



Forms and Paperwork

The Roots community looks forward to welcoming you to our program. If you have any questions, we're here to assist you; please contact the coordinator at 403-287-6685 for assistance. Families registered in Roots for the previous school year do not need to complete this packet.

What? Who? Where?

1. To simplify the notification process, please ensure that these items are mailed to the Roots Office Assistant**.
 - Home Education Notification Form,
 - Family Information form (A-1),
 - a copy of your child's birth certificate or proof of citizenship,
 - Application for Society Membership (B-1),
 - Statements of Faith (B-2a and B2b),
 - Society membership fee (cheque for \$20, payable to Roots and post-dated for Sept),
 - Consent Form for Personal Information (C-1), and
 - Request for Student Record (C-2) (only for students who have previously homeschooled with another school board or attended school)

**Roots office assistant:
Yvonne Jones
187 Shawglen Rd., S.W.
Calgary, AB T2Y 1Y2

2. The Pastoral Reference Form (B-3) must be received before your papers can be processed. Pastors may fax their reference (B-3) to our office, 403-287-7605. Or, they may mail it to the office assistant at the above address or e-mail it to office@roots-homeschooling.com.
3. One Proposed Educational Plan (A-2) is to be completed per child. Use the form provided and ensure that it is received by your Educational Assistant by September 30. Your Educational Assistant will be assigned to you once you're accepted into Roots; she'll also be available to answer your questions and assist you as needed. Until you're assigned an Educational Assistant, you can direct any questions to the Coordinator at 403-287-6685.

Please note:

Since Alberta bases its funding on the September 30th student count, the home education grant is not available after that date. Families registering after September 30th will comply with Roots Late Registrant Policy.

Why?

Family Information (A-1)

The Family Information data allows Roots to operate effectively as a Christian homeschooling community. Your assistance is appreciated.

Society Membership (B-1 – B-3)

Families new to Roots apply for society membership in the Association for Christian Schooling in Calgary South (ACSCS). Roots is a home education program of Trinity Christian School and both the home education program and the school are parent run and operate under the society. These members collectively guide, govern and support Trinity and Roots. Therefore, each Roots family must be either a full or an associate member of ACSCS. Full membership at \$150 gives parents a voice in the society and a vote in the decision-making processes of the society. Associate membership at \$20 signifies to the board that a family agrees with the society's bylaws, but it does not give voting rights to its members. To apply for either full or associate membership, a prerequisite for registration with Roots, complete the Application for Society Membership in the Association for Christian Schooling in Calgary South (B-1), Statements of Faith (B-2a and B-2b), and Pastoral Reference Form (B-3), submitting them with the registration fee. Once all paperwork is received, a member of the homeschooling committee will set up an interview with both parents. Full members are interviewed by a combination of ACSCS society board members and Roots Homeschooling Committee members while associate members are interviewed by Roots Homeschooling Committee members. After the interview, a coordinator-signed copy of your Form C, an e-mail from the Roots office or a welcome letter confirms your membership and acceptance into the program.

Consent Form for Personal Information (C-1)

For Roots to operate effectively, all families must complete the Consent Form for Personal Information (C-1). This form allows Roots to use a sufficient amount of your family's information to operate as a Christian homeschooling community in Alberta. If you have further questions, feel free to contact our PIPA officer, Murray Kroeker, at chairman@roots-homeschooling.com or 403-274-4911.

Request for Student Record (C-2)

If your child has been registered previously with another school, please complete the Request for Student Record (C-2). This form is used to request your child's Student Record from their previous school and it enables us to keep your child's records together in one folder and to meet Alberta Education requirements. If your child is just starting school, simply mark it with a N/A since it isn't applicable to your child.

On behalf of the Roots Homeschooling Committee, the staff and other Christian homeschooling families, I look forward to welcoming you into the Roots community,

Jennie Van Hooft
Roots Homeschooling Coordinator
403-287-6685

