the holes on the computer, or push buttons on the computer or monitor. If it seems that the computer is not working right, I will tell the teacher and not try to fix it myself.
7. I will print only after I have followed the Rules for Printer Use.

Safety Rules

1. I will never give my name, my home address, any personal information about me, my telephone number, or information about my school phone or address to anyone I write to or talk with on the Internet. I know that almost anyone I contact is a stranger to me, and that I don't share personal information with strangers no matter how nice they seem to be. I will never send them personal information, such as a picture or my name, using an envelope and a stamp.
2. I will never put a picture of myself or a friend on the Internet without my parent's permission.
3. I understand that sometimes I may see a site on the Internet that has pictures or words that my teachers or parents would not want me to see. I will not try to find those sites

and, if I come across one of them by accident, I will leave it as soon as I can. I will use my back key to take me to another site. I will not continue to look at the site with the bad picture or words, and I will not show it to others around me. I will not print it out or save it. Then I will quietly tell the teacher what happened.

Legal Stuff

1. People I write to or talk with on the Internet cannot see me, so they will not know what I look like or how old I am. I promise to never tell people that I am someone else. I will always check with my teacher before sending an email to someone new.
2. I understand that the teachers and staff may look at documents and log files to ensure that I am using the system responsibly.
3. I agree that I cannot use the words or pictures I see on an Internet site without giving credit to the person who owns the site. I will not copy information from the Internet and give it to my teacher as my own work.

Student's Agreement

I understand the rules that have been read to me. I agree to obey these rules when I'm using the computers at school. If I do not obey, I may not be able to use the Internet again at school.

Signed: _____

Parents' Agreement

I have read these rules to my child, and believe he/she understands them. I understand that employees of the school will make every reasonable effort to restrict access to inappropriate material on the Internet, but I will not hold them responsible for materials my child acquires or sees as a result of the use of the Internet from the school facilities. I give my permission for my child to use the Internet at school.

Signed: _____ Date: _____

School Use

Student's User ID _____ Password: _____

Student's Intranet E-Mail address: _____

Student's Internet E-Mail address: _____

System File Folder: _____

Georgia-Cumberland Conference

Internet Acceptable Use Policy (3-6)

In order to use the Computer Network and Internet, I need to understand and agree to obey the following rules. If I do not use the Internet in the right way, my teacher may take away my privilege of Internet use.

Use Rules

1. Time on-line is only for assignment work.
2. Go only to the Websites assigned by your teacher.
3. Treat people with respect – the way you would like to be treated.
4. Never download programs or files without your teacher's permission.
5. Never install any programs on the computer unless you are asked to by the principal.
6. I will only use e-mail services provided by the school.
7. Never bring disks from home and put them in the school computers.
8. Never open any email from someone you don't know.
9. Never print anything until you have followed the Printer Use Rules.
10. Never share your password with anyone.

Safety Rules

1. Never give out personal information about
Your name
Your address
Your telephone number
Your personal email address
The name or address of your school
2. Never give out personal information about someone else.
3. Always tell your teacher when someone asks you for personal information.
4. Do not put a picture of yourself on the Internet without your parents' permission.
5. Never meet people in person that you have contacted on the Internet, without your parents' permission.
6. Always tell your teacher if you come across information or messages that are dangerous, mean, embarrassing or that make you feel uncomfortable. Use the Back key to leave the site, then tell the teacher.
7. Never email someone for the first time without your teacher's permission.

Legal Stuff

1. Teachers and staff may review documents and log files to ensure that you are using the system responsibly.

2. You will not copy information from the Internet or local network and give it to your teacher as your own work. You cannot use the words or pictures from an Internet site without giving credit to the person who owns the site.
3. You are not to open other students' folders or files.
4. Chat rooms are off limits unless the teacher has entered with you or provided a monitored site.
5. Never look at, send, or try to find any pictures or words that you would not want your parents or the teachers to see.

Student's Agreement

I have read the information above and understand it. I agree to follow these rules at all times when I am using the Network at school.

