



# **PARENT HANDBOOK**



## **THE WELL**

Where Learning Flows  
Homeschool Co-op  
Hoover / Helena Area  
School Year: 2026–2027

# WELCOME TO THE WELL

Dear Families,

We are so honored to welcome you to the very first year of The Well. It means so much that you have chosen to be part of the beginning of this community. We believe this is not by accident, but something the Lord is building with purpose. The name "The Well" comes from a meaningful pattern throughout Scripture. In the Bible, wells were places where people came for water but they were also places where lives were changed. Rebekah was found at a well, Jacob met Rachel at a well, and Moses encountered direction at a well. These were places of encounter, provision, and transformation. Wells were also gathering places where people connected and built relationships. It is our hope that The Well becomes that kind of place for your children a place where they feel known, valued, and part of a community. In John 4, Jesus meets the Samaritan woman at the well and offers her living water. She leaves not only refreshed, but transformed. That is the heart behind The Well. At The Well, we believe learning should be like that. Not just information, but transformation. Not just routine, but encounter. Not just education, but formation. We desire for this to be a place where children are supported in their learning and poured into spiritually. Our prayer is that each family, child and teen encounters Jesus the true Living Water and is filled in a way that overflows into their homes, friendships, and communities. We hope to partner with you as we support and encourage what you are doing at home, coming alongside your family to help your child/teen grow and thrive. Just like a well is a place people return to again and again, we pray The Well becomes a steady, life giving rhythm for your family. Thank you for trusting us with your children and for being part of the beginning. We are so excited for what this year will bring.

"With joy you will draw water from the wells of salvation." Isaiah 12:3

With love and expectation,  
The Well



## **WHAT WE BELIEVE**

At The Well, we desire to create a Christ-centered environment rooted in biblical truth, love, grace, and discipleship. While families may come from different church backgrounds, we ask that all families respect and support the following foundational beliefs and values that guide our co-op community.

### **WE BELIEVE:**

- The Bible is the inspired and living Word of God and serves as our foundation for truth, wisdom, and daily living.
- There is one God who exists eternally in three persons: Father, Son, and Holy Spirit.
- Jesus Christ is the Son of God, fully God and fully man, who came to earth, died for our sins, and rose again so we may have salvation and eternal life through Him.
- Salvation is found through faith in Jesus Christ alone and is a gift of God's grace.
- The Holy Spirit guides, comforts, convicts, and empowers believers to live according to God's will.
- We believe in the gifts of the Holy Spirit and that the Holy Spirit still actively works in and through believers today according to Scripture.
- Every child is uniquely created by God with value, purpose, gifts, and identity.
- We believe God created humanity as male and female, each uniquely designed with purpose and value.
- We believe marriage is a covenant established by God between one man and one woman.
- Parents are the primary spiritual and educational influence in a child's life, and we desire to partner alongside families in support and encouragement.
- Learning should nurture both the mind and the heart, helping children grow academically, spiritually, emotionally, and relationally.
- Community matters. We believe in encouraging one another, showing kindness, honoring others, and building healthy relationships.
- Prayer, worship, biblical teaching, and Christlike character are important parts of our environment and culture.

At The Well, our goal is not simply academic success, but to help cultivate children who are confident, compassionate, grounded in truth, and equipped to pour into others.

"Whoever drinks of the water that I will give him will never thirst."

John 4:14

## **OUR VISION**

At The Well, we create a space where students are nourished academically and spiritually. We are a place where your child can come and find living waters where they are refreshed, strengthened, and equipped in truth, love, and joy. Just as a well provides water that sustains life, our program is designed to pour into each child's growth, identity, and purpose, always pointing them to Jesus, our true living water.

## **OUR MISSION**

Our mission at The Well is to partner with families to provide a Christ-centered learning environment that supports academic growth, cultivates strong character, and nurtures each student's relationship with God. Through intentional teaching, meaningful relationships, and hands-on learning, we aim to equip students with the knowledge, confidence, and biblical foundation they need to thrive both in their education and in their walk with Christ empowering them to carry that living water into their communities and into whatever field God calls them.

## **PROGRAM OVERVIEW**

At the Well, we offer three unique opportunities for families, so you can choose the level of involvement that best fits your needs.

