

SUNDIAL CLASSICAL FARMSTEAD

22-23 ENROLLMENT PACKET



Welcome! Please follow this process for enrollment.

1. Read through this packet.
2. Schedule an in-person interview with Sundial Director, Sarah Kwilinski, for all children who will attend Sundial as well as at least one parent. This interview is to gauge each child's interest and attention as well as to allow parents to ask questions about the program. Send an email to: info@sundialclassical.com to schedule your interview. Evening and weekend times are available.
3. Complete and submit the application either in person or via the email address above.

Thank you. Feel free to reach out to Sarah with questions at any time during this process. We look forward to meeting your family!

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Our Mission

*To form virtuous people by
savoring beauty,
cultivating gifts,
pursuing knowledge,
loving wisdom,
and seeking Truth*

Program Description

Sundial Classical Farmstead is opening in August, 2022. During its first year this supplemental program for homeschooling families will operate Monday-Thursday for children ages 5-9 years old.

The program's motto is *Schola Natura*. The word *schola* is a Latin term that denotes learning at a leisurely pace for contemplation and to develop deep understanding. The farmstead is housed at Woldumar Nature Center so that we can live out our full motto to pursue leisurely learning in the natural world.

We are a religious program. The Latin word *legare* means "to bind". It is where the word 'ligament' comes from; the connotation is to connect or join. The prefix *re-* means to do again; adding it to *legare* creates the word *religare*, which now can be understood to mean "to bind fast" or "to bind together again" and will eventually become the word 'religion' in modern English. Interestingly, adding the prefix *neg-* to *legare* creates the Latin word *neglegere* which means "to make light of, disregard, be indifferent to, not heed". It is where we get the term 'negligent'. In this sense, religion means the opposite of neglect. In the context of our farmstead it means we will form a community that is bound together in its commitment to caring for children.

Why Sundial?

Our program's first goal is to create a place where students live with nature. Second, it is to teach that observation, reasoning, and creativity are key components of learning. Third, it is designed to be accessible for everyone. When considering these core values the image of a sundial came to mind—designed by thinkers who observed events in nature and created a way to display time for everyone to access.

Why Classical?

A definition of Classical Education:

Classical education belongs to the authoritative, traditional and enduring stream of education begun by the Greeks and Romans, developed by the Church through the centuries and renewed by contemporary educators. Infused with the liberal arts and sciences, classical education includes the language arts of the trivium (grammar, logic and rhetoric) and the quantitative arts of the quadrivium (mathematics, science, music and visual arts). Students study great works of art and literature, both old and new, by methods best suited to their developmental stages. As participants in the great conversation of history's finest thinkers, students acquire more than vocational skills; they prepare for their roles as informed citizens, thoughtful Christians and virtuous shapers of culture. (source: Ad Fontes Academy in Centreville, VA)



Drop Off and Pick Up

Parent(s)/Guardian(s) will identify approved drop off/pick up adults for their child. Changes to this list must be made in writing. We do not offer curbside drop off/pick up. At the start of the day adults are expected to escort their child from the parking lot into the building. At the end of the day adults are expected to come into the building and escort their child to their vehicle. Adults are **not** asked to stay and provide supervision but they are welcome to enjoy the Woldumar grounds while their child is in class.

Photography And Video

At times we may take pictures or videos of the students for promotional purposes. Parents will be asked for permission (either via a form provided in the enrollment packet or individually on a case-by-case basis) before any photos or videos are posted on/to the farmstead publications.

Safety and Visitors

All visitors need to schedule their visit with the Director at least one day prior to the event. The Director may, at his or her discretion, decline to admit visitors for any reason. We will do our best to notify families of changes to the visitors policy but reserve the right to make last minute decisions to reflect the current needs of our students.

Additionally, the Director may institute a no-visitors policy and/or require visitors to wear masks while indoors if local health department warnings indicate we need to take this action.

