



Enrollment Checklist

Once accepted for enrollment at Lake Oconee Academy, this enrollment packet must be completed for each child enrolled at Lake Oconee Academy. The checklist below and the forms included in this packet will help ensure you have all of the required documentation.

- Application
- Parent/Student Contract
- Library Use Contract
- Records request form OR school records (For Kindergarten and older only)
- Photo Release Form
- Proof of Residence – 2 of the following items:
 - a. Power bill
 - b. Housing contract, lease, or rental agreement
 - c. Property tax bill
 - d. Recorded warranty deed
 - e. Copy of driver's license
 - f. Notarized affidavit of residency
 - g. Visit to residence
- Immunization Records listed below OR Notarized certificate of non-compliance due to religious belief. Both 3300 and 3231 are only available at your health provider's office.
 - a. Current Hearing, vision, AND Dental screening (GA form 3300)
 - b. Current Certificate of Immunization (GA form 3231)
- Social Security Card or proof of Social Security number (i.e., SSN on an official form)
 - a. Please note: Your child's social is not on their birth certificate.

For PreK4 only:

- Bright from the Start Application
- Birth Certificate (proof of age documentation)



Lake Oconee Academy Parent/Student Contract

Parent Contract

I understand that, as a parent or guardian, I have the primary responsibility to help my child develop strong character, personal discipline, respect for others, respect for authority and good citizenship. I have read and understand the Vision and Mission of Lake Oconee Academy and find that my beliefs align with this philosophical position. I understand that it is my responsibility to support the administration of the school as they set forth to achieve these goals.

I understand and support the Code of Conduct and Disciplinary expectations set forth in the Lake Oconee Academy Parent/Student Handbook. I agree that my child will abide by the Code of Conduct. I also understand that unacceptable behavior will result in any and/or all of the disciplinary actions listed. If my child cannot read, I agree to explain this Code of Conduct to my child.

I also understand that through volunteering and other means, I will be expected to support the school with my time, talent, and treasures. This does not require me to pay any fee or tuition; however, it does relay an expectation to assist the school in its advancement, which may include some fundraising efforts.

I have also read and accept the school's Mandatory Uniform Policy. I understand that consistent failure to observe the uniform policy will be grounds for terminating my child's enrollment at Lake Oconee Academy.

Name of Student _____ Grade _____

IN WITNESS WHEREOF, I have hereunto set my hand and seal this ____ day of _____, 200__

_____(SEAL)

Parent or Guardian

Student Contract

I understand that, as a student at Lake Oconee Academy, I am responsible for my actions. I have read and understand the Code of Conduct and Disciplinary expectations of Lake Oconee Academy. (For students unable to read, a parent or guardian has explained the Code of Conduct to me). I agree to abide by the Code of Conduct. I understand that unacceptable behavior will result in any and/or all of the disciplinary actions listed in the Lake Oconee Academy Parent/Student Handbook.

I have also read and accept the school's mandatory Lake Oconee Academy Uniform Policy. I understand that consistent failure to observe the uniform policy will be grounds for terminating my enrollment at Lake Oconee Academy.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this ____ day of _____, 20__

_____(SEAL)

This form must be returned to the school office within 10 business days of enrollment. You will be expected to arrange for transfer to another school, if you do not consent to this contract.



Library Agreement

Please fill out the bottom half of this sheet. After you read the handbook, this is your statement that you agree to the terms of the library and understand you and your child's responsibilities as library patrons. Each child will fill out an agreement. No library numbers will be issued until the signed agreement is returned.

Student's Name

Grade

Homeroom Teacher

I have read and understand that my child is responsible for any and all materials that are loaned on his/her library number, no matter what the circumstances. I, being a parent or guardian of this child, will reinforce his/her responsibilities by encouraging the proper care of the materials loaned and their timely return. I also understand that there are penalties for late or damaged books, and my child will be fined if circumstances warrant.

Parent/Guardian Signature

Date

I have read or have had this handbook read to me and I understand my responsibilities as a library patron. I understand that any and all materials checked out under my number are my responsibility, no matter what the circumstances. I also understand that there is a time limit on all loans and if I do not return the materials on time I will be assessed a fine. I agree to treat the materials respectfully and understand that if there is any damage done while the materials are in my possession I will have to pay to have the materials repaired.

Student Signature

Date



Student Records Request Form

I, _____, request the transfer of all student records for
_____ (name of student), who attended _____
(name of school) during the _____ (year in school) school year as a _____
(grade level) grade student. Please forward all records to the following address:

Lake Oconee Academy
Otho Tucker, CEO
6350 Lake Oconee Parkway, Suite 102
PMB #150
Greensboro, Georgia 30642

Thank you,

Parent or Legal Guardian

Date



Photo Release

I hereby authorize Lake Oconee Academy and Linger Longer Communities, its agents, photographers, and/or vendors to use, reproduce and publish any part or all of the photograph(s) and video footage taken of me or my children by representatives of Linger Longer Communities during the _____ school year or that which I have furnished for any and all purposes, including advertising in all forms. Additionally, LOA may use my child's picture on the LOA school webpage(s).

