

ELEMENTARY/ MIDDLE SCHOOL ENROLLMENT PACKET



2026-2027 SCHOOL YEAR

**293 Hialeah Drive - Hialeah, FL 33010
305-885-2845**

Celebrating Christian Education for over 50 years!

www.Faithlutheranhialeah.org

Follow us on Instagram at [faithlutheranschool293](https://www.instagram.com/faithlutheranschool293)



STUDENT ENROLLMENT PROCEDURES

KINDERGARTEN THROUGH 8TH GRADE

We are excited that you have shown an interest in Faith Lutheran School. We are a Christian Private School operated solely by the Congregation of Faith Evangelical Lutheran Church-LCMS. Faith Lutheran School has been open to everyone in our community since 1975 and offers a Christian based curriculum for early childhood, elementary, and middle school grades. We are accredited through the NLSA on the State and National levels. Faith Lutheran School admits students of any race, color, ethnic origin or religion.

TO ENROLL YOUR CHILD AT FAITH LUTHERAN SCHOOL –Please complete and return the following items.

Step 1: NEW STUDENTS Your child must complete an “Entrance Test” which is administered by the Principal or Lead Teacher. It is used for placement purposes only. Results are discussed within 48 hrs. or first available appointment. The cost is **\$35 per student** to be paid in advance with the Testing Information Form. The Test Fee is non-refundable. Test fee is NOT paid by the “Step Up For Students” Scholarship.

Step 2: NEW STUDENTS A referral letter is necessary from the child’s previous school and the parent/guardian is responsible for guaranteeing that the previous school releases all school records to Faith Lutheran School before the student is officially registered.

Step 3: COMPLETE the Registration Packet. **INCOMPLETE FORMS WILL BE RETURNED.**

Step 4: Turn in forms and fees listed below to the School Office **with** the Registration packet.

- Original Health Forms (HRS 680 and HRS 3040) from a doctor’s office. Student must be up to date on all required school entry immunizations and have a current physical. (Physical Form 3040 must be **less than a year old as of August 11, 2026**)
- Original Birth Certificate (Copy will be made and original returned)
- Original Social Security Card - (copy to be made and original returned)
- Individualized Education Program (IEP) or medical evaluation if applicable (copy is acceptable)
- FAMILIES WITHOUT A SCHOLARSHIP must pay the Registration Fee, Book Fees, Technology Fee, and any Graduation fee if applicable with the Registration Forms.
- SUFS AWARD LETTER must be turned in with the Registration Forms
- KINDERGARTEN STUDENTS - if your child attended a VPK Program at another school other than Faith Lutheran Preschool you must provide the VPK 3rd Assessment Report. Your child’s preschool is required to give you a copy of the report.

REQUIRED TO BE PURCHASED AT SCHOOL:

Grades K-8: PE Uniform \$25

Grades K-8: Spirit/Field trip t-shirt \$12

SCHOLARSHIP: “STEP UP FOR STUDENTS” REGISTRATION INSTRUCTIONS

- If you have applied to “Step Up For Students” and do not have an Award Letter when returning the Registration forms, **YOU MUST PAY** the Registration Fee, Book Fees, Technology Fee, and any Graduation fee if applicable with the Registration Forms. Tuition of \$213.88 weekly must be paid until the School Office receives the SUFS Award Letter.
- If you have an Award Letter you may register your child(ren) with the Registration Forms and the Award Letter. You will be responsible for any tuition that is not awarded by SUFS. SUFS receives its official funding on July 31, of each year.

Step 5: When your child’s registration is complete you will receive:

- The Parent Handbook
- A Supply List for your child’s grade
- School Calendar
- An email with information for family account for the school portal

The updated copy of each of the items listed above can be found on our website at www.faithlutheranhialeah.org

Step 4: Tuition payment schedule for families with no scholarship or no SUFS Award Letter.

Monthly Payment Plan: 10 equal payments of \$770. First payment is due on July 1st for \$770 and the last payment of \$770 is due on April 1st. Total Tuition for the Year \$7,700.

Weekly Payment Plan: 36 Payments of \$213.88. First Payment is due on August 11, 2026. Total tuition for this plan is \$7,700.

Other Payments (Fees) Due by the 1st Day of School:

1. **Technology Fee \$350 for Non-Scholarship Families only**
2. **Kindergarten Graduation Fee \$60 - All Kindergarten Students**
3. **5th grade Graduation Fee \$80- All 5th Grade Students**
4. **8th Grade Graduation Fee \$100 - All 8th Grade Students**
5. **School lunch cost is \$25 weekly.**

Thank you for enrolling your child at Faith Lutheran School!

FAITH LUTHERAN SCHOOL

2026-2027 NEW STUDENT REGISTRATION FORM (K-8TH GRADE)

Faith Lutheran School admits students of any race, color, nationality, religious, or ethnic origin to all the rights, privileges, programs, and activities generally made available to all students of the school. The same above goes for administration of its educational policies, scholarship programs, athletic, and other school administered programs.

STUDENT'S INFORMATION

Entering Grade: _____

FULL NAME: _____/_____/_____/_____
Last First Middle Nickname
Date of Birth _____ Place of Birth _____ Sex F M

Child's Social Security # _____ (required)

Child's Ethnicity: Hispanic White Black or African American Asian Other

Child's Address _____/_____/_____/_____
Address Apt # City State Zip code

Child lives with (check one): Mother and Father **OR** Mother **OR** Father **OR** Guardian

8th Grader Personal E-mail: _____ 8th Grader Cell: _____

MOTHER'S INFORMATION / GUARDIAN INFORMATION

FULL NAME _____

ADDRESS _____
(If different from the child's)

E-mail Address: _____

Cell Phone () _____ Home Phone () _____ (if none write "none")

Work Phone () _____ extension _____ (Emergency use only)

Employer _____ Address _____

FATHER'S INFORMATION

FULL NAME _____

ADDRESS _____
(If different from the child's)

E-mail Address: _____

Cell Phone () _____ Home Phone () _____ (if none write "none")

Work Phone () _____ extension _____ (Emergency use only)

Employer _____ Address _____

With this application, I attest that all the information on this enrollment form is complete and accurate. I submit the Registration Fee of \$815, Book Rental Fees (according to my child's grade), Technology Fee, and Graduation Fee if any with this application. I agree to also pay all other school fee payments according to schedule. I understand that if I fail to meet this obligation, I will NOT receive my child's progress report, report card, or any other school related document and that my account may be referred to a collection agency, or to an attorney, or both, of which I will be responsible for those fees as well.

If I have a "Step up for Students" Award Letter I must submit this completed Application and the Award Letter. I agree to also pay all other school fee payments and any tuition NOT covered by the awarded scholarship amount according to schedule. I understand that if I fail to meet this obligation, I will NOT receive my child's progress report, report card, or any other school related document and that my account may be referred to a collection agency, or to an attorney, or both, of which I will be responsible for those fees as well.

ALL STUDENT RECORDS INCLUDING THE HEALTH FORMS ARE PROPERTY OF FAITH LUTHERAN SCHOOL. COPIES OF A STUDENT'S SCHOOL RECORDS WILL BE RELEASED TO ANOTHER SCHOOL ONLY IF THE STUDENT'S **ACCOUNT IS PAID IN FULL**. ALL PAID FEES ARE NON-REFUNDABLE.

I am the person responsible for ALL payments of school fees.

Print Name _____ Date _____

Signature _____

E-Mail _____

The above e-mail is where all invoices and statements will be sent for payment.

NEW STUDENTS ONLY:

Why did you choose to enroll your child at Faith Lutheran School?

Names of other children in your household:

1. _____ / Age _____ / Grade _____

2. _____ / Age _____ / Grade _____

Does your child wear glasses? () yes () no?

Child's Previous School _____ Last grade completed _____

School Address _____ Principal Name _____ Phone# _____

Has your child repeated a grade? () no () yes

If yes, does your child have an IEP (Individual Education Plan) from Public School? _____ Attended ESE Classes? _____

OFFICE USE ONLY

SCHOOL YEAR **2026-2027**

REG. PAPERS REC'D on _____

ENTERING GRADE _____

REG FEE PD \$815 _____

BOOK FEE PD (K) \$300 / (1-2) \$355 / (3-6) \$380 / (7-8) \$405 _____

TECH FEE PD \$350 _____

ENTRANCE TEST FEE \$35 _____

PE UNIFORM \$25 _____

BIBLE \$30 _____

PAYMENT TERMS SIGNED _____

HEALTH FORMS 680/3040 _____

BIRTH CERT. _____

SS CARD _____

SCHOOL REFERRAL LETTER _____

RECORDS RELEASE _____

LUNCH PROGRAM _____

SPIRIT T-SHIRT _____

KINDER GRAD FEE \$60 _____

5th GRADE GRAD FEE \$80 _____

8th GRADE GRAD FEE \$100 _____

STEP UP FOR STUDENTS _____

AAA SCHOLARSHIP _____

PRIVATE PAY _____

**Faith Lutheran School
Hialeah, Florida**

Financial Responsibilities 2026-2027

I. Registration (per child annually) \$815

	<u>Annual</u>	<u>36 Weekly</u>	<u>10 equal payments (7/1-4/1)</u>
II. <u>Tuition:</u> {Tuition, once paid is non-refundable}			
Kindergarten to 8 th Grade	\$7,700	\$213.88	\$770

III. Other Fees: (Purchased here at Faith)

Kindergarten Book Fee	\$300	PE Uniform	\$25 (K -8 th Grade)
Grades 1-2 Book Fee	\$365	Bible	\$30 (1 st -8 th Grade)
Grades 3-6 Book Fee	\$390	Student Planner	\$8 (1 st -8 th Grade)
Grades 7-8 Book Fee	\$425		
Technology	\$350	Kindergarten Graduation Fee:	\$60
New Student Test Fee (K-8 th Grade)	\$35	5 th Grade Graduation Fee:	\$80
Tutoring Fee (1 st -8 th Grade)	\$40 per hour	8 th Grade Graduation Fee:	\$100
Therapy Fee	\$80 per hour		

IV. Scholarship ONLY

Scholarship covers tuition, and some fees based on grade level and scholarship funding. 5 equal monthly payments (September 10th -January 10th) will be made based on the remaining balance.

PLEASE NOTE: ALL PAYMENTS ARE NON-REFUNDABLE

Before and After School Care Enrollment and Fees

Availability: Before and After School Care is offered with prior enrollment and depends on availability.

Before School Care Fees: Students in K–8th grade needing regular morning care should enroll in the Before School Care program. Available from 7:00 AM to 8:00 AM, the fee is due on the 1st of each month alongside tuition.

- **K5 - 8th Grade: \$80.00 per month (per student)**

After School Care Fees: Students in K–8th grade requiring regular afternoon care should enroll in the After School Care program. Available from 3:45 PM to 6:00 PM, the fee is due on the 1st of each month alongside tuition.

- **K5 - 8th Grade: \$150.00 per month (per student)**

Combined Before/After Care Program: Families needing both services regularly can enroll in the combined program at a discounted rate, due on the 1st of each month alongside tuition.

- **K5 - 8th Grade: \$200 per month (per student)**

Late Pick-Up Fees: After School Care concludes at 6:00 PM. A charge of \$5 will apply for every additional fifteen minutes or part thereof if a child is picked up after 6:00 PM.

Emergency Care Rates: Students arriving early or staying late beyond typical school hours for more than a couple of days per month must enroll in the Before/After Care Program. **Charges for unscheduled use are \$10 per child for each 60-minute segment.** Any portion of a segment used incurs the full segment charge.

Lunch Program (Optional)

Parents have the option to enroll in the monthly lunch program, provided by Dixie Ribs Catering, known for its well-balanced menu. Enrollment is based on availability and must be completed in advance. The program operates on a prepaid monthly basis. To cancel participation, please submit a written notice to the office at least one week prior. Please note that prices are subject to change. **Current Pricing: \$25 per week K-8th Grade (includes milk)**

If you choose not to participate in our lunch program, please send your child to school with a nutritionally sound lunch.

DISCOUNTS

10% discount for entire tuition paid in advance. **Deadline is August 3, 2026**

Completed Registration Forms, Registration Fee, Book Fee, Tech Fee, and Graduation fee if any must have been paid in advance or paid with full tuition payment. **This is for Grades K-8th only. Only one discount can be applied.**

Payment and Early Withdrawal Policies

- Parents are required to fill out an ACH form for tuition payments and registration fee.
- All invoices and statements will be e-mailed to the person responsible for the school fees. Please ensure that you receive the e-mails. Contact the office if you wish to receive a hard copy of an invoice or statement. Thank you in advance.
- It is the responsibility of the parent to review the emailed account invoice or statement (tuition, fees, and before or after care program charges) and bring any dispute to the attention of the office within 30 days for review. After 30 days, all charges are considered valid.
- A **\$20 Late Fee** will be added to your bill starting the **third week of non-payment** until your bill is current. You may also be asked to appear before the Board of Christian Education to explain the past due amount at which time your child's enrollment here at Faith may be in jeopardy.
- A Fee of **\$40** will be charged for all returned ACH transactions. After two returned transactions, all future payments must be made in cash or money orders.
- Students who are withdrawn early from school will have the tuition recalculated to ensure that the number of weeks the student was enrolled has been paid in full. If your child is receiving a Step Up for Student scholarship, your child's scholarship **DOES NOT** cover the entire balance of Tuition and FEES. This also depends on the awarded amount for the school year.
 - Families will be required to pay the remaining balance in full by September 10, 2026, or make monthly payments beginning on September 10th through January 10th to pay the remaining balance.

▪ _____ I choose to pay in full by September 10, 2026, the amount _____
Parent initials _____

▪ _____ I choose to pay in monthly payments from September 9th through January 10th
Parent initials _____
In the amount _____

- We require a two-week notice when withdrawing your child from Faith Lutheran School. This allows time to get all of the paperwork in order.

I understand and agree with all the Financial Responsibilities and Policies as stated above.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Print Name _____

**FAITH LUTHERAN SCHOOL
PAYMENT TERMS
2026 - 2027 SCHOOL YEAR**

Please check one below:

_____ **WEEKLY:** Payments are due on **Monday** or the first day of each week school is in session. Whether the week is a complete five-day week or a partial week, the weekly fee remains the same. This also includes **pre-payment of lunch and before or aftercare fee payments from the previous week.** **All payments are non-refundable.**

_____ **MONTHLY:** Payments are due on the 1st day of each month beginning on July 1st and ending on April 1st (10 equal payments total). **This also includes pre-payment of lunch and before or aftercare fees.** In the event of leaving Faith during the year, the account must be refigured to ensure all weeks used by the student have been paid. **All payments are non-refundable.**

SCHOLARSHIP RECIPIENTS

Please check one below:

_____ **STEP UP FOR STUDENTS SCHOLARSHIPS- FES-EO, FTC or Unique Abilities**

- Your child's scholarship **DOES NOT** cover the entire balance of the weeks enrolled unless the student stays for the entire school year or any tuition portion not covered by the scholarship awarded amount.
- Before/After care payments and lunch payments (if any) must be kept current.

_____ **AAA SCHOLARSHIP**

- Your child's scholarship **DOES NOT** cover the entire balance of the weeks enrolled unless the student stays for the entire school year or any tuition portion not covered by the scholarship awarded amount. Before/After care payments and lunch payments (if any) must be kept current

_____ **HOPE SCHOLARSHIP**

- Your child's scholarship **DOES NOT** cover the entire balance of the weeks enrolled unless the student stays for the entire school year or any tuition portion not covered by the scholarship awarded amount.
- Before/After care payments and lunch payments (if any) must be kept current.

If payment is not made on each **Monday of the week or on the 1st of the month, a late notice will be sent.** New Before/After Care charges from the previous week will also be distributed each week. **All invoices and statements will be e-mailed to the person responsible for the school fees.** Please ensure that you receive the e-mails. Contact the office if you wish to receive hard copies of the invoices and statement. Thank you in advance for doing so.

By signing this form, I agree to make the payments according to schedule. I understand that if I fail to meet this obligation, I will not receive my child's progress report, report card, or any school documents until my account is current. I will need to meet with the Board of Education, or the account may be referred to a collection agency or to an attorney, or both. In such event, I am responsible for the balance due, plus any fees of the collection agency, attorney's fees, court costs and all other charges associated with the collection of the debt.

I confirm and agree with the above payment policies.

Signature

Print Name

Date

Faith Lutheran School - Emergency Contact Information 2026-2027 SCHOOL YEAR

We must be able to reach someone within 10 minutes. Tenemos que comunicarnos con alguien en menos de 10 minutos.

**It is the responsibility of the parents to keep the contact information current.
Es responsabilidad de los padres mantener la información de contacto actualizada.**

Student Last Name _____ First Name _____ Date of Birth _____ Grade _____
Nombre del estudiante _____ Fecha de nacimiento _____ Grado _____

Address _____ City, _____ FL, Zip _____
(Where student lives) Dirección del estudiante

Phone # to use first in case of an emergency: _____
#Teléfono para llamar primero en caso de emergencia:

EMAIL ADDRESS: _____
Correo electrónico

Mother's Name _____ Work Ph# _____ Cell# _____
Nombre de Padre Trabajo #

Father's Name _____ Work Ph# _____ Cell# _____
Nombre de Padre Trabajo #

Guardian's Name _____ Work Ph# _____ Cell# _____
(If CHILD DOES NOT LIVE WITH parent) Trabajo #

In an extreme emergency 911 will be contacted. En caso de emergencia extrema se va a llamar al 911.

I authorize the following person(s) to sign out my child from school: Please notify the office in advance for any early release.

Yo autorizo a la(s) siguiente(s) persona(s) a firmar a mi hijo(a) de la escuela: Por favor notifique a la oficina con anticipación de cualquier salida de la escuela antes de que se termine.

Name _____ Phone Number _____ Relation to child _____
Nombre teléfono Relación

Name _____ Phone Number _____ Relation to child _____
Nombre teléfono Relación

Name _____ Phone Number _____ Relation to child _____
Nombre teléfono Relación

I attest that all the information is true and correct and for the safety of my child I will notify the school office if there are any changes in the above information.

Doy fe que toda esta información es cierta por la seguridad de mi hijo. En caso que haya algún cambio en estos datos avisaré a la oficina de la escuela.

Parent Signature _____ Date _____
Firma del Padre/Guardián Fecha

Faith Lutheran School

2026 - 2027

Lunch Form

Parents may choose the lunch program by the month catered by Dixie Catering Service which provides a well-balanced menu. To cancel your child's lunch, please inform the office in writing one week in advance. Pricing is subject to change at any time.

- I wish to enroll my child in the lunch program.
I understand that I will be billed \$25 per week. If I wish to remove my child from the lunch program, I will notify the office in writing one week in advance.
- I do not wish for my child to participate in the lunch program.
I will supply my child with water, fresh fruits, veggies, sandwich, etc... I will **NOT** supply my child with pre-packaged food (example lunchables, chips, etc.) or sports drink.

Student Name: _____ Grade: _____

Parent Name: _____ Signature: _____

Please note: The cost of lunch must be **paid in advance** and is not refundable. **A parent must notify the school one week in advance** if a child will be added or removed from the hot lunch program.

STUDENT MEDICAL INFORMATION

FAITH LUTHERAN SCHOOL

SCHOOL YEAR 2026- 2027

List one allergy per form please

Please ask in the Office for more forms if needed

Student's Name _____ Date of Birth _____

Teacher's Name _____ Grade _____

Is your child asthmatic? Yes _____ No _____

ALLERGIC TO: _____ (If no allergies put "none")

Your signature is required on the back of this form.

Is this allergy *ingested / airborne / per instance (stings / bites etc...)*
(Circle one per allergy)

_____ **Mouth** - itching, swelling of lips and/or tongue

_____ **Throat** - itching / tightness in throat, hoarseness or cough

_____ **Skin** - hives, itchy rash, swelling of arms, legs or face

_____ **Abdomen** - nausea, cramps, vomiting, diarrhea

_____ **Lungs** - shortness of breath, repetitive coughing or wheezing

_____ **Heart** - "thread pulse" / passing out

ACTION

If exposed, give _____ Medication / Dose

Must have a Medical Authorization Form from the Office on file signed by the parent.

Please have 2 epiPens if needed.

Call Mother at _____ Call Father at _____

Call Dr. _____ at Phone: _____

In case parent cannot be reached please call:

Name _____ Relation _____ Ph# _____

Name _____ Relation _____ Ph# _____

List all prescribed or other Medications and Medical Concerns

This is important. During an emergency this information will be provided to anyone who has to treat your child in case of an emergency.

Medications:

	Medication name	Dose	Time Taken
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Medical Concerns:

1. _____
2. _____
3. _____
4. _____

Does your child wear glasses? Yes _____ No _____

Does your child wear contacts? Yes _____ No _____

Is your child Diabetic? Yes _____ No _____

Are there any other concerns that you have that could affect your child's learning?

Please explain:

Parent Signature _____ Date _____

All medication that needs to be administered during school hours must be given by a parent or guardian.

STATEMENT OF FAITH

Jesus said, "Suffer the little children to come unto me and forbid them not, for of such is the Kingdom of Heaven." Faith Lutheran School is a ministry of Faith Lutheran Church where we help our children grow in faith and love in Jesus. Our School is known for academic quality and for our ability to aid our student in sound Christian moral development serving the people of Hialeah. As a Christian school, our curriculum includes in-class daily teachings from God's Holy Word. We integrate our Christian beliefs into everything we teach. Many parents wonder, "What will they teach my child about religion at Faith Lutheran School?" Simply stated, Faith Lutheran School exists to help ground our students in the living Christian faith as taught by our Lord and Savior, Jesus Christ.

We teach about the Bible, faith, and Salvation. We believe that:

- The Bible is the source and basis for all our beliefs. (2 Tim. 3:15-17)
- Only through faith in Jesus Christ can people be saved. (John 3:16)

We teach about God. We believe that:

- God is the Almighty, loving creator of everything and everyone. (Genesis 1:1)
- God is one God, but three equal persons (Triune). He is God the Father, God the Son (Jesus), and God the Holy Spirit – not three Gods but one God. (Matthew 28:19)
- God is the Judge before whom all people will give an account for the lives they lead. (2 Cor. 5:10)
- God is a Savior (Jesus) who died for our sins and arose from the dead. (Acts 4:11-12)
- God is the Author of the Bible who, through the Holy Spirit, inspired men to write what He wanted to communicate to humankind – especially who He is, His truths, and how He has come to the rescue of humankind through the work of Jesus Christ. (2 Timothy 3:16)
- God is Love. He loves all people perfectly and completely. (1 John 4:9-10)

We teach about people. We believe that:

- People are created individually and specially by God. (Psalm 139:13-16)
 - People are loved always and completely by God. (John 3:16)
 - People are expected by God to live lives of holiness and perfection. (Matthew 5:48)
 - People are unable to obey God perfectly (everyone sins). (Ecclesiastes 7:20)
 - People are forgiven their sins and given the gift of everlasting life in heaven only through faith in the death and resurrection of Jesus Christ. (Romans 6:23)
 - People are unable to earn God's favor or forgiveness; rather we receive faith and forgiveness through the gift of God. (Ephesians 2:8-9)
- People, sadly, will be condemned to eternal suffering if they do not have faith in Christ. (Matthew 13:49-50 and John 14:6)

We teach about relationships. We believe that:

- People should submit to one another out of reverence for Christ. (Ephesians 5:21)
- People should tell their friends how much the Lord has done for them and how he has had mercy on them. (Mark 5:19)
- Marriage is a holy union, created by God, and is intended to be between one man and one woman. (Genesis 2:24, Mark 10:7, Ephesians 5:31, Corinthians 7:2)

"For God so loved the world that He gave His only Son, that whoever believes in Him shall not perish but have eternal life." John 3:16

By signing below, you are acknowledging that you have read a copy of our Statement of Faith and you understand that we will be teaching your child(ren) in accordance with our faith and practice as Faith Lutheran School is a mission of Faith Lutheran Church.

Student Name: _____ Signature: _____ Date: _____

FAITH LUTHERAN SCHOOL
293 Hialeah Drive
Hialeah, FL 33010
2026- 2027 Attendance Policy

Signing In and Out:

All preschool students must be walked into their classroom and signed in. SR and VPK student's parents must sign in and write the time next to their name. All preschoolers being picked up from school must be signed out on the correct forms. Parents, please sign using a legible signature. **Early Sign-outs:** No student shall be released within the final forty (40) minutes of the school day unless authorized by the principal or principal's designee (i.e., emergency, sickness).

Parents **MUST NOTIFY** the school office of absences no later than 8:15 am. The school office phone number is (305) 885-2845. It is the parent/guardian's responsibility to contact the school office before 8:30 am indicating that their child will be absent. If the parent does not contact the office about the student being absent, the office will contact the parent to verify the reason why the student is not in school. Students are to be counted in attendance only if they are physically present for at least three (3 hours) of the day or engaged in a school-approved educational activity which constitutes a part of the instructional program for the student.

Excused Absences:

All absences, two days or less, require that a written note prepared by the parent be submitted to the teacher prior to 8:30 a.m. in order to be considered an excused absence. All absences, three or more days, require that a written note prepared by the child's physician be submitted to the teacher by 8:30 a.m. in order for the child to be admitted to the class and to be considered an excused absence.

VPK students who are excessively absent may be removed from the VPK State Funded Program. (VPK students may not miss more than 20% of the 180 days) (SR students may only be absent 3 days a month).

Excused absences are acknowledged for sickness, death in the family, or other extreme emergency circumstances necessitating absence but remain an absence. A written explanation for the absence must be turned into the front office for documentation purposes.

Tardy Policy

These Policies only apply to Pre-K 4-year-olds (VPK students)

The VPK program is a State of Florida Program, and the three daily hours are funded strictly by the State of Florida. It is for that reason that it is very important that your child be at school on time. We recommend that your child be at school no later than 8:20 a.m. It is the responsibility of this school to prepare your child for kindergarten and for that reason your child needs to be in attendance on a consistent basis.

All tardy students must report to the school office to receive an admission pass.

Excused Tardies:

The only excused tardy is an uncontrollable circumstance. Uncontrollable circumstances will be at the discretion of the school.

Unexcused Tardies:

Every three (3) unexcused tardies will result in an absence. Nine (9) unexcused tardies will result in a letter from the principal and will require that the authorized parent/guardian appear before the Board of Education. (Appendix A)

Note: A student with three (3) or more unexcused tardies in a school year will not be considered to have perfect attendance.

Student Name: _____

Grade: _____

Print Name

Parent Signature

Date

FAITH LUTHERAN SCHOOL TECHNOLOGY ETHICAL USE POLICY

The use of technology at Faith Lutheran School is a privilege, not a right. It is our hope that our Faith Family is using these avenues of communication in positive ways.

Let the words of my mouth (my text messages and social media posts etc.) and the meditation of my heart be acceptable in your sight, O Lord, my Rock and my Redeemer."

Psalm 19:14

TECHNOLOGY IN GENERAL

1. Use all technology for the purpose of learning.
2. Use all technology only under the direct supervision of the designated adult.
3. Treat all equipment with care and respect.
4. Use the proper etiquette specific to the medium.
5. Follow all guidelines set up by the instructor.

Students will not:

1. Send or display offensive messages or pictures.
2. Use obscene or threatening language.
3. Harass, insult or attack others.
4. Damage computers, computer systems or computer networks.
5. Violate copyright laws or trespass in others' folders, work or files.
6. Students will not access personal email unless it is related to an *in-class* assignment.
7. Text or call from their cellphones while on campus. (All cellphones should be turned off and stored in the student's backpack while on campus).

If a student chooses to violate these guidelines, the consequences may include but are not limited to:

1. Loss of privilege for a specific amount of time, not to exclude the entire school year;
2. Make restitution for any and all damages.
3. Law enforcement agencies may be involved, when applicable.
4. Compliance with the Faith Discipline Policy.

INTERNET – TERMS AND CONDITION OF USE

1. **ACCEPTABLE STUDENT USE:** The purpose of the networks making up the internet is to support research and education in and among academic institutions by providing access to resources and the opportunity for collaborative work. The use of your account must be in support of education and research consistent with the values of Faith Lutheran School. Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not limited to the following:
 - a. Students who use the internet at Faith Lutheran School must abide by the provisions contained in this policy and must conduct themselves in a manner that is consistent with the mission of Faith Lutheran School. Any student whose internet use violates provisions will, in addition to losing his or her privilege to use the internet, be subject to discipline up to and including suspension or expulsion from school. When applicable, law enforcement agencies may need to be involved.

- A. An industrious user may discover information that could be considered unreliable, controversial and/or offensive. We firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of Faith Lutheran School.
2. ADHERANCE TO INTELLECTUAL PROPERTY LAWS: Use of this system to copy, use or distribute software, publications, or other data and materials in violation of copyright, trademark, patent or other intellectual property laws are strictly prohibited. Students are advised that they can be held personally liable should they violate state or federal laws in this regard.
3. NETWORK ETIQUETTE: You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:
- a) Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language.
 - b) Be polite. Do not write or send abusive messages to others.
 - c) Do not reveal personal names, addresses or phone numbers (yours or anyone else).
 - d) Do NOT enter CHAT areas. At some sites, there may be an opportunity to enter a chat line.
 - e) At some sites, there is advertising. Do not select any of these sites or inquire about any products.
 - f) At some sites, there are questionnaires to fill out. You are NOT to do this without permission from your teacher or principal.
 - g) If you arrive at a site that is offensive to Christians use the "Back: button to leave the site and report it immediately to the teacher or principal.
 - h) Students are not allowed to sell or purchase items on E-bay, Amazon or any other website.
 - i) Students should not willfully attempt to bypass school network controls and internet filters while on the Faith campus. It is strictly prohibited.
 - j) If students are authorized to use their own laptop, iPad or other electronic device on campus, they assume the responsibility for the care and safekeeping of each device. Any loss or damage, regardless of the cause, will be the sole financial responsibility of the student.
 - k) When using technology, Faith strongly encourages students to consider whether or not their communication and actions may be regarded as offensive, hurtful, or otherwise inappropriate by others. It is the responsibility of the student to use technology in a God pleasing manner.
 - l) Violations of any portion of this NETWORK ETIQUETTE Policy will be addressed on a case by cases basis.
4. SOCIAL MEDIA:
- a. Facebook and other social media sites (ie. Instagram, Snap Chat, Reddit) are not to be accessed by students at any time when using computers owned by Faith Lutheran School.
 - b. Always keep in mind that you are representing yourself, your family, your school, and most importantly your Lord when you are posting messages online.

- c. No inappropriate comments should be made about teachers, staff, parents, or other students of Faith. You will be held accountable for your texts and posts on or off campus.
5. **NO BULLYING POLICY** : According to the Florida Statute (1006.147) “Harassment means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct directed against a student or school employee that: Places a student or school employee in reasonable fear of harm to his or her or damage to his or her property; has the effect of substantially interfering with a student’s educational performance, opportunities, or benefits; or has the effect of substantially disrupting the orderly operation of a school.
-

Student Agreement

I have read, or had explained to me, the Faith Lutheran School Technology Ethical Use Policy. I agree to follow the policy while using technology and accessing the internet at Faith. I understand that using Faith Lutheran School’s computers/iPads and access to the internet is only for school related educational purposes. I also understand that the use of these items is a privilege which can be revoked by my teacher and ultimately affect my grade if I do not follow the acceptable use guidelines.

Student Name (Print) _____ **Grade** _____

Parent/Guardian Agreement

I have read, understand and agree to abide by the Faith Lutheran School Technology Ethical Use Policy. I give my consent for the above student to have access to Faith Lutheran School computers or my child may use their personal laptop, iPad or other technological devices within the guidelines set forth in Faith Lutheran School’s Policy. I understand and accept responsibility for the supervision of my Child’s technology use when it is NOT in a school setting.

Parent Name _____ **Date** _____

Parent Signature _____

IF A FAITH LUTHERAN SCHOOL USER VIOLATES ANY OF THESE PROVISIONS, HIS OR HER ACCOUNT WILL BE TERMINATED AND FUTURE ACCESS MAY BE DENIED.

FAITH LUTHERAN SCHOOL

Kinder to 8th Grade

293 Hialeah Drive
Hialeah, Florida 33010

Discipline / Expulsion Policy & Liability Acknowledgement

THE DISCIPLINE / EXPULSION POLICY IS AS FOLLOWS:

1. Faith Lutheran School will administer discipline with love, fairness, and consistency and maintain active communication with parents in this regard.
2. Methods used in such discipline may include: time out from the rest of the class; talking to the child; calling of the parents and as a last resort suspension or expulsion of the child from the school.
3. Children will not be subjected to discipline which is severe, humiliating, or frightening. An atmosphere conducive to proper eating, proper rest for preschoolers and for proper toileting will be maintained.
4. For all grades: In the event of severe, disruptive or violent behavior, i.e. fighting, abusive language, or extreme disrespect there is just cause for immediate suspension and may include expulsion.

By signing this form I, the parent/guardian of a student enrolled at Faith Lutheran School attest that I have received and read:

The Discipline / Expulsion Policy of Faith Lutheran School as stated above which is in accordance with **FL Statute, Section 1002.55 (5) / form OEL-SR-6202 (October 2016) Rule 6M-4.620, F.A.C**

I attest that I will not hold Faith Lutheran Church and School and/or personnel administrative bodies, liable in the case of an accident prior to my child's entrance to the school property and classroom entrance or dismissal by a teacher or other school personnel to ride a bus/passenger van or any other form of transportation.

Signature of Parent / Guardian

Print Name

Date

FAITH LUTHERAN CHURCH AND SCHOOL

"PARENT PLEDGE"

Because I am convinced my child needs:

- Christian training on the basis of God's Word.
- Christian training which leads to a Christian life of service to God in church and community.
- Daily Christian pupil fellowship in a Christian school environment and supervised by Christian teachers.
- Training of soul, mind and body.
- Fundamental training in understanding secular teaching within the light of God's teachings.

I hereby pledge myself:

- To pray for my child, the teachers and staff, the school as a whole and the Board of Christian Education, realizing that with the cooperation of all, with God's blessings received through prayer, will give success to the training of my child.
- To be active in the church of my choice.
- To encourage my child to regularly attend Sunday School or Bible Classes and to attend church services with me.
- To encourage and admonish my child to cheerfully and promptly obey the teacher's rules and school's rules and regulations.
- To cooperate with and uphold the teachers in the exercise of Christian discipline in the training of my child.
- To assume the responsibility to see that my child's homework is completed daily.
- To fulfill my financial obligations to Faith Lutheran Church and School, realizing the importance of prompt payment to the efficient operation of the school.
- To encourage my child to continue in and to complete any extra-curricular programs they have chosen.
- To provide a Christian atmosphere in the home, realizing the strengthening effect this has on the instruction received at school.
- To be a positive witness concerning Faith Lutheran School; that is, (a) to be supportive of the school, faculty and staff in conversations with my child and with other school parents; and (b) in the event of a school-related problem, to speak directly, privately and only with the instructor or person involved, so as to resolve the matter quickly and quietly in a Christian manner. I understand that gossip, slander, blatant disrespect, threats and verbal abuse in general, whether directed at the school, school employees or school families, whether on my part or that of members of my own family, will be grounds for obligatory withdrawal of my child from Faith Lutheran School.

By signing this application for enrollment, I confirm my agreement with the principles and regulations of this school as set forth in the Registration Forms and Parent Handbook. (Please note: Failure to sign this Parent Pledge will render your application null and void.)

With the grace and help of God,

Signature of Parent/Guardian _____ Date _____

Printed name of Parent Guardian _____

FAITH LUTHERAN SCHOOL
School Uniform Policy
2026-2027 School Year

"New Media Specialty" is the school's uniform supplier.

The address is: **301 Hialeah Dr.**

Phone (305) 710-5475 or 786-431-5375

Website: www.newmediaspecialty.com

THE SCHOOL POLICY IS AS FOLLOWS: For reference, please see page 23 of your Parent Handbook

- All white or light blue polo shirts must have the school's emblem embroidered on the shirt. "New Media Specialty" is the **ONLY** place to purchase your school shirt. No plain shirts.
- ALL GRADES: SHOES MUST BE BLACK OR WHITE WITH PLAIN BLACK OR WHITE SOCKS (BOOTS ARE NOT ALLOWED).
- Your child must have a navy-blue school uniform jacket or sweater. All other outer wear is **not** permitted. Please label jackets and clothing with your child's name. Please prepare for cold weather early and have the School Uniform sweater or jacket on hand.

My child will **ONLY** wear a school jacket or sweater to school _____.

Parent signature

BOYS:

- White or light blue polo with logo.
- Boys must wear a belt with their navy-blue school uniform pants or shorts.
- Shirts must be tucked in at all times.
- No jewelry

GIRLS:

- White or light blue polo with logo.
- Preschool – 2nd grade navy blue skorts or pants worn with a belt.
- 3rd – 8th grade navy blue uniform skirt with shorts underneath, or navy-blue uniform pants worn with a belt.
- No jewelry / no hoop earrings / no fingernail polish or makeup
- Shirts must be tucked in at all times.
- **ALL GIRLS:** Please purchase navy blue school uniform pants **in advance** for cold weather.

My child _____ in Grade _____ will be present each day in the appropriate uniform as outlined above. I understand that if my child is **not** dressed in the proper uniform, my child may be **fitted with the proper used uniform and I will be billed \$5 per item.** Repeated offenses may result in suspension.

Parent Signature _____ Date _____

Thank you for your cooperation.

MEDIA RELEASE PARENTAL CONSENT FORM

Faith Lutheran School, Hialeah, FL

Student's Name _____ Grade _____

Dear Parent/Guardian,

Please be advised that during the school year your child may be photographed, videotaped, or interviewed at various school sponsored events by the school photographer, teacher, school staff, and approved yearbook staff. With your consent, the photograph, video, or interview may be reproduced for use by the media. i.e., newspapers, brochures, school website, school social media platforms such as Facebook, Instagram, etc... I understand that the use of these will be strictly limited to marketing and promotional efforts. Parents are not allowed to photograph or videotape inside any classroom during school hours (8:30 am to 3:30 pm). Any photos or video of students taken by families, friends and/or community members at school activities must be for personal use only and not used in public places outside the school, including social networking sites or shared with anyone else unless Faith Lutheran School grants you written permission for these files to be shared.

Please indicate your choice below and sign and return:

_____ Yes. My child's photograph, video, or interview in which my child is present **MAY** be reproduced for distribution by the media forms stated above.

_____ No. My child may **NOT** be photographed or be featured in school video reproduced for distribution by the media as stated above.

I understand that by signing this form, I agree not to take any pictures or videos in a classroom or share any pictures or videos with anyone else or on any social media without first receiving written permission from Faith Lutheran School office. I also understand that I will be held accountable if any pictures or videos taken by families and/or friends that I invite to any school activities are shared with anyone outside the school, on any social media or are distributed for any promotional use. This consent form is in force until withdrawn.

Parent/Guardian Signature

Date

Print Parent/Guardian

CHURCH MEMBERSHIP

Student Name _____
Please print

Grade _____

Does your family regularly attend Church Services? () yes () no

If yes, what is the name of the Church that you attend?

Address _____

What is the name of the Minister, Priest?

Phone Number _____

Is your child Baptized? () yes () no

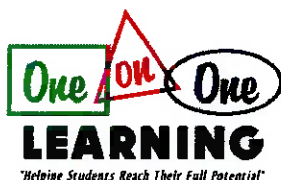
If yes, Baptism date _____
IMPORTANT We celebrate the baptism date just like the birthdate

Name of the Church _____

City and State (if not local) _____

If no, would you be interested in baptizing your child? _____

If you do not belong to a church would you like to know more about Faith Lutheran Church? () yes () no



NON-PUBLIC TITLE 1 SERVICES PARENTAL CONSENT

District: Miami-Dade

School Year: 2026-2027

Student _____ School Faith Lutheran School

Date of Birth _____ Principal Mrs. Valdes

Grade _____ Classroom Teacher _____

To Parents:

Your child may be eligible to receive Title 1 services in the area(s) checked above. These services will be provided by One on One Learning and will be paid for by the school district using Federal Title 1 funds.

In order to assess your child's needs for academic intervention or Study Skills and Test Taking Strategies, and/or writing, an evaluation will be done. This may include a review of standardized test scores, informal testing, and interviews with school personnel to assure your child receives the appropriate educational program. Student progress reports will be sent to you and shared with your child's teacher during the year.

At the end of the year, your child may be tested again on a standardized test to assess his/her progress. This test will be administered to your child even if he/she is no longer with One on One Learning services at the time of testing.

Before these services can begin, we must have your consent. This may be given by signing in the space below.

I GIVE permission for my child to receive Title 1 services through One on One Learning.

Signature of Parent or Guardian _____ Printed Name _____ Date _____

Address _____
Number _____ Street _____

City _____ State _____ Zip Code _____

Home Phone _____ Work Phone _____

Parent E-mail _____

I DO NOT GIVE permission for my child to receive Title 1 services through One on One Learning

Signature of Parent or Guardian _____ Print Name _____ Date _____

PLEASE RETURN THIS FORM TO YOUR CHILD'S CLASSROOM TEACHER.



293 Hialeah Drive
Hialeah, FL 33010-5294
(305) 885-2845 / 888-6706
(305) 850-7754 Fax
schooloffice@faithlutheranhialeah.org

AUTHORIZATION FOR THE RELEASE OF SCHOOL RECORDS

Student: _____

Birthday: _____

I hereby authorize the following person and/or agencies

School's name

to release all records and pertinent information to Faith Lutheran School located at 293 Hialeah Drive, Hialeah, FL 33010. Authorization includes the release of the following records for the purpose of new student enrolling at Faith Lutheran School.

RECORD REQUESTED:

- | | |
|--------------------------------------------------------------------|-------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Psychological testing | <input checked="" type="checkbox"/> Previous school records |
| <input checked="" type="checkbox"/> Social/development history | <input checked="" type="checkbox"/> Standardized test information |
| <input checked="" type="checkbox"/> Health and/or medical records | <input checked="" type="checkbox"/> Scholastic grades/achievement |
| <input checked="" type="checkbox"/> Speech & language testing | <input checked="" type="checkbox"/> ESOL program records |
| <input checked="" type="checkbox"/> Hearing testing | <input checked="" type="checkbox"/> All comprehension checklists |
| <input checked="" type="checkbox"/> Individual L.D.P. student plan | |

Information will not be disclosed to any other party except school personnel with a legitimate education interest without prior consent from the principal.

Signature of parent/guardian

Date



Faith Lutheran School - P.T.L.

Dear Faith Lutheran School Family,

On behalf of the PTL, we welcome you to the 2026-2027 school year! If you're a new family, welcome to our school! The PTL, or the Parent Teacher League, is where parents and staff come together to plan educational and spiritual programs and activities which enhance Christian education at Faith Lutheran School. This includes the PTL's annual commitment to fund many wonderful activities for our students, including the different student activities, as well as fundraising for physical school improvements.

As such, PTL needs your help in raising \$10,000.00 for this new school year to cover the annual activities and commitments as well as upcoming special projects. We are working to help update classrooms, bathrooms, phone system, playground equipment and technology and really need your help! When everyone participates, it is much easier for our school to raise the funds needed. When each family participates and commits to a contribution of \$144.00, we would reach our first goal for the year!

Together, the parents and PTL board, we work hard every year to ensure that we raise the funds needed through our chocolate sale (our biggest yearly fundraiser). We have a few options to help reach our goal. Your family can (1) sell 4 boxes of chocolate to raise the funds, (2) donate the chocolate profit of \$144.00, or (3) a combination of both. *If you decide to sell four (4) boxes of chocolate, you may sell some at the beginning of the school year and the rest in the second semester.* You can choose the option that best works for your family.

Once a box of chocolate is signed out, it is your responsibility to sell the box. **Payment (\$60.00) must be submitted within 30 days of when the box was taken.** The office and school cannot take back your box of chocolate, so please do not return the box back to the school.

Thank you in advance for your cooperation and in supporting not only your child's school but **OUR** school. Your help with our fundraising goals is needed and greatly appreciated. ***When we work together, we can all make a difference.*** God bless you!

Your family in Christ, *The PTL Officers*

Please select 1 option that works best for your family:

- My family will sell 4 boxes of chocolate (value of \$240.00). # _____ **boxes at open house and # _____ in October**
- My family will sell 3 boxes of chocolate (value of \$180.00) **AND** pay \$36.00 (profit of 1 box). # _____ **boxes at open house and # _____ in October**
- My family will sell 2 boxes of chocolate (value of \$120.00) **AND** pay \$72.00 (profit of 2 boxes). # _____ **boxes at open house and # _____ in October**
- My family will sell 1 box of chocolate (value of \$60.00) **AND** pay \$108.00 (profit of 3 boxes).
- My family will **NOT** be selling any boxes of chocolate, but will pay the \$144.00 (profit of 4 boxes) starting in September and ending on February 5th, 2027.

Parent name: _____ Child name: _____ Grade: _____

Parent signature: _____

Need to contact one of the PTL officers? Send an e-mail to PTL@FaithLutheranHialeah.org and join our Instagram @faithlutheranhialeah293 for quick reminders and up-to-date information regarding our school.

Revised 01/08/2026