



Slave Lake Koinonia Christian School

New Enrolment Package – 2023 - 2024

Address: 328 2 Street NE,
PO Box 1548,
Slave Lake, AB, T0G 2A0
Phone: 780-849-5400
Email: admin@slkcs.com

OFFICE USE ONLY

FAMILY NAME:

DATE RECEIVED:

DEPOSIT PAID:

NEW ENROLMENT LETTER

Dear Prospective Family,

Thank you for inquiring about Slave Lake Koinonia Christian School.

Slave Lake Koinonia Christian School was established in 1993 and God has continued to bless its growth. We offer numerous programs to help children reach their full potential. Our school starts at Kindergarten age 5 through to grade 12.

Please complete the entire application package to be considered for enrolment.

You will be notified of your acceptance once all forms and documents have been received, and the interview and reviews are complete and satisfactory.

Blessings,

Slave Lake Koinonia Christian School

Checklist:

Package 1: Return to School

- Registration Process – Filled
- Additional Information - Filled
- Parent Commitment - Signed
- Statement of Faith - Signed
- Church Information - Signed
- Student Pledge Grades 7-12 only – Signed
- Cell Phone Policy – Signed
- Field Trip Permission Form – Signed
- Off-Campus Lunch Form – Signed
- Emergency Contact Information – Filled & Signed
- Tuition Payment Option Form - Filled
- Direct Debit Form (if applicable) – Filled & Signed

Package 2: Family Package for Your Records

- Family Tuition Chart – Calculate Tuition
- Student Code of Conduct Policy
- Miscellaneous Fees
- Confidential Pastor's Report – **Detach and have your pastor fill it out and return it to the school**

Package 3: Student Enrolment Forms

One per child. Please ensure that you fill out all applicable fields

- New Student Enrolment – Filled
- Education History – Filled
- Student Medical Information – Filled & Signed
- Indigenous Learner (if applicable) – Filled & Signed
- Consent for Use of Personal Information – Filled & Signed

Documents and Fees

- All required documents attached
- \$50/Student Registration Fee (Payable by cash or cheque)

**PLEASE PRINT CLEARLY
ON ALL FORMS**



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REGISTRATION PROCESS

RETURN TO SCHOOL *(Family File)*

Step 1: Meeting with the Registrar and Campus Tour

Inquiry process consists of a meeting with a member of Administration, Board, or staff member to learn about Koinonia, tour the school, and answer any questions you may have. An interview will be set up once forms are returned to the school.

Step 2: Certificates and Documentation

Fill in completed application forms along with documentation required by Alberta Education – to be submitted with enrolment package.

- | | |
|--|--|
| <ul style="list-style-type: none">• Circle One: Canadian Birth Certificate / Canadian Passport / Permanent Resident Card / Student Visa | Expiry Date <i>(if applicable):</i> |
| <ul style="list-style-type: none">• Current School Report Card <u>please attach to the email</u> | |
| <ul style="list-style-type: none">• Professional Educational Reports / Assessments / Special Needs <i>(if applicable)</i> | |

Note: For immigrant students, a Vital Statistics document indicating proof of the student status should be presented to the school with this registration to verify the student's legal name, citizenship, and birth date. A copy will be kept in the student's file. Vital Statistics documents include: passport, visa, or Permanent Resident Card, or landed immigrant document. Please provide guardianship/custody/separation agreement documents if applicable. Alberta Education requires original signatures on all formal documentation; if mailing please mail all forms to: Slave Lake Koinonia Christian School, Box 1548, Slave Lake, AB, T0G 2A0

Step 3: Interview

You will be contacted to schedule an interview with the Principal and a Board Member. A learning plan may be required to suit your child's individual learning needs.

Step 4: One Time Non-Refundable Registration Fee

\$50 / Student: Please indicate the number of students which you are registering _____

ADDITIONAL INFORMATION

How did you hear about our school? _____

If you were referred, who we can thank? _____

Do you personally know families currently enrolled at SLKCS? (family name) _____

Has your family been previously involved in a Koinonia School? _____

Please explain your reason for wanting to enrol your child(ren) in a Christian School. _____

If applicable, why are you leaving your previous school? _____



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KOINONIA CHRISTIAN EDUCATION SOCIETY STATEMENT OF FAITH

RETURN TO SCHOOL (Family File)