Name: _____
(please print)

Signed _____

Dated _____, 20 _____



Student Dress Code Policy

(Revisions may be made periodically by the CEO with final approval by the LOA Board of Governors)

The Lake Oconee Academy Board of Governors has approved this uniform policy for its students. The uniform policy is designed to provide students with the safest and most orderly learning environment possible. The Lake Oconee Academy Board of Governors believes that an appropriate dress code is an important asset in teaching our students the necessity of good grooming and acceptable appearance. This uniform policy is in effect every school day, including field trips, extracurricular activities, school athletic events, and off campus events. Advance notice will be publicized for any events which do not require a uniform or events that do require a specific type of uniform.

Assistance/Amenities for Families: Upon request, Lake Oconee Board of Governors will assist parents/guardians in obtaining appropriate uniforms for students. LOA will solicit funds and articles of clothing to maintain a "LOA uniform closet" open to all families. This will be maintained by the LOA Parent/Teacher Organization. Parents are encouraged to donate clothing students may have outgrown that are still in good condition.

Non-compliance: Students who choose not to comply with the uniform policy will be asked to contact a parent/guardian to bring them a change of clothing or to select appropriate clothing, if available, from the LOA uniform closet. Parents are asked to be in concert with and enable faithful adherence to the dress code policy; especially with the non-clothing artifacts (see below).

Protection of Religious Expression: Students may display religious messages on artifacts (such as necklaces, bracelets, earrings, rings) but not on clothing. If wearing particular attire during the school day is a part of a student's usual religious practice, under the Religious Freedom Restoration Act, the school would not prohibit the wearing of such items. Parents are asked to discuss any potential situations with the CEO.

General Regulations:

1. All uniform items must be purchased from "Buckhead School Uniforms"
2. No logo other than the Lake Oconee Academy logo.
3. No jeans, jean skirts, jean jumpers, or cargo pants of any type may be worn.
4. No T-shirt may be worn as an outer shirt; solid white T-shirts are acceptable under other shirts.
5. Shirts must be tucked in at all times.
6. All clothing must fit appropriately, (e.g. no skin tight or baggy clothing)

Shorts: Shorts must reach the tip of fingers or longer when arms are at the student's sides.

Skirts, skorts, capris, culottes, & jumpers: Must reach tip of fingers or longer when arms are at sides.

Socks: Any color, any brand.

Belts: Brown or black belts are acceptable and should be worn; oversized buckles are not permitted. Belts should be appropriate in length and secured in pant loops. Any brand is acceptable.



Shoes: On “dress-up days”, closed toe and closed heel shoes are expected (e.g.: loafers). Colors should be black, brown, or other that match the khaki clothing. For all other days, elementary students must wear tennis shoes. Tennis shoes with lights and/or wheels are not acceptable.

Watches: Students are allowed to wear one watch of his/her choice with uniform during school day.

Earrings: Students may wear one earring in each ear.

Nose rings, eye-brow rings, tongue rings, naval-rings, and toe rings: Students are asked to remove or cover nose, eye-brow, tongue, naval, and toe-rings while in uniform during the school day.

Personal Care/Hygiene:

- **Contacts/Glasses:** Prescription glasses are acceptable; please note on student’s health chart that student wears contacts or glasses.
- **Sunglasses:** Non-prescription sunglasses are prohibited with the uniform during the school day.
- **Nail polish:** Males and female students are encouraged to keep fingernails trimmed, neat, clean, and sanitary.
- **Perfumes/colognes:** Due to potential allergic reactions, no perfumes or colognes are permitted.

Hats/Caps: All hats and caps must be removed before entering the building.

Hair accessories: Scrunchies, barrettes, headbands, and clips are acceptable as long as students are not distracted by the accessories. If students become distracted, teachers reserve the right to ask students to place accessories in a secure desk or backpack until the end of the day. Students are not permitted to wear hair accessories with attached false hair. Hair dyed unnatural colors (pink, green, purple, etc.) is not permitted.

Book Bags: Backpack bags and messenger bags are acceptable. Students are encouraged to wear backpack bags across both shoulders to reduce back and spinal cord injuries. Rolling backpacks are not acceptable.

Lunchboxes: Lunchboxes must be the small type-foldable, cloth-type, brown bag, or small plastic types. Students’ lunchboxes should not have pictures on them that may be seen as vulgar or obscene. They must be small enough to fit in a student’s cubby or locker.

NOTE 1: This uniform policy is on file with “Buckhead School Uniforms” so you can be sure the uniforms you purchase are in compliance. www.buckheaduniforms.com

NOTE 2: The CEO or his/her designee will have the final decision regarding compliance with this policy.

