

Enrollment Checklist

- ___ Visit LIFT
- ___ Pay Annual Registration Fee
- ___ Choose Program
- ___ Pay Curriculum & Supply Fee
- ___ Annual In-Person Account Set Up Meeting
- ___ Tuition & Fees Payment Policies Form
- ___ Pay Annual Tuition in full, or
- ___ Set up Payment Plan
- ___ Turn in Tuition Checks
- ___ Complete Forms (at end of this book)
 - _ Enrollment Form
 - _ Building Release Form
 - _ Zone Permissions (13 & up)
 - _ Attendance Agreement
 - _ Initial when Handbook Read

Co-op Only:

- ___ Meet with LIFT re: co-op positions
- ___ Attend Orientation
- ___ Set up Communication

You must be available by phone and able to pick students up within 30 minutes in case of illness or emergency.

Contact / Communication

Main Number:
682-772-2214
Call or Text

Email:
lifthomeschooltx@gmail.com

Website: liftschoolhouse.com

Facebook Groups
LIFT Families
LIFT High

Location: 706 Creek Bluff Drive, Keller 76248

Tuesday - Friday 9:15 - 2:30

Annual Programs Fees, Due Dates

Elementary Day School Middle & High School

Registration April 1 forward.
Curriculum & Supply Fees are due July 1.
Tuition is due August 1.

Fees and Tuition are Annual and non-refundable due to purchases made and staff hired.
Students are enrolled for a full school year whether you pay in full or set up a payment plan and payments continue whether students attends or not, whether by school or family choice.

Annual Programs do not offer a month-to-month enrollment, however, as a courtesy we have payment plan options available. Payment plans must be set up with director prior to August 1.

Registration
due April 1 or upon registering
\$250/Family

Tuition & Fees
Elementary Day School:
\$600 due July 1,
\$3000 due in full August 1 or
\$4000 Set up payment plan prior to August 1 /\$50/student

Middle & High School:
\$500 due July 1,
\$2300 in full due August 1 or
\$3000 Set up payment plan prior to August 1 /\$50/student

Semester Programs Fees, Due Dates

Enrichment / Co-op Enrichment 7th - 12th Individual courses

Fall Registration August 15 forward
Tuition & Fees due August 15
Fees and Tuition on non-refundable after September 1

Spring Registration January 15 forward
Tuition & Fees due January 15
Fees and Tuition are non-refundable after Feb 1

Due Dates: August 15 or January 15
Registration \$70/Family, \$50/student optional payment plan

Tuition & Fees

Enrichment
F: \$180/\$360 S: \$240/\$480

Enrichment Co-op
\$90/\$180 \$120/\$240

7th -12th Individual Courses
Fall 9 weeks / Spring 21 weeks
\$45/week Humanities
\$30/week Science
\$15/week Math Lab
\$10/week Elective

All Programs:
Payment Types Accepted: Cash or check.
Other payment types require a fee.

Those wishing to try our classes without long-term commitment may set up one of the following:
Visit / Drop-in Day / 3-week Trial

What To Bring

Lunch
Water Bottle
Daily Snack

High School

Lunch
Water Bottle
Backpack or Bag for books
Money for lunch purchase (optional)

Your Curriculum and Supply Fee covers all the other school supplies, books, labs, and more!

Drop-off and Pick-Up

Drop-Off	9:15-9:30
Pick-Up	2:30

Late Drop-off or Pick-up should be avoided.
Students can come in the unlocked front door until 9:30 and we bring kids out at 2:30 for pick-up.

In the case of extracurricular lessons, posted times will apply.

As Safety is our first concern, doors remain locked while LIFT is in session.

As LIFT policy states, habitual lateness can result in fees, suspension, and/or termination of enrollment. All un-enrollment rules apply so you would remain responsible for fees and tuition during suspension or upon termination as you are committing to the entire school year for Annual programs or semester for Enrichment and Co-op programs once you enroll.

Late Charges

Per Semester:

1st - warning / 2nd - \$25 / 3rd - \$75

More than 30 minutes = 3rd offense

4th - suspension/termination

Birthdays

Students enjoy celebrating birthdays, especially with their friends and classmates!