Signed: _____ Date: _____

Parent or Guardian

My child understands the rules that he/she is to follow in using the Internet at school. I have talked with him/her to make sure those rules are understood. I understand that employees of the school will make every reasonable effort to restrict access to inappropriate material on the Internet, but I will not hold them responsible for materials my child acquires or sees as a result of the use of the Internet from the school facilities. I give my permission for my child to use the Internet while at school.

Signed: _____ Date: _____

School Use

Student's User ID _____ Password: _____

Student's Intranet E-Mail address: _____

Student's Internet E-Mail address: _____

System File Folder: _____

Georgia-Cumberland Conference

Internet Acceptable Use Policy (7-12)

Internet access is offered for student use with the intent to further educational goals and objectives. This service has not been established as a public access or public forum. Each school has the right to place reasonable restrictions on the material you access or post, and to specify the training you need to have before you are allowed to use the system. Access to the Internet through this school's system requires permission from both the Principal (or his/her Designee) and your parents.

Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information services. Recognizing the potential for accessing sites other than the educational ones indicated by the classroom activities, families may choose not to permit their children access to the Internet through the school's network.

The following are guidelines for use of this system:

- 1. Access**
 - a. Access is a privilege, not a right. Access carries many responsibilities.
 - b. Teachers have the right and the duty to schedule, monitor and restrict both the amount of time on-line and the sites visited.
 - c. Your right to free speech is affected by our interpretation of the Internet as a limited forum, like a school newspaper, and therefore the school may restrict your right to free speech for valid educational reasons.
 - d. Students may use only the e-mail services provided by the school.
 - e. You should expect no privacy of the contents of your personal files on the school system or the Internet. Routine maintenance and monitoring of the system may lead to discovery that you have violated this policy, school rules or the law. An individual search may be conducted if there is reasonable suspicion. Your parents have the right at any time to see the contents of your email or school files.
 - f. The school will cooperate fully with local, state or federal officials in any investigation related to illegal activities conducted through the system.
 - g. When you are using the system, you may feel that you can easily break a rule and not get caught. This is not true. Electronic footprints are imprinted on the system whenever an action is performed. You are likely to be caught if you break the rules.
- 2. Personal Use**
 - a. You may not use the system for commercial purposes, to offer, provide, or purchase products or services.
 - b. You may not use the system for political activities or lobbying.
- 3. Personal Safety**
 - a. You will not post personal contact information (address, phone number, etc.) about yourself or any other person.
 - b. You will not agree to meet with someone you have met online, without approval of your parents. Any request for contact of this nature, or any message you feel is inappropriate or that makes you feel uncomfortable should be reported to school authorities immediately.
- 4. Illegal Activities**
 - a. You will not attempt to gain unauthorized access to this or any other computer system, or go beyond your authorized access, by entering another person's username, password, or account number or by accessing another person's files.
 - b. You will not deliberately attempt to disrupt the computer system or destroy data by spreading computer viruses, or by any other means.
 - c. You will not use the system to engage in any other illegal act, such as arranging for a drug purchase or sale, engaging in gang activity, threatening the safety of a person, etc.
 - d. You will not share games or other copyrighted programs.

