



Dear Parents:

Thank you for your interest in True North Christian Academy. We believe that children learn best when they are in a nurturing environment where they can be given individual attention, taught to respect one another, stimulated by exciting learning opportunities, and the values are consistent with those taught at home. That is exactly the learning environment that you will find at True North Christian Academy.

We value each child and believe that they have been gifted with talents unique to them. We want your child to develop these talents to their fullest potential. Our curriculum and teachers promote high academic standards, positive social interaction, creative learning environments and a community and global emphasis; we believe that you, the parents, are integral to your child receiving a sound education. Studies have shown time and again that students do much better when their parents are integrally involved in their education. For that reason, there will be many opportunities for you to share in your child's learning experience.

We are very excited to be located at the Stayner Evangelical Missionary Church, located at 202 Ontario Street in Stayner. The building has ample space for us and features a large gymnasium and a commercial kitchen. We are very excited about the opportunities this venue provides us, including intramurals in the gymnasium, visits to the park across the street, and even curling at the local arena, which is just a short walk down the street.

Please feel free to call our office at **(705) 428-5144** or email us at info@truenorthacademy.ca, if you have any questions regarding the information in the registration package. Completed application forms can be sent to the office via email, fax (705) 517-5000, or dropped off in person.

We look forward to meeting you.

Sincerely,

A handwritten signature in black ink that reads 'Lisa Cooke'. The signature is written in a cursive style with a large, looped 'L' and 'C'.

Lisa Cooke

Principal
True North Christian Academy

ABOUT TRUE NORTH CHRISTIAN ACADEMY

It is an exciting time selecting a new school, and we're delighted that you are considering True North Christian Academy. Choosing the right fit is important as it will become like a second home, and we trust you will find that TNCA is an extension of your home. We are one big family here full of bright and active students, enthusiastic teachers who love to teach, and vast opportunity for parental involvement. We are all working for the same goal - to enrich the lives of our students.

Our Mission

True North Christian Academy bases its direction for educating students on Christian principles. Our purpose is to provide opportunities for excellence in academic, spiritual, social and physical development, to enable students to fulfill God's purpose in their life.

Our Program

- All of our subjects meet or exceed Ontario Curriculum standards. We utilize Provincial standardized tests in order to ensure students are meeting curricular expectations.
- Small class sizes provide each student the opportunity to have one-on-one interaction with their teacher.
- Opportunity for individualized curriculum allows each student to express themselves most effectively and to receive personalized support as required.
- Academic excellence is developed using curriculum that promotes higher level thinking skills and places an emphasis on math and language.
- French as a second language is important at True North Christian Academy; we build French programs into our curriculum starting in JK.
- The Arts are an integral part of our curriculum as students are taught Music, Art, and Drama throughout the entire school year. This allows students to have the opportunity to develop and discover their unique abilities and excel in different ways.
- We strive to integrate technology into every classroom with the use of current devices and software programs.
- We offer a wide variety of physical education opportunities, such as swimming lessons, snowshoeing, skiing, snowboarding, and dance, all taught by instructors who are experts in their fields.
- We promote education that extends beyond the classroom with a wide range of field trips that complement curriculum.

Our Faculty

At True North Christian Academy teaching is not just a job; it is a passion. Our qualified teachers have years of experience bringing out the best in each and every student. Our teachers have a genuine love for what they do and go above and beyond in their classrooms every day.

We feel that parental involvement is critical to our students meeting their learning potential, and as such, we endeavour to maintain open lines of communication between our parents and teachers.

Choosing a school that is best suited to your child is the key. Come see what True North Christian Academy has to offer.

STUDENT ADMISSION POLICY

Conditions of Enrollment:

- Parents will be expected to accept the basic instruction and discipline of the school.
- Parents shall assume financial obligations according to the agreed upon Tuition Payment schedule.
- Students entering Junior Kindergarten must be four (4) years old by December 31st.
- Students entering Senior Kindergarten must be five (5) years old by December 31st.
- Grade placement is determined by the administration.
- Acceptance for enrollment will depend on space availability and the school's ability to adequately meet a particular student's needs.

To begin the enrollment process:

- Read all school materials included in the Registration Package.
- Arrange to meet with a school representative, tour the school and receive further clarification with regard to enrollment.
- Bring registration forms fully completed, to the school office for your registration meeting.

PARENTAL AGREEMENT FORM

Conditions of Registration

Please Check Boxes

I/We have read and am/are in agreement with the enclosed Policies of True North Christian Academy and their mission statement and agree that our child(ren) will be educated in a manner consistent with the beliefs and objectives of this School.

I/We agree that, upon enrolling our child(ren), I/we will be bound by the financial obligations outlined in my/our Tuition Payment Schedule with True North Christian Academy.