TREATS

If you would like to send treats to share, please let the class know in advance so those with allergies can provide an alternative for their child. Most students prefer fruit or cookies if you'd like a suggestion. Non-food items like play doh, stickers, novelties are fun too.

CELEBRATING AT SCHOOL

Students will need to pass the treats out at lunchtime. Younger students treats may be passed out as students leave for the day.

CELEBRATING OUTSIDE OF SCHOOL

If students are planning to invite schoolmates to a birthday party, please do so outside of class time unless inviting the entire group. Parents can communicate about this through our member site forum if you need list of class names or the directory if you want to find contact information for ones your child is inviting if not the whole group.

Environment

We strive to maintain a family friendly environment and respectful community.

We ask that students refrain from:

- ~ discussion of topics that aren't age appropriate or are private matters
ex; movies rated PG-13 and above, sexuality, suicide, drug use, abortion
- ~ using language that is generally considered as swearing, name-calling, mocking, or derogatory
- ~ bullying, criticizing, inciting others to join in isolating or ostracizing or otherwise causing pain to others
- ~ willfully going against the boundaries set in place at LIFT

Note: regarding language, we know all families have their own beliefs and rules about word usage. We ask that students let a teacher know if they are concerned about another's language. We find that students telling each other what words you are "not supposed to say" can lead to students discussing all the words we "aren't supposed to say".

Office Hours, Appointments, and Visits

Meetings regarding your account can be via text, phone or in person by appointment.

Meeting with Teacher or Leadership

(Teachers are not available during class hours and are not required to arrive early or stay late for a drop-in meeting unless you have made a confirmed appointment through the below email)

Make appointment through lifthomeschooltx@gmail.com or 682-772-2214

LIFT Visitors

New Families:

Contact us to plan a visit.

Parents and family members:

You are welcome to visit, observe classes, or come for lunch. You will need to sign in and wear a name tags while you are with us.

Unless you have had a background check through us, you will also need to be with a LIFT adult while you remain in the building during your visit.

Communication

Talk to Jody if you have any concerns, questions, or issues so we can find solutions or address concerns. As per the Attendance Agreement; ask for help when needed. This refers to anything and everything happening at school, whether academic, social, behavioral, procedural, policies, concerns about teachers or students, the campus, or anything else that may come up.

Financial

Ask Jody about: Changing status during the school year, registration, pricing, and quotes.

Account set up, Payment plan set up, making payments, questions about your account status, questions about your post-dated checks.

Lessons, Homework or Student Progress

Email LIFT to:

Make appointment with teacher.

Get a progress report.

Ask for assignments if missing scheduled school hours. (Minimum 10 day notice if you will be out of town and want assignments while you are gone.)

Community or Social

See Member Forum, Website, or Facebook page or groups.

Learning Challenges and Special Adaptations

There are many different types of learners, challenges, and styles. Slight adaptations in class requirements are permitted by LIFT for learning challenged students. Any variance in class requirements will be in conjunction with amplified parental involvement. LIFT teachers are not trained to teach to specific learning challenges unless specifically shown in class description.

While we provide individualized lessons, not every classroom environment is geared to providing as much individual, slow paced learning as some need. Thus, LIFT evaluates each student with serious learning challenges on an individual basis to determine if they would receive what they need here. Parents of children with severe learning issues are encouraged to seek qualified help from experts. Parents are accountable to help the learning challenged child or youth develop lifelong study skills. LIFT reserves the right to accept or deny enrollment based on the child's ability. (per this Handbook)

Learning Challenges and Special Adaptations, cont

For students that are more than 2 years “ahead or behind” peers, we evaluate placement in conjunction with teacher and parent to determine how to best meet their needs. If at any time, we find that they are unable to be taught with the group, we will do our best to try other options when available.

For example, a student that is ahead can simply join the older group if that is a good fit or can stay with peers during social times like recess and be given work that fits their academic level during class.

Another example, a student that is older but needs a class typically taken by a younger student may need outside tutoring provided by the family and we will let you know if that need arises. We are not responsible for private tutoring or for providing tutoring, although, we may have suggestions of individuals you might be able to hire or may have a teacher that can tutor on their own time.