Policy created: 10/2/2007

Policy approved: 10/2/2007



School Code #419

Dress Code Requirements

GIRLS

JUMPERS	Plaid Jumper (Style #172 or #194) (Color #57)
SKORTS	Plaid Skort (Style #104) (Color #57) or Plaid WRAP (Style #907) (Color #57) Khaki or Navy WRAP Skort (Style #907)
BLOUSES	White Sleeve or Long Sleeve Peter Pan Blouse
KNIT SHIRTS	White, Navy, or Gold Short Sleeve or Long Sleeve Knit Shirt with Embroidered School Monogram
SWEATERS	Navy Sweaters (Any Style) with Embroidered School Monogram
OUTERWEAR	Navy ½ or Full Zip Fleece Jacket with Embroidered School Monogram Navy Nylon Jacket (Any Style) with Embroidered School Monogram
SOCKS	White or Navy Crew or Knee High Socks
SHOES	Conservative Type School Shoe
HAIR ACCESSORIES	Plaid #57 Matching Hair Accessories (Optional)

BOYS

SLACKS	Khaki or Navy Slacks
SHORTS	Khaki or Navy Shorts
SHIRTS	White, Navy, or Gold Short Sleeve or Long Sleeve Knit Shirt with Embroidered School Monogram
SWEATERS	Navy Sweater (Any Style) with Embroidered School Monogram
OUTERWEAR	Navy ½ or Full Zip Fleece Jacket with Embroidered School Monogram Navy Nylon Jacket (Any Style) with Embroidered School Monogram
BELTS	Brown Braided or Solid Leather Belt
SOCKS	White or Navy Socks
SHOES	Conservative Type School Shoe

BUCKHEAD UNIFORMS

Local: [Tiny Tales](#)

1001 Village Park Dr, Ste 107, Greensboro, GA 30642
(706) 453-1233

6311 Roswell Road, Atlanta, Ga 30328 404-303-8600

3700 B Satellite Blvd., Duluth, GA 30096 770-495-7274

940 Curie Drive, Alpharetta, GA 30005 678-240-2024

1554 Southlake Parkway, Morrow, GA 30260 678-422-9876

2941 McManus Road, Macon, GA 31220 478-314-6555

www.buckheaduniforms.com



Buckhead
School Uniforms

<http://www.buckheaduniforms.com>

800-779-
3676

Styles for Boys

Pants	Several styles to include Flannel	\$18.90-\$27
Shorts	Several styles	\$15.30-\$19.35
Oxford Shirts	Long and short sleeve	\$11.70 & \$18
Knit Tops	Long and short sleeve/Waffle, Jersey and Pique	\$12.15-\$19.80
Turtlenecks	Long rollover neck only	\$13.50
Sweaters	Crew, V-neck, Hooded, Vest, Long Sleeve	\$18.50-\$24.30

Colors

Navy, Khaki, Grey, Hunter, Black
Navy, Khaki and some Hunter and Black
Blue, yellow, and White long sleeve has light purple, a blue/white stripe and Denim
Knit in Bright Navy, White and Red only the rest in all colors
White, Red, Hunter, Navy and Yellow
all

Styles for Girls

Skirts, skorts and Kilts	Several Styles to include Plaid and Hounds tooth	\$16-\$41
Pants and Shorts	Several Styles to include Capri and Flannel	\$15.30-\$29.50
Jumpers	Several Styles to include plaid	\$18-\$33
Knit Over shirts	Short and Long sleeve	\$15.30 and \$18
Oxford Shirts	Short, Long, and 3/4 Length Sleeves	\$13.50-\$18
Peter Pan	Short and Long Sleeve with and without Trim	\$9.90-\$15.30
Knit Tops	Long and short sleeve/Waffle, Jersey and Pique	\$12.15-\$19.80
Turtlenecks	Long rollover neck only	\$13.50
Sweaters	Crew, V-neck, Hooded, Vest, Long Sleeve	\$18.50-\$24.30

Cost

Colors

Navy, Khaki
Navy, Khaki - Shorts come in plaid too
Navy, Khaki, and several plaid and Hounds tooth
Bright Navy and White
White, Blue and Yellow/3/4 length are white only and long sleeve has a light purple
White, Blue and Yellow/Trim shirts are only White w/Red or Blue trim
Knit in Bright Navy, White and Red only the rest in all colors
White, Red, Hunter, Navy and Yellow
all



Enrollment Preference

Date Approved: January 8, 2008

Description:

As allowed by law, Lake Oconee Academy may give enrollment preference to a sibling of a student enrolled in Lake Oconee Academy, a student whose parent or guardian is a member of the governing board of Lake Oconee Academy, or a full-time teacher or certified professional at Lake Oconee Academy.

Any student whose parent or guardian is a member of the governing board or a full-time teacher or professional may attend the Academy providing that admission of the applicant will not adversely impact the maximum class size requirements.

The student, once officially enrolled, may remain enrolled at the school provided the parent or legal guardian remains employed by Lake Oconee Academy, and the student meets the standards set forth by the Lake Oconee Academy Code of Conduct.

Upon separation of employment by the parent or guardian from Lake Oconee Academy, the established Enrollment Policies will govern the future enrollment of the student.