I/We understand that the admission of our child(ren) to the school is subject to administration approval and our ability to program appropriately for the student. All pertinent information regarding our child(ren) will be made available to the school administration.

I/We have enclosed a copy of my child(ren)'s

Most recent progress report, if applicable

Birth Certificate

Health Card Number

Immunization Record

I/We authorize True North Christian Academy to verify any of the information submitted here.

Parent/Guardian (Please Print)

Signature

Date

Parent/Guardian (Please Print)

Signature

Date

TUITION FEE CHART

2023-2024

Enrolled	Standard Tuition
One Child	\$5,950/year
Two Children	\$11,370/year
Three Children	\$14,690/year
Additional Children (4+)	Each additional child: \$1,790/year* *This fee for each additional child that is added to the first 3 enrolled children.

A non-refundable **\$300 Registration Fee** per family is required with registration to ensure your placement. The Registration Fee is non-refundable if you decide to withdraw your registration.

For new registration starting on or after January 2024, tuition is due in full for the remainder of the school year and is non-refundable.

Parental Involvement:

We know that students thrive in an environment that promotes parental involvement. With this in mind, it is our desire to have all families participate in activities happening within the school as well as fundraising initiatives that help us keep the tuition affordable.

Tuition fees reflect the 2023-2024 school year and may be subject to change in subsequent years.

Official tax receipts are calculated annually and issued for amounts paid above the cost per student.

TUITION POLICY & FEE SCHEDULE

Payment options:

I/we will provide full payment in September

I/We would like the tuition fee to be amortized over 10 months. I/We will provide post-dated cheques / cash / E-Transfers (circle one) dated on the _____ of each month.

I/We will pay half of the tuition payment in September and will provide a post-date cheque / cash / E-Transfers (circle one) for the other half dated for February _____ 2024.

Tuition Policy:

Tuition payments are due as per the above agreed upon tuition fee schedule.

We are sincerely grateful that you have entrusted True North Christian Academy with providing a quality education for your child(ren). We appreciate your promptness in providing your tuition fees. We do expect tuition fees to be paid according to your chosen payment terms outlined above. **Please note, a late payment fee will be added on the first day of each month for all outstanding balances at a rate of 2%/month.**

If at any point there is an issue meeting the agreed upon payment schedule, the TNCA office must be notified prior to the payment being in default. Payments must be made within 30 days of default or parents must outline a plan describing how they will honor their tuition commitment. If payment continues to be delinquent after sixty days without an approved extension from the Board, True North Christian Academy may require the student's suspension until fees are paid in full.

If tuition is in default at the closing of the school year, the final report will be held until fees are paid in full. The Board shall make the final decision on removal of the child(ren) from the school due to tuition default.

When enrolled at True North Christian Academy, the student is guaranteed a place in the system for the school year. Based on enrollment, teachers are hired, supplies are purchased, and other potential students may be turned away. As a result of this commitment, we have the following withdrawal policy: at least one full month's advance written notice is required for student withdrawal and a one-month tuition fee penalty charge will apply at the family's respective tuition fee rate. The notice period or penalty is based upon a minimum of one whole month following receipt of the written notice of withdrawal and does not retroactively include any tuition already paid for the applicable school year. Therefore, as an example, if a family registers at any point during a month, the full monthly tuition payment would apply for that month. Similarly, if a notice of withdrawal is served mid-September, then all of September's tuition would be due, and the one-month penalty charge would be applied to October. However for new registration after January of 2024, tuition is due in full for the remaining of the year and is non-refundable.

We require the signatures of both custodial parents and/or legal guardians. If there is only one custodial parent or guardian in your family we require a copy of your court ordered custody agreement.

I agree to pay all tuition up to the end of the month in which my child(ren) last attended, one month penalty charge and any other outstanding debts owing.

I/We have read the above and understand the stated policy and I/We do agree to abide by this policy in its entirety.

Parent/Guardian (Please Print)

Signature

Date

Parent/Guardian (Please Print)

Signature

Date

ENROLLMENT FORM

All spaces must be filled in to complete this form

Family Name: _____ School year applying for: _____
Street: _____ City: _____ PC: _____
Home Phone: _____ Home Email: _____

Parent/ Guardian: _____ Occupation: _____ Employer: _____
Business #: _____ Cell #: _____ Work Email: _____

Parent/ Guardian: _____ Occupation: _____ Employer: _____
Business #: _____ Cell #: _____ Work Email: _____

Please list all children that will be attending:

Student's Given Name(s)	Gender F / M	Grade	Health Card #	Birth Date YY / MM / DD
1. _____	_____	_____	_____	____/____/____
2. _____	_____	_____	_____	____/____/____
3. _____	_____	_____	_____	____/____/____
4. _____	_____	_____	_____	____/____/____

Please list all younger siblings:

Given Name(s): _____
Birth Date: ____/____/____ ____/____/____ ____/____/____
 YY / MM / DD YY / MM / DD YY / MM / DD

Language spoken at home: _____

With regards to first and last names,

How should your child be addressed at school? _____

How should correspondence going home be addressed? _____

If there are **multiple parental residences**, please indicate how we are to address correspondence regarding school activities and student progress (e.g. newsletters, report cards).

