

PARENT HANDBOOK



BIGGER BETTER LEARNING

CORY DOUGLAS SCHOLASTIC ACADEMY

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1. Welcome

Welcome to Cory Douglas Scholastic Academy!

You and your child have just embarked on an exciting new adventure in education. We believe that a happy child is a successful one. We are committed to providing a positive, safe, and stimulating environment for children to learn.

We intend that all children should enjoy their learning experience, achieve their potential, and become independent life-long learners. You as parents must be an integral part of the process or we will not, and cannot, be successful. This handbook has been prepared for you to have a written guide of the procedures and rules of this school. When parents choose to place their children in Cory Douglas Scholastic Academy, they agree to accept and abide by the policies and procedures of the school. Therefore, parents are responsible for the content of this book. It should be kept handy for reference during the year. You will receive written notice if any changes in policies or procedures occur during the school year.

Adherence to this handbook ensures that the school will function in an orderly manner and will be able to provide a safe and peaceful learning environment. We look forward to sharing this most exciting adventure with you and your family. Thank you for selecting Cory Douglas Scholastic Academy!

Best Wishes,

Mrs. Karen E. Elliott
Founder & Director



2. Our Mission

The mission of **Cory Douglas Scholastic Academy** is to provide an elite educational experience with excitement, vigor, energy, and exceptional care to children while fostering each child's intellectual, social, physical, and moral development in an academic-rich environment.

We believe that a happy child is a successful one. We are committed to providing a positive, safe and stimulating environment for children to learn. We intend that all children should enjoy their learning experience, achieve their potential and become independent life-long learners.

3. Tuition Agreement

Discounts- Discounts of 15% are available for any family where the parent/guardian are members of the US Military, an Educator/Teacher or Healthcare worker. Early payment of full school years tuition will qualify for a 10% discount. The Multi- Child discount is awarded for having two or more students registered concurrently.

Tuition Late Fees- a \$25.00 late fee per day will be assessed after the 1-day grace period has expired. When payments are more than 7 days late, the administration reserves the right to place your student on financial suspension.

Returned check Fee- \$50.00 will be charged for all returned non-sufficient funds checks.

Termination of financial agreement- If you wish to terminate your student(s) enrollment written notification must be provided to school administration no less than two weeks in advance. A written statement of termination must be submitted to the business office. Tuition is based on a yearly fee; there will be no discount/credit given for sickness, vacation, or inclement weather emergencies.

YWCA or Subsidized Payments- Anyone who received monies from outside sources please be aware that Cory Douglas Scholastic Academy is not in partnership with any other funding source. We accept such payments, however they will be applied and deducted from the agreed tuition amount and any difference or remaining balance is your responsibility.



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- **Pre Primary Scholars (Pre K 4): \$5500.00 / calendar school yr.**
- Before/after school care \$20.00 per day per child \$10 am/ \$10 pm

- **Primary Scholars (Kinder): \$5500.00 / calendar school yr.**
- Book fee \$150.00 + Graduation Fee \$150.00
- Before/after school care \$20.00 per day per child \$10 am/ \$10 pm

- **Primary Scholars(2nd-4th): \$4800.00 / calendar school yr.**
- Book fee \$300.00,
- Technology Fee \$200.00
- Before/after school care \$20.00 per day per child \$10 am/ \$10 pm

- **Intermediate Scholars (5th & 6th Grade):**
- \$4800.00 / calendar school year.
- Book fee \$300.00, Electronic
- Technology Fee \$200.00,
- Before/afterschool care \$20.00 per day \$10 am/ \$10 pm

- **CDSA High School Preparatory Scholars (7th& 8th Grade):**
- \$4800.00 / calendar school yr.
- Book fee \$300.00,
- Technology fee \$200.00,
- Before/afterschool care \$20.00 per day \$10 am/ \$10 pm



4. Uniform Policy

At Cory Douglas Scholastic Academy all students are required to wear our school uniform each day of the school week.

The purpose of a School Student Dress Code and Uniform Policy is to:

- Promote a shared sense of school identity and ensure all students are dressed safely and appropriately for school activities
- Strengthen the profile and identity of the school and its students within the broader community
- Encourage students to take pride in their appearance
- Prepare learners for the expectations of the workplace
- Enhancing a sense of pride within our school
-

Our Dress Code is listed below. Additionally, students will be provided with one school logo polo shirt. Parents can also purchase uniform shirts and ties from the “*Owls Nest*” which is our schools’ uniform shop and convenience store. You may place an order using an order form or via the school website www.corydouglasacademy.org Other uniform items can be purchased from any outside vendor.

