



## **Light House Fine Arts Collective Policies & Procedures 2024–2025**

### **Our Mission and Vision:**

The mission of the Light House Fine Arts Collective is to bring glory to God through the fine arts, educating and enriching the lives of home-educated children in our community. We seek to provide students a space to worship, create and learn in a supportive environment. We have hired qualified teachers with a passion for home education and many years of experience to bring your family excellent classes. We hope that they will be inspired and equipped through these classes to use their creativity and talents to glorify the Lord.

### **Parental Responsibilities:**

- We ask that you commit to a full year. Your teachers have planned, prepared and purchased materials for the classes, and we ask that you honor your commitment. As such, there will be no refunds if you decide to withdraw for any reason.
- We strive to keep a healthy environment for our students. Please keep sick children at home. If your child has had a fever, been vomiting or had diarrhea, or has had a persistent cough within 24 hours of class, please do not send them.
- We are not a cooperative, so parents are asked to check-in their child(ren) and return again at pick-up. Please be assured, all adults working with your children have passed extensive background checks.
- Your childrens' teachers would appreciate knowing if any accommodations are required for your child's learning, medical needs or behavior in class. Please communicate that information via email to: [finearts@lhcag.org](mailto:finearts@lhcag.org)
- Please arrive on time. Devotions will begin promptly at 8:45 a.m. Students may begin arriving by 8:30 a.m. They must be picked up by 12:15 pm.

**Initial Here \_\_\_\_\_**

- Pricing for the classes is \$110/month for the first child and \$80/month for each additional child. Payment may be made in person by check, cash or credit/debit card. Please note there is a 4% fee for all card transactions.
- Please note there will be a supply fee of \$50 per student per semester, due at the beginning of each semester.
- Payment for classes will be collected on a monthly basis, and will be due the first week of the month at drop-off. There will be no refunds issued for any reason. Classes missed because of illness, vacation, etc. will not be refunded or offered a make-up unless the absence is on the part of the Collective. A make-up day may be offered in the event of cancellation due to inclement weather/teacher illness. Your signature on the final page of this document indicates that you agree to these responsibilities and will abide by them.
- Light House Church is not responsible for any personal items lost or stolen, so please only send what your child needs for class each week. Please keep all toys and any other potential distractions at home.
- Please do not call the church office for any inquiries or information about class. Direct all questions to [finearts@lhcag.org](mailto:finearts@lhcag.org).

### **Student Responsibilities**

- We expect students to behave in a way that honors the Lord and ask that you treat others the way you want to be treated (Matthew 7:12).
- Please come ready to learn, engage, create, and participate with a good attitude. There may be things you are asked to try (i.e. sing, try a new art technique, etc.) that may be uncomfortable at first. All we ask is that you have a happy heart and make a good effort.
- Students are expected to make every effort to participate in any outside Fine Arts Collective (FAC) performances (such as the student showcases) beyond regular Wednesday classes. We realize this may not always be possible, however we ask that you make this a priority.
- Disruptive and/or disrespectful behavior will not be tolerated. If a student is asked more than three times to correct their behavior but refuses, they will not be allowed to attend class in the future. No refund will be given.
- Students are required to arrive prepared for class with all needed supplies. (See supply list below.)
- Students must clean up after themselves.
- Damage done to any property belonging to the church or the Collective must be reported immediately and will need to be resolved by those responsible.

**Initial Here \_\_\_\_\_**

- For safety and security purposes, students must stay ONLY in designated class area(s) throughout the entirety of the class day. Students are not allowed outside the building without supervision.
- Please do not bring any toys, noisy items, or anything that could be considered dangerous or distracting to class.
- Please dress modestly and appropriately. For art class, you may want to consider purchasing an art smock or bringing a large t-shirt to cover clothing.
- Cell phones are allowed, but must be kept on silent and out of sight unless special permission is given by the teaching team. They may be used in the event of an emergency. If cell phones prove to be a distraction, they will be confiscated and returned at the end of the day at pick up.
- Students must sign at the bottom of this document, indicating that they agree to abide by the policies and procedures.

**Supplies Needed:**

Each week, you'll need to bring the following items:

- Snack (This will not be provided)
- Water bottle (twist or snap cap, no open containers please)
- Art smock or large t-shirt (optional)

**I have agreed to all of the above policies and procedures.** (Please sign and return on the first day of classes.)

\_\_\_\_\_  
**Parent Name**

\_\_\_\_\_  
**Student Name**

\_\_\_\_\_  
**Parent Signature/Date**

\_\_\_\_\_  
**Student Signature/Date**

**Light House Fine Arts Collective**  
**Medical Release**

I, \_\_\_\_\_, the parent of \_\_\_\_\_, give permission for my child(ren) to be treated in the event of an emergency. I hold harmless Light House Fine Arts Collective or Light House Church responsible for any injuries which occur to my child(ren) while on the church premises.

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

Emergency Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Relationship to Child(ren): \_\_\_\_\_

Child(ren)'s Physician's Name: \_\_\_\_\_

Physician's Phone Number: \_\_\_\_\_

Effective September 11, 2024 – May 7, 2025

Please list any medical conditions or allergies that may affect your child(ren)'s participation at LHFAC (please include food allergies/intolerances, including gluten/dairy, etc):

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Please list any medications your child(ren) will need to keep on them/be administered (for example: insulin, inhaler) while on site at LHFAC:

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## **Insurance Waiver**

**I give my child(ren) permission to participate in the Light House Fine Arts Collective at Light House Church and hereby waive and release any and all claims of LHFAC, Light House Church premises, employees, volunteers, officers, agents or servants for injuries that may arise to my child(ren) and/or any child(ren) under my care.**

**Signed: \_\_\_\_\_ Date: \_\_\_\_\_**



## 2024-2025 Daily Schedule

**8:30-8:45** - Arrival/Check-In

**8:45-9:00** - Devotions/Prayer

**9:00-9:45** - Literature I/Literature II

**9:45-10:00** - Snack Break

**10:00-11:00** - Music I/Art II

**11-11:15** - Break

**11:15-12:00** - Art I/Music II

**12:00** - Dismissal



## 2024-2025 Annual Schedule

### Fall Semester:

September: 11, 18, 25

October: 2, 9, 16, 23, 30

November: 6, 13, 20 (No classes 11/27 Thanksgiving Break)

December: 4, 11 (No classes 12/18, 12/25 Christmas Break)

**December 6th: Student Showcase, 7pm**

### Spring Semester:

January: 8, 15, 22, 29 (No classes 1/1 Christmas Break)

February: 5, 12, 19, 26

March: 5, 12, 19 (No classes 3/26 Spring Break)

April: 2, 9, 23, 30 (No classes 4/16 Easter Break)

May: 7 (May 14th and 21st are emergency days if needed for make-ups)

**May 2nd: Student Showcase, 7pm**

***Please note: Dates/schedule are subject to change. Final changes will be made by the beginning of the fall semester.***



## Pre- K Foundations

### 2024-2025 Daily Schedule

**8:45** - Arrival

**9:00** - Seated and Morning Sheet

**9:15-9:45** - Circle Time

**9:45-10** - Review monthly or weekly theme and Geography. Review what we have learned to date.

**10-10:30am** - Story time

**10:30-11:00** - Activity (craft or experiment)

**11:00-11:20** - Snack Time

**11:20-11:35** - Handwriting Practice

**11:35-11:50** - Free play

**11:50-11:55** - Clean-Up

**11:55-2:00** - Closing Circle Time and Prayer