### **1.FAMILY COMMUNITY TIER (\$80 per family per year)**

This tier is for homeschool families looking for connection without a weekly co-op commitment. It includes: Participation in field trips, family parties, parent meetings, curriculum guidance, yearbook inclusion, End of the Year ceremony, and family projects. This one-time annual fee covers the organization ONLY but does not cover fees related to any event. \*Fees will be billed separately

### **2.ELEMENTARY CO-OP TIER (\$165 per month per student)**

For families with 1st–5th grade students attending weekly: Fridays from 9:00 AM – 2:30 PM

- Core subjects, enrichment, Spanish, and Bible club.
- \$65 registration fee and \$135 materials fee due upfront per school year. (Families choosing this tier do not pay the \$80 annual family fee as it is included in their registration fee.)

### **3. YOUTH CO-OP TIER (\$60 per month per student)**

For middle and high school students who join us weekly in the afternoon:

- Fridays from 11:45 AM – 2:30 PM (students bring lunch) Participate in enrichment classes and Bible club
- \$65 registration fee and \$80 materials fee due upfront per year. (Families choosing this tier also do not pay the \$80 annual family fee as it is included in their registration fee.)

Families may select one or multiple tiers, depending on the ages and needs of their children. We look forward to partnering with you in this journey!

## **ADMISSIONS & ENROLLMENT**

Because The Well is a close-knit and intentional community, enrollment is prayerfully considered.

Submission of a registration form does not guarantee acceptance into the program.

All prospective families must complete the following before enrollment can be finalized:

- Completed Registration Form
- Family Interview with Leadership
- Pastor Referral Letter
- Review and Agreement of Policies & Guidelines
- Payment of Registration and Materials Fees upon acceptance

The interview process allows both leadership and families to prayerfully determine whether The Well is the right fit for the student and family. We reserve the right to deny or discontinue enrollment if it is determined that The Well is not the best fit for a family's needs or if policies are repeatedly not followed.

## **STATEMENT OF PARTNERSHIP**

The Well believes education works best when parents and leadership work together in unity, communication, and mutual respect.

### **FAMILIES ARE EXPECTED TO:**

- Support the mission and values of The Well
- Communicate respectfully with staff and leadership
- Reinforce expectations at home
- Maintain a cooperative and encouraging attitude

## **BEHAVIOR EXPECTATIONS**

Students are expected to:

- Show kindness and respect
- Follow directions the first time
- Use appropriate language and behavior
- Use modest clothing
- Respect the home environment, materials, and others

Bullying, repeated disruptive behavior, aggression, disrespect, or inappropriate conduct will not be tolerated.

The Well desires to maintain a peaceful and safe environment for all students and families.

## **DISCIPLINE POLICY**

When behavior concerns arise, leadership will seek to address situations with grace, communication, and restoration whenever possible.

Depending on the situation, consequences may include:

- Verbal correction
- Parent communication
- Temporary removal from activities
- Suspension or dismissal from the program if necessary

# SCHOOL CALENDAR

Classes will not meet on the following dates:

## Fall Semester

- First Day at The Well: Friday, August 14, 2026
- Labor Day (No Class): September 7, 2026
- Veterans Day (No Class): November 11, 2026
- Thanksgiving Break (No Class): November 23–27, 2026
- Christmas Break (No Class): Dec 21, 2026 – Jan 4, 2027

## Spring Semester

- Classes Resume: Friday, January 8, 2027
- Martin Luther King Jr. Day (No Class): January 18, 2027
- Presidents' Day (No Class): February 15, 2027
- Spring Break (No Class): March 22 – March 26, 2027
- Last Day of The Well: Friday, May 14, 2027

**Note:** If Hoover City Schools are closed due to weather or emergencies, The Well will also be closed.

## CURRICULUM

This year parents will choose the curriculum appropriate for their family. In order to have a smooth year we ask the families choose an open and go curriculum such as Christian Light, ACE or LifePac. We are trying to help the children be more independent in their education. Parents are responsible for overseeing and completing the curriculum at home throughout the week. On the day students attend The Well, they will continue working through their curriculum with guidance and support. Students are only required to bring their Math and Language Arts materials to class. Science and History will be completed at home. In addition to core academics, students will participate in enrichment classes that rotate throughout the year. These enrichment opportunities are designed to provide hands-on learning, creativity, and practical life experiences.

## **TUITION & FEES**

### **TIER 1: FAMILY CO-OP**

Yearly Tuition :\$80 per family (non-refundable)

### **TIER 2: ELEMENTARY CO-OP**

Monthly Tuition: \$165 (10% off 2<sup>nd</sup> child and 20% off 3<sup>rd</sup> or more children.)

