



FOREST PATH ACADEMY

A Branch of



2015-2016 Student Handbook

ABOUT THE PROGRAM

Forest Path Academy offers a variety of options for home-schooling families. Our goal is to help families on their home-school journey. We have available classes for students from infant through high school

EARLY CHILDHOOD PROGRAM

Our Discovery Tree program offers a complete curriculum for Preschool and Kindergarten students. Please see our separate Discovery Tree Handbook for information on our early childhood program.

PATHS PROGRAM

We offer the PATHS complete curriculum for grades 1-8. PATHS stands for Parent And Teacher, Home and School. This is a complete curriculum in ALL subject areas for students in grades 1 through high school. Students attend classes twice weekly on Tuesdays and Thursdays. First grade students also attend on Wed mornings for additional reading and math instruction. Students will have additional assignments to complete at home. All lesson planning is done for you, so you are free to enjoy your home-schooling journey! Parents may also choose to enroll in individual classes instead of the full program, to create a custom curriculum.

INDIVIDUAL CLASSES

Parents may choose to enroll their child in individual classes that are part of our PATHS curriculum, such as History or Science only. In this way, parents can create a completely customized curriculum for their family.

ELECTIVES

In addition to the core subjects included in the PATHS curriculum, we offer additional classes such as Lego Robotics, dissection, computer programming, private music lessons, choir, and many others.

FIELD TRIPS

We offer a variety of field trips, holiday parties, and other activities. Many of these activities are open to all, including families who are not enrolled in our classes. We invite families to join up mailing list to receive info on these programs. Some field trips may have additional fees.

MUSIC AND MORE

Forest Path Academy is a branch of Friendswood Music and More which offers music and art classes for all ages. We offer Kindermusik for infant-age 7, group piano, musical theater, private music lessons, and art for all ages.

FINANCIAL POLICIES

Class Length

Our school year includes 28 class weeks. Classes meet twice weekly for 45 minutes or longer. Please refer to our calendar for class holidays and other important dates. There are no classes held between Thanksgiving and Christmas so that our students can focus on their families and enjoy travel and other holiday activities.

Tuition and Fees

The tuition for all classes is based on a **yearly rate**. The monthly tuition on installment plans is the same regardless of classes per month. We are pleased to be able to offer several different payment options for families. Upfront payment as well as enrollment in multiple classes offers substantial discounts.

Individual Classes

You are welcome to register for individual classes. Pricing for individual classes can be seen on the tuition sheet.

COMPLETE PROGRAM

FIRST GRADE

First grade students will meet Tues/Wed from 9:15-2:30 AND Wed from 9:15-1:00 pm. This allows consistency with their phonics and math instruction. Tuition for the three day program is \$3,650 per student for the school year. This can be paid as 10 monthly installments of \$365 (August – May) or 9 monthly installments of \$406. The 10 month installment plan allows the lowest monthly payment for families. Students joining after the start of the year will be charged \$406.00 month. There is a registration / supply and lab fee of \$175 **per semester** for the full program, due twice a year. The first is

due at time of enrollment; the second is due by Jan 25th for Spring semester. The Spring semester fee will be charged with the February installment payment on Jan 25th. Parents who would like to pay in full for the semester may pay the discounted tuition price of \$1,700 per semester, plus the \$175 registration fee per semester, due no later than Aug 1st and Jan 15th

GRADES 2- HIGH SCHOOL

Students enrolled in the core PATHS classes from 9:15 am - 3:15 pm will pay tuition based on a yearly fee of \$2,500 per student for the entire school year. (7 class periods per day). This can be paid as 10 monthly installments of \$250 for the school year (August-May,) or 9 monthly payments of \$275 (Sept-May.) The 10 month installment plan allows the lowest monthly payment for families. Students joining after the start of the year will be charged \$275.00 month. There is a registration / supply and lab fee of \$175 **per semester** for the full program, due twice a year. The first is due at time of enrollment; the second is due by Jan 25th for Spring semester. The Spring semester fee will be charged with the February installment payment on Jan 25th. Parents who would like to pay in full for the semester may pay the discounted tuition price of \$1,150 per semester, plus the \$175 registration fee per semester, due no later than Aug 1st and Jan 15th. Biology dissection lab, Lego Robotics, Choir, and other programs are an additional fee.

Registration and Supply Fee

Payment of registration and supply fees are due at the time of registration to hold your spot in class. All registration and supply fees can be seen on the tuition table. All supplies are provided by Forest Path Academy including art supplies and science lab supplies.

Required Textbooks

There are required textbooks for most classes, and instruments are required for music / band classes. Textbooks are provided for certain classes. Please see the separate required textbook list by grade level for more information on required books and how to purchase them.

Refunds

There are **NO REFUNDS** given unless class is cancelled or rescheduled by Forest Path Academy, so please be certain before making any payments.

Installment Plan and Payment Options

As a courtesy to our students, we offer an installment plan. This plan divides the total tuition for the year into 10 equal payments. Please understand that this is an installment plan for the year's tuition, and not a "month by month" payment plan-if you simply "stop coming" one month you are still responsible for tuition unless you have formally withdrawn from the program under the guidelines below. As this is an installment plan, the installment amount is the same regardless of the number of classes in each month.