1. We believe that the Bible, containing the 66 books of the Old and New Testaments, is the only inspired, inerrant, infallible Word of God and is the final authority on the Christian faith and life. (II Timothy 3:16; II Peter 1:21).
2. We believe there is only one God, who exists eternally in three equal persons - Father, Son, and Holy Spirit - and who created out of nothing the heavens and the earth and all that is in them by the power of His spoken word (Genesis 1:1; Genesis 1:26; Psalm 33:6; Matthew 28:19; John 1:1-3; Mark 1:9-11; Hebrews 11:3).
3. We believe that Jesus Christ is both true God and true man (Exodus 3:13-15 and John 8:58-59; John 1:1-18; John 10:30-33; Galatians 4:4-5; Philippians 2:5-8; Hebrews 2:14-18). We believe in His virgin birth (Isaiah 7:14; Matthew 1:18-23; Luke 1:26-35); His sinless life (Hebrews 4:15; Hebrews 7:26); His miracles (John 2:11); His substitutionary death (Romans 4:25; Romans 5:8; Galatians 3:13-14; Hebrews 2:9); His physical resurrection (Luke 24:39-43; I Corinthians 15:1-22); His ascension to the right hand of the Father (Mark 16:19; Luke 24:50-53); and His personal, visible, and bodily return in power and glory to judge the living and the dead (Acts 1:11; Revelation 20:11-15; Revelation 22:12).
4. We believe that all men and women are born spiritually separated from God because of sin (Genesis 3:23-24; Romans 3:10-12; I John 1:8-10), and are incapable of being reconciled to God apart from the work of Jesus Christ (Romans 5:6-8; Acts 4:12; Ephesians 2:1-5).
5. We believe in the absolute necessity of rebirth by the Holy Spirit for salvation (John 3:1-3; I Peter 1:23). We believe that man is justified (declared righteous) by God on the single ground of the righteousness of Jesus Christ (namely, His sacrificial and atoning death on the cross to pay the penalty for sin, and His perfect obedience) freely given to all who believe in Him. We believe that this saving work and perfect righteousness of Jesus Christ can only be received by faith alone (Isaiah 53:1-12; Jeremiah 23:6; Matthew 20:28; John 3:16-19; John 5:24; Romans 3:21-26; Romans 4:1-3; Romans 5:8-19; Romans 10:1-10; I Corinthians 1:30; II Corinthians 5:21; Galatians 2:21; Ephesians 2:8-9; Philippians 3:7-9; I John 4:10).
6. We believe in the physical resurrection of both the saved and the lost. Those who are saved will rise to eternal life, and those that are lost to eternal punishment (Matthew 13:49-50; Matthew 25:46; Mark 9:43, 48; Luke 16:19-31; John 5:28-29).
7. We believe that the Church is the body of born-again believers in fellowship with Christ and with fellow believers (I Corinthians 12:12-13; Ephesians 2:19-21; Hebrews 10:25).
8. We believe in the presence and power of the Holy Spirit, who indwells believers enabling them to live a godly life (Romans 8:13-14; I Corinthians 3:16; I Corinthians 6:19-20; Ephesians 2:10; Ephesians 5:15-21).
9. We believe that mankind was created in the image of God, after His likeness and therefore has transcendent, intrinsic worth from conception to natural death (Genesis 1:27; Genesis 5:1-2; Genesis 9:6; James 3:9).
10. We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect an essential aspect of the image and nature of God, and as such, rejection of one's biological sex is a rejection of the image of God within that person (Genesis 1:26-27).
11. We believe that men and women were created by God in His own image (Genesis 1:27; Genesis 9:6), that marriage was instituted by God whereby a biological man and a biological woman are joined together in lifelong commitment to faithful companionship, and that Biblical marriage is the only legitimate context for sexual intimacy. (Genesis 2:20-24; Matthew 19:4-6; Romans 7:2; I Thessalonians 4:1-8; Hebrews 13:4).
12. God has established three institutions within human society—the family, the state, and the church—with the Triune God reigning supreme over all. Each institution, under God, has a sphere of authority with jurisdictional limits that must be respected. The state, at all levels, exists to preserve order in society, to ensure justice for citizens and residents, and to protect families and churches, providing them with the freedom and safety necessary to fulfill their God-given responsibilities (Pro. 8:15-16; Dan. 2:21; John 19:11; Rom. 13:1-7; I Pet. 2:13-16; Tit. 3:1). The church is duty bound to promote the well-being of state and society through its moral and spiritual guidance, its worship and supplication of almighty God (II Chron. 7:14; I Tim. 2:1-6), and its charitable institutions and works (Mat. 5:13-16; Eph. 2:10; I Tim. 6:18; Tit. 2:14, 3:8, Heb. 10:24; I Pet. 2:12).
13. Parents, under God, are responsible for the care and instruction of their children, natural and adopted. We believe this is an inalienable right given them by God, which the State does not create, should not destroy, and must not alter. Parents may delegate responsibility for specific areas of training and teaching without implying at any point the abolishment of their parental responsibilities. Parental responsibility is taught in the Old Testament and affirmed in the New (Genesis 18:19; Deuteronomy 5:16, 6:4-7; Psalm 78:5-8; Psalm 127:3-5; Proverbs 1:8-9, 22:6, 23:22; Joel 1:3; Ephesians 6:1-4; Colossians 3:20-21).
14. We agree that the state has the right to protect its youngest citizens from the depredations of parents who neglect their God given duties and will work with local government to assist in this necessary task. However, at no point does specific parental failure annul the rights and privileges extended to parents by God, nor may a Christian institution assist the state in pursuing ungodly ends, including, but not limited to, the promotion of any form of sexual sin (Mark 7:7-9; Acts 4:19, 5:29).

While Koinonia Schools acknowledge and respect the legitimate differences that exist within evangelical theology, only the above doctrines will be taught as truth in our schools. [Revised March 2023]

I affirm and support the Koinonia Statement of Faith.	I support the steps taken by the Board, including appealing to God-ordained authorities, to defend our right and responsibility to make informed decisions concerning the moral and religious education of our children.
Circle One: YES NO	Circle One: YES NO
Signature: _____	Date: _____



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PARENT COMMITMENT

RETURN TO SCHOOL (Family File)

Rationale: The school exists as a support to Christian homes in fulfilling their mandate to raise children in the nurture and admonition of the Lord. The strength and effectiveness of the school will be largely determined by the dedication and spiritual maturity of the parents whose children are enrolled. It is therefore essential that a certain level of commitment be given by each parent before enrolling their children.