Please include full name and address.

Name(s): _____

Address: _____

Street

City

Postal Code

Send correspondence home with student (or mail when necessary) addressed to the above mentioned parent(s).

In case of emergency:

If True North Christian Academy needs to cancel school during the day, or your child is injured, please provide a phone number where we can best reach you: _____

If we are unable to contact you, we need permission from you to contact someone else to make arrangements for your children. Please provide the following information.

Name: _____ Relationship: _____ Phone #: _____

Family Doctor: _____ Phone #: _____

Health Factors: *Please list any allergies or illnesses below. If your child has a severe or life threatening allergy, you will be required to complete the "Allergy-Epi Pen Authorization" form, available from the office.*

Name: _____ Allergy: _____ Medication: _____

Name: _____ Allergy: _____ Medication: _____

Notes:

Last school attended: _____ City: _____

Phone #: _____ Reason for leaving: _____

We require the signatures of both custodial parents and/or legal guardian involved in the registration of your child(ren). If there is only one custodial parent in your family, we require a copy of your court ordered custody agreement.

Parent/ Guardian Signature: _____ **Date:** _____

Parent/ Guardian Signature: _____ **Date:** _____



SUPPLEMENTARY REGISTRATION INFORMATION

Tell us about your child!

*Please answer the following questions to enable us to better understand and help your child.
(Please fill in one questionnaire per child)*

1. Is there anything you wish to share about your child's character and/or social-emotional behaviour?

2. Do you have any suggestions for us to make your child's experience a good and positive one?

3. Are there any special health problems we should be aware of? (such as epilepsy, diabetes, asthma, heart problems, allergy, special medication, vision, hearing)

4. Please list the school(s) your child has attended (i.e. Preschool, JK).

5. What are your expectations for your child?

6. Why are you choosing private education?

7. How does your child learn best?

8. Other comments?

Parent/Guardian (Please Print)

Signature

Date

Parent/Guardian (Please Print)

Signature

Date



PHOTOGRAPH & MEDIA

RELEASE FORM

In an effort to promote True North Christian Academy, we would like to utilize the many media venues available to us. We intend to advertise through radio, television, newspapers, catalogues, brochures, Facebook and the internet. We believe our own students are one of the best ways to show off our school. To accomplish this goal, we require parent permission to use any student photographs in any of our promotional materials. On our website, when names are used, it is first name only. When student names are published in local newspapers they will record first and last.

If you will sign in the space provided, you can be assured that True North Christian Academy will only use such photographs in the best interest of the children. Your child's information will be kept strictly confidential.

Thank you for your continued cooperation and interest in our school.

I/We give True North Christian Academy permission to use photographs of our child(ren), first name(s) and surname(s), in local newspapers, to assist in any promotions for the school. This would include, but not be limited to, advertising brochures, website design, local newspaper articles or any other promotional material needed to promote True North Christian Academy.

Parent/Guardian (Please Print)

Signature

Date

Parent/Guardian (Please Print)

Signature

Date



Walking Off School Property

Dear Parents;

The property around and beyond the school is filled with many educational and fun opportunities. In order for students and teachers to have full access to all that's available, sometimes we need to travel off the school property.

*This note is to request your permission for your child to leave school property on supervised activities in the Town of Stayner. This may include athletic events, walking to the Township Library, Foodbank or Playground and visiting different locations in town.. Please complete and sign below. Your child will **not** be able to leave the school property without your written approval.*

This permission form will be kept on file for the duration of the school year. Once signed, it will enable teachers the flexibility to take students off the property without having to send home a permission form for each excursion. Students without permission forms will be left with teachers at the school.

***Please note that when students and teachers are leaving the school grounds they will always be travelling by foot.*

I/We give the staff and/or Teachers of True North Christian Academy permission to leave the school grounds with my child _____; understanding that the intent of the school excursion is for educational purposes or exercise during the school day period.

Parent/Guardian (Please Print)

Signature

Date

Parent/Guardian (Please Print)

Signature

Date



E-COMMUNICATION

RELEASE FORM

Communication is very important at True North Christian Academy and for that reason we strive to send information out in many formats. If we have your email address, you will receive an emailed newsletter at least once per week, updating you on what is happening. All of our field trip forms and school fundraising order forms are attached to the Newsletter as a PDF file. From time to time our teachers will email parents to notify you regarding extracurricular activities.

I give True North Christian Academy permission to send me E-Mail communication to my email address

Email Address # 1: _____

Email Address # 2: _____

I would like to receive forms as PDF files attached to the E-mail.