5. **System Security**
 - a. You are responsible for your individual account and should take all reasonable precautions to prevent others from being able to use your account. Under no condition should you give your password to another person.
 - b. You will never knowingly circumvent or try to circumvent the security measure on this system or on any computer at any remote site.
 - c. You will immediately notify a teacher or system administrator if you have identified a security problem. Do not look for security problems; this may appear to be an attempt to gain illegal access.
 - d. You will avoid the inadvertent spread of computer viruses by following the system virus protection procedures.
 - e. You will not open email attachment files from unknown or anonymous senders.
6. **Inappropriate Language**
 - a. On any and all uses of the Internet, whether in application to public or private messages or material posted on Web pages, you will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
 - b. You will not post information that could cause danger or disruption, or engage in personal attacks, including prejudicial or discriminatory attacks.
 - c. You will not harass another person by a persistent action that distresses or annoys that person. You must stop any action perceived to be annoying when asked to do so.
7. **Respect for Privacy**
 - a. You will not repost a message that was sent to you privately without permission of the person who sent you the message.
 - b. You will not post private information about yourself or another person.
 - c. You will not falsify your identity or the identity of another person.
 - d. You will not change any file that is not your own.
8. **Respecting Resource Limits**
 - a. You will use the system only for educational activities as directed by your teachers.
 - b. You will not download files or programs without following the school procedures.
 - c. You will not post chain letters or engage in spamming (meaning, sending annoying or unnecessary messages to a large number of people.)
 - d. You will check your e-mail frequently, delete unwanted messages promptly, and stay within your e-mail quota.
 - e. You will not subscribe to any mail lists, list serves or enter chat rooms without the knowledge and written permission or documentation from your teacher or system administrator.
 - f. I will not waste resources. I will print conservatively, saving paper and ink. I will work efficiently so my time on the resources is productive.
9. **Plagiarism and Copyright Infringement**
 - a. You will not plagiarize words that you find on the Internet. Plagiarism means taking the ideas or writings of others and presenting them as if they were yours.
 - b. You will respect the rights of copyright owners. Copyright infringement occurs when you inappropriately reproduce anything that is protected by copyright including music, movies or text. If a work contains language that specifies appropriate use of that work, you should follow the expressed requirements. If you are unsure whether or not you can use a work, you should request permission from the copyright owner. Questions regarding copyright law should be directed to your teacher.
10. **Inappropriate Access to Material**
 - a. You will not use the system to access material that is profane or obscene (pornography) or that advocates illegal acts, violence or discrimination toward other people (hate literature).
 - b. If you mistakenly access inappropriate information, you will immediately tell your teacher or other person designated by the school. This will protect you against a claim of intentional violation of this policy.
 - c. You parents should instruct you if there is additional material they think would be inappropriate for you to access. The school fully expects that you will follow your parents' instruction in this matter.

The school makes no guarantee that the functions or the services provided by or through the system will be error-free or without defect. The school will not be responsible for any damage you may suffer, including, but not limited to, loss of data or interruption of service. The school is not responsible for the accuracy or quality of the information obtained through or stored on the system. The school will not be responsible for financial obligations arising from unauthorized use of the system.

Georgia-Cumberland Conference Acceptable Use Policy For Information Technologies

Student's Agreement

I have read the Acceptable Use Policy, as written above, and understand it fully. I agree to follow the principles and guidelines it contains.

Signature

Date

Parent's Agreement

As the parent or guardian of this student, I have read the Acceptable Use Policy as written above. I understand that Internet access at school is provided for educational purposes only. I understand that employees of the school will make every reasonable effort to restrict access to all controversial material on the Internet, but I will not hold them responsible for materials my son or daughter acquires or sees as a result of the use of the Internet from the school facilities. I give my permission to allow the student above to use the Internet on the computer system at school.

Signature

Date

School Use

Student's User ID _____ Password: _____

Student's Intranet E-Mail address: _____

Student's Internet E-Mail address: _____

System File Folder: _____

Additional Required Documents

Birth Certificate - please submit a legible copy of the student's birth certificate.

The following documents were given out with the application and must be turned in as part of the registration process before a student will be allowed to attend classes.

Records Release Request Form

Certificate of Vision, Hearing, Dental, and Nutrition Screening (DPH form 3300)

Certificate of Immunization (DPH form 3231)

OR Notarized Affidavit of Religious Objection to Immunization (DPH form 2208)

Contract Signatures

To the best of our knowledge, the information contained in this registration packet is true and accurate. If any of this information is found to be false or misleading, the student may be subject to dismissal. We will support AMD in all areas of school life.

Parent/Guardian Signature _____

Date _____

Parent/Guardian Signature _____

Date _____

Student Signature _____

Date _____