



Cleburne County Schools

**141 Davenport Drive
Heflin, AL 36264
Office: 256-463-5624
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Dear Parent or Guardian:

This information is to familiarize you with the church school and private tutor enrollment procedures.

The Alabama State Legislature enacted a law concerning the enrollment and attendance of children in church schools. The term "church school" shall mean and only include such schools as offer instruction in Grades K-12, or any combination thereof including the kindergarten, elementary or secondary level and are operated as a ministry of a local church, group of churches, denomination, and/or association of churches on a nonprofit basis which do not receive state or federal funding. (Code of Alabama (1975) §16-28-1)

The law generally exempts the church schools from the supervision of the state but does include certain requirements concerning the enrollment and attendance of children in church schools. Specifically, the following requirements shall apply for the parents, guardians, or other person in charge or control of a child who is enrolled in a church school:

- 1. The enrollment and attendance of a child in a church school shall be filed (a) with the local public school superintendent by the parent, guardian, or other person in charge or control of the child (b) on a form provided by the superintendent or his agent which shall be (c) countersigned by the administrator of the church school and (d) returned to the public school superintendent by the parent, guardian, or other person in charge or control of the child.**
- 2. The church school administrator, by prior consent of the parents, guardian, or other person in charge or control of the child at the time of enrollment, shall notify the local public school superintendent or his agent that said child no longer is in attendance at the church school.**

Code of Alabama (1975) §16-28-7

The law also allows the parent to teach his/her child at home using the curriculum of choice as long as attendance is maintained and turned into the Cleburne County Board of Education. If the parent makes the choice to re-enroll the student in public school, the student will be given a placement test to see in which grade level the student scores.

If you have questions you may contact me at (256) 463-5624. If I am unavailable leave a message with a call back number and I will return your call.

Sincerely,

Beth Clanton
Attendance Supervisor

Homeschooling in Alabama

Section 16-28-1

Definitions.

For purposes of this article, the following words, terms and phrases shall have the following respective meanings, unless clearly indicated otherwise:

- (1) PRIVATE SCHOOL. Includes only such schools as hold a certificate issued by the State Superintendent of Education, showing that such school conforms to the following requirements:
- a. The instruction in such schools shall be by persons holding certificates issued by the State Superintendent of Education;
 - b. Instruction shall be offered in the several branches of study required to be taught in the public schools of this state;
 - c. The English language shall be used in giving instruction;
 - d. A register of attendance shall be kept which clearly indicates every absence of each child from such school for a half day or more during each school day of the school year.
- (2) CHURCH SCHOOL. Includes only such schools as offer instruction in grades K-12, or any combination thereof including the kindergarten, elementary, or secondary level and are operated as a ministry of a local church, group of churches, denomination, and/or association of churches on a nonprofit basis which do not receive any state or federal funding.

(School Code 1927, §302; Code 1940, T. 52, §299; Acts 1982, No. 82-218, p. 260, §1.)

Section 16-28-3

Ages of children required to attend school; exemption for church school students.

Every child between the ages of six and 17 years shall be required to attend a public school, private school, church school, or be instructed by a competent private tutor for the entire length of the school term in every scholastic year except that, prior to attaining his or her 16th birthday every child attending a church school as defined in Section 16-28-1 is exempt from the requirements of this section, provided such child complies with enrollment and reporting procedure specified in Section 16-28-7. Admission to public school shall be on an individual basis on the application of the parents, legal custodian, or guardian of the child to the local board of education at the beginning of each school year, under such rules and regulations as the board may prescribe. The parent, legal custodian, or guardian of a child who is six years of age, may opt out of enrolling their child in school at the age of six years by notifying the local school board of education, in writing that the child will not be enrolled in school until he or she is seven years of age.

(School Code 1927, §301; Code 1940, T. 52, §297; Acts 1956, 2nd Ex. Sess., No. 117, p. 446, §3; Acts 1982, No. 82-218, p. 260, §4; Act 2009-564, p. 1648, §1; Act 2012-295.)

Section 16-28-5

Private tutor.

Instruction by a private tutor means and includes only instruction by a person who holds a certificate issued by the State Superintendent of Education and who offers instruction in the several branches of study required to be taught in the public schools of this state, for at least three hours a day for 140 days each calendar year, between the hours of 8:00 A.M. and 4:00 P.M., and who uses the English language in giving instruction. Such private tutor shall, prior to beginning the instruction of any child, file with the county superintendent of education, where his place of instruction is in territory under the control and supervision of the county board of education, or the city superintendent of schools, where his place of instruction is in territory under the control and supervision of a city board of education, a statement showing the child or children to be instructed, the subjects to be taught and the period of time such instruction is proposed to be given. Such tutor shall keep a register of work, showing daily the hours used for instruction and the presence or absence of any child being instructed and shall make such reports as the State Board of Education may require.