Registration Fee: \$65 per student (non-refundable by July 15th )

Supply Fee: \$135 per student for the school year.

Tuition is based on enrollment, not attendance.

Tuition payments are due by the 1st of each month starting payments on September 1 to May 1.

### **TIER 3: YOUTH CO-OP**

Monthly Tuition: \$60 (10% off 2<sup>nd</sup> child and 20% off 3<sup>rd</sup> or more children.)

Registration Fee: \$65 per student (non-refundable by July)

Supply Fee: \$45 per student for the school year.

Tuition is based on enrollment, not attendance.

Tuition payments are due by the 1st of each month starting payments on September 1 to May 1.

## **ATTENDANCE & CLOSURES**

The academic calendar includes holidays and breaks.

Tuition remains the same regardless of:

- Absences
- Holidays
- Weather closures

## **PARENT RESPONSIBILITIES FOR ELEMENTARY & YOUTH CO-OP**

To ensure a smooth and successful experience for all students, parents are expected to:

- Ensure your student arrives on time and is picked up promptly
- Do not allow weapons or toy weapons of any kind to be brought to school
- Do not send candy or heavily sugary drinks with your student
- Ensure your child brings their schoolwork in their backpack each week
- Provide a pencil pouch with essential supplies (pencils, erasers, etc.)
- Send your child with a lunch and a snack every Friday.
- Ensure your student wears appropriate and modest clothing
- Purchase the required school t-shirt for your student
- Yearbooks will be available for purchase at the end of the school year if you choose to get one.

## **DROP-OFF & PICK-UP POLICY**

To help maintain a safe, organized, and smooth transition process for all families, The Well has established the following drop-off and pick-up procedures.

### **AUTHORIZED PICK-UP TAGS**

Each enrolled family will receive two official tags to hang from the rearview mirror during drop-off and pick-up.

- Only vehicles displaying an official Well tag will be permitted to pick up students
- Tags must remain clearly visible during dismissal
- If someone other than the parent will be picking up a student, leadership must be notified in advance and they should have a mirror tag. For the safety of our students, children will only be released to authorized individuals.

### **DROP-OFF PROCEDURES**

- Drop-off begins promptly at 8:50 AM (Elementary)  
11:45am (Youth)
- Families will remain in their vehicles during drop-off
- A teacher or staff member will come to your vehicle to assist your child out of the car and safely escort them inside.

### **PLEASE ENSURE YOUR STUDENT:**

- Has all school materials and lunch and snack ready before arrival

## **PICK-UP PROCEDURES**

- Pick-up begins at 2:30 PM
- Families will remain in their vehicles during dismissal
- A teacher or staff member will verify the mirror tag and safely escort the student to the correct vehicle

To help maintain safety and consideration for our neighbors, we kindly ask families to:

- Be patient during dismissal
- Move efficiently
- Avoid blocking other driveways or lingering in the roadway

Because The Well operates within a residential area, it is important that we remain respectful of surrounding homes and traffic flow.

## **LATE PICK-UP**

Students should be picked up promptly at dismissal time. A late fee of \$1 per minute may be applied beginning at 2:30 PM unless prior arrangements have been made.

Our goal is to create a safe, peaceful, and organized experience for all families while honoring the home environment in which The Well operates.

## **SICKNESS POLICY**

To help maintain a healthy environment for all students and staff, please keep your child at home if they are experiencing any of the following:

- Fever (100.4°F or higher) within the past 24 hours
- Vomiting or diarrhea within the past 24 hours
- Persistent cough or severe congestion
- Contagious illnesses (such as flu, strep throat, pink eye, etc.)
- Any condition that prevents your child from participating comfortably in daily activities

Students must be symptom-free for at least 24 hours without medication before returning to The Well. If a child becomes ill during the school day, parents will be contacted and expected to pick up their child promptly.

## **Allergy Policy**

The Well strives to provide a safe environment for all students, including those with food allergies.

- Parents must notify The Well of any allergies or medical conditions upon enrollment
- Please clearly label all lunches and snacks
- Students are not permitted to share food with others
- If your child has a severe allergy (such as a nut allergy), please inform us so we can take additional precautions

While we will do our best to minimize exposure to allergens, we cannot guarantee an allergen-free environment.

## **Behavior Expectations**

Students are expected to:

- Show respect
- Follow instructions
- Participate positively
- Come prepared to class

The Well operates from a private residence. Students must respect all home boundaries and follow all rules.

## **FIELD TRIPS**

The Well will host two field trips per semester to provide hands-on learning experiences and community building opportunities.

- Field trips may include educational, recreational, or service-based activities
- Parents will receive advance notice with details, cost (if applicable), and permission forms
- Participation is encouraged but may be optional depending on the activity

## **PARENT MEETINGS**

We will hold three parent meetings each school year to communicate updates, share vision, and strengthen partnership with families.

- Meetings will include program updates, expectations, and opportunities for feedback
- Attendance is highly encouraged to ensure strong communication and alignment

## **MEDIA & PHOTO PERMISSION**

Throughout the year, photos and videos may be taken during class activities, events, and field trips for the purpose of:

- Sharing with families
  - Promoting The Well (flyers, social media, website)
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Please indicate your preference below:

I give permission for my child to be photographed and/or recorded for use by The Well.

I do NOT give permission for my child to be photographed or recorded.

Parent Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# STUDENT MEDICAL INFORMATION FORM

Please complete this form for each student enrolled at The Well. This information helps us provide a safe and supportive environment for your child.

## STUDENT INFORMATION

Student Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Grade (1st–5th): \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_

Secondary Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

## EMERGENCY CONTACT INFORMATION

Emergency Contact Name: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Alternate Emergency Contact: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## MEDICAL INFORMATION

Does your child have any allergies?

Yes  No

If yes, please explain:

Does your child have any medical conditions, diagnoses, or health concerns?

Yes  No

If yes, please explain:

Does your child have any physical limitations or accommodations we should be aware of?

Yes  No

If yes, please explain:

## PHYSICIAN INFORMATION

Doctor/Clinic Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Preferred Hospital: \_\_\_\_\_

## AUTHORIZATION & CONSENT

In the event of an emergency, I authorize The Well staff and leadership to obtain emergency medical treatment for my child if I cannot be reached immediately. I understand every reasonable effort will be made to contact me before medical treatment is administered.

I certify that the information provided on this form is accurate and complete.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **LIABILITY WAIVER AND RELEASE OF RESPONSIBILITY**

I understand that my child is voluntarily participating in The Well, a Christ-centered homeschool learning program held in Cross Creek Church. I acknowledge that this environment is not a licensed childcare facility or traditional school setting, but a cooperative educational program. I recognize that participation in group activities, including but not limited to classroom instruction, indoor and outdoor play, movement between spaces, and interaction with other children, involves inherent risks. These risks may include, but are not limited to, minor injuries such as falls, bumps, or other unforeseen incidents. I acknowledge that The Well, its director, staff, and volunteers will take reasonable precautions to provide a safe and supervised environment. However, I understand that accidents may occur despite these efforts. By signing this agreement, I voluntarily assume all risks associated with my child's participation in The Well and release, waive, and hold harmless The Well, its director, staff, and volunteers from any and all liability, claims, demands, or causes of action arising out of or related to any injury, illness, accident, or incident that may occur during participation in the program. I agree to ensure that my child follows all rules, expectations, and guidelines set forth by The Well. I understand that failure to comply with these policies may result in dismissal from the program. I confirm that my child is in good health and able to participate in program activities. I agree to inform The Well of any medical conditions, allergies, or special needs that may affect my child's participation. I understand that I am responsible for providing accurate emergency contact information and will be available or have a designated contact available during program hours. I have read and fully understand this liability waiver and agree to its terms.

Parent/Guardian Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **COMMUNICATION**

Clear and respectful communication is essential to maintaining a healthy co-op environment.

Primary communication will take place through:

- Group messaging (TELEGRAM)
- Parent announcements (Facebook)
- Email

Parents are encouraged to communicate concerns directly with leadership rather than through gossip or outside discussion.

## **CONFIDENTIALITY & COMMUNITY**

We value trust and discretion within our community.

Families, staff, and volunteers are expected to maintain confidentiality regarding private family matters, student behavior concerns, and personal information shared within the co-op environment.

## **STATEMENT OF UNDERSTANDING**

By enrolling in The Well, families acknowledge that they have read and agree to abide by the policies, expectations, and values outlined in this handbook.

The Well reserves the right to update policies and procedures as needed to best serve students, families, and the overall health of the community.

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Parent Name: -----

Child's Name: -----

Signature: -----

Date: -----