Payment Options:

We require all students on an installment plan to have a valid credit or debit card on file with the office. We offer a convenient automatic payment option for our families. Payments will be charged to your credit or debit card on the 25th of each month beginning July 25th for the August payment and ending April 25th for the May payment. The supply fee for the Spring semester will also be charged to the card on file with your February payment on January 25th. Families are welcome to pay by cash or check if desired; however, we must receive the payment in the office by the 20th in advance for the next month's tuition. Payments may be left in the payment

drop box located in the front of the studio. If we have not received and posted your payment by the 25th we will run the tuition to the credit card on file. We have had problems with late payments in the past and do not have the staff to continually deal with this problem. These policies enable us to continue to offer an installment plan and cash/check payment option for our families.

Add/Drop

We are happy to help you make adjustments to your schedule and will work with parents who are interested in changing their child's classes. Our goal is to help each individual child find the class combination that is best for them and their family.

Withdrawal From Program

We must receive written notification if you wish to withdraw. **Please remember there are no refunds of tuition and fees paid.** You may withdraw at anytime before December 1st. After December 1st, you are responsible for tuition for the full year. Please visit the website at www.friendswoodmusic.com and fill out the withdrawal form on the website. The date this form is submitted will be considered the notification date of the withdrawal. **You must notify the office in by the 15th of the month to avoid being responsible for the next month's payment.** We suggest you plan for your last lesson to be at the end of the month, as **payments made for the month are non-refundable. Students who simply stop coming will continue to accrue charges until notice is received in the office.** Alternatively, you may submit written notice of withdrawal. Written notice should include the parent and child's full name and e-mail address and turned into the studio or left in the drop box. If your notification is received AFTER the 15th of the month, you will be charged the next installment on the 25th but no additional charges, and would still be welcome to attend for the final month of class.

Students who do not notify the office in writing that they are withdrawing from the program are responsible for 100% of the tuition and materials for the year, regardless of attendance.

Adjustments and Changes

Please allow the first month of class for us to make adjustments as needed with your child's classes based on each child's maturity and academic level. Since classes only meet twice weekly, this is only a total of 8 classes.

Late Pick Up:

Parents who are more than 10 minutes late will be charged a \$25 late pick-up fee.

Mid-Year Registrations

New students may join mid-year at the discretion of the individual teacher. For new students joining after the beginning of class, the tuition will be pro-rated, but the full materials and registration fee will be required.

Friendswood Music and More Forest Path Academy Student Information and Policies.

Student Supplies

Generally, all supplies are provided by Forest Path Academy including colors, markers, glue and scissors. Students may also need notebooks and/or binders for some classes, but generally these are provided at the start of class. Students are expected to bring class textbooks, literature books, and any notebooks or binders to each class period.

Student Cubbies

Students are assigned a cubby at the beginning of the year. It will be labeled with the student's name. Help us keep the student area neat- please take home all work and books at the end of each day and do not leave their school papers. Toys, clothes, and other items should not be left in cubbies between classes. Students are asked not to bring large toys or other items that will not fit in their cubby during class.

Absence/Make-up policy

It is an unfortunate fact that all children will become sick. It is courteous to call and let us know if your child will be absent due to illness. We ask that ill students remain home to avoid spreading the illness to other students and teacher. Children need to be without a fever for 24 hour to return to class.

Children who are vomiting should not have vomited in the last 24 hours. Your instructor will contact you and let you know what was covered in class, and parents may need to come by and pick up any handouts to complete assignments. Just as in a private school, there are no refunds for missed classes.

You are responsible for payment for all classes scheduled regardless of attendance. There are no refunds for missed classes. Tuition paid for one month cannot be rolled over to a later month due to absence or illness.

Instructor Absences/Class Cancellations

In the event of instructor illness, a substitute will generally be provided. Any missed classes due to instructor absences will be rescheduled. In the event of hurricane, flooding, or severe weather, we will close based on Friendswood ISD. FISD cancellations can be viewed on their website www.fisd12.net. We will also close in the event of hurricane evacuation. Such events are considered "Act of God." Due to the number of classes on our schedule, such classes unfortunately cannot be rescheduled or refunded. We send out e-mail notifications in

the event of cancellations, so please be sure to have a valid e-mail on file. Make-up classes are scheduled at the end of the semester. Please see the calendar for the make-up dates for the current school year.

Special needs/allergies

If your child has a special need, or an allergy, please be sure to notify the office and the teachers, especially if they will be eating lunch with us.

Lunch

Children enrolled in PATHS will need to bring will need to bring a lunch. A microwave is available for student use. Children should also bring a water bottle for drinks during the day, as we do not have a water fountain.

Permission Slips

Some of the older students have asked if they may leave to order lunch. A parent letter stating that your child has permission to leave for the lunch break is needed if you would like for your child to be able to leave our facilities at lunchtime. There is no longer a restaurant in the strip center, the closest restaurant is Perry's across the street.

Parent Participation

Forest Path Academy is a program for home-schooled students. We provide the curriculum and qualified instructors in a variety of subject areas. However, our classes are only part of a complete course. Each class has required home assignments, and parents will need to work with their child outside of class to complete their curriculum.

Parent Communication

Please be sure to have a valid e-mail address on file with the office, as most communication is done via e-mail. Families

will receive a weekly e-mail with detailed information on your child's assignments. Parents will also receive a log in for our grading software so you can view your child's grades at any time. However, **students are also expected to be responsible in communicating assignments to the parent.**

Grading

Grading varies by the class. Please check your class syllabus for details on the teacher's grading methods.

Contact Us

If you have any concerns at any time during the school year, we want to know! Feel free to call Sarah at 281-992-4242 or contact your teacher.