Staff, Subcontractor, and Volunteer Background Checks

All adults working or volunteering in the Monday-Thursday setting will undergo training, including detecting abuse, as well as an initial background check as part of their application process, and again annually. The initial background check will be conducted by an online resource and it will check the National Criminal Database Alias with Sexual Offender Index & OFAC. The subsequent annual background check will be the State of Michigan ICHAT (Internet Criminal History Access Tool). All fees for background checks will be paid by Sundial Classical Farmstead.

The background check requirement does *not* extend to parents volunteering during any Friday field trips since those are optional and parents are expected to transport and supervise their own children during those events.

Student Training on Abuse or Molestation

It is Sundial's position that parents are their child's first and best teachers. They know what their child is capable of understanding at each age level. Therefore, while we will *not* conduct training on sensitive topics such as abuse for students within our program, we are happy to direct parents to resources if they request them.

Closure for Inclement Weather

If Lansing School District or Woldumar Nature Center shut down due to inclement weather, Sundial Classical Farmstead will also cancel for the same duration. Additionally, due to the fact that extended time outdoors is a part of our daily programming, if road conditions do not necessitate closure but the weather would make participation in Sundial lessons difficult, we may shut down for this reason.

Parents will be notified via text and/or email in the event that Sundial shuts down for any reason outside of scheduled calendar breaks.



Medication

Sundial Classical Farmstead cannot dispense medications, even over-the-counter medications such as cough drops or antihistamines, to students who are not the children of parents employed by the farmstead. We will have a basic first aid kit on hand and be able to do simple things like apply band-aids. However, any situation that requires adult assistance with blood or other bodily fluids will require either emergency medical personnel or a parent to come and assist the student.

Illness Policies

Non-Covid Illnesses

A child who has a fever, has vomited, or has had diarrhea should remain at home for 24 hours *after* the point where the child is free of symptoms *without* the assistance of medication.

If a child develops any of the above symptoms, or others that are significantly impairing their ability to learn, for example a child with a serious headache or who is very sleepy, parents will be called to pick up their child. Parents are expected to have plans in place so that they can pick up their child promptly.

Covid-19 and/or Other Pandemic Illnesses

We approach the issue of coping with any pandemic illnesses with two beliefs: a) that we should follow the best science, understanding recommended practices will change as scientific knowledge develops over time, and b) that parents are responsible for their child(ren)'s health and entrusted with managing their own personal level of risk tolerance for their families.

1. We strongly recommend, but do not require, parents keep their children up to date on all recommended inoculations, including the Covid-19 vaccine.
2. We will not require masks for everyone, but we will support a parents' request that their child wear a mask by assisting young children with keeping a mask properly in place while indoors during mask-recommended phases described below.
3. We will not allow children to wear masks outside first, because they are not necessary in the open air and second, because they pose a visual barrier of the ground when children are running around.
4. We ask our families to share in the responsibility of keeping our community healthy by keeping children home, if they have been exposed to Covid in such close quarters that it is highly likely the child will contract Covid, until they can be tested.
5. If a child tests positive for Covid, the family will be required to follow the current CDC recommendations for quarantining.
6. We understand that Woldumar Nature Center may choose to close, or be required to close by state mandate, and in that case we will also close for the duration.

*Covid-19 and/or Other Pandemic Illnesses policy continued*

Covid Case Numbers, Parent Notification, Masking, and Closure Policy		
Positive Numbers	Notification	Mask & Distancing Policy
One positive case among the students, staff or volunteers	Parents notified via email the same day the program is informed.	Masks optional
25% of the regular attendees tests positive	Parents notified via email the same day the program is aware of the numbers.	Masks suggested and we will begin social distancing of children while indoors.
50% of the regular attendees tests positive	Parents notified via email and phone or text the same day the program is aware of the numbers.	Program will close for a time period in accordance with CDC recommendations.