Girls

- Navy or khaki Uniform Skirt, Jumper or Pant
- Dark Purple Polo Shirt, School Logo Polo Shirt or White Polo Shirt
- Casual Shoes/ Boots Black or Brown ONLY (NO GYM SHOES) (boots are acceptable during winter months only)
- Purple or White Sweater is acceptable during cooler months

Boys

- Navy or khaki Uniform Pant (Black or Brown Belt)
- Dark Purple Polo Shirt, School Logo Polo Shirt or White Polo Shirt
- Casual Shoes/Boots Black or Brown ONLY! (NO GYM SHOES) (boots are acceptable during winter months)
- Purple or White Sweater is acceptable during cooler months.



5. Cell Phone and Device Usage

All devices are expected to be turned off and put away (in the cell phone pockets) before class begins. Please encourage your child to comply with this policy. Our students have many freedoms at Cory Douglas Scholastic Academy, but limits from distractions are essential for learning to take place.

Cell Phones:

- Phones should be on silent/vibrate/OFF when students enter the classroom.
- Cell phones will be placed in the designated “cell phone pockets” at the beginning of class and students will be allowed to have them back at the end of class.

Device Policy (Laptops, Tablets, & Headphones)

- These devices should not be out in the open for use unless permission is given.
- When permission has been given to use these devices, students should only be using them for educational purposes. If students are not working on a class assignment their actions are considered inappropriate. This policy includes technology provided by the school.
- Headphones should not be worn or visible during class lectures/labs/partner work/discussions. Students may only use headphones when permission has been granted.

Consequences:

- 1st Time: Verbal Warning
- 2nd Time: Device/Cell Phone will be held in the office.
- 3rd time: Students must check their device in with the main office upon entering the classroom and will receive it back at the end of the day for the remainder of the semester.
- (All offenses will be documented.)



6. Student Code of Conduct

The purpose of the Code of Conduct is to encourage students of Cory Douglas Scholastic Academy to follow the standard of acceptable behavior set forth by school administration.

Students of CDSA Must Demonstrate the Following:

Relationship with Authority Figures

- Respectful speech and conduct with those in authority
- Obedience is not optional
- Students do not condone the disrespect of authority figures by classmates

Relationship with Others

- Respect of yourself & others
- Refrain from name-calling, bad language, swearing
- Respect for others "person" and refrain from the touching of others

Relationship with School Property

- We respect school property including but not limited to furniture, books, and other school sanctioned equipment
- We accept responsibility for the cleanliness of school grounds and will report any maintenance concerns in a timely manner

Any inappropriate behaviors WILL NOT be tolerated for any reason.

These behaviors include, but are not limited to:

- Hitting
- Biting
- Kicking
- Spitting
- Throwing objects
- Self-injurious behaviors
- Sexual behaviors
- Inappropriate language
- Damaging school property
- Threatening other students or school personnel
- Touching or pulling the fire alarm
- Fleeing from the school or field trip activities



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A conference will be held with parents/guardians for any child who engages in the above behaviors. Any child who engages in these behaviors routinely or displays a pattern of inappropriate behaviors will be dismissed from CDSA at the Principal's discretion.

Reasons for a student to be picked up from school immediately:

- Unrecoverable meltdown (at administration's discretion)
- Putting their hands on or threatening to put their hands on another student, a teacher, a therapist, a volunteer, or another parent
- Damaging school property
- Continuous classroom disruptions or outbursts.

It is our primary responsibility to keep ALL students safe while in attendance at our school. Please note that if a child is endangering the safety and welfare of other students or staff and emergency contacts cannot be reached to pick the student up, the police may be called for assistance. After which a conference will be held with the student's parents/guardian immediately following the incident to determine what actions the school will take.

Disciplinary action may include one or more of the following:

- Write-up of incident and inclusion in student's file
- Loss of technology privileges during school hours
- Loss of free time or recess during school hours
- Restrictions placed on remaining field trips and/or parent required to attend with student
- After school detention (15-minute blocks)
- In-school suspension in a separate location from their classroom
- Out-of-school suspension and/or referral to YOUR BEHAVIORAL Services
- Dismissal or expulsion from the school



7. Discipline Policy

A high standard of conduct and discipline are maintained at CDSA. Respect of self and respect of others is the expected norm. CDSA, discipline is a legitimate and constructive goal of the learning process. This includes both the setting of consistent limits and, when necessary, the enforcement of those limits. Discipline is administered in a loving, positive manner and students are guided in changing behavior and attitudes in becoming self-disciplined individuals. Corporal punishment will not be used on any student in any way. Students shall learn to be responsible for their own behavior. They are expected to obey all rules and regulations developed by the school for the orderly operation of educational and extracurricular programs.