Other Policies

LIFT Schoolhouse does not discriminate on the basis of race, color, national, religious, or ethnic origin in administration of its policies or programs.

We do ask that all that attend are respectful of others at all times in spite of any differences in beliefs.

Conflict Resolution: In an effort to maintain the integrity and wholeness of our learning community, we expect issues to be brought to the proper source in seeking resolution and restoration. LIFT Leadership, while not perfect, is available and open to receive and address concerns and complaints and strives to maintain an inclusive environment for all.

Worldview: We teach students to recognize differing views and allow you to teach your own beliefs as a family. Our classes may have some Biblical worldview based or evolutionary based/secular materials and we acknowledge that there are differing beliefs and respect those around us whether we agree or not. We seek to be a part of a community where we may not share all beliefs

but share a common purpose in creating an educational community that benefits homeschool families and their children.

HEALTH & WELLNESS

We take temperatures of all those entering the building.

We use hand sanitizer or wash hands prior to using shared items such as games or manipulatives.

We ask that you stay at home:

IF anyone in the household has or has had a fever within 24 hours.

IF anyone in the household has a sore throat, cough, shortness of breath.

IF you have congestion or cough that is not clear and not confirmed by doctor as allergies.

ZONE PERMISSIONS

My child (13 & over) can:

Walk to the shops on the corner of N. Tarrant/
Rufe Snow (Kroger, McDonald's, Subway)

Circle either Yes or No

Yes / No Alone

Yes / No With other students their age

Yes / No Only With a LIFT adult

Walk the trail next to LIFT

Circle either Yes or No

Yes / No Alone

Yes / No With other students their age

Yes / No Only With a LIFT adult

RELEASE OF LIABILITY

LIFT SCHOOLHOUSE, LLC

Classes held at 706 Creek Bluff Drive, Keller, TX 76248

Permission and Release of Liability:

I give permission for my child(ren) to participate in LIFT SCHOOLHOUSE, LLC's activities, classes, and events.

I waive, release, and indemnify LIFT SCHOOLHOUSE, LLC and their owners, agents, contractors, directors, officers, coordinators, employees, and volunteers from all demands, claims, or liabilities, in law or in equity, which have arisen or may arise from any activity and which involves any damage, loss or injury to me, my child (ren) or our property.

I further agree that any claim arising from or relating to this agreement be settled by mediation.

I will be responsible for any physical damage to other's property, including LIFT Schoolhouse, and their contracted staff, volunteers, and students, and incurred by my child(ren).

First and last name of student(s):

Signature of Both Parents or Guardian / Date

ATTENDANCE AGREEMENT

Our family wishes to be a part of LIFT Schoolhouse for the 2020-2021 school year, September - August.

We agree to support the goals and well being of the LIFT Schoolhouse community to the best of our ability.

We agree to maintain and protect the boundaries set in place and honor the policies put forth by LIFT Schoolhouse in regards to routines, schedules, communication, fees, and behavior in the spirit of cooperation and community.

We agree to make ourselves available for communication from LIFT Schoolhouse as well as communicate with the school immediately if anything will affect our ability to arrive on time for drop-off or pick-up, keep our account in good standing, or to complete schoolwork.

We understand LIFT is an environment where students come for individualized lessons and interactive learning experiences without an onsite parent responsibility requirement, however, some involvement from parents outside of class is needed to fulfill responsibility in regard to the state laws governing homeschooling.

Parents please make sure your child understands the following;

Students understand that they are expected to:

- 1) treat all those in our community with respect,
- 2) behave in a way that doesn't interfere or disrupt others learning activities,
- 3) participate in honoring policy and structures of the community,
- and
- 4) ask for help to solve conflicts when they arise.