Tuition Rates Per Program

Parents who are approved to fulfill a role Sundial needs help with may qualify for a tuition reduction. Volunteers must apply and will be approved on a case-by-case basis, as determined by the program's current needs.

All Day Student (8:00-3:30)	\$5,900
Academic Mornings Only (8:00-12:00)	\$2,660
Afternoon Enrichment, all 4 days, year-long tuition (12:00-3:00)	\$3,240
Afternoon Enrichment, 1, 2, 3, or 4 days, enrolling one trimester at a time (12:00-300) <i>Note: the sibling discount is not available to families enrolling one trimester at a time.</i>	\$25/day/child

Sibling Discount

Only available to children living in the same household, who are enrolled in the full-year, 33 week program, and *only* to parents who are not already receiving a discount for in-person volunteering.

	All Day - \$5,900	AM Only - \$2,660	PM Only - \$3,240
2nd Child (10% tuition reduction)	\$5,310	\$2,400	\$2,916
3rd Child (15% tuition reduction)	\$5,015	\$2,261	\$2,754
4th Child (20% tuition reduction)	\$4,720	\$2,128	\$2,592



2022-2023 School Year Calendar with Payment Schedules

Enrollment Options

- Full time students: 8:00-3:30, Monday through Thursday, all year (33 weeks)
- Morning only students: 8:00-12:00, Monday through Thursday, all year (33 weeks)
- Afternoon only students: 12:00-3:00, Monday through Thursday, all year (33 weeks)
- Afternoon only students: 12:00-3:00, attending either 1, 2, 3, or all 4 afternoons per week (11 weeks) *Afternoon Enrichment students may enroll one trimester at a time. They are welcome to change the days they attend when each new trimester begins.*

Payment Plans

- Monthly Payment Plan: Total divided into 9 payments due by the first of each month September-May
- Trimester Payment Plan: Total divided into 3 payments due by the first of September, December, and March

Refunds and Make-Ups

Unfortunately, we are not able to offer refunds or make-up days for students who miss instruction. Because each session is a collaborative effort between students and instructors we cannot recreate that event on a make-up day. And, because instructors are paid for their time regardless of the number of students, we cannot refund payment for absences. We apologize for any inconvenience this policy may cause.

Date	Event
Sept 1	Monthly Payment due for families who have chosen the 9-month payment plan. Fall Trimester Payment due for families who have chosen the 3x/year payment plan.
Sept 6	First Day of School
Oct 3	Monthly Payment due for families who have chosen the 9-month payment plan.
Nov 1	Monthly Payment due for families who have chosen the 9-month payment plan.
Nov 17	Fall Trimester ends
Nov 21-24	Thanksgiving Break - no school
Nov 28	Winter Trimester begins
Dec 1	Monthly Payment due for families who have chosen the 9-month payment plan.



	Trimester Payment due for families who have chosen the 3x/year payment plan.
Dec 19 - Jan 5	Christmas Break - no school
Jan 2	Monthly Payment due for families who have chosen the 9-month payment plan.
Jan 9	Winter Trimester resumes
Feb 1	Monthly Payment due for families who have chosen the 9-month payment plan.
Mar 1	Monthly Payment due for families who have chosen the 9-month payment plan. Trimester Payment due for families who have chosen the 3x/year payment plan.
Mar 2	Winter Trimester ends
Mar 6	Spring Trimester begins
Mar 27-30	Spring Break - no school
Apr 3	Spring Trimester resumes Monthly Payment due for families who have chosen the 9-month payment plan.
May 1	Monthly Payment due for families who have chosen the 9-month payment plan.
May 25	Spring Trimester ends. Last day of School.



2022-2023 Student Application

Family Name			
Child's First Name	Child's Last Name	Child's Age on Sept 1, 2022	Child's Birthdate
Names of family members, other than parents, who live in the home, as well as their relationship to the student(s):			

Emergency Contact Information (add checkmark to those approved for drop-off and pick-up)

✓	Adult's Name	Relationship to Student	Phone Number

Email Address(es)		
Mailing Address	City	Zip



The Sundial Classical Farmstead program is *very* different from typical modern (public, private, or religious) schools. Please read each section carefully and then initial to indicate you agree to these teaching practices.

