

Admissions Procedure for Kindergarten Readiness

_____ **Read the Ambleside Code and Ambleside Commitment Documents** (see below) to determine if Ambleside is a good fit for your family. If you have questions about what you read, we are happy to answer them for you.

_____ **Print the application and** send it along with a \$50 application fee (maximum of \$100 per family) to:

Ambleside School of the Adirondacks
Admissions
15 Burke Drive
Queensbury, NY 12804

_____ **Purchase and review** *For the Children's Sake* by Susan Schaeffer Macaulay. This is required reading for parents (available for \$15 at the Ambleside School office, or online at Amazon or other bookseller):

_____ **Kindergarten Readiness** We will contact you by email after the application has been received to schedule a family interview (see parent(s) interview below. We ask that both parents be present to participate in this interview

_____ **Attend the parent(s) interview** when we will discuss the family's understanding of Charlotte Mason and the Ambleside approach. We ask that both parents be present to participate in this interview.

_____ **Upon completion of the application process** and within two weeks, the ASA office will send letters of acceptance or non-acceptance. If no space is available in a particular class, students will be placed on a waiting list and parents will be informed.

_____ **Return the Signed Enrollment Agreement** which will accompany your acceptance letter. Both the Enrollment Agreement and Parent Commitment must be completed, signed, and returned with a nonrefundable \$125 enrollment fee.

_____ **Immunization records** must be sent to the school upon notification of acceptance. In compliance with New York's Public Health Law Section 2164, children enrolled in ASA must have a completed immunization record signed by a parent or guardian on file with the school. In order to be enrolled children must either have a) an up-to-date immunizations, b) a medical exemption certified by a physician, or c) a conscientious exemption signed by the child's parent or guardian and notarized.



Tuition 2018-2019

Kindergarten Readiness: \$2,300 per year payable in a one-time payment, two payments, or monthly. The tuition year extends over 10 months, running from July 1st to April 1st.

Other Fees

Classroom Supply Fee: \$200 due no later than June 1st.

Application and Entrance Examination Fee (New Students)

A non-refundable application fee of \$50 per student must accompany the completed application form. This is a onetime application fee.

Enrollment Deposit

An enrollment deposit (non-refundable) of \$125/child is due upon formal written acceptance of a student into the school. This deposit represents our mutual commitment: your commitment to pledge financial resources to provide an ASA education for your child; and our commitment to save a place for your child, to proceed with hiring faculty and staff, and to ensure proper classroom space and learning environment.

Refund Policy

Because of our commitment to provide the best learning environment for your child, decisions to hire teachers, rent property and purchase curriculum, supplies, and equipment are made in the spring prior to the beginning of the school year. These financial commitments made by us are based upon the number of students enrolled; therefore, **ASA has a strict no refund/no waiver policy.** Refunds of any tuition or related fees will not be granted should the family decide at any time to withdraw their child from ASA. Additionally, as a result of a student's withdrawal or termination of enrollment, no waiver or forgiveness of tuition and related fees for the full school year will be granted for amounts due. This applies before or after school opens or throughout the school year. Transcripts and/or school records will not be released for any child until all tuition balances owed by the family are paid in full.

Non-discrimination Ambleside School of the Adirondacks does not discriminate on the basis of race, color, sex, or national or ethnic origin.



**Ambleside Adirondacks Kindergarten Readiness Program
2018-2019 School Year**

FOR OFFICE USE	
_____	Date Received
_____	Application Fee
_____	Parent Interview

Child's Name _____ Birth Date _____

Address _____

Phone _____ I would/would not like to connect on FB Name _____

Parent's Name _____

Home Address _____

Best Number to Reach You _____ Best time of the day _____

Work Address _____

Work Phone _____

Email Address _____

Parent's Name _____

Home Address if Different _____

Best Number to Reach You _____ Best time of the day _____

Work Address _____

Work Phone _____

Email Address _____

Sibling's Names and Ages _____

Has your child been in daycare or preschool currently or previously? _____

If so, please provide the name of preschool or daycare.

Parent Questionnaire

Please state the most significant reason(s) you are choosing Ambleside:-

Has your child had any traumatic experiences (physical or emotional) during the early years about which we should be made aware (i.e., head injuries, family deaths, surgeries, serious illness, sibling illness, unconsciousness, etc?) _____

Has your child been diagnosed (e.g. ADD, ADHD, SPD)? Please explain _____

Has your child received OT? Please explain _____

Are there any family circumstances you would like us to be aware of? _____

Describe your child's interests. What subjects does he/she enjoy? What does he/she like doing at home?

Does your child have a television in his/her room? _____

Please tell indicate here anything else you would like us to know about your child: _____

AMBLESIDE KINDERGARTEN READINESS

GENERAL INFORMATION

Children must be at least 4 years of age by November 1st and potty-trained.
School year runs concurrent with the regular Ambleside School year (September- June).

The children will meet Monday through Friday from 9:30 a.m. -12:15 p.m. All children attend a minimum of three days each week: Tuesday, Wednesday, and Thursday.

Monday and Friday are optional days, but many children attend one or both days.

- One-time \$50.00 application fee/child
- A nonrefundable \$125.00 enrollment fee is due upon acceptance.
- The classroom supply fee of \$200.00 is due no later than June 1st of the school year, or upon acceptance.
- Monthly tuition of \$230 is due the first class day of each month.
- The tuition year extends over 10 months, running from July 1st to April 1st.

Ambleside afternoons are available for preschool children at an additional cost. Please inquire.

A child enrolling during any portion of a month must be charged the full month's usage fees.

Since staff is hired and supplies are purchased based on enrollment, ***all fees are nonrefundable.***

There will be no credits issued for sick or away days.

Refund Policy

Because of our commitment to provide the best learning environment for your child, decisions to hire teachers, purchase curriculum, supplies, and equipment are made in the spring prior to the beginning of the school year. These financial commitments made by us are based upon the number of students enrolled; therefore, the Ambleside Kindergarten Readiness Program has a strict **no refund/no waiver policy**. Refunds of any tuition or related fees will not be granted should the family decide at any time to withdraw their child from Ambleside. Additionally, as a result of a student's withdrawal or termination of enrollment, no waiver or forgiveness of tuition and related fees for the full school year will be granted for amounts due. This applies before or after school opens or throughout the school year.

The Ambleside Commitment

Based upon its mission, faith, and pedagogical convictions, Ambleside School makes the following commitments to its students and their parents:

To maintain an optimal atmosphere for the cultivating of the hearts and minds of students.

- Ambleside will be characterized by:
 - Reverence for God, confidence in His loving presence, and a commitment to obedience, according to the principles of Jesus Christ.
 - Kindness and respect for all with the proper submission to authority.
 - Learning and growth in a multitude of spheres, intellectual, spiritual, physical and relational.
 - Ideas that engage the mind.
 - Work that is fruitful, satisfying, and harmonizes into a daily rhythm.
 - Neatness, beauty, and general good order.
- Ambleside will not be characterized by:
 - Exclusive relationships or cliques.
 - Sarcasm, base humor, or demeaning language.
 - Artificial incentives (stars, candy, grades, awards, etc.) and manipulative techniques (shame, wrongly expressed anger, excessive praise, and other forms of emotional manipulation).
 - Labeling students in a way that limits or creates a false sense of inferiority or superiority.
 - Trivial work, meaningless tasks, or superficial amusements.

To foster good habits in regards to work, thought, self, and others.

- Ambleside will hold students to a high standard in their academic work.
 - All students will be supported in the habit of doing good work (work that is completed punctually, accurately, neatly, and demonstrates a high level of academic thought, mastery, and skillfulness).
 - If a student's work indicates lack of carefulness, focus, or effort, then teachers will use inspirational ideas and natural consequences to motivate the student towards the formation of the necessary habits.
 - If a student's work indicates lack of comprehension, then teachers will be available after school to provide additional assistance.
 - If regular after-school work proves insufficient to bring the student to needed mastery, then the teacher and administration will work with student and parents to develop and implement a plan to foster the necessary habits, skills and knowledge.
- Ambleside will hold students to a high standard of self-management and inter-personal relationships.
 - All students will be supported in mastering the habits of:
 - Focused attention
 - Self control of speech, hands, and posture

- Kindness and respect towards others
- Appropriate submission to authority (teachers, administrators, and school policies - including the dress code)
- If any student fails in one of the above, then Ambleside staff will use inspirational ideas and natural consequences as the primary means for promoting student growth.
- If a severe lapse or a persistent pattern of lesser failures occurs, then the teacher and administration will work with student and parents to develop and implement a plan to foster the necessary personal and interpersonal habits.

To engage and nurture the students' minds through a rigorous and rich curriculum.

- The Ambleside curriculum consists of "living books", the best books, written in fine literary style by the best minds, rather than traditional text books.
- The Ambleside curriculum provides a broad array of foods for the mind, including: Bible, math, science, history, literature, music, art, a second language, grammar, nature study, picture study, composer study, leadership, poetry, handwork, drama, and physical exercise.
- At Ambleside, students are given the opportunity to grow in knowledge and skill through worthy work and worthy thought.

Ambleside Code of Personal Conduct

Based on its commitment to the person and principles of Jesus, Ambleside has a clear moral vision and definite expectations for its board members, staff, faculty and students. Failure to conform to this moral vision is grounds for disciplinary action for staff and student alike. While Ambleside does not make parental conformity to this moral vision a prerequisite to admission of a student, it does expect that all parents have a clear understanding and accept this moral vision as integral to the curriculum and the life of the Ambleside community. We realize that adult example has a profound effect on the formation of the hearts of children. Thus, we would ask any parent who is, or who expects to be, engaged in conduct contrary to this code to find a school more congruent with their desires and goals. We ask all parents to maintain an example for Ambleside students consistent with this code.

The focus is on Christ, His grace and His truth. We desire to be a 'grace based' community. In order to be specific of our expectations of one another, we list some specific actions which, although not comprehensive, we believe honor Christ. At Ambleside, we believe that an optimal way of life requires that we:

- Demonstrate consistent care for all persons, treating all with kindness, respect, and generosity; never engaging in any behavior (including verbal) which would be damaging, disrespectful or demeaning of another person, child or adult.
- Be diligent in fulfilling all tasks related to one's responsibilities, maintaining a high quality of work, honesty and integrity.
- Be careful and gracious in speech, avoiding any profane speech and never making a public statement (in any medium, including e-mail) regarding the school or any member of the Ambleside community which can be considered injurious to the reputation of another person or the school.
- Handle all concerns and grievances in a constructive manner.
- Avoid all illegal activities including illegal drug use, theft, vandalism and fraudulent activity.
- Avoid activities destructive to relationships such as outbursts of rage, violence, stealing, lying or cheating.
- Be moderate and appropriate in the consumption of alcohol.
- Protect the dignity of human sexuality and the virtue of chastity
 - By avoiding all forms of lewd speech including base jokes, sexual innuendo, and inappropriate sexually explicit talk.
 - By never viewing, possessing, distributing or fostering the use of pornographic material including but not limited to print, video and audio.

- By never advocating or participating in immoral sexual activity (defined as any form of touching or nudity for the purpose of evoking sexual arousal apart from the context of marriage between one man and one woman).
- By never engaging in any physical contact or verbal expression with another person (adult or child) which could be interpreted as being an inappropriate display of affection and thus emotionally abusive, confusing or scandalous.