Policy: At least one custodial parent or guardian must agree with all the points which follow. A custodial parent or guardian who cannot support all the points must at least agree with, and be supportive of, points five through fifteen.

- | | |
|---|---|
| <ol style="list-style-type: none">1. I have received the Lord Jesus Christ as my personal Saviour and am actively involved in a church which accepts the Bible as the Word of God.2. I acknowledge that the Bible places primary responsibility on parents especially fathers, for the education of their children, and am requesting this school to assist me in this God given responsibility. (Dt. 6:4-9, Pr. 22:6, Eph. 6:4)3. I have read and fully accept the Statement of Faith as my own.4. I will pray earnestly for the school, its families, board, teachers, and administrators. <p>-----</p> <ol style="list-style-type: none">5. I will actively support the ministry of the school when I am able by assisting with various activities as needed.6. I will serve as a Volunteer wherever possible.7. I will support the moral standards of the school and uphold them outside of the school as well as in the school (see moral conduct policy).8. I authorize the school to employ such discipline as it deems wise and expedient for the training of my child(ren).9. I understand there is a policy and process for addressing concerns at the school and agree to follow these steps regarding school matters. First, I will address it with my child's teacher. If not resolved, I will address it with the principal. If it is still unresolved, I will discuss with the board chairman. I will also immediately seek to address any misunderstandings privately with the person(s) involved in accordance with the principles of Matthew 18. | <ol style="list-style-type: none">10. I accept that the school reserves the right to dismiss any child who fails to comply with the established regulations and discipline, or whose financial obligations remain unpaid, or who refuses to co-operate with the academic process. I understand that in the case of an expulsion of my child(ren) no other board (public or independent) is obligated to accept my child(ren) mid-year and that in such cases the school's only obligation for the remainder of the year will be to provide support for a home-based program (e.g. Home School, Distance Ed. Virtual).11. I understand that faithful attendance at Parent-Teacher Meetings and Parent-Teacher Connection meetings are vital to building a strong school. I will make every effort to attend both.12. I hereby pledge to pay my financial obligations to the school.13. I understand that tuition does not cover the full costs of educating my child(ren) and will raise a minimum of \$250 (\$100 for Kindergarten only families) either through fundraising or additional payments.14. I agree to support the school, staff, students on social media, and understand I need to address issues or concerns internally and privately within the school.15. I agree that my family will volunteer for a minimum of one work bee per school year, and will do my best to help on short notice when required. |
|---|---|

Please sign below and indicate your level of agreement with these statements by checking the appropriate box:

FATHER'S NAME:

☐ I agree with ALL the statements above

☐ I agree with statement 5 through 15 above

SIGNATURE: _____

DATE: _____

MOTHER'S NAME:

☐ I agree with ALL the statements above

☐ I agree with statement 5 through 15 above

SIGNATURE: _____

DATE: _____



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CHURCH INFORMATION

RETURN TO SCHOOL (Family File)

As per our admission policy, regular weekly attendance at a Christian Church of your choice is required.

Family Name: _____

Church name: _____

Church location (city): _____

Contact person (if other than pastor): _____

Are you attending church regularly? _____ Yes _____ No

If no, please explain: _____

If no, is your Pastor aware? _____ Yes _____ No

Has/have your child(ren) been attending church regularly? _____ Yes _____ No

If no, please explain: _____

Please list how you are involved in your Church and/or community:

Father: _____

Mother: _____

DECLARATIONS:

Please carefully read the following statements and sign below, if you agree with them:

1. I hereby certify that the foregoing statements are true and complete to the best of my knowledge. (Falsified applications are grounds to deny the application or remove children from school.)
2. I hereby grant Slave Lake Koinonia Christian School the right to verify these statements through inquiry with employers, pastors, previous schools, etc.
3. I hereby agree that should a dispute or legal claim ever arise between the undersigned and Slave Lake Koinonia Christian School or its representatives, I/we will not take the issue before a court of law, but will resolve it before Christian believers.

Father's signature: _____ **Date:** _____

Mother's signature: _____ **Date:** _____



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STUDENT CODE OF CONDUCT POLICY

KEEP FOR YOUR RECORDS

Rationale

In keeping with its mission and its Safe and Caring Policy, the Slave Lake Koinonia Christian School (SLKCS) is committed to:

- Providing all students with a welcoming, caring, respectful, and safe learning environment that will cultivate physical, intellectual, social, emotional, and spiritual growth.
- Teaching our students to be respectful and caring toward each other, even and especially when students disagree with each other.
- Publishing, as part of student registration and school start information, written expectations for student behaviour (to students and parents) while at school, at school-related activities, or while engaging in activities that may have an impact on others in the school.
- Enforcing all school rules without partiality.
- Keeping accurate records of serious or repeated offenses.

Expected Conduct

Consistent with Section 12 of the School Act and in keeping with the mission and vision of SLKCS, each student is responsible for contributing to a welcoming, caring, respectful, and safe learning environment by:

1. Acting at all times in keeping with the vision and mission of the school
2. Respecting both self and others as individuals possessing inherent dignity as being created in the likeness of our Creator
3. Conducting oneself in a manner that respects others as individuals loved by God, regardless of their group identities and personal characteristics
4. Refraining from, and refusing to tolerate, bullying at any time or place, electronically, in print, or in person
5. Informing a responsible, trusted, and caring adult in a timely manner of incidents of bullying or harassment
6. Attending school regularly and punctually
7. Diligently and actively pursuing learning
8. Being accountable for individual behaviours to teachers and school staff
9. Cooperating with school staff to make the school a positive learning environment for all
10. Knowing and complying with the rules of the school and graciously submitting to correction when it is given.

Unacceptable Conduct

Unacceptable behaviours that may negatively affect a member of the SLKCS community or the school's learning environment, at any time or any place, electronically, in print, or in person, include, but are not limited to:

1. Acts of bullying, harassment or intimidation. In keeping with Koinonia Christian Schools' commitment to address and reduce bullying and harassment, no student is permitted to treat anyone in a bullying or harassing manner, regardless of that person's group identity. (See examples of bullying behaviour below)
2. Physical violence.
3. Acts of retribution against an individual who has intervened to prevent bullying or who has informed about bullying or other unacceptable behaviour.
4. Criminal activities including those involving illegal or restricted substances, possession or use or threat of use of weapons, and theft or damage to property.

Developing Academic and Spiritual Excellence While Ministering to a Lost and Hurting World



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STUDENT CODE OF CONDUCT POLICY ...*continued*

KEEP FOR YOUR RECORDS

Specific Examples of Acceptable Behaviour

- a. Inadvertently causing a student to feel uncomfortable while discussing controversial topics relevant to educational outcomes including matters of human sexuality, religion, ethics and morality, and culture, law and politics;
- b. Civilly disagreeing with an individual on matters of opinion and academic debate, such as human sexuality, religion, ethics and morality, and culture, law, and politics; and
- c. Minor physical force, such as what is required for sports and physical activities like soccer, floor hockey, and basketball.

Specific Examples of Unacceptable Behaviour (Bullying and Harassment)

- a. Name-calling, insulting, accusing, and all other purposeful attempts to hurt or degrade individuals;
- b. “Making fun” of individuals or otherwise purposely attempting to embarrass or disrespect individuals by commenting negatively on the personal characteristics of an individual;
- c. Any threats, including threats to disclose personal information or to attempt to damage an individual’s reputation;
- d. Purposeful attempts to intimidate others through words or actions that are reasonably considered to be threatening; and
- e. Pushing, slapping, punching, grabbing, and all other acts of physical aggression.

Consequences

The school will investigate each instance of unacceptable conduct and pursue appropriate disciplinary action in a manner consistent with principles of fundamental justice and the school’s student discipline policy, taking into account the student’s age, maturity and individual circumstances. In grave circumstances, an individual found to have engaged in unacceptable conduct may be subject to possible suspension or expulsion.

Remediation and Support

In order to foster a positive learning environment, SLKCS will engage in reasonable and caring efforts to support both the individual(s) who may have been the subject or victim(s) of unacceptable behaviour and to support perpetrators of unacceptable conduct to improve their conduct.

Supportive actions the Slave Lake Koinonia Christian School may include, but are not limited to:

1. Involving parents early in the remediation and support process
2. Mentoring of individual students by older students
3. More focused attention to individual students
4. Regular follow-up meetings of specific teachers with individual students
5. Student peer support groups
6. Counselling
7. Restorative justice processes.



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New Enrolment Package - 2023 – 2024

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CELL PHONE POLICY

RETURN TO SCHOOL (Family File)

Preamble: Slave Lake Koinonia Christian School (SLKCS) understands that cell phones are used extensively in our society and are used as classroom tools at times. However, the use of this technology by students at SLKCS during school hours creates a challenge in the school environment. In order to address this challenge the following Cell Phone Policy has been developed and approved by the Board.

Policy: Cell phones are not to be carried on your person but may be stored in your class pocket chart, car, or with your homeroom teacher during school hours. They must be turned off during school hours. School hours are as follows:

Monday to Friday, 8:15 am - 3:30 pm

Students who need to use a phone during the school day may use a phone in their class, with permission from their teacher or use the one in the office.

Consequences: Consequences for violating this policy are as follows:

1st offence: Cell phone confiscated from student and returned to student at the end of the day with a discipline notice.

2nd offence: Cell phone confiscated from student. Parents of the student are contacted. The cell phone is returned to the parents of the student and SLKCS cell phone policy will be explained to the student and the parents.

3rd offence: Cell phone confiscated. Parents of the student are contacted. The phone is returned to the parent of the student and the student is no longer allowed to have a cell phone on school property, during school hours, for the remainder of the semester.

4th offence: Cell phone confiscated. Parents of the student are contacted. The student will receive a 3-day suspension from school. A re-admission meeting involving the student, parents of the student and school administrator will be required. In that re-admission meeting the condition of re-enrolment will be communicated to the student and parents of the student.

Student Name: _____ **Signature:** _____ **Date:** _____

Student Name: _____ **Signature:** _____ **Date:** _____

Student Name: _____ **Signature:** _____ **Date:** _____

Student Name: _____ **Signature:** _____ **Date:** _____



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STUDENT PLEDGE (*To be completed by all students in Grades 7-12*)

RETURN TO SCHOOL (*Family File*)

OUR MISSION STATEMENT: *Developing academic and spiritual excellence while ministering to a lost and hurting world.*

OUR GOAL therefore is to equip young people with the knowledge, attitudes, and skills which will enable them to become mature, productive members of society and effective witnesses for the Lord.