What we do:

- a. _____ Meet Monday-Thursday, in a multi-age classroom, for children who are ages 5-9 by Sept 1st.
- b. _____ Focus on listening and speaking. Instructional guides read from high quality works of literature. Students listen quietly and then engage in meaningful discussion with peers and the guide to further their understanding. Your child will be expected to listen and respond in various sessions for a total of 30-90 minutes each day.
- c. _____ Focus on memorization and narration as self-assessment. What is not retained is not learned. Students will memorize facts from mathematics, science, geography, history, art, and music, as well as portions of poetry and Latin. Students will narrate back stories and lessons to demonstrate comprehension.
- d. _____ Focus on mastery. Modern education is harried because it is simultaneously attempting to teach new concepts while reviewing previous ones that were never truly learned. Instead, we focus on the fundamentals (the “grammar” of each subject). We move slower at the beginning—our students will be 6–7 before they read independently—because we care more about growing confident, capable students than rushing to meet an arbitrary timeline.
- e. _____ Focus on beauty. Students will practice handwriting to learn the craft of penmanship. Students will study art and music and poetry to spend time with beautifully crafted works of art. Students will spend time in nature to observe beauty in creation.
- f. _____ Focus on grace and truth. Students will learn to comport themselves politely in a wide variety of situations. They will learn to set their own learning goals and be held accountable for their work. Our culture will model the virtues of perseverance, self-control, and kindness.

What we don't do:

- g. _____ Worksheets and homework. Our day is full of active, authentic learning—not busywork. At home learning is the family’s choice.
- h. _____ Screens and technology. We work with books, paper, pencils, and manipulatives. We will not use computers to instruct.
- i. _____ Letter grades, paper/pencil tests, and standardized tests such as the M-STEP. We intentionally exist outside the traditional school model. See items (c) and (d) above.



Mission

To form virtuous people: savoring beauty, cultivating gifts, acquiring knowledge, loving wisdom, and seeking Truth.

Statement of Faith

Sundial Classical Farmstead (SCF) is founded on the historic, universal Christian faith as described in the [Nicene Creed](#) which serves as a faithful summary of Christianity accepted by Protestant, Catholic, and Orthodox Christians. We fully affirm the [ACCS Statement on Ethnic Harmony](#) regarding the proper Christian view on contemporary political and social issues. While it is expected of all students and staff that an education through SCF will involve exposure to historical and classical Christian and Non-Christian perspectives and acceptance of the code of conduct aligned with historic Christian ethics, *affirmation of religious belief is not required* for enrollment or employment at SCF. The organization's primary purpose is to form a classical education program with those who: (1) support the above Mission, (2) understand this founding Statement of Faith, and (3) agree to abide by the Code of Conduct found in the SCF Handbook. As part of its Christian heritage SCF may offer *optional* religious services or instruction.

Neutrality Policy

Sundial Classical Farmstead intentionally adopts a policy of neutrality on all religious, social, and political issues beyond the above Mission, Statement of Faith, and Code of Conduct. *It will not engage in activism even on issues it agrees with.* As an institution it does not endorse or condemn any religious actions, social movements, or political candidates.

Responsibilities of the Organization's Board of Directors

SCF Board members will not promote their own personal political, social, or religious beliefs beyond what is established in the Statement of Faith and Code of Conduct when making decisions regarding hiring staff, choosing curricula, or creating educational experiences for the students. The Board will consider classical education best practices and the overall benefit of the program as articulated in the writings of Charlotte Mason, and well-respected resources such as the Circe Institute, Classical Academic Press, the Institute for Classical Education, and the Society for Classical Learning.