Parent/Guardian:

Parent/Guardian:

Student/s Name/s:

DOB:

Current Date:

ENROLLMENT FORM

PRIMARY CONTACT PARENT:

PRIMARY PHONE:

PRIMARY EMAIL:

SECONDARY CONTACT PARENT:

SECONDARY PHONE:

SECONDARY EMAIL:

MAILING ADDRESS:

STUDENT NAME:

BIRTH MONTH & YEAR:

PROGRAM:

ALLERGIES: YES / NO

INSTRUCTIONS:

DIAGNOSIS/TREATMENT current or past for learning,
emotional, or behavioral issues: YES / NO

INSTRUCTIONS:

EMERGENCY CONTACT / PICK UP PERMISSIONS

YOU MUST BE REACHABLE AND AVAILABLE TO PICK UP
CHILD WITHIN 30 MINUTES IN CASE OF ILLNESS OR
EMERGENCY.

WE WILL CALL YOU FIRST BUT PLEASE PROVIDE AT LEAST
ONE EMERGENCY CONTACT OTHER THAN PARENT:

NAME:

PHONE NUMBER:

RELATIONSHIP:

Other than parents and emergency contact:
WHO CAN PICK UP YOUR CHILD?

If you have a last minute change or need to get a ride that
we don't have listed, just let us know at the time at
682-772-2214.

Anyone we don't know must show their Driver's License
so we can confirm their identity in order to allow them to
pick up your child/ren.

ENROLLMENT FORM - ADDITIONAL CHILD/REN

STUDENT NAME:

BIRTH MONTH & YEAR:

PROGRAM:

ALLERGIES: YES / NO

INSTRUCTIONS:

DIAGNOSIS/TREATMENT current or past for learning, emotional,
or behavioral issues: YES / NO

INSTRUCTIONS:

STUDENT NAME:

BIRTH MONTH & YEAR:

PROGRAM:

ALLERGIES: YES / NO

INSTRUCTIONS:

DIAGNOSIS/TREATMENT current or past for learning, emotional,
or behavioral issues: YES / NO

INSTRUCTIONS:

STUDENT NAME:

BIRTH MONTH & YEAR:

PROGRAM:

ALLERGIES: YES / NO

INSTRUCTIONS:

DIAGNOSIS/TREATMENT current or past for learning, emotional,
or behavioral issues: YES / NO

INSTRUCTIONS:

STUDENT NAME:

BIRTH MONTH & YEAR:

PROGRAM:

ALLERGIES: YES / NO

INSTRUCTIONS:

DIAGNOSIS/TREATMENT current or past for learning, emotional,
or behavioral issues: YES / NO

INSTRUCTIONS:

Tuition & Fees Worksheet

ANNUAL PROGRAMS

Annual Family Registration Fee: \$250

Due Date: **July 30**

Annual Tuition Deposit: \$600/student

Due Date: **August 15**

Elementary Day School

Levels K - 6th grade

Annual Tuition & Fees: \$3600

Or Payment Plan Tuition & Fees: \$4000

X ____ # of students

- Deposit Paid _____

TUITION TOTAL: _____

Due Date: **September 15**

Middle & High School

Annual Tuition & Fees: \$2800

Or Payment Plan Tuition & Fees \$3000

X ____ # of students

- Deposit paid _____

TUITION TOTAL: _____

Due Date: **September 15**

Payment Plan Must be set up prior to Annual Tuition Due Date.

ANNUAL FEES WORKSHEET

	Annual Family Registr ation	Elementary Day School	Middle & High School	x # of students	Total
	\$250				
Deposit Curriculum & Supplies		\$600	\$600		
Remainder Paid In Full September 15		\$3000	\$2200		
Remainder Payment Plan begins September 15		\$3400	\$2400		

Tuition & Fees Worksheet

SEMESTER PROGRAMS

Semester Family Registration: \$70

ENRICHMENT - DUE September 1*

DROP-OFF

	FALL	SPRING
1-Day	\$180	\$240
2-Day	\$360	\$480

Semester Tuition:

\$_____ x ____# of students

TUITION TOTAL: _____

*Payment Plan Admin Fee \$50/student

CO-OP

	FALL	SPRING
1-Day	\$90	\$120
2-Day	\$180	\$240

Semester Tuition:

\$_____ x ____# of students

TUITION TOTAL: _____

*Payment Plan Admin Fee \$25/student

7TH - 12TH INDIVIDUAL COURSES

Fall Semester - 9 weeks

Spring Semester - 21 weeks

\$45/week Humanities

\$30/week Science

\$15/week Math Class

\$10/week Elective

\$5/week Math Lab

ENRICHMENT WORKSHEET

ENRICHMENT	Drop-Off	Co-Op
Fall 1-day	\$180	\$90
Fall 2-day	\$360	\$180
Spring 1-day	\$240	\$120
Spring 2-day	\$480	\$240
SEMESTER REGISTRATION FEE	\$70	\$70
OPTIONAL PAYMENT PLAN	\$50	\$25
X # OF STUDENTS		
TOTAL		

7TH - 12TH INDIVIDUAL COURSES WORKSHEET

7TH - 12TH GRADE INDIVIDUAL COURSES		FALL 9 WEEKS	SPRING 21 WEEKS
	70		
HUMANITIES	\$45/WEEK		
SCIENCE	\$30/WEEK		
MATH CLASS	\$15/WEEK		
ELECTIVE	\$10/WEEK		
MATH LAB	\$10/WEEK		
TOTAL			

Fall 2020 Semester Hygiene Policy & Waiver

Working with kids means we always have a cleaning and disinfecting regimen as well as a routine the kids are taught to follow in order to learn and maintain hygiene habits.

LIFT's best practices of cleaning and disinfecting include the following;

Daily cleaning and disinfecting of bathroom, table/desk/counter or other surfaces, doorknobs, and light switches.

We all practice washing of hands before and after eating.

Staying home when sick or when someone in household is sick.

Take temps prior to entering building. (parents wait in car for the "thumbs up" at drop-off)

Students sanitize hands prior to entering building, after temp is taken.

Wash or sanitize hands prior to and after the use of shared items such as manipulatives, or prior and after playing a game with other students.

Teen and adult participants are seated with distancing and interact verbally without sharing devices or supplies. This allows an informal setting and eliminates the need for masks.

We don't use masks as there is no way to control the cleanliness of personal masks or for us to monitor and eliminate touching and adjusting for breathing and comfort which creates more face and mouth touching while also touching other surfaces and items. The burden lies instead on the highly effective distancing and hand-washing which has a much higher degree of protection.

We are following posted guidelines, and using best practices laid out by medical and scientific community for slowing the spread of covid19 including, but not limited to, hand-washing, older students and adults sitting at a distance, and those with sickness in the household not attending class in person. *We cannot guarantee that no sickness will be spread so those that are not willing to take that risk should not attend in person until they are comfortable with the inherent risk of being around others, no matter what precautions are taken.*

Families Responsibility

Stay home if anyone in your household has had a fever in the previous 24 hours or has a sore throat.

Monitor and inform if exposed to lice, chicken pox, conjunctivitis (pink eye), staph, strep, or other communicable diseases, including coronaviruses such as flu, cold, or covid.

Stay home with congestion or productive or bronchial cough or nasal discharge that is not clear and that is not confirmed by doctor as allergies.

Student/s Name/s:

Both Parents Initial Each Section and Sign Bottom:

_____ I/we understand that while LIFT and participants will do all they can to provide a safe and clean environment, and will do their best to monitor those in attendance, there is always the possibility of contracting illness.

_____ I/we are knowingly accepting responsibility in taking this risk and do not hold LIFT or their participants in any way responsible in anyone in our family/ household becoming ill.

_____ I/we will be responsible to stay home when someone in our household:
Has or has had a fever in the past 24 hours
Has a sore throat

_____ I/we will be responsible to stay home when someone in our household:
Is experiencing congestion, bronchial, or productive cough
If nasal or bronchial discharge is not clear or is not confirmed as allergies.

_____ I/we will inform LIFT if anyone in our household has or is exposed to anyone with a communicable disease, chicken pox, strep, staph, conjunctivitis (pink eye), or coronaviruses such as flu, cold, or COVID19, or any parasite such as lice.

_____ I/we will follow guidelines for informing those we have been/will be around in regards to disease and parasites.

Signature of Both Parents:

