



## **Welcome to the 2025-2026 Academic Year!**

- Crown Classical began organizing in 2022.
- We are a hybrid educational program for homeschool students in West Tennessee.
- We provide tutorial classes and educational activities for homeschooled children.
- We strive to foster creativity, joy in learning, and problem-solving by empowering students to take ownership of their education and commit to lifelong learning.
- Crown Classical is organized exclusively for educational purposes as described under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code.

### **Class Policy**

- Crown Classical is an educational organization that respects all religious and spiritual backgrounds. Therefore, our classes are taught with mindfulness and respect of sensitive topics.
- Crown Classical does not discriminate based on race, gender, national or ethnic origin, or religion.
- Crown Classical retains the right to make admission, readmission, and continuing enrollment decisions on a case-by-case basis. By agreeing to the policies in this handbook, both students and parents/guardians acknowledge that Crown Classical can deny admission, readmission, or expel a student when deemed in the best interest of the student or the school.
- Crown Classical tutorial classes are taught by degreed professionals with knowledge in education or their specific subject area.
- Crown Classical does not issue credit or grades. Parents/Guardians may contact tutors for suggested grades.

### **Fees Policy**

Crown Classical has an annual tuition for each academic year from August through May. In addition, classes may require purchased texts and supplies.

- All Crown Classical fees are Non-Refundable.
- All payments must be made on the 1<sup>st</sup> of the month, with a \$30 late fee after the 10<sup>th</sup>.
- Returned Check Fee: \$30
- Student absences, vacation days, and unforeseen Crown Classical closures are not deducted from tuition.

### **Student Code of Conduct**

- I will respect, listen to, and obey all teachers and assistants.
- I will respect my peers and their personal space and property.
- I will treat the facility's property with care and will help clean-up with a positive attitude.

- I will not bring technology (phones, iPods, iPads, tablets, cameras, computers , etc.) to class unless permission has been obtained from Administration.
- No weapons may be brought on campus.
- I will abide by the dress code and dress modestly.
  - No exposed midriffs.
  - No spaghetti straps.
  - No excessively tight or revealing clothing.
  - No inappropriate wording or symbols.
  - Modest swimwear for water outings.

Our uniform provider is Uniform Source. You can purchase **any** red or white polo/polo dresses (short or long sleeve) or sweatshirt and have Crown Classical embroidered by Uniform Source. Khaki pants, shorts, or jeans (no holes or tears) may be worn.

- I will respond appropriately to correction. Perfection is not required, but a positive and lasting response to correction is expected.
- I understand that failure to abide by the Code of Conduct will result in either temporary or permanent removal from the group.

### **Behavioral Guidelines**

Crown Classical is committed to governing our actions to honor our Triune God. This commitment means that we are able to define appropriate behavior, promote positive actions, and discourage behaviors that are inconsistent with our values. Our goal is to promote an environment characterized by grace, accountability, forgiveness, learning, and growth. In circumstances when a student may not display appropriate behavior, we will work to bring training and restoration. Communication between Crown Classical and home are vital. When parents/guardians keep us informed of any concerns or problems, we are be able to work together to create a safe and rewarding atmosphere for all.

### **Facility Use Policy**

All areas of the meeting location—including the buildings, playgrounds, sidewalks, and planted areas—shall be respected and treated with care.

Any area of the facility that the group uses must be tidied and ready for the next facility event. STUDENTS and teachers shall tidy up after each class. This includes wiping tables, chairs, whiteboards, and straightening tables/chairs. Additionally, the floors shall be vacuumed clean of any stray crumbs or debris.

Our group is blessed with the provision of a wonderful facility, and we thank God for allowing us to use this property. In turn, we are committed to respecting the facility and grounds any time we use them. All participants shall strive to be good stewards and leave any used areas better than they found them.

### **Snacks & Lunch Policy**

Students need to bring their own drinks, snacks, and lunch to Crown Classical each class day. Please notify the director of any serious food related allergies.

## **Weather & Class Cancellation Policy**

Crown Classical follows the severe weather cancellations of Jackson-Madison County Schools to protect the safety of all members of our community. There may be days we determine to go ahead and have classes despite the public school's cancellation. We will keep you informed by text and email.

## **Parent Guidelines**

As a community based not for profit organization, Crown Classical's relationship with our families is critical to our success. We welcome families from all walks of life and will do our best to provide them with a safe and enjoyable environment and high-quality educational programs.

- Parents bear the primary responsibility for their child's education.
- Carpool begins each Tuesday and Thursday at 8:45 a.m. Please do not drop off your child(ren) before 8:45. Pick up is promptly at 2:00 p.m.
- Crown Classical or Covenant Presbyterian Church are not responsible for the loss or damage of a student's personal property.
- Use of electronic devices require teacher approval.
- If a child has a fever, please keep them home until they are fever-free for 24 hours without medication.

We value your commitment to Crown Classical and anticipate a wonderful year together. Please sign and return the acknowledgement on the following page.



I have read the Crown Classical Student and Parent Handbook for the 2025-2026 academic year. I understand that this handbook contains important information about policies, procedures, and expectations for student and parents within the program.

I agree to abide by the guidelines outlined in the handbook and understand that failure to comply may result in consequences, including possible dismissal from Crown Classical.

Student/s Name: \_\_\_\_\_

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

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