Responsibilities of Staff and Volunteers

While performing their job, staff and volunteers are asked to refrain from speech or actions which could be construed as activism leading to division in the community. However, we also understand that students *will* need to read directly from original sources and engage with difficult topics in the course of study. This type of engagement will be conducted thoughtfully for the purpose of becoming informed and in accordance with the program's Mission, Statement of Faith, and Code of Conduct, but not for the purpose of activism.

Responsibilities of Parents and Students

Families of students attending SCF are *not* required to pledge belief in the Nicene Creed or the ACCS Statement on Ethnic Harmony. However, we do insist that families familiarize themselves with the program's Mission and Statement of Faith and support these as the organization's bedrock founding principles. Furthermore, we require agreement to abide by the Code of Conduct found in the SCF Handbook. We encourage families to practice their faith as we believe parents are responsible for their child's religious and moral education. For the purpose of promoting a cohesive community we ask families to refrain from speech or actions during program activities that would appear as activism in conflict with the Mission, Statement of Faith, Code of Conduct, or Neutrality Policy of SCF.



Neutrality Policy cont.

Acceptable	Not Acceptable
<p>Discussing your personal religious, political and social views while hosting another family at your house for dinner.</p>	<ul style="list-style-type: none"> ● Requesting that a guest speaker visit a class to discuss a religious, political or social issue not in keeping with SCF’s Mission, Statement of Faith, Code of Conduct, or Neutrality Policy. ● Using families’ contact information collected through a farmstead function (e.g. as a coach or as a committee leader) to invite others to join you at a social or political rally. ● Suggesting a change to the administration or board members specifically to increase the numbers of those in authority who share your religious beliefs.

Dress Code

Because much of our day will be spent outside, students are expected to dress in safe and comfortable clothing. For example, shoes should be sturdy and made for running on a variety of surfaces. Hiking sandals may be appropriate but loose sandals would not. Children are encouraged, but not required, to wear sun hats, long pants, socks and shoes to reduce exposure to sun and ticks.

Children are also asked to dress modestly. We expect everyone to wear clothing that covers portions of the body as would be clothed when wearing mid-thigh length shorts and a T-shirt. We ask for modest dress not for prudish reasons, but because we believe every child has innate dignity and a right to privacy, and should dress in ways that exercise that right, and honor the dignity of the body. For example, boys are asked to wear shirts with a fit as modest as a T-shirt, and girls who wear skirts and dresses are asked to include shorts or leggings with their outfit. Furthermore, in keeping with current societal expectations as well as Sundial’s Statement of Faith & Ethics, males and females may dress in a gender neutral fashion or in keeping with their biological sex. Therefore, males are not permitted to wear skirts or dresses.

While clothing should be sturdy enough for play, this does not mean it needs to be overly casual. We discourage pajama pants, stained or torn clothing, rude logos or any style of dress that does not convey hospitality to others who share our space and respect for the important work of learning.



Signature Page

I have read, completed, and agree to support all of the beliefs, practices, and policies indicated in this application. I understand that holding these beliefs is not a requirement for admission, but that signing below indicates that my family is comfortable being a part of an organization founded upon them.

- Family and Contact Information
• What We Do
• Essay Questions
• Statement of Faith, Neutrality Policy, Dress Code

I am choosing the indicated program and payment schedule below. I understand that failure to meet a payment deadline will lead to the immediate dismissal of my child(ren) from the program. Please initial in the far left column next to the enrollment option of your choice. Then, circle or highlight the payment plan of your choice. If only enrolling in the afternoon enrichment program for one trimester, please also circle or highlight the day(s) your child will attend.

Table with 5 columns: Program Description, Tuition Rate, 9 Month Plan Monthly Payments, Trimester Plan Payments, and Trimester Plan Payments. Includes rows for All Day, AM only, PM only, and Afternoon Enrichment programs.

Signature Printed Name Date

Signature Printed Name Date