(School Code 1927, §303; Code 1940, T. 52, §300.)

Section 16-28-7

Report of enrollment.

At the end of the fifth day from the opening of the public school, the principal teacher of each public school, private school, and each private tutor, but not church school, shall report on forms prescribed by the State Superintendent of Education to the county superintendent of education, in the event the school is operated in territory under the control and supervision of the county board of education, or to the city superintendent of schools, in the event the school is operated in territory under the control and supervision of a city board of education, the names and addresses of all children of mandatory school attendance age who have enrolled in such schools; and thereafter, throughout the compulsory attendance period, the principal teacher of each school and private tutor shall report at least weekly the names and addresses of all children of mandatory school attendance age who enroll in the school or who, having enrolled, were absent without being excused, or whose absence was not satisfactorily explained by the parent, guardian, or other person having control of the child. The enrollment and attendance of a child in a church school shall be filed with the local public school superintendent by the parent, guardian, or other person in charge or control of the child on a form provided by the superintendent or his agent which shall be countersigned by the administrator of the church school and returned to the public school superintendent by the parent. Should the child cease attendance at a church school, the parent, guardian, or other person in charge or control of the child shall by prior consent at the time of enrollment direct the church school to notify the local public school superintendent or his agent that the child no longer is in attendance at a church school.

(School Code 1927, §309; Code 1940, T. 52, §306; Acts 1982, No. 82-218, p. 260, §5; Act 2009-564, p. 1648, §1.)

Section 16-1-11

Private schools to register and report; section not applicable to church schools.

All private schools or institutions of any kind having a school in connection therewith, except church schools as defined in Section 16-28-1, shall register annually on or before October 10 with the Department of Education and shall report on uniform blanks furnished by the State Superintendent of Education, giving such statistics as relate to the number of pupils, the number of instructors, enrollment, attendance, course of study, length of term, cost of tuition, funds, value of property and the general condition of the school.

(School Code 1927, §599; Code 1940, T. 52, §547; Acts 1982, No. 82-218, p. 260, §2.)

Section 16-28-16

Cases of nonenrollment and nonattendance; withdrawal of enrollment.

(a) It shall be the duty of the county superintendent of education or the city superintendent of education, as the case may be, to require the attendance officer to investigate all cases of nonenrollment and of nonattendance. In all cases investigated where no valid reason for nonenrollment or nonattendance is found, the attendance officer shall give written notice to the parent, guardian, or other person having control of the child. In the event of the absence of the parent, guardian, or other person having control of the child from his or her usual place of residence, the attendance officer shall leave a copy of the notice with some person over 12 years of age residing at the usual place of residence, with instructions to hand the notice to the parent, guardian, or other person having control of the child, which notice shall require the attendance of the child at the school within three days from the date of the notice. In the event the investigation discloses that the nonenrollment or nonattendance was without valid excuse or good reason and intentional, the attendance officer shall be required to bring criminal prosecution against the parent, guardian, or other person having control of the child.

(b) Each child who is enrolled in a public school shall be subject to the attendance and truancy provisions of this article except that any parent or parents, guardian or guardians who voluntarily enrolls their child in public school, who feel that it is in the best interest of that child shall have the right to withdraw the child at any time prior to the current minimum compulsory attendance age.

(School Code 1927, §314; Code 1940, T. 52, §311; Act 99-705, 2nd Sp. Sess., p. 222, §1; Act 2001-344, p. 446, §1.)

FORM FOR STUDENTS INSTRUCTED BY A PRIVATE TUTOR

System : _____ Name of Child's Previous School: _____

Full Name of the Private Tutor: _____

Does the tutor hold a valid Alabama Teacher's Certificate? Yes ___ No ___ Elementary ___ Secondary ___

Alabama Professional Educator Certificate Number: _____

Name, age, and grade of the student(s) who will receive instruction:

Name	Age	Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

State the time of day the student(s) will receive instruction: From: _____ to _____

On what days of the week: Mon. ___ Tue. ___ Wed. ___ Thur. ___ Fri. ___

How many days per year? _____ THE TUTOR MUST: (1) Keep a daily lesson plan.
(2) Keep a register of attendance.

Should child or children cease to receive instruction from the tutor, the parent must notify the local superintendent for placement in a school.

Name of Parent (Please Print)

Name of Superintendent (Please Print)

Signature of Parent

Date

Signature of Superintendent

Date

CLEBURNE COUNTY SCHOOLS
NON-ACCREDITED* SCHOOL TRANSFER POLICY

Students transferring from a non-accredited school will be required to secure an application from the Cleburne County Board of Education and take an achievement placement test. If a student scores lower than said grade-level, the counselor will place the student appropriately. If a student scores higher than said grade-level, the student will be placed in the assigned grade level as indicated in the transfer school records. Graduation credits, to be transferred for grades 9-10, will be honored for the student who scores on grade-level or higher.

Eleventh and twelfth grade students transferring from a non-accredited school must be enrolled the entire 11th and 12th grade school year, earn all required credits, and pass all required parts of the Alabama High School Graduation Examination in order to be issued a diploma.

*A non-accredited school is one that has no accreditation by a State Department of Education or a regional accrediting institution (i.e. SACS) including private tutors.



Cleburne County Board of Education
141 Davenport Drive
Heflin, AL 36264
256-463-5624

HOME SCHOOL FORM FOR STUDENTS WITHOUT A COVER SCHOOL

Full Name of Student: _____

Date of Birth: _____ Age: _____ Grade: _____

Parent/Guardian(s): _____

Physical Address: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

I certify that I reside in the Cleburne County School District and elect to homeschool the student listed above without a cover school. I also understand that if, at any point, I elect to stop homeschooling for the above named student or I move the above named student outside the Cleburne County School District, I must immediately notify the Cleburne County Board of Education.

I understand that this is not considered accredited homeschooling and that the above named student must pass the end of course tests on grade level to be placed in the appropriate grade if he/she elects to return to public school.

Signature of Parent/Guardian: _____

Date: _____

CHURCH SCHOOL ENROLLMENT FORM

Cleburne County School _____ Public School District _____ Cleburne County _____

I. TO BE COMPLETED BY PARENT OR GUARDIAN

Student's Name _____ Home Phone _____

Home Address _____

Date of Birth _____ SSN _____ Grade _____

Parent or Guardian Name _____ Home Phone _____

Home Address _____

Church School of Enrollment _____ School Phone _____

Address _____

Date _____ Signature _____

II. TO BE COMPLETED BY CHURCH SCHOOL ADMINISTRATOR

Church School Name _____ School Phone _____

Address _____

Date of Enrollment _____ for _____ School Year _____

Date _____ Signature of Church School Administrator _____

III. CONSENT FOR NOTIFICATION OF STUDENT WITHDRAWAL

I hereby give prior consent to the administrator of _____ Church School to notify the public school superintendent should the above-named student cease attendance at said school.

Date _____ Signature of Parent or Guardian _____

(The parent, guardian, or other person in charge or control of the child shall by prior consent at the time of enrollment direct the church to notify the local school superintendent or his agent that said child no longer is in attendance at a church school *Ala. Code Section 16-28-7 (1975)*)

School	School Street Address	City, State, Zip	School Phone	ext	Fax	School Admin
For His Glory Homeschool Ministry	8687 County Road 66	Heflin, Alabama 36264	(770) 714-1760			Michelle Hardin
Extended Hand Christian School	209 Taylor Street	Piedmont, Alabama 36272	(256) 820-0843			Aleta Jennings
Harvest Educational Resource	707 Wilmer Avenue	Anniston, Alabama 36201	(256) 310-7109		dacoleyHER@gmail.com	Donna A Coley
Word Alive Academy/Hope Christian Academy	122 Allendale Road	Oxford, Alabama 36203	(256) 831-5280	126		Jeff Phillips also operates a private school
Oxford Christian School	PO Box 7892	Oxford, Alabama 36203	(256) 835-5852			Renae & Steve Pruitt
The Way Home Christian School www.thewayhome.info	PO Box 159	Eva, Alabama 35621	(256) 796-8533			Stuart J. Whitney
Broad Church Academy			(205) 687-8474		(205) 650-8995	Deborah Nichols
The Way Home Christian School	2462 Lawrence Cove Road	Eva, Alabama 35621	(256) 892-5052			Randy & Nancy Clark - local contact
Trinity Christian Academy	1500 Airport Road	Oxford, Alabama 36203	(256) 831-3333			Amie Hinton or Matt Emigh
Central Alabama Family Christian School	775 Mt. Olive Drive	Pell City, Alabama 35125	(205) 338-7325			Cindy Madairs
Anniston Christian Academy (Anniston Bible Church)	3230 Coleman Road	Anniston, Alabama 36207	(256) 236-3072			Seth Tiffner
New Hope Christian Academy	8 Masada Mountain	Anniston, Alabama 36207	(256) 926-8711			M. Vise
Harvest Church of God Homeschool	520 Golden Springs Road	Anniston, Alabama 36207	(256) 237-1111			Laura Serrano
Vineyard Christian Academy	417 Broad Street	Gadsden, Alabama 35901	(256) 295-7646		jonesmarie05@gmail.com	Marie Jones
Academy of Excellence	10250 Stemley Road	Talladega, Alabama 35160	(205)763-0070	103		Kristi Stapler
Christian Fellowship Academy	135 County Road 972	Cullman, Alabama 35057	(256) 747-1704		admin@christianfellowshipacademy.org	Jaime Clegg
Rosewood Academy & High School	1301 Rosewood Drive	Maytown, Alabama 35118	(205) 586-4842			Ralph/Vesta Bidwell