

## **FREQUENTLY ASKED QUESTIONS**

**Why do we have to pay a registration fee in the fall and again in the spring?** - There are several reasons why a registration fee is charged both semesters. The registration fees are used to pay the monthly rent and utilities to the church, for maintenance and repairs, and to purchase necessary equipment. In addition, they are used to pay for extra facility use for shows and seminars, and also go toward payment of speakers and to subsidize part of the cost of the yearbook and other programs offered by P.A.C.E. For some families, it would be a hardship to pay the registration fee in full at the beginning of the fall semester. Many families choose to come for only 1 semester – most come in the fall, but many come only in the spring. Others start Enrichment but find it is not suitable for their schedule and drop out. Charging a one-time fee would mean a greater loss for them. The registration fee is \$50 per semester for new families. Depending on our reserves, families registered during the fall semester may receive a discount for the spring semester.

**What if my child's birthday after November 30<sup>th</sup> makes him/her eligible for a class in the spring?** - The child's age on or before November 30<sup>th</sup> is the age that will be used for the entire year. For the spring semester that begins in January, if your child has a birthday on or after December 1st, you must still use the age he/she was on or before November 30<sup>th</sup> for class placement in the spring semester.

**What "grade" do I put for my child on the Registration Form?** - Regardless of the level at which you are teaching your child, indicate the grade that your child is beginning this year as reflected in the County records. If they tested 1<sup>st</sup> grade last year and will test 2<sup>nd</sup> grade this year, please put 2<sup>nd</sup> grade as his/her "grade." This is important for our demographics for scheduling and testing purposes.

**Will I get into a class?** - There is no guarantee until the moment you register that a class you choose will be available. For the spring semester, if you have already been in a class during the fall semester and you are pre-paying your classes on Early Registration day, you are guaranteed a place in that class. If you are choosing new classes, it will depend on space availability.

**How will I know if I get into a class or not?** - For the fall semester, at the time you register you will know immediately if a class is available. For the spring semester, if you are an existing family and are choosing a new class during Early Registration, it will depend on space availability.

**My child is not within the age range, can I get special permission for him to register for the class?** - Yes. Depending on availability, a class that does not fall in the designated range, may take the class if a "waiver" is obtained from the teacher.

**What if my child has a learning disability and cannot be in a class that is within their age range?** - Yes. Depending on availability, and prior permission from the teacher and Enrichment Coordinator.

**What if my child can demonstrate that he/she is able to take a class at a higher level than his/her age allows?** - The rule reads, “Except for designated academic classes where a student can demonstrate that he/she has met the pre-requisites, students WILL NOT be registered for classes that are not within their age group.” This only applies to science, language arts, and math classes, NOT ELECTIVES. If your 11 or 12-year-old has already taken advanced math, science, or language arts classes and they can show that they are ready for the next academic level, with the teacher’s permission, they can immediately register for a class even though it is outside of their age range.

**Do I have to take classes all day?** - No, you can take any number of classes, consecutively or scattered throughout the day.

**Can I take the class with my child? I think he might be too young to be left alone.** Unless there is a special need, parents will not be assigned to a class in which their child is registered. If your child is too young to be left in any class alone, or you do not wish your child to be in childcare for 1 hour while you perform your duty, then you should consider postponing registration in the Enrichment Program.

**What are the costs involved?** – Registration fee per family is \$50 for the first time you register. For subsequent semesters, if you register on early-bird day, the registration fee is usually \$45-\$40 per family. Classes are \$5 per student, per week, except for private music classes or as otherwise stated. However, classes are payable for the month in advance and no refunds are given due to any reason even absences.

**When are class payments due?** – Payments are due on the last Friday of the month or at time of registration. Payments must be online through PayPal – no cash payments, by 5:00 p.m. of said day.

**May I only participate in activities, but not attend classes?** – Yes, P.A.C.E. offers the Support Group option that allows you to only participate in activities and field trips.

**Do I get a refund if I miss a class?** No, there are no refunds for missed classes. If you will be missing several weeks of a month, you may choose to drop your classes for the month (and possibly lose your spot in class), or you may pay for the month and lose the money for the weeks you do not attend.

**What is the dress code?** The P.A.C.E. dress code is found in the P.A.C.E. Policies

**When do I have to wear my P.A.C.E. t-shirt?** A P.A.C.E. t-shirt must be worn by all students 5+ **at all times while on campus.** T-shirts should also be worn to all field trips, unless dressier attire is required.

**What do I do about my volunteer assignment if I am absent?** You must obtain a substitute to cover your volunteer assignment if you will be absent. A Substitute List is posted on the website for all to see, at the beginning of each semester, or at any time when changes are made to said list.

**What if I am late to my volunteer position because I have to pick up my child from class? –**

Your child should be dismissed from class 5 minutes before the hour (for morning classes), and 20 minutes before the hour for afternoon classes. This should allow you 5 minutes to pick up your child and leave him/her in his/her next class. If a teacher is late in releasing children and therefore making you late, please advise one of the Board members. There should be round-the-clock coverage in the Child Care room, so dropping off your child in childcare should not make you late.

**Are PACE classes able to be taken in a “trial” option?** No, there is no provision for any class to be taken on a trail basis. All classes are available on a monthly basis and therefore affording all the opportunity to “try it out” for a month. If after the month, the class does not make a good fit for a child then the class can be drop him without penalty.

**May I drop my child off at Enrichment and pick him/her up later?** No, there are no drop-offs allowed at Enrichment or any other P.A.C.E. event. You, or another adult, must be present on campus or activity **AT ALL TIMES** with your child. Leaving campus to pick up lunch, run errands or any other reason, your child(ren) MUST be taken with you. Another PACE parent cannot watch your child(ren) or be responsible for them. **AT NO TIME CAN ANY PACE STUDENT BE LEFT IN THE CARE OF ANOTHER PACE PARENT.** This policy applies to all PACE Field Trips as well.

**Is PACE a Co-Op?**

PACE Enrichment is a co-op and therefore parents MUST remain on campus AT ALL TIMES while their child(ren) are in class or participating in a PACE sponsored event.

**I have a baby or child too young to attend class. May I take him/her with me to my volunteer position?** No. If you are not comfortable leaving your baby in Child Care, please delay your registration at this time as registration fees **are non-refundable.**

**My toddler turns 2½ a few days after the beginning of the fall semester. May I register him/her?** No, your child must have turned 2½ **on or before** the beginning of the fall semester.