

Please use pen to print clearly and fill out form completely. An incomplete form may delay student's ability to begin attending classes. Mail your completed form to the address above, fax it to 241-5092, or return it to your school office.

**Making an Eternal Difference in the Lives of Children**

Released-Time Bible classes for Hillcrest Middle School students will be held on **Thursdays** beginning the third full week of September and ending in March. The Bible classes will be held during a related arts class period. Students will be transported by bus to **Simpsonville First Baptist Church**, 3 Hedge Street, Simpsonville, SC 29681.

| <b>STUDENT INFORMATION</b>             |               |  | Student is attending school: <input type="checkbox"/> In-Person or <input type="checkbox"/> Virtual |                |             |
|--|---------------|--|---|----------------|-------------|
| <b>STUDENT NAME:</b> (First and Last): |               |  | <b>BIRTHDATE:</b>   |                |             |
| <b>CIRCLE ONE:</b><br>Male / Female    | <b>GRADE:</b> | <b>List allergies with reactions, medications, important health information:</b> |   |                |             |
| <b>PARENT INFORMATION</b>              |               |  |   |                |             |
| <b>PARENT/GUARDIAN NAME:</b>           |               |  |   |                |             |
| <b>First:</b>                          |               | <b>Last:</b>   |   | <b>Spouse:</b> |             |
| <b>ADDRESS:</b>                        |               |  | <b>CITY:</b>  |                | <b>ZIP:</b> |
| <b>PHONE:</b>                          |               |  | <b>EMAIL:</b>   |                |             |
| <b>Home:</b>                           | <b>Cell:</b>  | <b>Work:</b>   | <input type="checkbox"/> Check if you prefer NOT to receive email news or updates from CLC.         |                |             |
| <b>EMERGENCY CONTACT:</b>              |               |  |   |                |             |
| <b>Name:</b>                           |               |  | <b>Phone:</b>   |                |             |
| <b>ALTERNATE CONTACT:</b>              |               |  |   |                |             |
| <b>Name:</b>                           |               |  | <b>Phone:</b>   |                |             |

I certify that I am the parent/legal guardian of the student listed above. I give permission for the above student to attend the Released-Time Christian Education classes of Christian Learning Centers of Greenville County. I understand the Bible class is a non-credit course and is designed for students who wish to augment their education with religious and moral instruction, that this class is not designed to conflict with or replace required credit classes, and that students are still responsible for school assignments they miss while attending the Bible class. \*My child and/or other members of my family may be identified, photographed, and/or interviewed by or on behalf of this organization. These may be used by the media, in social media, the organization's newsletter, and/or other print and digital communications.  
\* No, I do not wish that my child be photographed.

I understand that in case of medical emergency, every effort will be made to contact me and/or the emergency contacts listed above. I give permission for my child to be involved in occasional recreational/sports activities while attending Released-Time Class. I hereby grant to the adult volunteer of your program to treat minor injuries and to authorize treatment by a physician until such time as I can be reached. **I understand that this is a permanent consent form and will allow my child to attend Released-Time until he/she is withdrawn or changes school. It is my desire that my child attend Released-Time Christian Education classes.**

I have read the Procedures and Guidelines on the back of this form.

I heard about the Released-Time program from \_\_\_\_\_.

**X** \_\_\_\_\_  
**Parent/Legal Guardian Signature (Must be 18 or older)**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent/Legal Guardian Print Full Name**

| FOR OFFICE USE ONLY |           |
|---------------------|-----------|
| E: _____            | A: _____  |
| Updated: _____      | By: _____ |

# Procedures and Guidelines

## Released-Time Christian Education

(Sponsored by Christian Learning Centers of Greenville County)

### Student Enrollment/Withdrawals

- Upon receipt of a completed Permission Slip, ***an acknowledgement card containing pertinent class information will be mailed to the parent.*** All enrollments are permanent until the student is withdrawn from the program or changes schools.
- In most cases, Released-Time classes will begin on a specified day of the second full week of September.
- **Once students are enrolled in our program, they are required (for safety reasons) to attend the Released-Time class each week unless they are absent from school, have a special school assembly or have school testing.**
- If parents wish to withdraw students from the Released-Time program, they need to notify Christian Learning Centers (CLC) of the intentions by completing and submitting an official Withdrawal Notice to the CLC office. Forms can be obtained by our office at (864) 242-2326. CLC staff will notify the school concerning the withdrawal after the completed form is received.

### The Released-Time Class

- The Released-Time teacher or assistant will wait in the lobby area (or area designated by the principal) for students to arrive.
- Students will leave their personal items in their school lockers unless told to do otherwise; they should only carry necessary items to the Released-Time classroom.
- Students are expected to enter the designated area quietly and load the appropriate bus quickly.
- Running is discouraged and students are required to keep the noise level to a minimum at all times.
- **Students will either walk or ride designated buses as appropriate to the individual program. Under no circumstances are students to be transported to or from the Released-Time class in a personal vehicle.**

Each bus rider is expected to:

- follow the driver's directions;
- sit in a seat;
- keep hands, arms, legs and objects to himself;
- refrain from cursing, name calling, gestures or loud talking;
- refrain from eating, drinking, chewing gum or littering;
- behave appropriately; disorderly and disruptive behavior will not be tolerated.

- **Since we are on a tight schedule, students should take a bathroom break before the time they are to report to the office area to leave for the Released-Time class or they will need to wait until the time the Released-Time teacher designates for restroom visits. Only a limited number of students will be allowed to visit the restroom at one time.**
- Class rules will be established. Inappropriate conduct can lead to dismissal from our program temporarily or permanently.
- Lunch will be provided for students who attend Released-Time class during their school lunch period.
- **Elementary school students will either be picked up by parents, transported by CLC volunteers, or walk home from Released Time Class, whichever is appropriate for each program.** Middle school students will be returned to the designated area at the school.

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[www.clcofgreenville.org](http://www.clcofgreenville.org)