Preferred methods of child guidance include:

- positive reinforcement through encouragement
- hugs
- nonfood rewards
- special recognition

When a child's behavior is inappropriate for the situation or endangers the safety of themselves or others, causes damage to property or interferes in an Academy Program, the staff will use a variety of techniques to redirect the behavior. If it is possible to offer the child another choice of activity, we will gently help the child decide which choice to make. This allows those in authority to maintain control over the situation and requires the child to make a decision. However, if there is no choice available i.e. (mealtime, clean-up time, etc.) we will calmly, but firmly insist that, all students follow directions.



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The staff at CDSA understands that children are learning cooperation and sharing. They are also learning that all people have rights and need protection from invasion of those rights. When an incident occurs between two children, we help both children talk about what happened. We ask them to use their words to express what happened and their feelings about the situation to one another and to the teacher. This helps each child practice using words rather than physical aggression. Teachers will guide and encourage each child to “talk through” any issue they may have. Children who persist in inappropriate behaviors (these are specific behaviors contrary to the philosophy of CDSA) will be encouraged to take “time out” from group activity to sit down for a period not to exceed five minutes (per occurrence) to calm down and reflect. This is not viewed as punishment but as an opportunity for the child to practice self-reflection and to regain control of their own emotions. It is our belief that these methods are most effective and respectful of children, and follow current standards of best practices in educational facilities. We hope that these practices are adopted by our parents in an effort to support our work. We never yell, curse, hit or humiliate a child because we know that adults are behavior models for them. No matter what adults SAY, when we engage in these behaviors, we give a message that we approve of these extremes for gaining cooperation. We also believe that it is important that children enrolling in our Academy be able to function effectively in a group setting. If a child requires closer supervision than is possible in this setting, and/or has special needs that cannot be properly met in a group care environment; it is not fair to that child or others in the program to keep the child at CDSA. If the Directorate determines that this is the case, we reserve the right to decline or terminate enrollment. We will attempt, in these cases, to make every effort to identify appropriate resources and alternative programs for the family.



8. Student Sick Policy

We are always considering the health and wellbeing of our students and staff. The following is Cory Douglas Scholastic Academy's policy when your child is sick.

Please keep your child at home if they are experiencing the following:

- running a temperature
- vomiting or diarrhea
- uncontrolled sneezing or coughing
- heavily congested (clear or green discharge) including allergies
- diagnosed with any illness requiring antibiotics
- seizures that require hospitalization
- skin rashes that are contagious
- Eye irritation or redness/symptoms of pink eye
- Please do not bring your child to school until the above symptoms have been eliminated for a minimum of **24 hours**.
- Please do not give your child medicine for these symptoms and send them to school.
- Please do not return students that are taking antibiotics for symptoms until a minimum of **24 hours** has passed.

If your child will not feel well enough to participate and we run the risk of their classmates and staff members contracting the ailment, please send an email to attendance@corydouglasacademy.org stating the students name and the reason for the absence.

It is our policy to call parents to pick up their children in the event we see these symptoms and ask that you wait a minimum of 24 hours before returning them to the student population. All absences will be excused in the event of illness, and it will not reflect negatively on your child's records.



9. Emergency school closing

The Academy Directorate is authorized to close the academy on an emergency basis. If, due to inclement weather, civil unrest, or other emergencies, the Academy needs to be closed, Every attempt will be made to notify parents by **6:30 a.m.**

Academy closure information will be communicated through an email message, text message, and a Class Dojo message. Closing will be determined in accordance with guidelines set forth by the Illinois Department of Public Health. Closing announcements will also be available on WGN Channel 9 News, WBBM Radio (780 AM)

10. Holidays Observed

The following days will be observed as holidays at Cory Douglas Scholastic Academy. No classes will be held on these days.

They are:

- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day and the Friday after
- Christmas Break
- Martin Luther King Jr. Day
- Presidents' Day
- Good Friday
- Memorial Day



11. Fundraising /PTO

At CDSA we are committed to providing the best possible educational experience for our students. To support our mission and enhance the resources available to our school community, fundraising efforts play a crucial role. Our fundraising policy is designed to ensure transparency, fairness, and participation from all families.