Not every student benefits from our school, nor does the school benefit from every student. However, when the intentions and values of the student match those of the school, it can be a very successful and rewarding experience for both. We therefore ask students in grades seven through twelve to determine whether or not they are in agreement with the school before enrolling each year.

Please read the following statements and sign below if they accurately reflect your desires and intentions.

1. I DESIRE to attend SLKCS and see the School's Mission fulfilled in me personally.
2. I INTEND to make Jesus Christ Lord of every area of my life and accept the Bible as my standard for judging right from wrong.
3. I INTEND to treat all students, teachers, and parents with equal kindness and respect.
4. I INTEND to abide by the school's rules and accept the consequences without complaint when I fail to comply.
5. I INTEND to approach every subject with a positive attitude and complete all my assignments to the best of my ability.
6. I INTEND to behave in such a way that brings honour to God, to SLKCS, to my family and to others through all that I do. This would be seen through lifestyle choices such as church and youth group attendance, dress, audio/video and social media, books, speech, hobbies, dating, alcohol, tobacco, drugs, etc.

Student Name: _____ Signature: _____ Date: _____

Student Name: _____ Signature: _____ Date: _____

Student Name: _____ Signature: _____ Date: _____

Student Name: _____ Signature: _____ Date: _____



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FIELD TRIP PERMISSION FORM

RETURN TO SCHOOL (Family File)

For: Gr. K-12 General LOW RISK In-town Field Trips	
Date(s):	Mondays - Fridays (weather permitting) School Year September 2023 - June 2024
Purpose:	Enhancing curriculum, local outreach, rehearsals, etc.
Location(s):	Local Churches, municipal facilities, local parks and sports fields, walking trails, etc. Parents will be informed of location prior to outing
Transportation:	Walking, parent/volunteer drivers
Cost/:	Parents will be notified about all upcoming field trips along with any applicable costs and/or requests for Parent Supervisors/Drivers.
Details:	<ul style="list-style-type: none">• Students are required to follow all school rules while attending any off-campus events.• Appropriate dress and/or special items needed will be included with notification for each field trips• Allergies or medical needs which would prohibit students from participation should be communicated with the school immediately

I give permission ☐ YES ☐ NO for _____ Grade _____ to attend.

I give permission ☐ YES ☐ NO for _____ Grade _____ to attend.

I give permission ☐ YES ☐ NO for _____ Grade _____ to attend.

I give permission ☐ YES ☐ NO for _____ Grade _____ to attend.

I give permission ☐ YES ☐ NO for _____ Grade _____ to attend.

I give permission ☐ YES ☐ NO for _____ Grade _____ to attend.

Emergency Contact: _____ Phone: _____

Parent Signature: _____ Date: _____



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OFF CAMPUS LUNCH FORM (*For students in grades 10-12*)

RETURN TO SCHOOL (*Family File*)

Date(s):	Mondays - Fridays Lunch Break
Notes:	<p>Grade 10 – 12 Students are allowed to leave the school at lunch time only, to go and pick up lunch or drinks. They are not allowed to leave at break times in the morning or afternoon.</p> <p>Students are not permitted to ride with other students.</p> <p>A specific note from home will be required if students are leaving with any other parent or adult.</p>

I give permission ☐ YES ☐ NO for _____ Grade _____

I give permission ☐ YES ☐ NO for _____ Grade _____

I give permission ☐ YES ☐ NO for _____ Grade _____

to leave school during lunch break.

Parent Signature: _____ Date: _____



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**Detach and have your
pastor return this
form to the school**

CONFIDENTIAL PASTOR'S REPORT

RETURN TO SCHOOL (Family File)

New families – Please ask your pastor or spiritual leader to complete and send to the school.

Applicant's Family Name:

Dear Pastor, the above family has applied for enrolment at Slave Lake Koinonia Christian School. Part of the application process entails confirmation of the family or student is involved in a church or desire to grow spiritually. As a spiritual leader, please fill in this form as confidential information for their application.

Name of Church:

Pastor's Name:

Pastor's Email:

Pastor's Phone Number:

Is the applicant supportive and actively involved in the church?

YES / NO

In what ways are the family involved?

Parental Involvement:

Father

Mother

How long have you known him/her?

Does he/she attend church regularly?

Yes / No

Yes / No

Is he/she actively involved in church work?

Yes / No

Yes / No

Has he/she accepted Christ as their personal Saviour?

Yes / No

Yes / No

Family Support:

How is the family supportive of your ministry and the Church?

Do you feel this family will be supportive of a Christ-centered school?

Yes

No

Please list the ways you think the student(s) would benefit from being in a Christian school:

*To your knowledge, has each child accepted Jesus Christ as his/her personal Saviour?

**age considered*

Pastor's Signature:

Date:

Pastor, please return this form or a reference letter to:

Drop off at: Slave Lake Koinonia Christian School

328- 2St. NE

Mail to: P.O. Box 1548, Slave Lake, AB, T0G 2A0

Fax: 888-881-0428

Email: admin@slkcs.com



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EDUCATION HISTORY

RETURN TO SCHOOL (Student File)

Please fill out the following information to the best of your knowledge. We desire to ensure that your child will fit into our school and that we will be able to meet his/her needs. Attach a blank page if needed.

Student Name:

Expected Grade:

Previous School: Do we have permission to contact your child's previous school? ☐ Yes ☐ No

Kindergarten:

Did your child attend Kindergarten?

Has your child repeated Kindergarten?