I would like to receive E-Mail communication from True North Christian Academy; however I would like forms printed and sent home with my youngest child.

I would not like to receive E-Mail communication from True North Christian Academy and would like to receive all communication and forms in printed formats.

Parent/Guardian (Please Print)

Signature

Date

Parent/Guardian (Please Print)

Signature

Date



Credit Card Authorization and Consent Form

This form grants permission for True North Christian Academy to charge your credit card in case of failure to pay invoices, and/or non-payment of school-related fees. Reasonable effort will be made in order to communicate any delinquent or outstanding payments due, prior to your credit card being charged.

Client Name: _____

Client Billing Address: _____

Type of Card:    

Card Number: _____

Expiration Date: _____ CVV Code: _____

The undersigned guarantees performance of the financial provisions of this agreement.

Card Holder Name: _____

Signature of Card Holder: _____ Date: _____

By signing this consent form, I authorize True North Christian Academy to charge the above credit card for the agreed upon invoices and fees. I understand that my information will be saved for future transactions, assume full responsibility for future charges, and agree to honour and abide by the terms of payment.

Signature: _____

Date: _____

Student Information	
<ul style="list-style-type: none"> • Please attach a copy of your child's immunization record • Parent to complete the following form at the time of school registration, and return to the school to forward to the health unit 	
Child's Legal Surname	Other Surnames (if any)
Legal First Name	Preferred Name
Date of Birth yyyy / mm / dd <input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> Other	Ontario Health Card Number
Legal Parent / Guardian	Legal Parent / Guardian
Preferred Mailing Address	Alternate Mailing Address
City	City
Postal Code	Postal Code
Preferred Phone _____ (circle one) Home Cell Work	Preferred Phone _____ (circle one) Home Cell Work
Alternate _____ (circle one) Home Cell Work	Alternate _____ (circle one) Home Cell Work
School that child is or will be attending	
Previous School (please indicate name of the school)	

When your child receives their next immunization(s), please call the health unit or complete the secure electronic form on our website at www.simcoemuskokahealth.org/immsonline to update their immunization record in our database. Immunization records and updates are NOT automatically provided by your doctor.

The Simcoe Muskoka District Health Unit is required under the *Immunization of School Pupil's Act* (ISPA) to collect and maintain up-to-date records of immunization for every child registered in school. **The ISPA states that parents are required to provide the health unit with proof of completed immunization for measles, mumps, rubella, tetanus, diphtheria, pertussis (whooping cough), polio, varicella (chickenpox) and meningitis.**

***Note: Chickenpox vaccine is required beginning with children born in 2010 and later**

If a parent chooses not to immunize their child, they must complete either a Statement of Medical Exemption (Form 1) or Statement of Conscience or Religious Belief Affidavit (Form 2). Please contact the health unit for more information.

This information is collected under the authority of the *Health Protection and Promotion Act R.S.O 1990 c.H.7, s.4* and the *Immunization of School Pupil's Act*. The personal health information collected on this form will be used to maintain immunization records and to monitor the use of vaccines for public health purposes. Questions regarding the collection and use of personal health information should be directed to the Office of the Privacy Officer, Simcoe Muskoka District Health Unit, 15 Sperling Drive, Barrie ON L4M 6K9, 705-721-7520 or 1-877-721-7520.



2023-2024 TNCA POLICY AGREEMENT

Please read and initial each item, indicating that you agree to each policy.

Registration Fee

A non-refundable Registration Fee of \$300 is required to secure your child’s spot at TNCA for the 2023-2024 school year. Families who choose to move their children during the school year will not receive a refund.

Initials

Tuition Policy:

First and Last month’s tuition is due by the first day of school. Remaining tuition payments are due as per the agreed upon tuition fee schedule. Late payment fee will be added on the first day of each month for all outstanding balances.

Initials

Late Fee

Tuition fees are due by the last day of the month. Please note, a late payment fee will be added on the first day of each month for all outstanding balances at a rate of 2%/month.

Initials

Mid-Year Removal

Removal prior to the completion of the school year requires one month advance written notice, and will incur a one month tuition penalty. For example, a student removed at any point during the month of April, would incur tuition charges for April and May.

Initials

Documents and payments

All required Documents and payments in the registration package is due on or prior to the First day of school

Initials

Mid-Year Registrations

For new registration starting on or after January 2024, tuition is due in full for the remainder of the school year and is non-refundable.

Initials

I/We have read the above and understand the stated policy and I/We do agree to abide by this policy in its entirety. We require the signatures of both custodial parents and/or legal guardians. If there is only one custodial parent or guardian in your family we require a copy of your court ordered custody agreement on file.

Parent/Guardian (Please Print)

Signature

Date

Parent/Guardian (Please Print)

Signature

Date