



OMNIA PRO CHRISTO

February 1, 2020

Dear RCS Family:

It has been a pleasure to have you and your student(s) as part of the RCS family this year, and we pray that you will continue to allow us to assist with the education of your student(s) in 2020-2021. As we think about classes and teachers for the next school year, it is very helpful to check in with each family. With that in mind, we ask that you prayerfully consider and complete the attached Notice of Desire to Continue Enrollment as soon as possible.

Families who wish to reserve a place for their student(s) for the coming school year should:

1. submit a Notice of Desire to Continue Enrollment stating the name of each current student who is to remain enrolled at RCS and at least 1/4 of each student's registration fee (\$65.00 for the first student and \$52.00 for each additional student) by February 10, AND
2. submit at least 1/4 of the registration fee per month thereafter until the full amount of the published registration fee is paid in full  
OR,
3. if intending to pay by AOSF scholarship, submit a Notice of Desire to Continue Enrollment with evidence or indication that a renewal application or a new application has been or will be submitted to AOSF.

Families should be aware that:

1. All registration fees not paid in full by May 31 will automatically increase by \$50.00.
2. Any student whose registration fee is not being paid at the required rate, or whose registration fee is not paid in full by May 31 is subject to having his or her enrollment at RCS terminated without refund of any fees paid.

To help you in your planning for next year, copies of *next year's*

1. tuition and fee amounts,
2. calendar,
3. dress code, and
4. handbook changes

are being provided with the Notice of Desire to Continue Enrollment. Additionally, the handbook for next year is now available at [www.riverwoodclassical.org/articles](http://www.riverwoodclassical.org/articles) in the list of pdf documents.



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### Notice of Desire to Continue Enrollment

It behooves the school and parent to be reminded periodically of the nature of their relationship. In order for a student's enrollment at Riverwood Classical School to continue into each succeeding school year, each of that student's parents or guardians must signify his or her desire to continue being assisted by Riverwood Classical School in the carrying out of his or her child's education by signing this form. When this form is returned, it must be accompanied by all or a required portion of the student's registration fee for the school year to which this notice applies. Only once this notice and the registration fee have been received will the student become officially enrolled for the next school year at RCS.

This notice of desire to continue enrollment is made for the following students, who will enter the following grades at the beginning of the next school year:

Name _____	Grade _____
Name _____	Grade _____
Name _____	Grade _____
Name _____	Grade _____
Name _____	Grade _____

We, the undersigned parents or guardians of the above-named students, upon prayer and due reflection hereby certify that:

1. We have reviewed the Educational Philosophy of RCS, which may be found in the Parent Student Handbook and at [www.riverwoodclassical.org](http://www.riverwoodclassical.org), support the same, and further desire that educational philosophy to govern the education of our student(s) at RCS.
2. We have reviewed the Statement of Faith of RCS, which may be found in the Parent Student Handbook and at [www.riverwoodclassical.org](http://www.riverwoodclassical.org), are in agreement with the same, and agree that our student(s) should be taught using the biblical doctrine described therein and which is more fully delineated in the Westminster Confession of Faith.

3. We have reviewed the Parent Student Handbook and agree to have our children conduct themselves and we agree to conduct ourselves, as regards all dealings pertaining to our children and RCS, according to the school's guidelines and procedures. In particular,

- (a) we agree to abide by the school's discipline policies and acknowledge that the ultimate responsibility for our children's behavior resides in us,
- (b) we agree to handle any disputes with or grievances against RCS, its teachers, or its staff in a manner consistent with biblical principles, such as those found in Matthew 18,
- (c) we agree to ensure that our student(s) dress(es) in accordance with the school's dress code, and
- (d) we agree to pay our tuition and fees in a timely manner and, in the event that we do not pay in a timely manner, we agree to pay late fees as described in section 3.13 of the Parent Student Handbook.

4. The tuition payment method that we plan to utilize during the upcoming school year is:

- \_\_\_\_\_ Payment in full by August 10th.
- \_\_\_\_\_ Payment in 10 equal monthly payments made by the first of each month beginning with August 1st.
- \_\_\_\_\_ Payment in 12 equal monthly payments made by the first of each month beginning with August 1st.
- \_\_\_\_\_ Payment by Alabama Opportunity Fund Scholarship.
- \_\_\_\_\_ Financial assistance is requested and I/we have attached
  - a. a statement of current finances on IRS form 433-A and
  - b. a statement of what I/we can afford to pay monthly, and
  - c. I/we are prepared to meet with the board at the next available time.

**Additionally, we understand that by signing this form we are contractually obligated to pay the full year's tuition or all monthly payments we have agreed to, as published, whether or not our student(s) return in August or attend the full school year at RCS. We further understand that we are not entitled to any refunds, discounts, aids, or credits other than noted above.**

5. We agree to pray for and promote the welfare, peace, and purity of RCS.

Before signing, please prayerfully respond to the following questions:

- 1. Do you believe that Riverwood Classical School is the best Christian educational opportunity for your child? \_\_\_\_\_
- 2. Do you agree to aid RCS in its endeavors to provide quality Christian and classical education?  
\_\_\_\_\_

We, the undersigned, understand that this document constitutes a contract made between us and Riverwood Classical School on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Father or Guardian

\_\_\_\_\_  
Mother or Guardian

\_\_\_\_\_  
Date



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## 2020-2021 Fees and Tuition Rates

<i>Application/Registration Fees due before student starts school</i>	<i>Paid in Full by May 31</i>	<i>Payment Completed in any part after May 31</i>	<i>Suggested Monthly Payments February-May 2019</i>
for First Student in Family	\$260.00	\$310.00	\$65.00/month
for Additional Students in Family	\$208.00	\$258.00	\$52.00/month

<i>Fees and Tuition Costs</i>	<i>Full Amount Due</i>	<i>Final Payment Due Date</i>	<i>Minimum Due per Month of School beginning Aug 10</i>
<b>Installment Fee</b> charged on all tuition and fees not paid by Aug 10	5% of total fees and tuition remaining due	May 10 or July 10	5% / 9 or 11 (depending on the number of monthly payments planned)
<b>Consumable Items Fee</b> all students	\$300.00	Jan 10	\$50.00
<b>Field Trip Fee</b> all students	\$102.00	Jan 10	\$17.00
<b>Testing Fee</b> 2nd-12th grades	\$66.00	Jan 10	\$11.00
<b>Tuition</b> Part-Time Kindergarten (8:00-12:20 M-F)	\$3200.00	May 10	\$320.00
<b>Tuition</b> Full-Time K4-6th grade	\$4800.00	May 10 July 10	\$480.00 \$400.00
<b>Tuition</b> 2 hrs/week 7th-12th grade	\$400.00	May 10	\$40.00
<b>Tuition</b> 5 hrs/week 7th-12th grade	\$900.00	May 10	\$90.00
<b>Tuition</b> 10 hrs/wk 7th-12th grade	\$1600.00	May 10	\$160.00
<b>Tuition</b> Full-Time 7th-12th grade	\$5040.00	May 10 July 10	\$504.00 \$420.00
<b>Late Fee</b> for payments after 10th	\$50.00	within same month	N/A

***Application and Registration Fees:*** If application or registration fees are not paid in full when the application or re-enrollment is first submitted, a minimum payment of 1/4 of the fee, if first paid in February of the preceding year, or \$87.00, if first paid after February of the preceding year, per month is required until the fee is completely paid. Failure to make these monthly payments results in your student not having a reserved spot in his or her class until the payments are current. Any application or registration fee which is not completely paid by May 31 will be increased by \$50.

***Consumable Books and Supplies Fee:*** Each student will be charged for the cost of consumable supplies, workbooks, art and science supplies, etc. This charge is made in addition to each family's responsibility to provide any supplies listed on the year's supply list for each child in attendance. If payment in full is not made by August 10, then an installment fee must be paid and a minimum of 1/6 of the consumable fee must be paid each month from August through January until the fee is paid in full.

***Testing Fee:*** Each family will be charged for each student in grades 2 through 12 to whom a standardized test will be administered. If payment in full is not made by August 10 then an installment fee must be paid and a minimum of 1/6 of the testing fee must be paid each month from August through January until the fee is paid in full.

***Field Trip Fee:*** Each student will be charged a fee to cover the field trips planned by the school year. In the event that there are unplanned field trips which will exceed the amount of the fee collected, families will be charged for those as they arise. If payment in full is not made by August 10 then an installment fee must be paid and a minimum of 1/6 of the field trip fee must be paid each month from August through January until the fee is paid in full.

**Changes to the  
Riverwood Classical School Parent and Student Handbook  
for 2020-2021**

### **3.9 Medical**

**Contagious Illnesses:** The school informs parents immediately of all major outbreaks of diseases. A child who shows symptoms of a communicable disease, e.g., pink eye or head lice, must remain absent from school until the child's condition is acceptable to the school or the parent brings a note signed by a physician.

Children with lice will be sent home and must be treated to kill and remove all live lice and nits. A child sent home with lice will only be allowed to return to school once he/she has been re-checked and cleared by school staff. The parent/guardian bringing the child to school may not leave the child until the re-check and clearing have been completed by school staff.

### **3.11 Communication Devices**

Cell phones, pagers, CD/DVD players, video game consoles/handhelds, tablets, smart watches, and any other such communication devices may not be used at school during school hours except as allowed by the school's Acceptable Use of Technology policy in Section 4.8 of this handbook. Any student who must bring such a device to school for use after school hours may and should store the device in a bag, pocket, or with a teacher during class hours. Additionally, no student should wear any form of headphones, wired or bluetooth, during class, except with explicit teacher permission. Any device or accessory thereto that is found being used by a student in class without permission will be confiscated and only released to a parent or guardian.

### **3.20 Social Media Policy**

RCS, through its employees, occasionally posts pictures of students to various forms of social media, including our website and Facebook page, without identifying students by full name. Parents may opt out of this by notifying the school of their desire to do so at any time. An opportunity will be provided when submitting student information at the beginning of each school year.

### **4.8 Computer Use in the Classroom / Acceptable Use of Technology**

Any computer, tablet, phone, e-reader, or other technology use within the classroom may be made with express permission of a faculty or staff member, and any use not associated with specific curriculum activities is not allowed.

If the use of any of these devices is allowed by a teacher, these devices may not be used during class times to access any social media, personal email, or the internet except as specifically allowed for school purposes.

The use of any of these devices and the school's internet connection shall be done:

- in a Christian manner under the standards of conduct prescribed by Scripture,
- only for school-sanctioned purposes (as indicated by express permission given by a teacher or staff member) or parent-approved purposes (the communication and enforcement of which are the responsibility of the parent),
- keeping in mind what is appropriate to be, even inadvertently, viewed by others, particularly other possibly younger students in the vicinity, and endeavoring to maintain that standard at all times, regardless of who appears to be nearby,
  - Specifically, this means that no student in the grammar school is to be using a device around other grammar school students unless supervised by a staff member, and upper school students may not

**Changes to the  
Riverwood Classical School Parent and Student Handbook  
for 2020-2021**

have their devices out and in use for other than class purposes when around any grammar school students.

- treating others at school and on the internet with respect at all times,
  - including properly citing to sources of research obtained via the internet,
  - and properly quoting any information gleaned from the internet,
- never disclosing personal information to unknown persons or sites about oneself or others,
- and knowing that misuse of the technology or internet, as determined by a teacher, administrator, or the school board, may result in the withdrawal of technology and internet privileges from a student.

Any student wishing to use any of these devices and/or the internet at RCS shall complete an Acceptable Use of Technology Agreement indicating both his or her understanding of this policy and the student's parents' understanding of the policy before such use will be allowed.

**4.17 Graduation Requirements and Diplomas Offered**

Health, Economics, and U.S. Government courses have been added to the requirements for both standard and classical diplomas.

**5.2 Dress Code**

Light blue has been removed from the dress code, except for in the Upper School Clarifications in which boys may wear light blue button down dress shirts.

**Riverwood Classical School  
2020-2021  
School Calendar**

**February 2020**

M	3	Enrollment Materials Distributed
T	4	2020-2021 Enrollment Begins
M	10	1/4 Registration Fee Due to Hold Class Place

**March 2020**

M	9	1/4 Registration Fee Due to Hold Class Place
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**April 2020**

W	8	1/4 Registration Fee Due to Hold Class Place
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**May 2020**

F	8	1/4 Registration Fee Due to Hold Class Place
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**June 2020**

M	1	Registration Fees Not Paid in Full Increase by \$50 each
T-F	16-19	Association of Classical and Christian Schools Conference

**July 2020**

W	1	Dress Code and Supply Lists Distributed
Th	30	6:00 p.m. Parent and Student Orientation
F	31	6:00 p.m. RCS Dance Orientation

**August 2020**

M	10	First Day of School 1st Quarter and Fall Semester Begin
M	10	RCS Dance Classes Begin
F	21	7:15 a.m. Back to School Family Breakfast

**September 2020**

M	7	Labor Day Holiday
T	15	CLT 8
W	16	5:00-6:00 p.m. Open House
S	26	CLT
M	28	Fall Midterms Begin (Upper School Only)

**October 2020**

F	9	1st Quarter Ends
M-F	12-16	Fall Break
M	19	8:00 a.m. School Resumes; 2nd Quarter Begins
T	20	CLT 10
F	23	1st Quarter Report Cards and Progress Reports Distributed
F	30	Literary Character Dress-up Day

**November 2020**

F	6	Parent Conference Day (No School for Students)
W	11	Veterans' Day Holiday
T	24	12:20 p.m. Students' Thanksgiving Feast
W-F	25-27	Thanksgiving Holidays
M	30	Rehearsal Schedule Begins

**December 2020**

S	5	CLT
M	7	Fall Finals Begin (Upper School Only)
F	11	12:20 p.m. School Dismisses 6:30 p.m. Christmas Concert & Art Reception
F	18	Comfy Clothes Day; 12:20 p.m. School Dismisses 2nd Quarter and Fall Semester End Christmas Break Begins at Dismissal
F	18	6:30 p.m. Winter Ballet Recital

**January 2021**

M	4	8:00 a.m. School Resumes 3rd Quarter and Spring Semester Begin
F	8	2nd Quarter and Fall Semester Report Cards Distributed
F	15	7:15 a.m. Winter Back to School Family Breakfast
M	18	Martin Luther King, Jr., Birthday Holiday

**February 2021**

M	1	2020-2021 Enrollment Begins Re-Enrollment Papers Distributed
Th	4	CLT 10
M	15	Presidents' Day Holiday
S	27	CLT

**March 2021**

M	1	Spring Midterms Begin (Upper School Only)
F	5	3rd Quarter Ends
M	8	4th Quarter Begins
F	12	3rd Quarter Report Cards and Spring Semester Progress Reports Distributed
M-F	15 - 19	Spring Break
M	22	8:00 a.m. School Resumes
M-F	22 - 26	Iowa and CogAT Testing Week

**April 2021**

Th	1	1:30-2:30 p.m. Historical Character Presentations
F	2	Good Friday Holiday
M	5	Easter Holiday
F	16	Trivium Trot 5k (tentative)
S	24	CLT
W	28	CLT 10
F	30	Parent Conference Day (No School for Students) Upper School Dinner and Dance

**May 2021**

M	3	Rehearsal Schedule Begins Spring Finals Begin (Upper School Only)
W	5	CLT 8
F	14	12:20 p.m. School Dismisses 5:30 p.m. Art Reception 6:30 p.m. Spring Concert and Graduation
W	19	Last Day of School; School Dismisses at 12:20 4th Quarter and Spring Semester End 12:20 p.m. RCS Family Picnic
F	21	6:30 p.m. Spring Dance Performance
F	21	4th Quarter and Spring Semester Report Cards Distributed



## 5.2 Dress Code

Although not intrinsically wrong, anything that would cause undue attention to be paid to a student or would cause distraction to other students is not allowed under the dress code. It is the intention of Riverwood Classical School to create an atmosphere that is conducive to focus and learning. Uniforms also serve as a small measure of the self-discipline intrinsic to the core Biblical values Riverwood seeks to uphold. We intend, by defining what is appropriate attire while in attendance at Riverwood Classical School or at designated school functions, to make complying with these principles simple and straightforward for parents and students. We do not intend to imply that other attire is not necessarily appropriate at other times. Therefore, the following dress code is provided:

### ***Boys' School Clothing:***

*Pants:* khaki or navy blue slacks or dress shorts, which may be worn with a black or brown leather belt

*Shirts:* dark (forest) green, red, or navy blue polo shirts, turtlenecks, t-shirts, or button-down shirts, long or short-sleeved

*Sweaters:* navy blue, red, or dark (forest) green pull over or cardigan sweaters, vest or long-sleeved

*Shoes:* plain, dark shoes or plain, dark or light, tennis shoes or plain sandals

*Socks:* brown, black, white, or navy blue socks (socks need not be worn with sandals)

### ***Girls' School Clothing:***

*Pants:* khaki or navy blue slacks or dress shorts, which may be worn with a black or brown leather belt

*Skirts/jumpers:* khaki or navy blue skirts or jumpers

*Blouses:* dark (forest) green, red, or navy blue polo shirts, turtlenecks, t-shirts, or blouses, long or short-sleeved

*Sweaters:* navy blue, red, or dark (forest) green pull over or cardigan sweaters, vest or long-sleeved

*Shoes:* plain, dark shoes or plain, dark or light, tennis shoes or plain sandals

*Socks:* brown, black, white, or navy blue socks or tights (socks or tights need not be worn with sandals)

### ***General Clarifications:***

1. All skirts, jumpers, and shorts must not be shorter than the student's hand width (measured across the palm) above the knee. Shorts must be worn underneath all skirts and jumpers that are shorter than knee-length.
2. All pants, skirts, jumpers, shirts, blouses, sweaters, shoes, and socks must be solid colors; this means no stripes, flowers, decorative patches, logos, insignias, off-color collars, etc.
3. Tasteful hair accessories are appropriate but must not be used as self-expression. Hair accessories (clips, pins, etc.) should be in muted colors with no sequins. Hair ribbons must be navy, white, red or dark (forest) green. All fad-related hair accessories are prohibited. Hair must be styled in a manner that prevents the hair from covering the student's face or eyes, and any hair style that distracts a student from school is in violation of the dress code.
4. Any other accessories should also be muted in color, nondescript, not used as self-expression, and must match the school uniform being worn.

5. Denim is not part of the dress code.
6. Sandals must be solid brown, black, dark blue, or white with a strap to keep them on. No slip-ons, clogs, or flip flops. Crocs may be worn so long as they comply with the preceding.
7. Tennis shoes will be considered plain if their colors are primarily black, grey, navy, or white with no more than two accent colors.
8. Hats are not allowed under the dress code.
9. Overcoats, jackets, hats, ear warmers, scarves, and gloves are not covered in this dress code because they are not allowed to be worn inside the classroom. The only time that such clothing may be worn inside the school building is when the student is in the immediate process of coming inside from or going to the outdoors.
10. Any tattoos (temporary or permanent) on students must remain covered and out of sight to other students throughout the school day.

***Clarifications for Grammar Students:***

1. Boots, no matter what color, are not considered shoes for purposes of the dress code.
2. Dyed or bleached hair will not be allowed for boys or girls.
3. Girls may wear one pair of simple gold, silver, or pearl stud earrings. Each student may wear one plain watch. Other jewelry does not fall within the spirit of the dress code.
4. Nail polish and make-up is not allowed under the dress code. Students may use colorless lip balm for medicinal purposes.

***Clarifications for Upper School Students (Transition Class and Above Only):***

1. Girls may wear RCS school plaid (black watch) skirts, dresses, or jumpers in addition to the other school colors..
2. Girls and boys may wear black pants, but they may not be worn with black tops.
3. Girls and boys may wear white or black polo shirts, turtlenecks, t-shirts, or blouses, long or short-sleeved in addition to other school colors.
4. Boys may wear white, light blue, or school plaid (black watch) button-down dress shirts.
5. Boots may be worn in colors allowed for shoes in the dress code, unless they pose a safety hazard as determined by a student's teacher or the administrator. Multi-colored boots are not allowed.
6. Girls may wear one pair of small earrings on the lobe. Ear wear that could double for a fishing lure should be saved for other occasions. Earrings in double ear piercings, piercings around the top of the ear, or anywhere else are inappropriate. Earrings or other piercing-fillers of any kind are not allowed for boys.
7. Girls and boys may wear one watch. Girls may wear one small ring. Any other jewelry is not dress-code appropriate.
8. Hair color should be a color that God designed for human hair. Color used by girls should be subtle and not for the purposes of calling attention to themselves. Dyed or bleached hair is not allowed for boys.
9. Girls may wear one soft color nail polish (the same color on all nails). They may wear soft, subtle, natural colored makeup. Make up may not be applied during class time.

Deviation from the dress code, as determined by the school's administrator, will subject the student to discipline as described in Section 5 of this handbook.