Were there any concerns?

Did the teacher recommend that he/she is/was ready for grade 1?

Academic Achievement:

Does your child have difficulties with any of the following subjects and, if so, how?

Math	Yes	No	How?
------	-----	----	------

Science	Yes	No	How?
---------	-----	----	------

English	Yes	No	How?
---------	-----	----	------

Social Studies	Yes	No	How?
----------------	-----	----	------

Physical Education	Yes	No	How?
--------------------	-----	----	------

Other	Yes	No	How?
-------	-----	----	------

Is your child currently on a Modified or Adapted Program? _____

Please explain: _____

Have you requested that your child not participate in an approved school program? _____

Was your child ever recommended for testing and as a parent(s) you refused? _____

Please explain: _____

Has your child ever skipped a grade? _____ If so, which grade? _____

Has it ever been recommended that your child repeat a grade? _____ If so, which grade? _____

Testing Results and Supports:

Please indicate if your child has had any of the following types of tests done in their previous school:

☐ Psychological ☐ Hearing ☐ Speech ☐ Irlen Syndrome

Has your child had any of the following?

☐ Behavioral Plan ☐ Emergency Intervention Plan ☐ Individualized Program Plan (IPP) ☐ Occupational Therapy

Was any other testing done? _____ If yes, please explain: _____

Are there any outstanding reports for which you are awaiting results? _____

Has your child received any special diagnosis? _____ If so, please explain: _____

Has your child received any extra assistance such as an Educational Assistant or other supports? _____

***Please include a copy of your child's latest Report Card with this enrollment package.**



Slave Lake Koinonia Christian School

New Enrolment Package - 2023 – 2024

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MISCELLANEOUS FEES

KEEP FOR YOUR RECORDS

The following is a general, but not comprehensive, list of miscellaneous fees associated that may be applicable throughout the school year:

- **School Supplies:** Parents will provide supplies based on a list sent home in June of the prior school year. These can be purchased through Staples, in a prepared package for your grade, or at retailer of your choice. Please ensure students have everything on the list.
- **Early Withdrawal:** Families who leave between July 1, 2023 and June 30, 2024 will be subject to a withdrawal fee equal to 10% their base tuition and/or Kindergarten fees.
- **Extra-Curricular Activity Fees:** Some extra-curricular activities throughout the school year may require fees; notice will be given and fees collected at the start of each activity. Permission forms for these activities will also be sent out.
- **Agenda:** All students are required to have a school-issued agenda to keep track of homework and/or assignments.
- **Sports Uniforms:** In the event mandatory for all students participating in after school sports programs. Order forms will be sent home at the start of each activity.
- **Regular/one-time donations:** These are optional. Please pray and consider donating to our school. Monthly, preauthorized debit withdrawals available for your convenience. *Charitable Tax Receipts will be issued for each calendar year.*



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FAMILY PACKAGE – PLEASE KEEP THIS SECTION FOR YOUR RECORDS

FAMILY TUITION CHART 2023-2024

KEEP FOR YOUR RECORDS

TUITION CALCULATOR (5% increase from last year)				
Student	Base	Base Total Y / M*	Tier One*	Tier One Total Y / M*
1 st Child	\$2,890	\$2,890 / \$240.83	\$4,150	\$4,150 / \$345.83
2 nd Child	\$2,260	\$5,150 / \$429.17	\$3,200	\$7,350 / \$612.50
3 rd Child	\$1,630	\$6,780 / \$565	\$2,260	\$9,610 / \$800.83
4 th Child	\$1,030	\$7,810 / \$650.83	\$370	\$9,980 / \$831.67
5 th Child	\$370	\$8,180 / \$681.67	\$370	\$10,350 / \$862.50
6 th Child	\$0	\$8,180 / \$681.67	\$0	\$10,350 / \$862.50

* Year / Month (Y / M)

* **Tier One** this tuition is not mandatory, however, it does give you the option to be released from all fundraising obligations. Please keep in mind almost the entire amount we pay in tuition is tax deductible.

Tuition payment options must be arranged before school starts.

Payment Options:

- **Direct Debit, once per month over 12 months (banking information will be needed)**
- **½ paid by September 1, 2023 and ½ paid by January 15 2024**
- **Total Amount paid by September 1, 2023**
- **Email transfers* to admin@slkcs.com on or before the 1st of every month** *subject to individual board approval

Why Tuition? Our school receives approximately 40% of that of public schools, and are excluded from programs such as busing. In order to keep our school operational and providing the option of a Christ-centered education for families in the Slave Lake area.

Tax Receipts: Tax receipts are issued once each calendar year at the end of February. If someone is giving money directly to your family to assist with tuition, which you then pay to the school, the tax receipt for the tuition and fees will be written to you. If you would like the receipt to be written to someone else, please inform the office to whom you would like the receipt written.



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TUTION PAYMENT OPTION FORM

RETURN TO SCHOOL (Bookkeeping)

Family Name: _____

Student Name(s): _____, _____, _____, _____,

_____, _____.

Do you have a child you wish to enrol in **Kindergarten** for next year (2024 - 2025)? **Yes / No**

If you have a student you are enrolling in Kindergarten, separate fee of \$750 per year will apply.

Please add \$750 to the total calculated on the Tuition Chart found on first page of Family Package enclosed.