1. Fundraising Options:

a. Flat Rate Option: Parents/guardians have the choice to pay a flat rate for the school year in lieu of participating in individual fundraising events. This option provides convenience for families who may have busy schedules or prefer to contribute financially rather than participating in various fundraising activities. ***\$ 250/child or \$500/family***

b. Participation Option: Alternatively, families can choose to participate in all school-related fundraising events throughout the year. These events may include but are not limited to: bake sales, walkathons, auctions, and community outreach initiatives. Participation in fundraising activities fosters a sense of community spirit and involvement while helping to meet our school's financial needs.

2. Transparency and Accountability:

a. Financial Transparency: All funds raised through school fundraising activities will be documented and transparently communicated to the school community. Detailed financial reports will be made available upon request.

b. Allocation of Funds: Funds raised through fundraising activities will be allocated towards specific initiatives outlined by the school administration. Which may include facility improvements, educational resources, extracurricular programs, or financial aid scholarships.

3. Incentives and Recognition:

a. Recognition Programs: The school will implement recognition programs to acknowledge the efforts of students, parents, and volunteers who actively participate in fundraising activities. This may include certificates of appreciation, awards ceremonies, or special events to celebrate fundraising achievements.



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b. Incentives for Participation: To encourage participation, the school may offer incentives such as prizes, raffles, or exclusive privileges for students and families who actively contribute to fundraising efforts.

4. Communication and Engagement:

a. Regular Updates: The school will provide regular updates and reminders about upcoming fundraising events through various communication channels, including newsletters, emails, social media, and the school website.

b. Parent Involvement: Parents/guardians will have the opportunity to volunteer and actively participate in organizing and executing fundraising events. Parent involvement is essential for the success of our fundraising initiatives, and we welcome ideas and suggestions from the school community.

5. Flexibility and Accessibility:

a. Opt-Out Option: Families who choose the flat rate option will have the opportunity to opt-out of specific fundraising events if they wish. However, we encourage all families to participate in fundraising activities to support the collective goals of our school community.

b. Flexible Payment Plans: For families opting for the flat rate option, flexible payment plans may be available to accommodate individual financial circumstances. The school administration will work with families to ensure accessibility and affordability.

6. Review and Evaluation:

a. Annual Review: The fundraising policy will be reviewed annually by the school administration to assess its effectiveness and make any necessary adjustments. Feedback from the school community will be solicited to inform improvements to the policy.

b. Evaluation of Impact: The impact of fundraising efforts will be evaluated regularly to measure their effectiveness in meeting the school's financial goals and enhancing the overall educational experience for our students.



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By implementing this fundraising policy, we aim to foster a sense of community, engage stakeholders, and secure the resources necessary to support the continued growth and success of CDSA. Thank you for your support and commitment to our school community.

12. Withdrawal Policy

At Cory Douglas Scholastic Academy, we strive to ensure a smooth transition for students and families who may need to withdraw from our school for any reason. To meet compliance standards and facilitate the withdrawal process, the following policy is in place:

1. Notice Requirement:

- Parents/guardians are required to provide written notice to the Director of Cory Douglas Scholastic Academy if they intend to withdraw their child from the school.
- The written notice should include the reason for withdrawal and the anticipated last day of attendance.
- A minimum notice period of two weeks is required to allow for proper administrative processing and to ensure a seamless transition for the student.

2. Communication with the Director:

- The written notice must be submitted directly to the Director of Cory Douglas Scholastic Academy.
- Parents/guardians are encouraged to schedule a meeting with the Director to discuss the withdrawal process, address any concerns, and finalize administrative requirements.

3. Release of Records Form:

- Upon submitting the written notice of withdrawal, parents/guardians will be provided with a Release of Records Form.
- The Release of Records Form authorizes the transfer of the student's academic and other relevant records to the new educational institution, as per compliance standards.
- Parents/guardians are required to sign the Release of Records Form to initiate the record transfer process.



13. Academic Termination Policy

Termination of services can occur if the school/parent relationship becomes strained and either party can no longer function together. Any complaints by a parent or teacher about a child or any policy violation will be documented and submitted to the Director for review. The Director has the final say in whether or not to terminate services with the student and family.

