



**Providence Classical Academy
Membership Guidelines, Agreement and Handbook
2026-2027**



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Vision and Mission

The primary goal of Providence Classical Academy is to glorify God! One of the ways we seek to accomplish this is through supporting homeschool parents in teaching their children to love the Lord, walk in His ways, and obey His commands according to Scripture. Secondary to this is providing excellent classical academic instruction to further enhance each child's skills needed to become confident individuals in fulfilling the purposes God has placed on his or her life.

Statements of Belief

Apostles' Creed:

"We believe in God the Father Almighty, Maker of heaven and earth. We believe in Jesus Christ, his only begotten Son, our Lord; who was conceived by the Holy Spirit, born of the virgin Mary; suffered under Pontius Pilate; was crucified, dead, and buried; he descended into hell; the third day he rose again from the dead; he ascended into heaven, and sits at the right hand of God the Father Almighty; from there he shall come to judge the living and the dead. We believe in the Holy Spirit; the holy catholic* church; the communion of saints; the forgiveness of sins; the resurrection of the body; and the life everlasting. Amen."

* "catholic" means universal; that is there is one church across all times, places and peoples

- We believe the Bible to be the inspired word of God, the final authority of faith and life, without error in its original writing both in doctrine and historical detail, and that all true knowledge is consistent with its revelation.
- We believe that there is one God (manifest in three persons: Father, Son and Holy Spirit) who has always been and always will be, and that knowing Him truly is the foundation of all knowledge, wisdom and understanding.
- We believe that Jesus Christ is the only Way, Truth and Life and that no man comes to the Father but through Him.
- We believe God has created the institution of marriage and family and has given parents final earthly authority over their children. As parents, we are committed to raising our children according to the Biblical standards set forth by God and believe these standards to be unwavering.
- We believe the term "marriage" has only one Biblical meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen. 2:18-25)
- We believe God wonderfully and immutably creates each person (Psalm 139:13-16). He uniquely designed and created humans as either male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God, as He created the person.
- We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual, child or adult, are to be repudiated and are not in accord with Scripture or the policies of Providence Classical Academy.

Student Code of Conduct

- I will respect, listen to, and obey Providence Classical Academy teachers and leaders.



- I will participate in classroom time and activities in an appropriate manner. This means I will not talk while the teacher or other adults are leading classroom activities unless permission has been given to do so.
- I will give my full attention and very best effort to each task and project.
- I will come prepared to participate fully in class each week.
- I will show respect to my peers and their personal space through my words and actions.
- I will treat church property with care and will help clean-up with a positive attitude.
- I will respond appropriately to corrections. Perfection is not required, but a positive and lasting response to correction is expected.
- NO cell phones or video games are allowed in class. If these items are seen out during class, they will be held by teachers until the end of the class day.
- NO weapons of any kind are permitted on campus.
- I understand that failure to abide by the Code of Conduct may result in either temporary or permanent removal from the group.

Parent Agreement

- I understand that Providence Classical Academy is a hands-on, parent-taught group, and my participation is both needed and welcomed.
- I understand that I will be assigned a minimum (2) teaching/serving positions and it is our intention to offer each adult (1) break period per class day.
- I am responsible for fulfilling my assigned positions every week. I understand that I must remain on campus during my break period.
- I understand that each parent is gifted in different areas, and it is those differences that will make our group beautiful and strong. My voice and strengths are necessary to lead my assigned classes with wisdom, beauty and truth. I agree to use my voice to build up all students, parents and the group as a whole.
- I understand that it is my responsibility to ensure my children are familiar with the Student Code of Conduct prior to attending classes. If my child consistently refuses to follow instructions or participate in class, they will be escorted to remain with me for the remaining class period.
- I will model Christ-like participation and fellowship in the group for my children and other students.
- I understand that each teacher is a parent, volunteering their time to teach our children. I also understand that each parent is our brother or sister in Christ. If I have a significant concern with how another parent is leading their class, I will speak to them privately (outside of class). I also agree to keep the Co-Leaders informed of these conversations.
- I understand that the curriculum choices were made known to all parents before they signed up for classes. While the Co-Leaders are open to suggestions for next year, changes will not occur during the current school year.
- I understand that I am the primary teacher of my homeschooled students. Providence Classical Academy is not intended to meet every parents' requirement to teach subject matter as outlined in FL homeschool law. Our families come together to be a part of a supportive homeschool group in our local area. Our teachers provide supportive accountability for our families to connect and promote the learning process through interactive educational classes.
- I will use only such language as is encouraging and edifying to others, I will handle conflicts in the group by seeking peaceful resolution with the help of the Co-Leaders, and I will seek to conduct my own behavior with humility and grace.
- I agree to maintain regular communications within the group via the (TBD) app. I understand that this is the method by which I will receive important group and classroom information.

- I understand that other group members may or may not hold the same views as my family in regards to politics, society, culture, etc. The focus of Providence Classical Academy is on the fruitful, biblically-based education of our children, and I will maintain that focus in my conversations and etiquette. I will be respectful of others' views, especially when they differ with my own.
- I understand that any regularly attending parent on campus must be background checked prior to their family being enrolled.

Discipline Policy

Parents are responsible for teaching each child proper behavior as well as administering discipline and consequences as their family sees fit. If consistent behavior issues arise without proper parental attention, your family will be required to meet with the Co-Leaders and may be asked to leave the group.

Enrollment Policy

Enrollment is based on a number of factors including but not limited to: space availability and teaching needs. Returning members/students will have an early registration option. Your families are invited to register for classes in a way that will benefit you, including full day registration, half registration and a la carte options. Please speak to the group co-leaders for more information. Providence Classical Academy reserves the right to deny participation for any reason at any time. You agree to abide by such conditions, and further agree to indemnify and hold us harmless against any exercise of such rights.

Enrollment Procedures

1. Fill out a family application, sign the family membership agreement, and submit it to the Co-Leaders.
2. The Co-Leaders will schedule a family interview where we can find out more about each other. Upper School students must attend the family interview with their parent.
3. After the Co-Leaders review your application packet and a unanimous admission decision is made, it will be communicated with the family.
4. Submit your non-refundable registration fee to secure your family's spot in our group. Please note - space may be limited based on the size of our facility and ages of students. The only way to hold a spot is to pay your registration fee.
5. No later than May 1, tuition and the facility fee must be paid in full for every student in your family in order for classes to be assigned to your students. If the fees are not paid by May 1, you forfeit your spot and your non-refundable registration fee.

Any questions regarding enrollment must be directed to the Co-Leaders as they are the only ones that can answer enrollment questions.

Enrollment Benefits

- Weekly Academic Classes for all ages taught using the tried and true classical and Charlotte Mason methods
- Curated curriculum list that includes detailed identification of classes that will meet high school graduation requirements
- Hands-on activities to enhance at-home learning for K-3, in the areas of science and history
- Intentionally planned transition from parent-led learning to student-led learning in grades 4-6



- Student-led discussions to support at-home learning for grades 7-12
- Monthly Mom Meetings to provide practical homeschooling support, while building friendships. Potential topics could include:
 - Transcripts and Portfolios
 - High school graduation and looking ahead to college
 - Registering as a homeschooler with your county
 - Building strong character in our kids
 - How to homeschool multiple children in multiple levels
- Benefits related to a Florida Certified Teacher
 - Yearly portfolio review at a discounted rate of \$10 per child, not to exceed \$50 per family
 - In-person support for your family during school district meetings for 504 plans, etc. (**this could be an additional fee and will be decided on a case-by-case basis but will be discounted from general public)



Calendar

*Calendar is subject to change based on building availability.

Classes will be 32 weeks in length

Existing Families Registration Fee Deadline to hold spot (non-refundable)	March 2, 2026
Tuition and Facility Fee Due (non-refundable)	May 1, 2026
Teaching Assignments Communicated	May 15, 2026
Lesson Plans / Course Outlines Due to Leaders	June 30, 2026
Teacher Training Day	TBD
First Day of Class	August 5, 2026
Fall Break	September 30, 2026
Return to Class	October 7, 2026
Winter Break	November 19, 2026
Return to Class	January 6, 2027
Spring Break	March 4, 2027
Return to Class	March 17, 2027
Last day of Class	May 5, 2027

Communication Policy

The primary means of communication between Providence Classical Academy members is through the Homeschool Life Website (providenceclassical.net). All members must ensure they have access to this website. Please remember that group wide communication needs to reflect our group's statement of belief and code of conduct. In the event your family violates our communication policy, your family will be required to meet with the Co-Leaders and may be asked to leave the group.

Dress Code Policy

Everyone should dress in a way that honors God and aims to consider the comfort of those around them.

Restroom Policy

If you are taking children to the restroom that are not your own, you should wait outside the restroom door or stand and hold the door open while the children are in the restroom. Do not go into the restroom without another adult present. This policy is to protect you as a parent and to protect your child.

If there is an emergency, older students will be allowed to use the restroom one at a time. Younger students need to be escorted to the restroom and back to class. Please coordinate with your designated person to get assistance.



Student Cell Phone Policy

As a group, we have decided that students may not use cell phones during the day. A general expectation is that electronic devices for students are not needed on campus during class, except for emergencies. Please have your student turn their phone off and keep it in their bag during class. We only have one day together, and want to keep distractions minimized and personal interaction maximized. Teachers and Leaders will keep their phones close by for parents to text if necessary to relay information to the students.

Facility Policy

We will respect all areas of the campus: the buildings, playgrounds, sidewalks, and planted areas. Any area of the facility that Providence Classical Academy uses needs to be tidied and ready for the next facility event. Students and parents must be in designated areas at ALL times. Students and teachers should tidy up after each class. At the end of the day, students should wipe tables, whiteboards, and straighten tables/chairs. Additionally, the floors should be vacuumed of any stray crumbs or debris. We are blessed with the provision of a wonderful facility for our group activities, and we thank God for allowing us to utilize the church property. In turn, we are committed to respecting the facilities and grounds any time we use them. As good stewards, we shall leave the areas we use looking better than we found them.

Food and Drink Policy

All students must bring a spill proof reusable water bottle with a lid to class every week. Snacks are allowed on campus, as long as they are not a distraction and are cleaned up appropriately. Please inform the group if your child has any allergies.

Lunch & Recess

We enjoy having **all** of our families integrate at lunch time. Children are able to play during this time and are welcome to bring activities, games, and play equipment. Children are allowed to play outside so long as they have proper parent supervision. As the parent, you are responsible for your students during lunch. Feel free to coordinate with fellow parents to ensure proper supervision is given to all students.

Inclement Weather Policy

Be sure to check text and/or email for a cancellation. A message will be sent to everyone by 7:30 am that morning if classes will be canceled for the day. We follow Seminole County's lead in weather closings. If classes are held, BUT you do not think it is safe for your family to come, please stay home and let the Leaders know. In the event of class cancellation, make-up days will not be scheduled.

Emergency Procedure Policy

In the event of a fire, pull the fire alarm and call 911 with specific information. The teachers are responsible for taking all of their students to the nearest safe exit. We will all meet in the grass on either side of the building.

In the event of a tornado, all students and staff are to move to the interior hallways, as designated by the church.



In the event of a medical emergency, please dial 911, then send an adult to notify the church office and Leaders. Assign an adult to the entry doors to direct emergency personnel. Students are to remain with their assigned teachers until the all-clear is given.

Attendance Policy

We understand that Providence Classical Academy counts on the adult members to be able to function and that by joining we are committing to attending group class days for the entire school year. We also understand that teachers spend great amounts of time, energy, and resources preparing lessons for their students, and it is both kind and respectful to notify our teachers as early as possible in the event of an absence. Barring illness, emergency, or a rarely scheduled event, we will make every effort to be at every group class day.

Sick Policy

Please use discretion and consideration of others in deciding whether you/your student should attend class. If you have reason to believe you are contagious in any way, or not well enough to comfortably participate in the group's weekly meeting, please stay home. If you are going to miss class for any reason, please let your Leaders know as soon as possible.

Financial Policy

Registration Fee (\$100/student) is **non-refundable** and due upon registration to hold your family's spot. These fees will be used to pay administrative costs, including background checks.

Membership Fee (\$700/student) and Estimated - Facility and Insurance Fees (\$300/student) are **non-refundable** and due **May 1**. If you do not pay these fees, you forfeit your registration fee and your family's spot in the group. The exact amount for facility and insurance are not known at this time and will be based on enrollment and other factors. A portion of the tuition fees will be used to purchase teacher's manuals and other group expenses.

All payments will be via Electronic Means (Zelle) or Check. Checks must be made out to Providence Classical Academy, Inc.



Teaching Guidelines

Classroom Structure

Each classroom will have 1-2 teachers, plus one or more helpers as available. Each teacher must be in the classroom at all times. In the event that the teacher needs to leave for an emergency or restroom break, please contact your designated person to get coverage.

Preparing Your Class

All teachers must submit a basic lesson plan/course outline to the Co-Leaders for review on or before June 30. This outline should include:

- Weekly topic layout / assignments and projects to be due with dates
- Cost/supplies needed. This should include items that the group will need to purchase (i.e. special art supplies, dissection kits, etc.) AND items that parents will need to purchase (i.e. course books).

Curriculum

We believe if the parent is excited about what/how they are teaching, the entire class will benefit! With that in mind, there are a few stipulations to consider:

- The goal of our group is to provide a classical, biblically-based learning community for our students where they enjoy each other and learning together.
- While all curriculum doesn't have to be specifically written from a Christian perspective, NO curriculum that teaches anti-biblical worldviews will be allowed.
- **Lower School** classes should be fun, hands-on, and experiential. This is not the setting for copious worksheets and "busy work." Your classes should include projects, experiments, crafts, activities, lapbooks, songs, and other formats that allow our kids to engage the subjects in a fun, community setting.
- **Upper School** classes should be engaging, conversational, student-led when appropriate. This would include projects, dissections, speeches, debates, presentations, etc.
- Keep COST in mind. Many of our families have multiple students across multiple grades. We do not want to overburden our parents with expensive supplies for every class.

Teaching Your Class

It is vital that all teachers are prepared for every class date - no "winging it" at the last minute. Each class period must take up the entire time assigned. We will have a five-minute transition period at the end of each class for bathroom breaks and teacher set up.

Absences

In case of a teacher absence, please notify your Leaders as soon as possible. We have substitutes available for each class period, and we will arrange someone to fill in for you. Have your lesson plans available so the substitute will have an easier time in leading the class. We understand life happens - illnesses, family emergencies, and planned vacations are all considered "excused" absences. However, our families depend on one another for the success and continuity of our group. If you are absent (without notifying the Co-Leaders/securing a substitute) or late on 2 or more occasions, your family will be required to meet with the Co-Leaders and may be asked to leave the group.



Communication

Each class will have individual class pages on Homeschool Life. Important class updates will be posted to these pages, so parents should monitor them regularly. All general group communications will be posted on the General Homeschool Life Forum. Please remember that group wide communication needs to reflect our group's statement of belief and code of conduct. In the event your family violates our communication policy, your family will be required to meet with the Co-Leaders and may be asked to leave the group.

Classroom Leadership

Classes should be run in a respectful, orderly manner. We want our kids to have lots of fun and learn together, and in order to facilitate that, all students and teachers must abide by the code of conduct signed at the beginning of the year. Students who are consistently not willing to participate in the class in a respectful manner should be escorted to remain with their parent for the remaining class period. If this continues to be a problem, contact the Co-Leaders and we will pursue further action with the parent and student.

Supplies

We are a small group with a small budget. In order to manage our budget and be good stewards of our group's finances, all supply purchases need prior approval by the Co-Leaders. Supply requests by teachers should be submitted during the summer (exact date TBD). Co-Leaders will purchase supplies to have ready prior to the beginning of school. If a supply need comes up mid-year, please notify the Co-Leaders. They will decide whether to have you purchase the supply and be reimbursed, or they will buy the supply and get it to your classroom. Please DO NOT purchase things expecting to be reimbursed WITHOUT prior approval.



Family Membership Agreement

By signing this document, I agree to uphold the statements of belief, the student code of conduct, the parent agreement and all other membership policies and procedures contained in the Providence Classical Academy Membership Guidelines, Agreement and Handbook. I agree that this will encourage community and discourage division. In the unfortunate event I fail repeatedly to uphold my commitment to live peaceably within the group and fulfill my roles and responsibilities as outlined above, I understand that my family may be asked to leave the group. In addition I understand and agree that all monies paid to Providence Classical Academy Inc. (Registration fees, Facility fees, Membership fees, etc.) are **NON-REFUNDABLE**.

Academic Integrity Agreement

Members of this homeschool community are expected to pursue learning with honesty, diligence, and personal responsibility in all coursework and class participation. Academic integrity reflects a commitment to truthfulness before God and others and includes completing one's own work, engaging authentically in class discussions, and properly acknowledging sources when applicable. The use of artificial intelligence tools or other unauthorized assistance to generate, complete, or substantially alter student work is not permitted. Acceptable use of AI may include parent-guided support such as brainstorming topics, clarifying assignment instructions, reviewing grammar or structure without rewriting content, and assisting with research skills. AI may not be used to produce final answers, written responses, or original content on a student's behalf. All submitted work must reflect the student's own thinking, understanding, and effort. Parents and students are expected to uphold these standards, recognizing that integrity in learning is an essential part of Christian character and a means of honoring Christ in all endeavors

 Parent Signature

 Date

 Parent Signature

 Date

 Student Signature

 Date

 Student Signature

 Date

 Student Signature

 Date

 Student Signature

 Date