Total Tuition/Fees as calculated on Family Tuition Form: \$ _____

Tuition and fees are payable to **SLKCS**. Payment Options are indicated below, **please choose one**:

- ☐ 1 payment - attach one cheque post-dated September 1, 2023
- ☐ 2 equal payments - attach two post-dated cheques dated September 1, 2023 and January 15, 2024

\$ _____ chq 1 # _____ \$ _____ chq 2 # _____

- ☐ 12 Monthly payments starting September 1, 2023 using auto-withdrawal.
Attach a void cheque and sign below. \$ _____ per month

- ☐ E-Transfer: Email amount to admin@slkcs.com on or before the 1st of each month
Please include name and reason for payment in the comment field.

	Per Month	Per Year
Total as per Tuition Calculator, Gr 1-12	\$ _____	\$ _____
Kindergarten Fee (if applicable) \$62.50/m \$750/y	+ \$ _____	+ \$ _____
Total Tuition Calculated	= \$ _____	= \$ _____
Payment Options – Please Choose One:		
<input type="checkbox"/> 1 payment in full. Cheque # _____ post-dated September 1, 2023 <i>attached</i> .		
<input type="checkbox"/> 2 payments. Post-dated September 1, 2023 and January 15, 2024	Cheque # _____ Total \$ _____	Cheque # _____ Total \$ _____
<input type="checkbox"/> 12 monthly payments. Please attach Void cheque for scheduled Direct Debit* or 12 cheques dated 1 st day of every month starting September 1, 2023 <i>*For authorized debit withdrawal directly from your account, please fill out form below</i>	Monthly Total \$ _____	
<input type="checkbox"/> E-Transfer: Email amount to admin@slkcs.com on or before the 1 st of each month. Please include name and reason for payment in the comment field.	Monthly Total \$ _____	



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AUTHORIZATION FOR MONTHLY DIRECT DEBIT WITHDRAWAL

RETURN TO SCHOOL (Bookkeeping)

Please sign below to indicate your authorization for automatic withdrawal. A void cheque is required for new* bank accounts or for changing bank accounts from the previous year.

I/We hereby authorize Slave Lake Koinonia Christian School to debit my/our account 12 payments for the tuition/fees as indicated above. Such payments are to be made on the first day of each month beginning September 1, 2023.

Signature: _____ Date: _____

Signature: _____ Date: _____

NOTE: SLKCS REQUIRES BOTH PARENT'S SIGNATURES ON JOINT BANK ACCOUNTS.

** If your bank account details have not changed, there is no need to submit the void cheques, but we will require you to sign above.*

Families who leave between July 1, 2023 and June 30, 2024 will be subject to a 10% withdrawal fee on their base Tuition/Kindergarten fee.

Office Use Only

Deposit:	Invoice #:	Cheque #:	Auto:

NSF - Non-Sufficient Funds

*Please note that for any returned monthly payment, for either cheque direct debit withdrawal, there will be an additional **NSF fee** of \$10 for each occurrence for the 2023 – 2024 school year.*



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EMERGENCY CONTACT INFORMATION

RETURN TO SCHOOL (Family File)

Family Name: _____

Student Names: _____

In the event of any emergency with your child, Slave Lake Koinonia Christian School will make an attempt to contact the parent/guardian first. Should the school be unable to reach you, we ask that you list below the names and contact information of the persons you wish to act as emergency contacts. In addition, please provide a list of other individuals that may need to pick up your child(ren) throughout the school; please notify the school prior to sending them.

Please list emergency contacts below. **Note**, it is the responsibility of the parent/guardian to notify the school should you wish any changes be made to this list.

Emergency Contact Information		
Contact #1:		
Name:		
Relationship to student: (i.e. Aunt, Neighbour, Grandparent, Friend)		
Phone Numbers:	1:	2:
Contact #2:		
Name:		
Relationship to student: (i.e. Aunt, Neighbour, Grandparent, Friend)		
Phone Numbers:	1:	2:
Contact #3:		
Name:		
Relationship to student: (i.e. Aunt, Neighbour, Grandparent, Friend)		
Phone Numbers:	1:	2:
Permission to Pick Up Students (Non-Emergency)		
Name:	Phone Number:	
Name:	Phone Number:	
Name:	Phone Number:	
Name:	Phone Number:	

I give the persons listed above permission to pick up my child(ren) from the school.

Parent Signature: _____ **Date:** _____



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RETURN TO SCHOOL

NEW STUDENT ENROLMENT One Per Student (Student File)

Office Use - ASN:

Grade:

Legal Surname:			Legal First Name:			Legal Middle Name:		
Date of Birth (MM/DD/YYYY):				Gender (please circle): Male / Female				
Student Entering Grade:								
Preferred Name if Different from Above								
Preferred Last Name:				Preferred First Name:				
* CITIZENSHIP STATUS (please circle)				ALBERTA RESIDENT (please circle)				
Canadian Citizen	Permanent Resident	Temporary Resident Visa	Yes		No			
ADDRESS								
Street Address:				Postal Code:				
City/Town:				Home Phone Number:				
Province:				Student Cell Number:				
Mailing Address: (if different from above): _____								
City / Town: _____		Province: _____		Postal Code: _____				
Language spoken at home:								
*Documentation must be provided at time of enrolment - Citizenship Status – Copy of Citizenship Card / PR Card / Visa								
Mother/Guardian 1								
Last Name:			First Name:					
Cell Number:			Email:					
Resides with Student? (please circle) Yes / No								
Relationship to Student (please circle one): Birth / Adoptive / Foster / Legal Guardian / Other								
Relationship to Parent (please circle one): Married / Divorced / Separated / Common Law / Other								
Father/Guardian 2								
Last Name:			First Name:					
Cell Number:			Email:					
Resides with Student? (please circle) Yes / No								
Relationship to Student (please circle one): Birth / Adoptive / Foster / Legal Guardian / Other								
Relationship to Parent (please circle one): Married / Divorced / Separated / Common Law / Other								
Fill in only if applicable: Guardian and/or Caseworker Name: _____								
Address: _____			Phone: _____					
Does a custody or restraining order exist? <input type="checkbox"/> Yes <input type="checkbox"/> No (Please submit for the student's file so that the order may be enforced)								
Who has legal access to the student (in cases where an order exists)? _____								