14. Attendance Policy

At Cory Douglas Scholastic Academy, regular attendance is vital to student success and academic progress. To ensure accurate record-keeping and compliance with state guidelines, we have implemented the following attendance policy:

1. Reporting Absences:

- Parents/guardians are required to notify the school of any student absences, late arrivals, or tardiness promptly.
- To report an absence, late arrival, or tardiness, please send an email to **attendance@corydouglasacademy.org**.
- The email must include the student's name, grade, date of absence, and reason for the absence.

2. Excused and Unexcused Absences:

- Absences will be classified as either excused or unexcused based on the reason provided by the parent/guardian.
- Excused absences include illness, medical appointments, family emergencies, religious observances, and other pre-approved reasons.
- Unexcused absences may result from reasons not meeting the criteria for excused absences, such as oversleeping, non-emergency appointments, or vacations that were not pre-approved.
- Scheduled vacations, when communicated in advance, will not be considered unexcused absences.



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3. Documentation and Record-Keeping:

- The school will maintain accurate records of student attendance, including excused and unexcused absences.
- All emails reporting absences will be documented for reference and compliance purposes.
- Parents/guardians are encouraged to provide any necessary documentation, such as medical notes, to support excused absences

4. Compliance with State Guidelines:

- Cory Douglas Scholastic Academy adheres to the attendance guidelines and regulations set forth by the Illinois State Board of Education (ISBE).
- For more information on excused and unexcused absences, as well as truancy laws, please visit isbe.net.

5. Truancy Prevention:

- The school takes truancy prevention seriously and works closely with students and families to address attendance issues proactively.
- Parents/guardians will be notified promptly if their child's attendance becomes a concern, and support resources will be provided to address any underlying issues.

6. Communication and Collaboration:

- Open communication between parents/guardians and the school is essential in maintaining regular attendance and addressing any concerns or challenges.
- The school encourages parents/guardians to reach out to the attendance office for assistance or clarification regarding attendance matters.



15. Change of Address/Phone/Email

It is essential to maintain accurate and up-to-date contact information for all students and their families. To ensure effective communication and timely dissemination of important updates and information, we have implemented the following policy:

1. Responsibility for Updating Information:

- It is the responsibility of parents/guardians to keep their address, phone number, and email information updated with the school.
- Any changes to contact information, including address, phone number, or email address, must be promptly reported to the main office.

2. Updating Records:

- To update your contact information, please contact the main office of Cory Douglas Scholastic Academy.
- Parents/guardians can visit the main office in person or contact the office via phone or email to provide updated information.
- Upon receiving updated contact information, the main office will promptly update the student's records to ensure accuracy.

3. Importance of Updated Information:

- Updated contact information is crucial for facilitating communication between the school and parents/guardians.
- In the event of emergencies, school closures, or other urgent matters, having current contact information allows the school to reach parents/guardians promptly.

4. Confidentiality and Security:

- CDSA maintains the confidentiality and security of all contact information provided by parents/guardians.
- Contact information is used solely for school-related communication purposes and is not shared with third parties without consent.



16. Child Custody

To ensure that we provide appropriate support and accommodations for students with specific legal stipulations, we have implemented the following policy:

1. Notification Requirement:

- If legal stipulations apply to your child, including but not limited to custody arrangements, restraining orders, or court orders, it is mandatory to communicate this information to the Business Office.
- This notification must be provided in writing and accompanied by any relevant legal documentation that supports the stipulations.

2. Communication Method:

- Parents/guardians should submit the written notification and accompanying legal documentation directly to the Business Office of Cory Douglas Scholastic Academy.
- The Business Office will maintain the confidentiality of the information provided and ensure that it is appropriately documented and communicated to relevant staff members.

3. Compliance and Confidentiality:

- Cory Douglas Scholastic Academy is committed to complying with all legal stipulations and maintaining the confidentiality of sensitive information provided by parents/guardians.
- The school will only disclose such information to authorized personnel on a need-to-know basis and in accordance with applicable privacy laws and regulations.

4. Ongoing Communication:

- Parents/guardians are encouraged to communicate any changes or updates to legal stipulations promptly to the Business Office.
- Regular communication ensures that the school remains informed and can continue to provide appropriate support and accommodations for the student as needed.



17. Building Security

At CDSA, we prioritize the safety and security of our students, staff, and visitors. To maintain a secure environment within our premises, we have established the following Building Access Policy:

1. Restricted Access:

- During the regular school day, access to the Academy building is restricted.
- The main entry doors are always kept locked to control entry and exit points.

2. Entry Authorization:

- Entry into the Academy is granted only to individuals who have legitimate relations with the Academy, such as students, staff, parents/guardians, and authorized visitors.
- All visitors, including prospective parents, must proceed to the main office upon arrival.

3. Sign-In Procedure:

- Upon arrival, all visitors are required to sign in at the receptionist desk located in the main office.
- Visitors will be asked to provide their name, purpose of visit, and any relevant identification if necessary.

4. Waiting for Entry:

- Individuals who do not have a key entry pass must wait to be granted entry into the building by authorized staff members.
- Unauthorized individuals will not be allowed entry into the building without prior approval or legitimate business with the Academy.



18. Child Abuse and Neglect

Policy Statement:

- Illinois State law mandates that suspected cases of child abuse and/or neglect must be reported to the Illinois Department of Children and Family Services (DCFS).
- All school personnel, including staff and faculty, are obligated to report any suspicion of child abuse and/or neglect directly to the DCFS Child Abuse Hotline.
- The Academy administration and staff fully support and adhere to the state requirements regarding the reporting of child abuse and neglect.

Reporting Procedure:

- Any employee of Cory Douglas Scholastic Academy who suspects, based on observation, that a student might be the victim of child abuse and/or neglect must immediately report such suspicion to the Academy director.
- The Academy director will then initiate the appropriate reporting process as required by law, ensuring that the DCFS Child Abuse Hotline is contacted promptly.
- Reports of suspected child abuse or neglect will be made in accordance with the guidelines and procedures outlined by the DCFS and other relevant authorities.

Definitions:

- Abuse: The inflicting, by any other than accidental means, of physical harm upon the body of a child.
- Neglect: The failure to provide necessary food, care, clothing, shelter, or medical attention for a child.



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Confidentiality and Protection:

- All reports of suspected child abuse and/or neglect will be handled with the utmost confidentiality.
- Reporting individuals will be protected from any retaliation or adverse consequences for making a report in good faith.
- The Academy will cooperate fully with any investigations conducted by the DCFS or other authorized agencies regarding reported cases of child abuse and/or neglect
- In the event of suspected child abuse or neglect, it is imperative to report your concerns promptly to the appropriate authorities. The Illinois Department of Children and Family Services (DCFS) operates a dedicated Child Abuse Hotline to receive and investigate reports of suspected child abuse or neglect.
- **Child Abuse Hotline: 1-800-252-2873**
- If you suspect that a child is being abused or neglected, please do not hesitate to call the Child Abuse Hotline. Trained professionals are available 24 hours a day, 7 days a week to receive your report and take appropriate action to ensure the safety and well-being of the child.

19. T.E.A.M (Together Everyone Achieves More)

PARENT'S RESPONSIBILITY

- I know my child can learn.
- As an involved parent, I will support my son/daughter by ensuring that they attend school
- daily and arrive at school on time.
- I will communicate positive information regarding teachers, directors, and other school
- personnel when discussing school with my son/daughter.
- I will encourage my son/daughter to follow the rules and regulations of the school.
- I will ensure that my son/daughter dresses according to the school dress code.



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- I will attend open- house, conferences, and parent meetings.
- I will help my son/daughter with his/her homework every day

STUDENT'S RESPONSIBILITY

- I know I can learn.
- I will be quiet in the classroom.
- I will speak and act respectfully to others at school.
- I will complete my work neatly and on time.
- I will control my temper.
- I will talk through my problems.
- I will be tolerant of my classmates
- I will observe school rules.
- I will work hard to achieve my best.

TEACHER'S RESPONSIBILITY

- I know that each child can learn.
- I will respect and value the uniqueness of each child and his or her family.
- I will provide an environment that promotes active learning.
- I will enforce the rules in the classroom and throughout the school in a fair and consistent manner.
- I will assist each child in achieving the essential academy learning requirements.
- I will document the ongoing assessment of each child's academic progress.
- I will maintain open lines of communication with students and parents.
- I will seek ways to involve parents in the school program
- I will demonstrate professional behavior and a positive attitude



Please sign below to acknowledge that you have received and reviewed the Parent Handbook. By signing, you indicate your understanding and agreement to comply with the policies, procedures, and expectations outlined within.

Parent/Guardian Name: _____ **Date:** _____

Parent/Guardian Name: _____ **Date:** _____

RETURN THIS PAGE WITH YOUR ENROLLMENT APPLICATION