Developing Academic and Spiritual Excellence While Ministering to a Lost and Hurting World



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New Enrolment Package - 2023 – 2024

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STUDENT MEDICAL INFORMATION – One Per Student

(Return to school – Student File)

Student Name:		
*Alberta Health Care Number:	Family Doctor:	Doctor's Phone Number:
Any medical, mental, emotional, physical disabilities or conditions, or allergies the school should be aware of?		If yes, please describe:
Yes	No	
Any medications taken on an ongoing basis? (e.g. Inhaler or Puffer)		If yes, please specify:
Yes	No	
Does this child carry any medication?		If yes, please specify medication and dosage:
Yes	No	
Epi-pen (Epi-pens must be handed in to the office)		If yes, please specify:
Yes	No	
*Do you give the school permission to administer Tylenol (Acetaminophen) or Advil (Ibuprofen) or their generic counterparts to your children if needed? Yes / No		
*Please indicate the dosage each of your children may have of these tablets. We have chewable Junior strength, and Regular strength of each type of pill. (Ex: 2 Jr. or 1 Reg.) Tylenol (Acetaminophen): _____ Advil (Ibuprofen): _____		
If it is necessary for my child to receive emergency medical care and I cannot be reached, I authorize Slave Lake Koinonia Christian School staff to act on my behalf and grant permission to engage the services of a doctor and/or ambulance for my child to receive emergency medical treatment as appropriate, and agree to pay whatever fees are incurred in such cases.		
_____ Yes _____ No Please sign: _____ Date: _____		

INDIGENOUS LEARNER

If you wish to declare this student and Indigenous person, please select appropriate box and sign below:			
*First Nation (status) <input type="checkbox"/>	First Nation (non-status) <input type="checkbox"/>	*Métis <input type="checkbox"/>	*Inuit <input type="checkbox"/>
Band Name: _____ Band Number: _____ Treaty Number: _____			
For further information, please refer to: https://education.alberta.ca/system-supports/results-reporting/ or contact Alberta Education at 780-427-8501.			
If you have questions regarding the collection of student information by the school board, please contact the School Board Superintendent Mr. Vern Rand, at 403-346-1818. If you have questions regarding the collection of student information by the school, please contact the principal, Ms. Hillary Hinds, at 780-849-5400 or email her at principal@slkcs.com .			
Student or Parent / Guardian Signature: _____ Date: _____			

***Documentation must be provided at time of enrolment/re-enrolment.**



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CONSENT FOR USE OF PERSONAL INFORMATION 2023– 2024

(One per student– Return to school – Student File)

The **Personal Information Protection Act** (PIPA) protects the personal information of the public and employees of private sector organizations operating in Alberta. It governs the collection, use and disclosure of personal information by organizations in a manner that recognizes and balances the right of an individual to have his or her personal information protected, and the need of an organization to collect, use or disclose personal information for purposes that are reasonable. Slave Lake Koinonia Christian School (SLKCS) respects the right to privacy and uses or discloses personal information in accordance with the provisions of this Act. Please indicate your agreement by completing the following sections.

General Education Consent (Internal) Valid from August 1, 2023 through July 31, 2024

I, _____, consent to allow Slave Lake Koinonia Christian School (SLKCS) and its employees to collect, release, use, or disclose personal information concerning my child _____
for educational purposes by SLKCS, its employees, and its service providers including, but not limited to, report cards, achievement tests, portfolio assessments, counseling, behavioural and special needs assessments, yearbook photos, academic and sports achievements, phone lists, etc. I further agree that my name and telephone number be made available to individuals from SLKCS, on a limited basis, for the purposes of communication, fellowship, and coordination of events. (ie, fundraisers, meetings, events)

Signature: _____ **Date:** _____

Public Relations / Marketing Consent (External)

Throughout the year, students may be photographed so that we can share exciting things that are happening on at the school and with the surrounding community. Please indicate below if you give permission for your child's photograph to be used in the following capacity:

Classroom displays	Yes	No
Hallway displays	Yes	No
SLKCS Newsletter – distribution limited to SLKCS school community	Yes	No
SLKCS website and public Facebook page	Yes	No
SLKCS Facebook group (closed and private group)	Yes	No
School advertising (posters, banners, etc.)	Yes	No
Community Newspapers/Website (eg. Lakeside Leader)	Yes	No

Dispute Resolution Agreement

Your signature below indicates that you agree to resolve any disputes with Slave Lake Koinonia Christian School (SLKCS), or its representatives without resort to a court of law, and SLKCS will also hold itself to this agreement.

Father's Name:	Mother's Name:
Signature:	Signature:
Date:	Date: