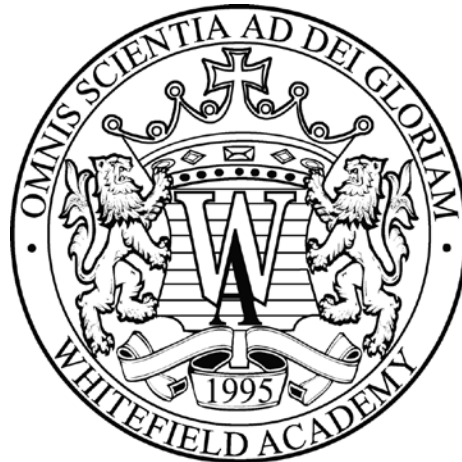


# WHITEFIELD ACADEMY

## Parent and Student Handbook

2016-2017



*Graduating Christ-focused*

Critical Thinkers, Clear Communicators, & Compassionate Leaders

## **The Mission of Whitefield Academy**

Our Mission is to train students to be Christ-focused critical thinkers, clear communicators, and compassionate leaders in an environment of classical academic excellence.

## **Accreditation**

Association of Classical Christian Schools  
[www.accsedu.org](http://www.accsedu.org)

*Whitefield Academy does not discriminate on the basis of race, color, or national or ethnic origin in the administration of its educational or administrative policies, financial aid and scholarship programs, athletics or other school-administered programs. Students are enrolled based on evidence of their ability to thrive in Whitefield Academy's Christian, classical, and college preparatory course of studies and culture.*

Whitefield Academy  
8929 Holmes Road  
Kansas City, Missouri 64131  
[www.whitefieldacademy.org](http://www.whitefieldacademy.org)

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REVISION: 6/27/16

Changes to this year's Parent and Student Handbook are indicated with a vertical line on the outside margin

## SCHOOL HOURS

Pre-K/Kindergarten – Half Day	8:00 a.m. - 12:00 p.m.
Pre-K/Kindergarten – Full Day	8:00 a.m. - 3:10 p.m.
Grades 1 – 6	8:00 a.m. - 3:10 p.m.
Grades 7 – 12	8:00 a.m. - 3:20 p.m.
After Care	3:15 p.m. - 5:30 p.m.
Office Hours	7:45 a.m. - 4:00 p.m.
Summer Office Hours, Mon. - Th.	8:00 a.m. - 12:00 p.m.

## CONTACT DETAILS

Office:	(816) 444-3567
Fax:	(816) 822-8405
Address:	8929 Holmes Road, Kansas City, Missouri 64131
Email:	offices@whitefieldacademy.org
Website:	www.whitefieldacademy.org

## WHO'S WHO AT WHITEFIELD ACADEMY

### Board of Directors

#### *Permanent Members*

Dr. Jeff Dykstra  
Mr. Vince Long  
Mr. Tim Swift (Chairman)  
Dr. Ted Williams  
Mr. Phil Veltkamp

#### *Three Year Term*

Dr. Emmett Perry (2017)  
Mrs. Sheri Swartz (2017)  
Mr. William Schwarz (2018)  
Mrs. Mary Ho (2018)  
Mr. Kevin Berger, JD (2019)

### School Administration

Rev. Dr. Quentin Johnston (PhD)	Headmaster
Mrs. Kathleen Kinnan, BS	Head of Dialectic and Rhetoric Schools
Mrs. Corrie Stone, MA	Head of Grammar School
Mr. James Selby, MDiv	Dean of Faculty

## Faculty & Staff

Mrs. Diane Amos, BA	Pre-Kindergarten
Mr. Matthew Appling, MDiv	Art, Art History, Yearbook, Journalism
	Aftercare Manager
Mr. Kevin Berger, JD	Debate P/T
Mr. Edwin Buckner	Buildings and Grounds Manager
Mr. Jason Chace, BA	Fourth Grade
Ms. Emily Nichols, BA	Dialectic and Rhetoric School Science
Mrs. Sarah DeConink, BA	Rhetoric School Math P/T
Mrs. Sally Dodd, MA	Kindergarten
Mrs. Lynne Dykstra, BA	First Grade
Mrs. Kristina Guensche	Librarian & SRI Administrator P/T
Mrs. Pamela Johnston, BA	Sixth Grade
Mrs. Jill Kapple, BA	Fifth Grade
Mr. Jonathan Kenigson, MA	Dialectic and Rhetoric School Math
Mrs. Kathleen Kinnan, BS	English, Humanities, Rhetoric
Mr. James Laney, BA	Logic, Humanities
Mrs. Kara Martin, BA	Grammar School Music P/T
Dr. Matthew McIntosh (PhD)	Bible
Mrs. Rebecca Mercer, BA	Third Grade
Mr. Derek Metcalf, MDiv	Greek, American History
Mrs. Amy McIntosh	Food Services Manager, Cooking Teacher
Mrs. Shana McCoy, BA	Shakespeare Director P/T
Ms. Allison Pitkin	Teacher's Aide P/T
Mr. Joel Reed, BA	Athletic Director, Physical Education
Dr. Louis Schuler (PhD)	Music and Latin, Choir Director
Mr. James Selby, MDiv	Humanities, Rhetoric
Mrs. Corrie Stone, BS	Second Grade
Mrs. Kathryn Theiss, MA	Humanities, English
Mrs. Stephanie Wildman, BA	Reading Fluency Tutor P/T
Mrs. Jessica Evans, BA	Spanish P/T
Mrs. Jill Coates	Business Administrator P/T
Mrs. Jane Dirks	Development Assistant P/T
Mrs. Bethany Peterson	Administrative Assistant P/T
Mrs. Karen Porteous	Administrative Assistant P/T
Mrs. Heidi Skinner	Administrative Assistant P/T
Mrs. Barbara J. Williams	Director of Marketing P/T
Mrs. Margi Wilson	Executive Assistant to the Headmaster P/T



## FROM THE DESK OF THE HEADMASTER

Dear Friends,

In a world filled with competing concerns, so many of them so immediate, it is often difficult to focus on the long-term, especially when the fruits of that focus may seem at first blush to be quite uncertain and intangible. Perhaps one reason a recent study revealed that only around 25% of Americans nearing retirement have more than \$30,000 in their retirement accounts, is that it is often hard for people to imagine the accrued value of their savings over many years, especially when compared to the pressing needs of their families.

How true this is in the field of education! Electing to be a part of the Whitefield community, and having your children study in a Christian and classical setting is an investment that, while inarguably a significant line-item in any family budget, is nevertheless an unequivocal statement about long-term value. Our mission statement shapes our school and provides for us the focus we need to work collectively toward the goals we have for our students:

Whitefield Academy provides a Christ-centered environment of classical academic excellence to equip students for a life of learning and service to the glory of God.

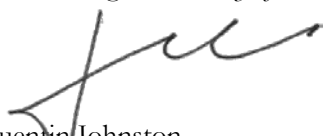
Whitefield Academy is a self-consciously Christian school, founded, governed, administered and staffed by men and women dedicated to the proposition that, “The fear of the LORD is the beginning of knowledge.” (Proverbs 1:7) We may describe this “fear of the Lord” as an understanding of who God is, and who we are in relation to Him, and this surely is indispensable in a truly Christian education—as well as all of life. The Creator/creature distinction establishes the often painful reality for autonomous man that all of our thoughts are derivative of God’s thoughts; that all of creation, and this obviously includes all created facts, only has meaning in terms of God’s revelation of Himself and His purposes in Scripture. Thus, every concept, fact, or theorem we teach must have as its basic presupposition that the inerrant Scriptures truthfully reveal the Sovereign Creator God.

Hence we return to the long-term value of a Christian and classical education. Spending as much time as we do in the basic literacy of phonics and penmanship, the intermediate literacy of reading and writing skills, and the advanced literacy of reasoned written and verbal debate equips our students to appreciate the nexus of faith and practice, and helps them make wise and virtuous choices for the rest of their lives.

And when all is said and done, this handbook is all about helping us all make wise and virtuous choices, even in the most mundane of matters. I do hope that it instructs and even inspires—my thanks to those who have labored in its production.

May you all have a blessed and successful year.

Omnis scientia ad Dei gloriam  
*(All Knowledge to the Glory of God)*



Quentin Johnston  
Headmaster

## THE SEVEN MAJOR SCHOOL RULES

1. Whitefieldians must respect the rights and property of others. Our Christian community does not tolerate striking out in anger with the intention to harm another person; placing another person's personal safety or property at risk by bullying, hazing, harassment, or theft; abuse of personal or community property; or the use of profanity, vulgarity or abusive language.
2. Whitefieldians must be honest. Lying, cheating, plagiarizing, or any other type of deceitful behavior is unacceptable at Whitefield because it is unacceptable to God.
3. Whitefieldians must remain tobacco, drug and alcohol free. Using, possessing, or distributing tobacco, prescription or nonprescription drugs, drug paraphernalia, or alcohol is prohibited.
4. Whitefieldians must protect the health and safety of himself/herself and others. Tampering with fire safety equipment or using fire in any school building in an area not specifically designated for that purpose is unacceptable, and unauthorized weapons or dangerous combustibles or explosives are prohibited on campus.
5. Whitefieldians must meet community expectations and the high ethical standard of Christian citizenship expected of a Whitefieldian. Violations of general expectations for proper conduct laid out in this handbook comprise a Major School Rule violation. These include but are not limited to, "Standards of Christian Conduct," and the "Statement on Marriage, Sexuality and Gender Identity."
6. Whitefieldians must abide by the school's rules regarding attendance, permissions and signing out.
7. Whitefieldians must abide by federal, state, and local laws.

**Enrollment at Whitefield constitutes a student's acceptance of these rules as the guiding principles for proper conduct and recognition of the possible consequences of their violation.**

**The school reserves the right to alter, change, or amend any of these rules at any time without prior notice, and to take such action as it believes is in the best interest of the school.**

Adapted with kind permission from  
The Lawrenceville School, NJ Handbook



## MISSION STATEMENT

Our Mission is to train students to be Christ-focused critical thinkers, clear communicators, and compassionate leaders in an environment of classical academic excellence.

## HISTORY

In 1995, a small group of families decided their children needed an education with a specific emphasis on developing critical thinking and communication skills, taught from a Christian worldview.

Through much research, these families settled on the educational philosophy developed in Plato's and Socrates' tutoring sessions, commonly referred to today as the classical method. What resulted from their efforts is Whitefield Academy, a non-denominational, private Christian school.

When the school opened, sixty students were enrolled. Space was initially leased from several churches but growing enrollment required that we relocate. In 2004, Whitefield Academy purchased our current building located on five acres on Holmes Road in Kansas City, Missouri.

Whitefield Academy is named in honor of George Whitefield, pronounced "Whitfield" who was one of God's anointed servants in The Great Awakening of eighteenth century America. Through his exceptional oratorical skills and zeal, he led thousands to the reality of the Lord Jesus' saving grace. We hope to emulate Whitefield's love for Christ and his concern for all people.

## EDUCATIONAL PHILOSOPHY

*The fear of the LORD is the beginning of wisdom; all who follow His instructions have good insight. His praise endures forever. (Psalm 111:10)*

True knowledge begins with a reverent and loving desire to please and serve the One True and Living God as He is revealed in the Holy Scriptures (Proverbs 1:7; 9:10 and 8:13).

John Milton synthesized the truth of the matter when he wrote:

The end then of learning is to repair the ruins of our first parents by regaining to know God aright, and out of that knowledge to love him, to imitate him, to be like him, as we may the nearest by

possessing our souls of true virtue, which being united to the heavenly grace of faith makes up the highest perfection. (Tractate on Education)

At Whitefield we teach subjects from a self-consciously Christian perspective with God at the center of our thinking. This forms the basis of how students are taught to understand the world through the material they are learning (II Timothy 3:16-17). By no means is this a narrow view of education excluding alternative perspectives, but rather a broad view, dealing honestly with competing ideas and explanations, and comparing them with our Biblical worldview, which is viewed as normative.

The faculty, staff, and school board seek to be positive examples of living "Christianly," presenting a life that is consistent with what is taught in the Scriptures and the classroom (Matthew 22:37-40).

While the home and church should be primary influences in a child's life, Whitefield, serving as an extension of the family, offers students a positive Christian reinforcing stimulus. We encourage students to grow in their own relationship with Jesus Christ (Matthew 28:18-20).

## EDUCATIONAL APPROACH

Contrasting with the current educational environment of nationally mandated curricula, decades of unsuccessful pedagogical experimentation, and the often-uncritical embracement of technology, Christian and Classical education has successfully developed exceptional scholars for more than two millennia. Focusing on teaching students how to think critically, communicate clearly, and lead compassionately, our instruction aligns with a child's intellectual development, producing outstanding results for students over a wide ability range.

As a Classical Christian school we are seeking to implement what historically was called a "Liberal Education." This education sought to create "free" (liberal) graduates who could think critically and communicate persuasively, and who were no longer limited, that is "enslaved," to their innate or natural abilities alone.

Using the Seven Liberal Arts<sup>1</sup> (historically divided between the Trivium and the Quadrivium), which served as the foundation of a Liberal Education, Whitefield seeks to instruct students in ways that help them critically think through a problem, communicate a solution persuasively, and thus, to be wise.

However, to be truly “wise” must also include a Biblical sense of wisdom. True wisdom, in terms of the Scriptures, means gaining an understanding of God’s design for human growth and flourishing.<sup>2</sup> Becoming wise in this sense presumes first a deep respect for God—or the “fear of the Lord” (Pr. 1:7). This wisdom also includes: listening to the wise among us, treating our fellow man ethically; choosing our friends carefully, becoming a skillful worker, and cultivating skills related to the gaining of understanding and knowledge (Pr. 9:9; 22:17-21).

Applying the pursuit of wisdom for the liberally educated then, requires that individuals master the skills that allow one to see or discern (critical thinking), as well as the ability to assess and choose between alternatives (decision-making), across a variety of situations (different contexts). Becoming the wise person, while never a guaranteed outcome, is pursued at Whitefield through the Liberal Arts, along with Religious, Moral, Fine Arts and Physical education.<sup>3</sup>

The first three Liberal Arts, called the Trivium Arts, train the Mind to comprehend (Grammar), analyze (Logic) and then to synthesize (Rhetoric) texts in order to solve particular problems with wisdom.

Whitefield teaches the Art of Grammar in Pre-K through 6<sup>th</sup> grades, the Art of Logic in 7<sup>th</sup> through 9<sup>th</sup> grades, and the Art of Rhetoric in 10<sup>th</sup> through 12<sup>th</sup> grades. Throughout this progression, skills acquired in the earlier arts are reviewed and broadened through repetition and the application of these skills in new contexts. For example, in 11<sup>th</sup> and 12<sup>th</sup> grades the skill of phonogram mastery which was introduced early in Grammar school, receives fresh study as students deepen this skill by writing original poetry and mastering the ability to write in various prose styles with attention to sound, cadence and rhythm.

The Quadrivium refers to the four Liberal Arts that pertain to Matter: Arithmetic, Geometry, Music, and Astronomy. These arts train about Matter<sup>4</sup> and require students to learn about numbers, mathematical and scientific concepts with their specific vocabulary, and how to read the unique “texts” of math and science. In our day and age, training about Matter is expanded to include Algebra, Trigonometry and Statistics, Calculus, Biology, Chemistry, and Physics. These subject areas provide unique “contexts” for the exploration of new areas of knowledge and require ongoing development of the skills learned each year and reinforced through our vertically integrated curriculum.

Our approach to education, therefore does not teach “subjects” but rather “Arts.” The difference between teaching Arts with the goal of graduating students who have the ability to learn any subject, and teaching

subjects with the goal of imparting knowledge of a topic, profoundly impacts educational outcomes. We have chosen our classical approach in large part due to the failure of contemporary schools, whether “traditional” or “progressive,” to impart the reading, writing, and math skills necessary for our children’s basic success in the twenty-first century, let alone undergraduate success.

This fundamental difference between our classical model of education and a “modern” approach lies in whether the mental skills of each student are assumed or are explicitly developed. While the contemporary approach assumes verbal and quantitative skills are already present or that they will emerge on their own, our methodology recognizes that the skills associated with learning must be gradually, explicitly and thoroughly taught.

Through the Seven Liberal Arts, Whitefield’s classical Christian education focuses on successfully developing verbal and quantitative reasoning skills in each and every child. We intend and purpose that students will be better “reasoners,” as a result of this education—to the glory of Christ.

<sup>1</sup> Grammar, Logic, Rhetoric, Arithmetic, Geometry, Music, and Astronomy

<sup>2</sup> Pr. 3:13, 4:6-7; I Cor. 1:30; Col. 2:2-3; James 3:17

<sup>3</sup> Fivefold division of education included Liberal, Moral, Religious, Physical, (the province of the schools) and Productive (the province of the employer). Plato, Laws VII, 795-6; Plato, Laws I, 644; Augustine, Confessions IV.30; Francis Bacon, Advancement of Learning, II.1.8

<sup>4</sup> Joseph, *The Trivium*, p.3 Knowledge of the Physical Creation

## SCHOOL MOTTO

Omnis Scientia Ad Dei Gloriam

(All Knowledge to the Glory of God)

## SCHOOL COLORS

Navy Blue and Hunter Green

## ACCREDITATION

Whitefield Academy is an accredited and charter member of The Association of Classical Christian Schools. ACCS is comprised of schools from across the United States that are committed to developing a Pre-K-12 program based on a classical Christian model. For more information see [www.accsedu.org](http://www.accsedu.org).

## SCHOOL GOVERNANCE

Whitefield Academy is governed by a ten-member board of directors elected from among the parent community and others who are equally passionate about the provision of classical Christian education in Kansas City. Board members fall into two categories, five permanent members with one member on sabbatical each year, and five members elected for a three-year term. The board governs through established policies and the office of Headmaster, its only directly hired employee.

The Headmaster is responsible for the day-to-day governance of the school and the development and implementation of procedures consistent with the mission and vision of the school.

## FAITH AND PRACTICE

The theological confession of Whitefield Academy is our Statement of Faith. As a corollary to our Statement of Faith, Whitefield Academy affirms that our faith has very practical implications, some of which are very contemporary, and others seemingly less so. All, however, we believe need to be stated in the context of our desire lovingly, yet Biblically, to represent Christ and His kingdom here on earth.

Our Statement of Faith does not exhaust the extent of our faith. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of school doctrine, policy, practice, and discipline, our Board of Directors, is the school's final interpretive authority on the Bible's meaning and application.

The school does not intend to bind the conscience of any sincere Christian believer in matters of doctrine. In order to preserve the mission and integrity of Whitefield Academy as a local expression of the Body of Christ, and to provide a Biblical role model to the students and the community, all employees, volunteers, parents and students must understand and consent that the "Statement of Faith," "Affirmations of Faith and Practice," and "Statement on Marriage, Sexuality, and Gender Identity" are the standards used by Whitefield Academy to teach, and upon which decisions are made concerning policies, practice, employment, enrollment, and discipline.

## STATEMENT OF FAITH

### We Believe:

- The Bible to be the only inerrant, authoritative word of God
- That there is one only totally sovereign God, eternally existent in three Persons; Father, Son, and Holy Spirit
- In the deity of the Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His personal return in power and glory
- That for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely necessary
- That salvation is by grace through faith alone
- That faith without works is dead
- In the present ministry of the Holy Spirit whose indwelling at the moment of salvation enables the Christian to live a godly life
- In the resurrection of both the saved and the lost: they that are saved to the resurrection of life and they that are lost to the resurrection of damnation
- In the spiritual unity of all believers in our Lord Jesus Christ

## AFFIRMATIONS OF FAITH AND PRACTICE

### A. Scripture

Scripture, the revealed written Word of God, is without error in all that it affirms. As the truth of God, it is the final authority in matters of faith and practice. Consequently, Scripture is an indispensable tool of scholarship for integrating the Christian faith with all academic disciplines.

### B. Origins

In keeping with Genesis, Chapters 1 and 2, we affirm that, "in the beginning God created the heavens and earth," and that the creation of human beings was a special creative act of God. We do not believe naturalistic or theistic evolution to be the mechanism by which God ordered His creation.

### **C. Gender**

God created the two genders, male and female, in His own image. While different in some roles, men and women are equal in dignity as bearers of that image. Headship, and all authority, is to be modeled on Christ's sacrificial service for the Church. We are to refer to God as we are taught in Scripture. Jesus was himself a male, and He teaches us to refer to God as "our Father."

### **D. Sexuality**

The Biblical standard for expressing sexual behavior is heterosexual marriage. Scripture explicitly rules out pre-marital and extra-marital heterosexual or homosexual sexual activity. While Christians must exhibit compassion to those whose sexual behavior the Bible describes as sinful, they are not to support any public policy or view that legitimizes such sinful behavior as an appropriate life style.

### **E. Sanctity of Life**

We believe that all human life is created by God in His image, and is therefore of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to value all human life.

### **F. All People Created in God's Image**

Each person is made in God's image, is equal in God's sight, and therefore must be esteemed equal by all mankind. Hence slavery and wrongful discrimination is not compatible with a biblical worldview.

### **G. Compassion**

Christians are to exhibit compassion informed by a social conscience in which there is Biblical concern for the economically, socially, and politically disadvantaged (e.g., the poor, widows, orphans, and aliens). Strategies for expressing this concern should emphasize personal responsibility.

### **H. Cultural Diversity**

Diversity and unity are both manifested in God's person and His creation. Cultural and ethnic distinctions that properly reflect such diversity and unity are deserving of respect. The truth of Christ, which transcends such distinctions, is the standard for judging all cultural and ethnic expressions and values. Believers of all races and cultures enjoy unity in Christ, which enhances their personal and ethnic identity.

## **STATEMENT ON MARRIAGE, SEXUALITY, AND GENDER IDENTITY**

The following statement is intended to expand upon the "Affirmations of Faith and Practice" "C. Gender," "D. Sexuality" and "G. Compassion."

- We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the policy of this school. (Ephesians 4:29-32)
- We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Genesis 1:26-27) Rejection of one's biological gender is a rejection of the image of God within that person.
- We believe the term "marriage" has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture. (Genesis 2:24; Mark 10:6-8; Ephesians 5:25-33)
- We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has prohibited intimate sexual activity outside of a marriage between a man and a woman. (1 Corinthians 6:18-20)
- We believe that any form of sexual immorality (including adultery, fornication, homosexuality, lesbianism, bisexual conduct, bestiality, incest, pornography, and attempting to change one's biological sex or otherwise acting upon any disagreement with one's biological sex) or advocacy of sexual immorality, is sinful and is therefore offensive to God. (Deuteronomy 22:5; I Thessalonians 4:1-12)
- We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (1 John 1:5-10)

## PORTRAIT OF THE GRADUATE

Knowing that mankind's purpose is to glorify God and enjoy him forever (Revelation 4:11), Whitefield Academy seeks to equip our graduates...

- Through the skills of reading comprehension, analysis, and synthesis to confirm truth and correct error in themselves and their communities
- To communicate, both in writing and speech with respect and wisdom, to recognize the needs and interests of an audience
- To live in God's kingdom, under Christ's lordship, by the Holy Spirit's power, according to Scripture
- With the mind of Christ, preparing them for service in the local church, community, and world: purposeful, self-sacrificing, and confident
- To be mindful of the physical component of classical education and practice a healthful lifestyle

Whitefield Academy seeks to train and graduate Critical Thinkers, Clear Communicators, and Compassionate Leaders.

## STANDARDS OF CHRISTIAN CONDUCT

Whitefieldians are expected to display positive Christian character traits (1 Timothy 4:12). This is the overriding principle relative to all the rules for student behavior. Every effort is made to guide the Christian student to live each day in such a manner as to manifest both his love for and faith in the Lord Jesus Christ.

Students, by virtue of their enrollment, agree to live within the framework of the school's Biblical standards of conduct. Agreeing to these standards obligates the student to assume responsibility for honorable adherence to them while under the jurisdiction of the school. This is a matter of integrity.

It is our policy to involve the parents of our students when there is a continued difficulty at school or related activities. Consistent support of the faculty and administration by parents, both publicly and in private, is greatly appreciated and is of great importance in our work of teaching and training children and young people.

Any behavior, either on or off campus, that indicates a student has little desire to live a life honoring to

God, or any conduct that gives evidence of disregard for the spirit of the school standards, especially violations of the Seven Major School Rules (p.8), is sufficient cause for disciplinary action, including suspension or expulsion.

Faculty, staff, and students are expected to operate within the rules and policies of the school. While individual teachers may have additional classroom policies, no one has the authority to give students permission to violate the written rules and policies of the school. While rules and policies are occasionally changed for good reasons, everyone is expected to follow all rules and policies while they are in place.

The school generally follows the discipline procedures contained in this Handbook. However, there are circumstances in which the school administration may determine that it is appropriate not to follow progressive discipline steps. In cases in which a student has engaged in egregious, immoral, or other unacceptable behavior, the school reserves the right to suspend or expel the student immediately.

## PHILOSOPHY OF DISCIPLINE

We strive to base our discipline policies on our understanding of the Holy Scriptures and how God's inspired and authoritative Word speaks normatively to every aspect of life and thought. To help us work this out in the classroom and all of school life, and to ensure clarity of expectations, we have established the Seven Major School Rules (p.8), and we make some use of the "Love and Logic" methodology, although we do not use it exclusively. To learn more about "Love and Logic" visit their website: [www.loveandlogic.com](http://www.loveandlogic.com).

### A. Core Beliefs

Perfect behavior does not equal Christian faith or eternal salvation, neither does the profession of Christian faith assume perfect behavior. Disciplinary situations are God-given opportunities to show the grace, goodness, and redemption of God in Christ set against the sinful deceitfulness of our fallen natures. They are spiritual occasions to lead a child to understand his or her own sin, and to find grace from God in repentance and forgiveness.

Each student is a unique individual with his or her own personal, spiritual, social and educational needs. As a result, every disciplinary situation becomes distinctive in nature. Consequences for misbehavior provide the best learning value when matched to the unique student and the specific situation. We

therefore seek to individuate disciplinary procedures knowing that children learn best from their mistakes when they see a reasonable connection between their own behavior and the resulting consequences.

**We believe that:**

- Teachers and students should seek to glorify God in all they do
- A teacher’s primary responsibility is to reflect the love of Christ in his or her love for students
- Students must be encouraged to make sound decisions and live with the consequences
- With adult guidance, students must be responsible to solve the problems they create in a way that does not make a problem for others
- Mistakes must be considered as opportunities for learning, and spiritual and personal growth
- While not all mistakes are sinful, where sinful mistakes have been made, it is the duty of the one in error first, in prayer, to confess and repent before God and seek His forgiveness, then to seek reconciliation with the offended party and to make appropriate reparations
- Where there is sin, it represents an opportunity for redemption and reconciliation
- In the discipline process a teacher must seek to preserve students’ self-respect and dignity

**B. Expectations**

In the disciplinary process, it is imperative that clear expectations are expressed and understood. To this end we have set out what we believe to be reasonable expectations parents and students should have of the school and reasonable behaviors the school expects from its students.

**The school will:**

- Maintain an orderly school operation
- Establish a clear set of behavioral norms against which students may measure their own behavior; we call these the Seven Major School Rules (p.8)
- Maintain optimal learning opportunities for students. School facilities and classrooms will be free of behaviors that interfere with teaching and learning
- Help students learn how their decisions affect the quality of their lives and the lives of others
- Help students understand that sin breaks covenant with God and man, and that their duty is to God first and then to man; to seek

forgiveness from, and reconciliation with God, and then with the offended party

- Emphasize personal accountability to God’s will as recorded in Scripture, self-discipline, and Christian virtues and graces that will foster Christian character and responsible citizenship
- Help students develop skills and behaviors necessary for healthy social interaction, both present and future
- Maintain a Christian character in all that we do

**The student will:**

- Treat others with the same respect with which the adults in this school treat them
- Obey the Seven Major School Rules (p.8) and ensure that his or her actions, dress, possessions, etc. will not cause a problem for anyone else
- Respond swiftly and in Christian humility when asked to solve any problem that their actions create, remembering that a sin is first an offense to God and second to man
  - If a student chooses not to solve the problem, staff members will impose consequences appropriate to the situation and the person or persons involved using their best judgment based upon the information available
- Politely express dissent if necessary. If something appears to be unfair, the student should discreetly mention to the teacher, “I’m not sure that’s fair,” and the two of them will agree on a time to talk
  - If a parent feels that a consequence appears unfair, a conference may be requested. This does not need to be formal in nature. It is simply a time for concerned individuals to meet together and share information related to the situation in question

**C. Consequences**

Breaking one of the Seven Major School Rules (p.8) may result in immediate suspension. The Headmaster determines if and when the child will return.

Consequences may be applied to other rule violations including, but not limited to: disobedience and failure to follow procedures; disrespect for teachers or other students; dress code, gum, candy or food infractions; homework not finished; littering or failure to maintain civic pride; loud, boisterous, or inappropriate behavior; materials not in class; note writing; obscene language or gestures; tardy to school or class, or skipping class; use of cell phone during school hours.

## PARENTAL INVOLVEMENT

We believe that God tasks parents with the primary responsibility for their children's education, and that in carrying out that task they may utilize the resources that a school can provide without in any way abdicating their responsibility. Consequently, we encourage parents to be involved in the educational process through assisting teachers in the classroom, the Parent Teacher Fellowship, and serving on the School Board or its committees.

Independent schools thrive with the active engagement of its parents giving of their time, talents and treasure to further its mission. Throughout the year there are many opportunities to provide for the immediate needs and long-term future of our school. Please be prayerful how you and your family may become active partners with us in this regard.

## PARENTAL COMMITMENT

In joining the Whitefield Academy community, we ask the following of our parents:

- Pray for the school, its teachers, administration, staff, programs and activities
- Make it a priority to be involved in the life of the school through attendance at school events, meetings and parent functions, and where possible, serving as a volunteer
- Cooperate fully in the educational purpose and model of Whitefield, doing your best to make classical Christian education effective in the life of your child
- Support and abide by Whitefield's policies
- Have a clear understanding of Whitefield's Statement of Faith
- Accept the Biblical challenge to "train up a child in the way he should go" (Prov. 22:6) and agree that this training will be carried on in the home
- Reinforce with your child that Christian behavior and attitudes are expected while they are at school
- Nurture habits of punctuality, thoroughness, neatness, honesty, resourcefulness, independent reading, and study in your child. Expect your student to complete all homework daily and to make sure all books and completed homework are returned to the school the following day

- Cooperate with Whitefield's mission to teach all subjects with academic excellence, and from a Biblical worldview consistent with the Statement of Faith
- Grant the school authority to discipline children in accordance with this Handbook and to enforce school policies
- Fulfill financial obligations to Whitefield Academy on a timely basis and understand the policies related to tuition and fees, including the withdrawal policy
- Support the school through fundraisers and gifts, in addition to tuition and fee payments, as the Lord enables
- Promote a spirit of unity in our community by not criticizing the school in front of others or your child, and resolving problems through the principles of Matthew 18:15-17 as detailed in Whitefield's "Conflict Resolution Policy" (p.18)
- Immediately inform the administration concerning any of the following occurrences in the life of their Whitefield scholar: psychiatric counseling, involvement with the law or juvenile authorities, any prescribed program of behavior-controlling medication, pregnancy or marriage, or any use of illegal drugs or alcohol

## AFTERCARE PROGRAM

Whitefield Academy's Aftercare Program provides flexibility for parents, teachers, and staff who need to extend their child's day at school on an ongoing basis. The program is open to students in grades Pre-K – 6 and affords a safe, loving and nurturing environment for children.

Enrolled students report to Aftercare at the end of the school day and will enjoy a snack, some recreation, and a period for quiet reading and homework. The program operates every day that school is in session, from 3:30 p.m. – 5:30 p.m. If there is no school scheduled, school is in session a partial day, or if school is dismissed early for any reason, including snow days, the program is closed. Students may be enrolled for the full semester for one to five days a week.

Detailed instructions and the fee schedule may be obtained from the school office or website, [www.whitefieldacademy.org/admissions/tuition](http://www.whitefieldacademy.org/admissions/tuition).

## CONFERENCES

Teachers will inform parents of their scholar's progress on a frequent basis. Days are set aside each semester for Parent/Teacher Conferences and parents are requested to meet with their child's teachers at least once during the school year. These conferences provide an opportunity to discuss each student's progress and to share information between faculty and parents. A conference may be scheduled at any time, bearing in mind the teacher's schedule and workload.

Parents are encouraged to visit their child's classrooms. Please pre-arrange your visit with the teacher to avoid testing periods or other such occasions. In the interest of the safety and security for our students, please sign in at the office.

## CONFLICT RESOLUTION

Whitefield Academy recognizes disagreements are inevitable in the life of every vital organization. The important issue is not the fact disagreements exist, but the manner in which they are expressed and resolved. We believe that the process for dealing with conflicts and disagreements given by Christ to believers (recorded in Matthew 18:15-20) applies to our school community. Whitefield Academy thus requires the school community to use the following procedures in dealing with grievances. The school will attempt to promptly resolve all disputes that are appropriate for handling under this policy.

1. Parents or students should first approach the staff member with whom they have a concern (rather than an administrator, Board member, or other parents). To ensure thoughtfulness and accuracy, either party may request that both parties, following their conversation, write out the concern and the resolution, if any, that was agreed upon. If approaching the staff member directly would not be appropriate based on the situation, parents or students may bring the matter directly to a school administrator.
2. If the concern is not resolved after discussion, the matter should be taken up with the person's immediate supervisor: Mrs. Corrie Stone (Head of Grammar School) for Grammar School staff; Mrs. Kathy Kinnan (Head of Upper School) for Dialectic and Rhetoric School staff. If the case involves the spouse of the Head of the Grammar School or Upper School, it should be brought to the attention of the Headmaster who will assume authority for its resolution.

3. If the matter remains unresolved, parents, teacher and Head of Grammar or Upper School should bring the issue to the attention of the Headmaster who will be the final arbiter in cases that do not involve a personal conflict of interest.
  - If the case involves the spouse of the Headmaster, while it is appropriate for the Headmaster to be aware of the complaint, in the event further counsel is needed, or action is deemed necessary that is beyond the authority of the Head of the Grammar School or Upper School, the Board Chair will assume authority for the resolution of the case. The Headmaster will be informed of any action taken, but will have no authority to countermand decisions.
  - If the case involves the spouse of a board member, the case will be handled as usual unless the Headmaster deems it requires counsel from the Board, in which case the Board Member will recuse himself/herself from the discussion.
  - If a parent or student declines to talk to the individual staff member, and no appropriate extenuating circumstances are deemed to exist, an administrator, the Headmaster, or the School Board may decline to consider the matter further.
  - If an investigation or mediation is required, it may be necessary for both parties to present a written statement of the concern.
  - If a parent or student writes a letter to an administrator or the School Board regarding a staff member, it will be shown to the staff member and determined if it should be discussed further.

Final decisions on disputes will not be precedent setting or binding on future cases unless they are officially stated as school policy. Information regarding a case should be limited to those parties who have a need to know or who are involved in its resolution.

## EDUCATIONAL AND HEALTH SERVICES

Whitefield Academy falls within the catchment area of the Center School District who has requested that we include the following.

Center 58 School District, 8701 Holmes Road,  
Kansas City, MO 64131

### **Public Notice**

All responsible public agencies are required to locate,



evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the district but are attending a private school within the district, highly mobile children, such as migrant and homeless children, children who are wards of the state, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. Center 58 School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/ intellectual disability, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

Center 58 School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

Center 58 School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/ guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

Center 58 School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA).

## EMERGENCY SITUATIONS

In the unlikely event an emergency arises that requires the evacuation of the school, parents will be notified

as soon as possible via Renweb Parent Alert. Our evacuation destination is Center High School.

If you receive an emergency Parent Alert, please do not call the cell phone of any student, staff or faculty member. Pick-up details will be communicated via Renweb Parent Alert.

## FUNDRAISING

The Parent Teacher Fellowship leads fundraising efforts to benefit the school. Families are encouraged to participate in at least one of these fundraisers.

The Development Committee sponsors a benefit each year to help provide financial aid and scholarships to families in need.

All Fundraising efforts must be pre-approved by the Headmaster and implemented under the guidance of a faculty or approved parent advisor.

## HOT LUNCH, MILK, FOOD AND DRINK

A made-from-scratch hot lunch is available three days per week in the cafeteria. Pizza is served on one other day. Lunches are coordinated through the school office and each family's RenWeb account. Orders should be placed on RenWeb by Thursday morning of the previous week.

- Students in grades 6 - 12 are permitted to use the microwave ovens located in the cafeteria.
- Lunches are to be eaten only in the cafeteria or on the patio unless permission is given for another venue.
- In an effort to keep our rooms clean and our students focusing on their lessons, no food, or drink other than water, is permitted in the classrooms, multi-purpose room, and auditorium. Food and/or drink may be permitted by teachers in their classroom for special occasions.

## INCLEMENT WEATHER

Whitefield Academy generally follows Center School District's cancellation notice, which means that, under most circumstances, when Center closes, Whitefield also closes. However, because our students are not bussed to school, we may elect to remain open if the roads are clear and the school building is operational.

## Procedure

- If inclement weather is likely to occur before or during the next school day, a decision regarding school cancellation will be made as early as possible. If cancellation is called for in time, notification will be made via the 9 p.m. news. Regardless of when cancellation is called, parents and students will also be notified by text, email and phone using RenWeb Parent Alert. Please ensure your contact information is up to date with our school office.
- If the evening review finds that school is possible for the next day, the decision will be deferred until morning and the announcement made by 6 a.m. via local media and RenWeb Parent Alert.

Check WDAF Fox Channel 4, KCTV Channel 5, KMBC Channel 9 for school closing information. Note that in our experience Missouri tends to take a little longer than Kansas to get the roads cleared.

We do not normally schedule late starts, although there have been occasions when we have cancelled school before the end of the normal school day.

The safety of our students is of paramount concern; therefore, parents must use their own judgment about whether or not to send students to school if the weather is particularly bad in their local area. If you decide to keep your student at home, please call or email the school by 8 a.m.

## Snow Days

When we know of a school closing in advance, we encourage teachers to have students take their school books home and to assign homework that should amount to no more than a total of two hours per day. Parents are asked to check RenWeb for any assignments and help facilitate their completion.

Recognizing that many families plan well in advance, Whitefield has designated only Presidents Day as a make-up day. If we have had three or more snow days prior to President's Day, we will announce that day as a regular school day.

## Extra-curricular Activities

On the first day school is closed due to inclement weather, all school activities will be cancelled, unless special permission to proceed has been given by the Headmaster. Students will not be penalized for failure to attend activities when school is closed, even when special permission to proceed has been granted.

Inclement weather conditions may also cause after-school activities to be cancelled on a day school closes at the regular time. These closings will be announced via media outlets and/or RenWeb.

## MESSAGES AND DELIVERIES

To contact the office or leave messages for a student please call (816) 444-3567 or send an email to [offices@whitefieldacademy.org](mailto:offices@whitefieldacademy.org). To maintain classroom decorum and continuity, deliveries of lunches, books, assignments and other items should be made to the school office.

## PARTY INVITATIONS

Families are encouraged to plan activities outside of school that involve fellow classmates, however invitations to parties or activities that are passed out at school should include all boys in the class, all girls in the class, or the entire class in order to be inclusive and respectful of every student.

## PHOTOS AND VIDEOS

No videos or photos taken at school or school-related events may be posted to a website without explicit permission from the administration.

Whitefield maintains a Facebook page and permission to administrate that site will be given at the discretion of the Headmaster.

## PICK UP AND DROP OFF

Each school year, Pre-K - 6 grade parents are assigned a number that identifies their car to school personnel. These numbers should be placed in the passenger side window or on the visor. As a courtesy to the school, please do not use handwritten numbers or visual signals to communicate your number as this may delay the pick-up process. If a replacement number is needed, please stop by the school office for a replacement.

### Drop Off

Please use the north entrance on Holmes Road to the parking lot and follow the one-way system behind the school to the south side cafeteria entrance. Students must not be dropped off at the front door before school. If a parent needs to come into the school, first drop off student(s) and then park in the southeast parking area near the playground.

When visiting the school for 10 minutes or less, parking is available in the front driveway.

### Pick Up

Parents of Pre-K - 6 grade students: Enter using the north entrance on Holmes Road to the parking lot and follow the one-way system behind the school,

lining up in the *right-hand* pick up lane. Faculty members on parking lot duty will see your vehicle's number and call into the cafeteria where all elementary school students will be waiting. Students exit directly into the pick-up area.

Parents of 7 - 12 grade students: Enter using the north entrance on Holmes Road to the parking lot and follow the one-way system behind the school, lining up in the *right* pick up lane. Students should be careful when walking to their parents' car.

Parents may also park in the southeast parking lot near the playground and wait for students. If you park and are picking up a Pre-K - 6 student, please come into the cafeteria as we do not permit younger students to walk unsupervised in the parking lot at this time. Please do not arrange to pick up students at the front door after school.

The *left* lane at the Cafeteria entrance is for drive through only. Please observe posted speed limits.

## RENWEB

### School Management Software

"RenWeb" embraces the needs of students, parents, teachers and administration. We use RenWeb to communicate with parents and students about lessons, homework, grades, report cards, email, inclement weather, school calendar and accounting. Every family is required to register.

New families will be connected to RenWeb by mid-July. This service is included in school fees.

At this time the RenWeb website runs best on MS Internet Explorer and Firefox. Hang-ups have been reported on Chrome and Safari.

### First Time User Instructions

- Provide your primary email address to school office. Providing an email address for both parents ensures that both receive email information from the teachers and administrators

- Click on the RenWeb link located on the school's website - [www.whitefieldacademy.org](http://www.whitefieldacademy.org). This opens a new window. Click on the link that says "Create New ParentsWeb Account"
- You will see a screen where you enter your primary email - the one you gave the school office. RenWeb will send a password to this email that can be used for future logins
- You may want to save this log in screen to your "favorites"

### Alternate Method to Login

You may also login by using [www.renweb.com](http://www.renweb.com).

- Hover over the "Logins" icon on the toolbar and select "ParentsWeb Login."
- Click "Create New ParentsWeb Account"
- Enter the school's code in the "District Code" box: "WA-MO" Enter your primary email, then click "Create Account"

If you have any difficulties, please contact the office.

## VISITORS TO CAMPUS

All visitors to the school must sign in at the office and receive a visitor pass. Student visitors wishing to attend class and who are not conducting a scheduled shadow day, should pre-arrange their visit at least one day in advance with class teachers and the school office. If the visitor is not a prospective enrollee, visits are limited to lunchtime. The Headmaster must approve exceptions.

If the visit is over the lunch hour, visitors will wait in our foyer until students are dismissed for lunch. Visitors will sign out when they are ready to leave campus.

## INTRODUCTION

Whitefield Academy comprises three “schools” each named for one stage of the Trivium.

- The Grammar School consists of grades K-6
- The Dialectic School consists of grades 7-8
- The Rhetoric School consists of grades 9-12

We often use “Upper School” to refer to the Dialectic and Rhetoric schools as a unit.

## ACADEMIC GOALS

**The goals of our academic program include:**

- Displaying the harmony of Biblical faith and learning that will demonstrate the necessity of humility in gaining true knowledge and wisdom (Proverbs 9:10)
- Encouraging the development of Biblical moral and ethical standards, and setting academic standards that will challenge all students
- Establishing a curriculum that meets the requirements of college entrance or career
- Hiring capable and qualified teachers who profess a living faith in Christ, and who will equip students to achieve high standards
- Evaluating students at regular intervals for continuous assessment of academic achievement
- Offering activities for the development of the spiritual, physical, cultural, recreational, civic, and creative interests of students
- Fostering creative thinking, problem solving, self-discipline, and constructive collaboration

## ACADEMIC RESPONSIBILITY

It is a fundamental axiom of education that students are responsible for their own learning. While teachers are accountable for lesson creation, delivery, guided practice and student assessment, students must take upon themselves the role of active learners. To do this it is expected of a student that he or she will be attentive, self-motivated, complete homework and other assignments on time, and persevere through difficult tasks. Students have the right and responsibility to seek clarification on any aspect of their learning from their teachers.

## ATTENDANCE, ABSENCE, MAKE-UP WORK AND TARDINESS

Full attendance is encouraged in order that academic performance is maximized. Should your child need to be absent for a previously scheduled event (as opposed to sudden illness), please give your teachers as much time as possible to gather work. A minimum of one week is appreciated.

To simplify communication, faculty email addresses all obey the following convention:

“FirstInitialLastName@whitefieldacademy.org”  
(e.g., jsmith@whitefieldacademy.org).

### Absence

If Dialectic and Rhetoric School students miss twelve class periods (twelve days for Grammar students) in a semester a Headmaster’s conference may be scheduled with the parents and their student to discuss a plan to correct the situation. If academic achievement has been significantly compromised, it may be determined by the Headmaster that it is best for the student to repeat the class the following year. Missed periods include excused or unexcused absences but exclude absences incurred for school related activities. A written note, email or phone call to the office from a parent is required for an excused absence. In-school or out-of-school suspension is considered an unexcused absence.

**Grammar School.** If a child is absent from school for any reason, parents should email their student’s teacher and the school office at [offices@whitefieldacademy.org](mailto:offices@whitefieldacademy.org) by 8 a.m. Teachers are not responsible for repeating material for students who have missed class. The responsibility for make-up work and notes for classes missed resides with the student or his or her parent. Please refer to RenWeb for work assigned during the child’s absence. If requested by 8 a.m., the school will gather homework for Grammar School students. Please inform the office if you will pick up the assignments at the end of the day, or if they should be sent home with another student.

**Dialectic and Rhetoric Schools.** If a student misses more than 20 minutes of any class, the student will be marked as absent, not tardy. Without parental permission, this is an unexcused absence. If a student will absent from school for any reason, parents should email their student’s first hour teacher, and the school office at [offices@whitefieldacademy.org](mailto:offices@whitefieldacademy.org) by 8 a.m.

## **Make-Up Work**

Students are responsible for any pre-assigned material (tests, assignments, papers, etc.) the day after they return from an absence. Generally, one day for every day of excused absence is allowed to make up any work that is not pre-assigned. Parents or students should consult RenWeb for homework or other assignments.

Assignments and tests occurring during an unexcused absence may be made up solely at the teacher's discretion.

## **Tardiness**

Every tardy disrupts the class and teachers will mark students arriving late to class as tardy. After five tardies the office will notify the teacher(s), parents and Headmaster. After ten tardies, the student will be charged a day's unexcused absence and the parents will receive a phone call from the Headmaster. If the tardiness is willful, the student may be suspended for a school day at the Headmaster's discretion. If the tardiness persists a Headmaster's conference will be scheduled with the parents, their student, and, if necessary, the teacher(s). The student may be subject to further appropriate corrective discipline.

## **AWARDS**

Whitefield makes two special awards to deserving students each year.

### **The Jill Shannon Excellence in Classical Education Award**

This Award was originally given by the class of 2000 to honor one of the school's founders. Jill Shannon demonstrated an unusual and unflagging desire to promote and provide classical Christian education to our community. The award's recipient is selected by the Whitefield faculty and staff and is given to the twelfth-grade student who best represents a Christian and classical mindset. The recipient will have excelled in academics and extra-curricular activities, while demonstrating Christian character and the ability to be a critical thinker, clear communicator, and compassionate leader.

### **The Amy Francis Excellence in Fine Arts Award**

This Award was originally given by the class of 2007 to honor one of our former school parents. Amy Francis was delightfully creative and a loyal supporter of classical Christian education. She was also very involved in the cultural events in our community. This award's recipient is selected by the Whitefield faculty and staff and is given to the twelfth-grade student who most visibly impacts the fine arts culture at Whitefield and in the community.

## **CLASS SIZE**

In order to provide the personal attention, small group work, and appropriate social dynamic our classical Christian education calls for, we plan for a relatively small student/teacher ratio. Our classes are normally limited to 20 students.

The class size limit may be raised if warranted by exceptional extenuating circumstances, and provided there would not be an inordinate burden placed on the teacher or facilities, or when restoration of the approved ratio is expected in the foreseeable future.

## **COLLEGE VISITS**

Juniors and Seniors are encouraged to visit colleges. Please plan well in advance and check with teachers to ensure that, if possible, no important tests or classes are missed. Students are expected to make up all required work. College visit absences are considered school related absences. Parents and students are expected to follow the regular absence and school leaving policies (page 31).

## **CURRICULUM**

A strenuous selection process and high standards are used in choosing the textbooks and teaching materials in use at Whitefield Academy. However, we understand that all of our techniques, methods and materials are simply tools to be used in the process of gaining knowledge and wisdom. Wherever possible, preference is given to using original source documents, and we make use of textbooks from both secular and Christian sources. We systematically re-evaluate our choices and look for better ways to educate students, and are always pleased to receive parent comments about curriculum materials.

Parents and students may access Curriculum Overviews and Curriculum Guides on the Whitefield website.

## **ENGLISH LANGUAGE LEARNERS**

Students for whom English is not their primary language may be enrolled, however benchmarks will be established in order to ensure that promotion to the next grade level is appropriate. Whitefield does not offer an ELL program, so students should enroll in an external ELL program. In certain circumstances, such enrollment may be required as a condition of acceptance to Whitefield.

## EXTRA-CURRICULAR ACTIVITY ELIGIBILITY

To retain eligibility for extra-curricular activities students must maintain a “C” (70%) average or above (calculated across all core classes) and be passing each core class at every progress report and report card. A student failing to meet this standard will lose eligibility for one week. The grade will be reviewed on the Monday following the week’s ineligibility and if it meets the eligibility standard the student will be reinstated to the team. The grade will be reviewed weekly until the next progress report or report card. Failure to maintain the eligibility standard will result in another week’s ineligibility.

While ineligible students may not participate in team practices they are expected to attend games with their team but will not wear team uniform. This policy applies to all activities in which a student may represent the school such as Student Council, athletics and debate, but excludes choir, Shakespeare and Antigone.

## GRADUATION REQUIREMENTS

A minimum of 24 Carnegie Units is required for high school graduation. One Carnegie Unit is equal to one academic credit which typically is a class offered for one period each day over two semesters.

- Math (4 units)
- Science (3 units)
- English (4 units)
- Humanities or History (4 units)
- Logic (1 unit)
- Foreign Language (1 unit for each year enrolled)
- Bible (1 class for each year enrolled)

All high school students take the six Core Classes offered each year they are enrolled. Transfer students will make up the remaining units with eligible courses from their previous schools.

The Core Classes are:

### Ninth Grade

- English III
- Humanities III
- Geometry
- Bible III
- Logic II
- Greek I

### Tenth Grade

- Rhetoric I
- Humanities IV
- Algebra II
- Bible IV
- Biology
- Spanish I or Greek II

### Eleventh Grade

- Rhetoric II/  
English Language and  
Composition AP
- Humanities V
- Stats and Trig
- Chemistry
- Spanish II or Greek III
- Bible V (½ unit)
- Music History (½ unit)

### Twelfth Grade

- Rhetoric III/  
Senior Thesis
- American History
- College Algebra,  
Pre-Calculus, or Calculus
- Physics
- Spanish III or Greek IV
- Bible VI (½ unit)
- Art History (½ unit)

### Classical Honors

Students successfully completing the core classical courses (below) will qualify for the Classical Honors designation on their diploma and granted the privilege of wearing the Classical Honors cord at graduation.

Latin, taken in the 7th grade, fulfills one half of the requirement for two units of classical language needed to receive the Classical Honors distinction. Logic I is taken in 8<sup>th</sup> grade.

The core classical courses are:

- Math—Algebra I & II, Geometry, Stats & Trig, College Algebra or Calculus
- Science—Biology, Chemistry, Physics
- Humanities I - V
- Rhetoric I - III
- Two years of Classical languages—Latin or Greek
- Logic I & Logic II

### Valedictorian

The Valedictorian is the student who meets the following criteria:

- Meets all requirements for graduation
- Is eligible for the Classical Honors designation
- Has attended Whitefield Academy for a minimum of two years
- Maintains satisfactory deportment and attendance during his or her senior year
- Attains the highest GPA when calculated over grades 9 - 12. In a tie, coursework grades will be reviewed for the senior year.

## HOLY BIBLE

The Bible, which is the normative guide for all of life and thought, the building of virtuous character, and for salvation, is both the foundation of our thinking and a required subject at Whitefield Academy. For consistent memorization of Bible verses and reading in class, we require students in grades 2 - 8 to utilize the NIV Bible. (2 Timothy 3:14-17)

## HOMEWORK

Homework is in addition to the 30 minutes of personal reading recommended for all students in all grades.

Younger Grammar School students will, for the most part, complete their work at school, although there will be occasions when homework is assigned to be completed at home. Older Grammar School students most likely will have homework assignments, projects or papers to work on at home. All core courses in grades 7 - 12 will warrant homework. Some days your child will have more homework than other days.

If you feel your child is spending too much time on homework, please contact the teacher. Our goal is to have homework time not exceed ten minutes per night per grade level. For example, third grade student may expect an average of 30 minutes homework per weeknight.

While Whitefield Academy places great emphasis on the academic achievement of its scholars. Each family must determine how they will balance the academic workload with energetic participation in extra-curricular activities and other obligations. We believe that if extra-curricular activities or other obligations interfere with homework, then homework should be placed as the higher priority.

## HONESTY, ACADEMIC

### Introduction

Whitefield Academy expects students to be honest. This expectation is one of our community's Major School Rules (p.8) and reflects our conviction that God in Scripture commands honesty, and it is thus crucial to each student's moral growth and essential to creating a healthy, respectful learning community.

Dishonesty can assume many different forms, all of which the school takes very seriously. This section of the Handbook, however, is specifically devoted to Whitefield's policy on academic dishonesty. Students should be thoroughly familiar with the rules and

expectations about academic dishonesty, as contained in the Handbook and in any supplemental documents prepared by each academic department.

Cheating and plagiarism are the two primary forms of academic dishonesty. Both are serious violations of our community's expectations and may subject a student to disciplinary action.

### Cheating

Cheating is copying someone else's work or giving or receiving unauthorized assistance on an exam, test, paper, or other academic exercise in an intentional effort to deceive the teacher into thinking the work is one's own. Cheating is a Major School Rule violation reportable on a student's permanent record.

### Plagiarism

Of the two forms of academic dishonesty, plagiarism often creates more confusion and uncertainty among students. For this reason, it is vitally important that students understand what plagiarism is, why the school believes plagiarism is such a serious matter, and how the school handles plagiarism infractions when they occur.

#### a) What is Plagiarism?

The Plagiarism Policy extends to all work submitted in connection with any academic exercise, including but not limited to: essays, research papers, lab reports, presentations, works of art, speeches, problem sets, and papers for language classes that have been produced with the help of an electronic translator.

Plagiarism occurs when another person's creative or intellectual products (words, ideas, insights, images, etc.) are presented as your own, without explicitly acknowledging their influence on your work. While particular facts that are "common knowledge" usually do not require a citation, copying a lengthy factual summary from a source and presenting it as the product of your own factual synthesis can also constitute plagiarism. For further clarification on what constitutes "common factual knowledge," consult with your teacher. Do not make assumptions. When in doubt, always include a citation.

When you use a word, idea, insight, image, or factual summary from another source, you need to acknowledge—in the form of an explicit citation—that your own thinking or your own choice of words was shaped by the influence of someone else (another writer, artist, creator, thinker, or student). If you consult a source or receive assistance in the course of completing an assignment, it is your responsibility to keep track of those influences (notecards are useful here) and to acknowledge them in an open, transparent way. Always err on the side of caution by including a citation if you are ever in doubt.

If a student fails to respect these principles by omitting proper citations and acknowledgments, the student is guilty of plagiarism regardless of whether the student intended to plagiarize.

### **b) Why is Plagiarism Such a Serious Matter?**

While it is important that students understand what plagiarism is, it is equally important that they understand why Whitefield takes plagiarism so seriously. The “why” is not always obvious or intuitive to students, especially those who have grown accustomed to gathering, sharing, and collaboratively creating information in the freewheeling, unregulated medium of the Internet.

Our plagiarism policy is not an attempt to ignore new technological realities or to suppress the creative collaboration and democratized flow of information the Internet embodies. Collaboration is encouraged in the belief that there is great value in the sharing of information and cross-fertilization of ideas. We want our students to become creators, thinkers, and scholars who liberally exchange ideas. This is how knowledge grows and we learn from one another.

Nevertheless, as much as technology has changed our lives, there are still rules and expectations that govern the process of sharing information and gaining inspiration from the works of others. In short, there are still some enduring moral principles the school seeks to honor; principles we believe to be even more vital in an information age. These principles are at the heart of Whitefield’s plagiarism policy:

- If you plagiarize, you are compromising your own integrity by presenting the words and ideas of others as if they were your own. You are, in effect, trying to take credit for something that is not entirely your own creation.
- Besides the injury to your own integrity, plagiarism also fails to respect the hard work and creative achievements of those whose words and ideas you have improperly borrowed. A proper citation says: “Thank you for helping to shape my thinking” and honors the creative achievements of those who came before you. Proper citations also help future students and scholars track an idea, phrase, or image back to its origins so we have a record of how creative and intellectual products evolve over time and how they influence the works of later creators and thinkers.

In short, Whitefield’s plagiarism policy is about personal integrity, honoring the work of others, and building an intellectual community that shares ideas in a virtuous, principled, respectful, and transparent way.

### **c) Disciplinary Response to Plagiarism**

We believe there is educational value in holding students to a very high, exacting standard in this area; and because many universities treat plagiarism in the same uncompromising way, there are also practical, preparatory reasons for the strong standard we have adopted. Plagiarism is thus considered a Major School Rule violation.

Possible mitigating or aggravating factors include but are not limited to the student’s: educational level; length of time enrolled; disciplinary history (has work of questionable integrity been submitted in the past?); and the intent when the act of plagiarism occurred.

As in all other instances, the ultimate decision about an appropriate disciplinary response rests with the school, which may consider any and all factors that it deems relevant to the proper resolution of an academic dishonesty case.

Adapted with permission from  
The Lawrenceville School, NJ, Handbook

## **HONOR CODE**

Whitefield Academy is a school for students who are serious about their studies and life objectives and who desire to honestly conduct themselves in such a way as to please and honor the Lord Jesus Christ. Students must be willing to cheerfully abide by the policies of the school and have as a rule of thought, conduct and conversation a desire to engage in those things that are true, honest, just, clean, pure and of good report (Philippians 4:8).

### **Students grades 7 - 12 must:**

- Read the Parent and Student Handbook and sign the Agreement for Students
- Read the Statement of Faith and agree to cooperate with Whitefield’s desire to teach all subjects with academic excellence from a Biblical worldview consistent with our Statement of Faith
- Agree to conduct themselves in a manner consistent with a Christian man or woman
- Agree to be truthful, trustworthy and respectful of the staff and their fellow students and not to support or protect those who choose not to abide by these rules
- Understand that they will be held accountable for violations of any standards or policies set forth in the handbook



## LEXILE TESTING

Students in grades 2 - 10 are tested during the school year for reading proficiency in order to establish personal reading goals. [www.lexile.com](http://www.lexile.com) provides information to teachers, parents and students on suitable Lexile reading levels.

## LITERATURE LIST

Grades 3 - 6 often use the literature list to select books for book reports. Others may find the literature list to be beneficial in presenting challenging ideas beyond those of everyday experience and evaluating those ideas in the light of a Biblical worldview.

### Criteria for selection includes books:

- Of acclaim; not necessarily the most popular
- With varied ideologies, genre and subject matter
- From a variety of historical time periods
- That have had an impact on culture or history
- That are classics, meaning they have lasted three generations or fifty years
- That are syntactically, grammatically, and verbally excellent
- That are edifying

## LEARNING DISABILITIES

Due to staffing and facilities limitations, Whitefield Academy is unable to enroll children with a learning or physical disability, such as would require building accommodations, a separate classroom, program or staff in order to provide the educational services desired by the parents.

Children who have been diagnosed as having a learning disability not requiring building accommodations, a separate classroom, program or staff in order to provide the education services desired by the parents (e.g., ADD/ADHD, dyslexia), are expected to meet the same academic standards as the other children in their grade level. Students in the same class may expect equal amounts of individual instruction.

## PROBATION, ACADEMIC

### Grammar School

If a student is failing in any of the four major subjects

(Reading, Language Arts, History or Math) at the end of any quarter, the student will be placed on academic probation. If grades are not passing at the end of the next quarter, a conference will be held. The Headmaster will determine whether to give additional time to improve, require the student to repeat the grade or ask the student to withdraw.

If a student fails in any of the four major subjects at the end of school year, Whitefield's summer school (or an approved course of study) must be successfully completed before advancing to the next grade.

### Dialectic and Rhetoric Schools

Students must maintain a "C" (70%) average and be passing each course for every quarter. If a student drops below this grade average, or is not passing in one or more courses, the student will be placed on academic probation for the next four weeks. If grades are not improved at the end of that period, a conference will be held. The Headmaster will determine whether to give additional time to improve or ask the student to withdraw. During the probation period, unless exceptions apply, the student will be ineligible for athletics, student council, drama or other extra-curricular activities in order to allow time for additional study.

## PROMOTION

Current students must meet the following criteria to be promoted to the next successive grade:

### Grammar School

Whitefield considers the most recent grades and the most recent standardized test scores to determine if a student is ready for the next grade level. The student should have evidenced no learning disabilities or behavioral problems not previously addressed. In addition, special emphasis should be given to the appropriate level of mastery of the skills listed in the Curriculum Guide. For English Language Learners, mastery of sufficient English to succeed in the next grade is mandatory.

To help with next grade readiness, it may be that a student will be required to successfully complete Whitefield's summer school at their parent's expense.

### Dialectic and Rhetoric Schools

Students must maintain at least a 2.0 GPA and pass every class to guarantee promotion to the next successive grade. If a class is failed, the student may be required to make it up over summer, or repeat it the following year. If more than one class is failed, the student may be required to repeat the year.

## READING FLUENCY INTERVENTION

Whitefield Academy uses the Read Naturally Strategy as an intervention program to help struggling readers.

The Read Naturally Strategy combines three effective research-based stratagems that improve a student's reading achievement. These are: Teacher Modeling, Repeated Reading, and Progress Monitoring.

Working with a specialist three times a week for 30 minutes a day, students learn and reinforce "what good readers do." They identify key words, make prediction, practice, answer comprehension questions, and retell the story in their own words.

Students who score below 40% nationally are required to enroll in the program. The program is also available to students who score between 40 - 60%.

For more information, please speak to your student's teacher, or visit [www.readnaturally.com](http://www.readnaturally.com).

## REPORT CARDS & GRADING SCALES

An academic progress report is issued at the mid-term and a report card at the end of each quarter.

Grades K - 1 use the following ESNU Scale for grading class grades while the Numbered Scale is utilized for skill set grades.

Grades 2 - 6 use the Standard Grading Scale for class grades and the Numbered Scale for skill sets.

### Numbered Scale

- 1 = Excellent
- 2 = Good/Great
- 3 = Satisfactory
- 4 = Needs Improvement
- 5 = Unsatisfactory

### ESNU Scale

- E = Excellent
- S = Satisfactory
- N = Needs Improvement
- U = Unsatisfactory

Courses in the Dialectic and Rhetoric Schools are graded on a 4.0 scale. Our coursework is rigorous in all core classes and it is no longer necessary to differentiate certain classes as "Honors" classes. Elective classes are also be graded on this scale.

Students earning a GPA of 3.5 in a quarter will be admitted to the Honor Roll.

Students earning a GPA of 4.0 in a quarter will receive "Headmaster List" designation.

### Standard Grading Scale

A+ = 98-100	A = 92-98	A- = 90-91
B+ = 88-89	B = 82-87	B- = 80-81
C+ = 78-79	C = 72-77	C- = 70-71
D+ = 68-69	D = 62-67	D- = 60-61
F = 59 or Below		

### GPA Scale

90-100	4.0
80-89	3.0
70-79	2.0
60-69	1.0
59 or Below	0

## DRESS CODE

Our dress code contributes in a very important way to the overall sense of unity as a Christian school community. The dress code enhances the learning atmosphere, adds a sense of pride, and reduces negative competition among the students. Whitefieldians are expected to wear their uniform in a manner that portrays a positive and modest self-image, conveys personal neatness and cleanliness, and demonstrates a willing attitude of excellence in performance and achievement.

Because of our belief in how God has made us, students must dress according to their biological gender.

Students are expected to be in the full appropriate uniform throughout each day whether on campus, on field trips, or other school events (including school events scheduled after normal school hours) unless otherwise specified.

Please give special attention to the “Notes for...” paragraphs.

Designated uniform items may be purchased from the stores listed in the “Where to Purchase” section below.

### **GIRLS, Grammar School**

- Designated jumper or skirt in Grammar plaid
- Designated shorts, skorts, skirts or slacks in solid navy blue
- Shirts:
  - Designated short or long-sleeved white or hunter green polo shirt or turtleneck
  - Plain white blouse with plain, not ruffled, peter pan collar – short or long-sleeved
  - Designated sweater or vest in navy or hunter green with school logo over collared shirt
  - Designated sweatshirt or hoodie in navy, hunter green or gray with school logo/crest over collared shirt
- Shoes and socks:
  - Socks, tights or leggings in navy, hunter green or white that cover the ankle
  - Conservative tennis shoes in predominately one color, either navy, black, or white
  - Dark dress shoes in navy, black or brown, dark soles, closed toe and solid back

- Dress Uniform:
  - Pre-K - 3: Jumper, long-sleeve plain-collared peter pan blouse, white tights, dark dress shoes
  - 4 - 6: Plaid skirt, long-sleeve peter pan blouse, white tights, dark dress shoes

### **GIRLS, Dialectic and Rhetoric Schools**

- Designated skirt in navy or upper school plaid (Rhetoric School: also khaki)
- Designated slacks in navy (Rhetoric School: also khaki)
- Shirts:
  - Designated button down white oxford, short or long-sleeved
  - Polo shirt or turtleneck in white, hunter green or yellow (Rhetoric School: also navy)
  - Designated sweater or vest in navy, yellow or hunter green with school logo/crest over collared shirt
  - Designated sweatshirt or hoodie in navy, hunter green or gray with school logo/crest over collared shirt
- Shoes, socks, tights & hose:
  - Dark, single color, dress shoes; closed toe, solid back, color of sole should match the upper
  - Grades 7 & 8: Dress shoes as above or conservative tennis shoes in predominately one color, either navy, black, or white
  - Socks, solid plain tights or leggings in navy, hunter green, or white. When wearing a skirt, knee socks or solid plain tights, hose or leggings must be worn. When worn with pants, socks must cover the ankle. (Rhetoric School: may also wear also khaki socks and tights). Leggings must be without embellishments such as patterns, lace, buttons, or zips, and be worn with socks of the same color that cover the ankle and overlap the hem of the leggings
- Dress uniform:
  - Plaid skirt, long-sleeve white button down oxford shirt, navy tights, or white knee socks, dark dress shoes

### Notes for All Girls

- Navy or khaki skirts may be plain front or pleated
- Plaid skirts may be pleated or kilted
- Skirt, skort and short length should be less than 3" (4 finger widths) above the floor when kneeling
- Nails should not be excessively long
- Headbands should coordinate with the school uniform; no bandanas or college logos

### BOYS, Grammar School

- Designated shorts or pants in solid navy with plain dark belt. Pre-K and K students are not required to wear belts.
- Shirts:
  - Designated button down white oxford shirt, short or long-sleeved. Polo shirt or turtleneck, in white or hunter green
  - Designated sweater or vest in navy or hunter green with school logo over collared shirt
  - Designated sweatshirt or hoodie in navy, hunter green or gray with school logo/crest over collared shirt
- Shoes and socks:
  - Conservative tennis shoes in predominately one color, either navy, black, or white
  - Socks in navy, black or white and must cover the ankle
- Dress uniform:
  - Navy pants, white long-sleeve button down oxford shirt, dark dress shoes, plain dark belt
  - Dark dress shoes in navy, black or brown, dark soles, closed toe and solid back

### BOYS, Dialectic and Rhetoric Schools

- Designated pants in solid navy with plain dark belt. (Rhetoric School: also khaki)
- Shirts:
  - Designated button down white oxford shirt, short or long-sleeved. Polo shirt or turtleneck in white, hunter green or yellow (Rhetoric School: also navy)
  - Designated sweater or vest in navy, yellow or hunter green with school logo/crest over collared shirt

- Designated sweatshirt or hoodie in navy, hunter green or gray with school logo/crest over collared shirt
- Shoes and socks:
  - Dark, single color, dress shoes; closed toe, solid back, color of sole should match upper
  - Grades 7 & 8: Dress shoes as above or conservative tennis shoes in predominately one color, either navy, black, or white
  - Socks in navy or black and must cover the ankle (Rhetoric School: also khaki).
- Dress uniform:
  - Navy pants, white long-sleeve button down oxford, dark socks, dark dress shoes, plain dark belt (Rhetoric School: khaki pants)

### Notes for All Boys

- Hair should be a conservative cut above the eyebrows, ears and collar, with no extreme styles
- No facial hair below the ear, except as allowed for Whitefield Academy drama performances
- No earrings or pierced jewelry

### ALL STUDENTS

#### Physical Education Uniform (7<sup>th</sup> – 12<sup>th</sup> Grades)

- Athletic shorts or athletic long pants in solid navy or black (stripe or small logos permitted). No “shorty” shorts—shorts should be at mid-thigh.
- T-shirt with school logo/crest in gray – short sleeve (one shirt provided by school, additional shirts are available for purchase)
- School sweatshirts may be worn outside

#### Spiritwear

- Spiritwear items are clothing with our school logos, crest, or house, purchased through the school. These include t-shirts, shirts, hats, scarves, jackets. Spiritwear does not include *Athletic* or *WA Event* wear.

#### Athletic Wear

- Athletic wear items are clothing designed for use by athletes in the normal course of their season. These include official uniform items, shooter shirts, and warm-up pants and jackets.

#### WA Event Wear

- Clothing such as shirts for Serve Day, class trips, debate, soccer camp, athletic championships, the MCAA league, Student Council, Shakespeare and Antigone, etc.

### **Additional Dress Code Directions**

- Unusual or outlandish styles in clothing, hair, nails, or shoes are not permitted
- If hair is dyed, it should be within the naturally occurring range of hair color
- Hats or scarves (except spiritwear scarves) may not be worn in class
- Undershirts/t-shirts must be solid white and short-sleeved
- Razor-back tops are not permitted
- Shirts should be tucked in at all times and may have the top button only unbuttoned
- Shooter shirts or team jerseys may be worn by team members and managers on game days only
- Whitefield warm-up jackets, approved spiritwear and letter jackets may be worn in the classroom
- Non-uniform shirts, jackets, sweaters or sweatshirts may not be worn in class
- Shorts and pants must have belt loops and a plain dark belt must be worn (except for Pre-K or Kindergarten)
- Pants, slacks, shorts or skirts must be worn modestly (including sportswear and during games). Cargo and mini-styles are not permitted
- Socks should be of one color with no stripes or other designs
- Shoes should be predominately one color, with no designs, bright colors or bright laces. No topsiders, clogs, soft-soled moccasins, or rubber soles
- Boots may be worn outside during recess in inclement weather. No style of boot may be worn in classrooms—bring regular shoes to change into if needed.
- School uniform will be worn on field trips unless designated differently by the teacher
- Students participating in choir, athletics or debate may be expected to wear a specific uniform
- Visible tattoos are not permitted while in school uniform or when on extra-curricular activities

### **Dress Code Infractions**

Dress code infractions are subject to disciplinary action as per the handbook. Infractions include:

- Incomplete uniform or non-uniform including clothing, hair, and jewelry
- Unwashed, unkempt or inappropriately styled hair. Hairstyles should not include a mixture of close-cropped and longer hair, unless a student is enrolled in Junior ROTC (or similar) that requires a “high and tight” haircut.
- Unclean, sloppy or improperly worn attire
- Frayed, torn, stained or excessively worn items
- Wearing clothing items not designated for a student’s biological gender

### **Where to Purchase**

Designated uniform items may be purchased from the school’s approved uniform providers:

- Dennis Uniform, 6322 College Blvd, Overland Park, KS 66211. [www.dennisuniform.com](http://www.dennisuniform.com)
- Land’s End, [www.landsend.com](http://www.landsend.com), 1-800-469-2222, Preferred School #: 9000-2700-4

## **SPECIAL DRESS DAYS**

### **Spiritwear Days**

Students may wear spiritwear items on “top” with uniform bottoms and shoes, or blue or black jeans and athletic shoes. Grammar School students only may wear uniform or blue jean shorts with their spiritwear or Serve Day shirts.

Spiritwear should be the outermost layer of the ensemble. If it is too cool for a short-sleeve t-shirt, a long-sleeve shirt of the same color may be worn underneath a t-shirt. Only spiritwear crewneck or hoodie sweatshirts, or WA logoed athletic jackets may be worn on spiritwear days. Hats may not be worn indoors.

### **Tournament Days**

After a significant placement in a tournament or competition, team members may be permitted to wear their team jerseys with jeans and athletic shoes. This is not a spiritwear day, and is open only to team members.

### **WA Event Days**

WA event wear will be permitted to honor our students’ participation in Serve Day, House events, debate, soccer camp, athletic championships, the MCAA league, Student Council, Shakespeare, Antigone and the like.

## EMERGENCY DRILLS

Periodically throughout the year we conduct fire, tornado, and lockdown/active-shooter drills in order to train for emergency situations.

## FOOD AND GUM

In an effort to keep our rooms clean and our students focusing on their lessons, no food, or drink other than water, is permitted in the classrooms, multi-purpose room, and auditorium. Food and/or drink may be permitted by teachers in their classroom.

Chewing of gum is not permitted anywhere on campus at any time.

## ILLNESS AND INJURY

In the event of illness occurring while a student is at school, the classroom teacher is authorized to make the final judgment as to whether a child is too ill to continue participating in classroom activities and thus remain at school.

A child who exhibits a fever or experiences vomiting or diarrhea must remain home from school for at least 24 hours following the incident.

Minor abrasions or nosebleeds will be treated at school without immediate parental notification, however parents will be immediately informed of anything of a more serious nature.

## LEAVING SCHOOL

If a student has to leave during the school day, the office requires a note or phone call from a parent.

Students (including athletes *and* fans) leaving campus during the normal school day will sign out in the office when leaving and sign in upon returning. Failure to do so is a Major School Rule violation.

Students who provide their own transportation to and from school need not be accompanied by a parent or guardian if leaving campus during the school day. Other students must be accompanied by a parent, guardian or other authorized individual.

Students should be picked up or leave campus promptly at dismissal. Grammar School students who are not picked up by dismissal will be placed in Aftercare supervision and charged for the service. Supervision is not provided for grades 7-12 after 3:30 p.m. Upper School students should be picked up using the cafeteria entrance after 3:30 p.m.

## LIBRARY

Whitefield maintains a library for use by students. Books will be checked out to students who are responsible for their return. Lost or damaged books will be charged to the family account.

## LOCKER ROOMS AND RESTROOMS

Because of our belief in how God has made us (Psalm 139:13-14), students may use only the locker rooms, changing areas, restrooms, etc., associated with their biological gender. Failure to do so comprises a Major School Rule violation (See p.8).

## LOCKERS

Dialectic and Rhetoric School students are assigned lockers at the start of each school year. If a student elects to use a combination lock the office must be notified of the combination. Other locks are not permitted. Because the school rents out its facilities on the weekend, students are advised to secure their lockers or remove valuable items at the end of each school day. The school is not responsible for items stored in lockers or left on school grounds.

## LOST AND FOUND

The school maintains a lost and found for unattended items. It is the student or parent's responsibility to check for missing items. Items left unclaimed for a few weeks are donated to charity or disposed of.

## MARKETING AND BRANDING

Designs for group or team clothing, or spiritwear must be approved by the Headmaster or Marketing Director.

## MISSION AND CULTURAL TRIPS

Since the school's founding we have believed it important for our students to engage the world spiritually, intellectually, missionally, and culturally. To this end, each spring, students in the Dialectic and Rhetoric Schools take a full week from their formal studies to embark on mission and cultural trips.

The mission trips in grades seven, nine and eleven are designed to build empathy among students for those less fortunate than themselves, taking them into often unfamiliar environments where they learn to serve the

physical and spiritual needs of families and their children. These trips are planned in conjunction with established Christian organizations that provide on-the-ground leadership and hospitality, and ensure that our students enjoy a safe and productive excursion.

While all destinations are reviewed annually to ensure they meet our goals, historically...

- Seventh graders serve at the Show Me Christian Youth Home, LaMonte, Missouri
- Ninth graders have completed leadership training and service to the underserved in rural Kentucky and in the Ozarks.
- Eleventh graders have co-labored with Trinidad and Tobago Urban Ministry in Trinidad, and with Global Orphan Project in Haiti.

The cultural trips in grades eight, ten, and twelve are designed to immerse students in the history and culture of our nation as they visit their destination cities. Specifics of each trip are geared to their curriculum, and while students have a wonderful and energizing time, they are also responsible to demonstrate engagement and understanding.

- Eighth graders visit Chicago
- Tenth graders visit New York City
- Twelfth graders select either Washington DC, New England, or another approved destination

Details of the mission and cultural trips are provided at the beginning of the school year and are then available from the school office. A faculty member acts as Trip Director for each trip and is helped by parent chaperones. Students and parents are also expected to be involved in trip planning.

## PHONE CALLS / CONTACTING STUDENTS

There are no public phones available for student use. Students who need to make an emergency phone call home during the school day may request to do so from the school office.

Parents wishing to contact or get a message to a student during the school day, should contact the school office via email or school phone. Students will be in violation of school rules if they check their phones during the day (see "Technology Use," p.33).

## RECESS

The playground is used as often as weather permits, even on cold days, to provide children with fresh air, sunshine and room to run. Students should be provided with suitable clothing layers and footwear (hats, gloves, coats, boots) to allow them to participate in outdoor recess.

## SCHOOL SUPPLIES

Most basic supplies are provided for Grammar School students at the beginning of the school year. A list of items to be purchased by the family will be distributed by August 1. Please ensure that additional suggested supplies are available for your child. Students are responsible for maintaining provided supplies, and if lost or damaged, parents are responsible their replacement.

## SERVICE HOURS

Understanding Scripture's admonition to take care of widows and orphans, and by extension all who are in need of Christian compassion, Upper School Whitefieldians are encouraged, but not required, to volunteer their time and talents for the betterment of their community and for the glory of God. (James 1:27; 1 Peter 4:10; Gal. 6:10; Acts 20:35)

While some colleges do look at volunteer service hours in considering applicants, what colleges most look for is passionate and creative service. Whatever is done outside of the classroom, the Scripture's admonition, "Whatever you do, work heartily, as for the Lord and not for men" should be followed. (See Col 3:23-24) Colleges are more interested in a high level of engagement or leadership in one project than hundreds of hours in many different ones. Students should find something that interests them, something they care deeply about, and pursue that.

Volunteer service may be provided to a church, the public, nonprofit agencies, civic, charitable, and governmental organizations, in school as tutors, and by taking part in projects around the school campus.

Students who wish to have their service hours noted on their transcripts should submit their completed and signed Service Hour Log Sheets (available from the school office) to the school office no later than the last day of the school year.

## SPORTS AND EXTRA-CURRICULAR ACTIVITIES

### Extra-curricular Activities

Whitefield offers voluntary extra-curricular activities for grades 7 - 12 intended for enrichment beyond the normal academic activities. These activities generally occur outside of regularly scheduled class time.

- Extra-curricular activities do not take priority over the academic program.
- Participation requires written parental permission.
- Participating students must maintain a GPA of 2.0 or above.
- Most costs are included in the annual fees. Items such as extra equipment, uniforms, t-shirts, or special travel may not be covered.

### Athletic Programs

Whitefield believes that our primary purpose is to provide a Christ-honoring academic environment for learning. Extra-curricular activities such as athletics can be a good method to teach positive values to students. The following are the key lessons to be learned through the athletic programs at Whitefield:

- Conditioning - Our bodies belong to God (I Cor. 6:19-20). Athletic programs provide a fun way for students to work hard to keep their bodies in condition.
- Competition - The apostle Paul compares the physical exertion of running a race to win with the spiritual race (I Cor. 9:24). Competition promotes the positive attributes of hard work, discipline and accomplishing a goal.
- Cooperation - Working well with others is important in every area of life, whether it is family, work, or friends. Athletics promotes the concept of looking out for the interest of others ahead of your own (Phil. 2:4).
- Character – Athletics teaches key lessons such as how to win well, and how to lose well. Having a good attitude when the call goes the wrong way, treating the opponents and officials with respect, not show-boating, not bragging, are all lessons to be learned, and attitudes to be expected (Col. 1:10).
- Christ-Honoring - The goal of all that we do should be to learn to be more like Christ and to give Him glory (I Cor. 10:31).

Organized athletics are offered for students 7th grade and up. Sixth grade students have the opportunity to try out for the middle school teams.

Teams organized at the junior varsity level will be primarily instructional. All students that want to be involved will be allowed on the teams, there will be no “cuts”. Coaches will make a concentrated effort to let all students participate. Students should have the goal to win each game; however, winning will not take precedence over allowing every student the opportunity to be involved.

Teams organized for the varsity level will be approached on a more competitive basis. Coaches will determine the appropriate number of players for each team and will set up tryouts, if necessary, to field the best possible team. Coaches and players will approach each game on a competitive basis and coaches will not be expected to give each student equal playing time.

Coaches and assistant coaches for all teams will be approved by the Athletic Director. Coaches who are not teachers or parents will be interviewed by the Headmaster.

In addition to teaching the skills of the sport, coaches at all levels and on each team, will emphasize the key five lessons discussed above.

### Sports Offered

- Fall: Girls Volleyball, Boys Soccer
- Winter: Girls and Boys Basketball
- Spring: Girls Soccer, Boys Volleyball

Students participating in both a sport and an extra-curricular activity will designate one as their major activity and the other as their minor. In the event of a scheduling conflict the major activity will take precedence, unless the conflict is a minor activity tournament conflicting with a major activity's scheduled non-tournament event. This policy does not apply to Shakespeare and Antigone when special arrangements will be made.

An athletic handbook detailing scheduling, uniform check-out, eligibility, volunteer participation, and conduct will be distributed to each athlete and may be obtained from the Athletic Director.

### Extra-curricular Activities Offered

- Debate, choir, newspaper, yearbook, and Shakespeare



## SPORTSMANSHIP

Whitefieldians (students, staff, and parents) respect and applaud the efforts and accomplishments of others—even our closest competitive rivals—and do nothing to demean them. We respect our referees and their judgment and are considerate of the facilities we use.

## TECHNOLOGY USE

Our use of technology is intended to dignify all persons, aide in the cultivation of community, and help to reach curricular goals. Technology use is not a private matter, but a public and community one, and its use must be in keeping with the school's mission, vision, values, and biblical ethical standards.

Grammar School students are generally not permitted to bring electronic devices to school, with the exception of 6<sup>th</sup> grade students participating in school-sponsored sports who may bring a phone.

### Cell Phones

Cell phones must be kept turned off (not merely silenced) in student lockers or backpacks anytime a student is on campus including before and after school hours—with one exception: after the final bell, students may use their phones while at their locker to deal with pickup and other like issues. Cell phones may not be carried in pockets.

If a device is heard or seen to be on during the school day, it will be confiscated. The student may retrieve the device from the Headmaster at the close of the school day. Continued violation of these rules may result in the longer, or even permanent, confiscation of the device.

### Smart Watches

Students may not wear “smart watches” while at school. A “smart watch” is defined as “a wearable computerized wristwatch with functionality enhanced beyond timekeeping that is capable of sending and receiving manually imputed data wirelessly.” By this definition, dedicated fitness tracker devices are not considered smartwatches.

### Ear-Buds and Headphones

The use of ear-buds or headphones in the company of others tends to encourage social isolation and discourage healthy conversation and socialization. Because of this, neither may be used while a student is on campus including before and after school hours, or while on a field trip during school hours. If seen, they will be confiscated and returned at the end of the week.

## Computing Devices for Personal Study

The use of an electronic device such as a smartphone, tablet, or laptop computer to enhance personal study in the Dialectic and Rhetoric School classroom is at the discretion of the classroom teacher. Ear-buds or headphones may be used only if required to listen to material needed for coursework, and only with teacher permission for each specific occasion.

The school has a limited number of Chromebooks available for student use on campus. Typical usage is for research and writing papers. Upper school students are assigned a unique login and password.

The school provides students access to its computer network for educational purposes, including restricted access to the Internet for research associated with their courses of study. All access to the Internet is filtered and monitored using network equipment designed to prevent access to unsuitable Internet content. This protection system undergoes continuous review and modification to accommodate the ever-changing nature of the World Wide Web.

The school is not able to guarantee that a student will never be able to access inappropriate Internet content, particularly if that student makes intentional, determined, and sustained attempts to do so.

To ensure that computers and the Internet are used in a proper manner, the administration and staff have the authority to monitor all aspects of computer usage which occurs within the school facility.

Students requiring access to the school **Wi-Fi network** to access the Internet for school related purposes should request their teacher to enter the code into their device.

### Internet Use Guidelines

Students are permitted to access the Internet at school only with the permission of a classroom teacher and under that teacher's supervision. Whitefield Academy's networks are to be used in a responsible, efficient and legal manner and use must be in support of our educational objectives.

Users will abide by network etiquette rules, such as:

- Being polite
- Using appropriate language
- Guarding the security of personal information
- Being aware and considerate of other users

Whitefield Academy's Seven Major School Rules (p.8) also apply to online behavior. The following is a non-exhaustive list of irresponsible or inappropriate, and thus prohibited, behavior:

- Divulging Wi-Fi access passwords
- Violating copyright laws or transmission of any material in violation of federal or state law
- Giving personal information, e.g. complete name, phone number, address, credit card, driver license, or social security numbers, or identifiable photo, unless with specific permission from a teacher, parent or guardian
- Posting visual images taken on school property or school events without school permission
- Forwarding personal communications without the author's prior consent
- Using, viewing or sending threatening, obscene, vulgar, or insulting material, images, or text
- Damaging or modifying computers, computer systems or computer networks

- Using others' passwords, or trespassing in others' folders, work or files
- Using the network for political or commercial purposes, financial gain, or fraud

## TEXTBOOKS

Whitefield utilizes a book rental program for a large portion of our curriculum. Students are responsible for all textbooks assigned to them and must pay for them if they are lost or damaged. Certain books will become property of the students at the conclusion of the school year. Dialectic and Rhetoric School students' fees cover the purchase of their Great Books to use and to include in their personal library.

On the following pages are listed the Scripture texts referenced throughout the handbook. They are printed in the English Standard Version (ESV).

## PAGE 9

**Psalm 111:10** The fear of the LORD is the beginning of wisdom; all those who practice it have a good understanding. His praise endures forever!

**Proverbs 1:7** The fear of the LORD is the beginning of knowledge; fools despise wisdom and instruction.

**Proverbs 9:10** The fear of the Lord is the beginning of wisdom, and the knowledge of the Holy One is insight.

**Proverbs 8:13** The fear of the Lord is hatred of evil. Pride and arrogance and the way of evil and perverted speech I hate.

**II Timothy 3:16-17** All Scripture is breathed out by God and profitable for teaching, for reproof, for correction, and for training in righteousness, that the man of God may be complete, equipped for every good work.

**Matthew 22:37-40** And he said to him, “You shall love the Lord your God with all your heart and with all your soul and with all your mind. This is the great and first commandment. And a second is like it: You shall love your neighbor as yourself. On these two commandments depend all the Law and the Prophets.”

**Matthew 28:18-20** And Jesus came and said to them, “All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age.”

## PAGE 10

**Proverbs 1:7** The fear of the Lord is the beginning of knowledge; fools despise wisdom and instruction.

**Proverbs 9:9** Give instruction to a wise man, and he will be still wiser; teach a righteous man, and he will increase in learning.

**Proverbs 22:17-21** Incline your ear, and hear the words of the wise, and apply your heart to my knowledge, for it will be pleasant if you keep them within you, if all of them are ready on your lips. That your trust may be in the Lord, I have made them known to you today, even to you. Have I not written for you thirty sayings of counsel and knowledge, to

make you know what is right and true, that you may give a true answer to those who sent you?

**Proverbs 3:13** Blessed is the one who finds wisdom, and the one who gets understanding,

**Proverbs 4:6-7** Do not forsake her, and she will keep you; love her, and she will guard you. The beginning of wisdom is this: Get wisdom, and whatever you get, get insight.

**I Corinthians 1:30** And because of him you are in Christ Jesus, who became to us wisdom from God, righteousness and sanctification and redemption,

**Colossians 2:2-3** that their hearts may be encouraged, being knit together in love, to reach all the riches of full assurance of understanding and the knowledge of God’s mystery, which is Christ, in whom are hidden all the treasures of wisdom and knowledge.

**James 3:17** But the wisdom from above is first pure, then peaceable, gentle, open to reason, full of mercy and good fruits, impartial and sincere.

## PAGE 12

**Ephesians 4:29-32** Let no corrupting talk come out of your mouths, but only such as is good for building up, as fits the occasion, that it may give grace to those who hear. And do not grieve the Holy Spirit of God, by whom you were sealed for the day of redemption. Let all bitterness and wrath and anger and clamor and slander be put away from you, along with all malice. Be kind to one another, tenderhearted, forgiving one another, as God in Christ forgave you.

**Genesis 1:26-27** Then God said, “Let us make man in our image, after our likeness. And let them have dominion over the fish of the sea and over the birds of the heavens and over the livestock and over all the earth and over every creeping thing that creeps on the earth.” So God created man in his own image, in the image of God he created him; male and female he created them.

**Genesis 2:24** Therefore a man shall leave his father and his mother and hold fast to his wife, and they shall become one flesh.

**Mark 10:6-8** But from the beginning of creation, ‘God made them male and female.’ ‘Therefore a man shall leave his father and mother and hold fast to his wife, and the two shall become one flesh.’ So they are no longer two but one flesh.

**Ephesians 5:25-33** Husbands, love your wives, as Christ loved the church and gave himself up for her, that he might sanctify her, having cleansed her by the washing of water with the word, so that he might present the church to himself in splendor, without spot or wrinkle or any such thing, that she might be holy and without blemish. In the same way husbands should love their wives as their own bodies. He who loves his wife loves himself. For no one ever hated his own flesh, but nourishes and cherishes it, just as Christ does the church, because we are members of his body. "Therefore a man shall leave his father and mother and hold fast to his wife, and the two shall become one flesh." This mystery is profound, and I am saying that it refers to Christ and the church. However, let each one of you love his wife as himself, and let the wife see that she respects her husband.

**1 Corinthians 6:18-20** Flee from sexual immorality. Every other sin a person commits is outside the body, but the sexually immoral person sins against his own body. Or do you not know that your body is a temple of the Holy Spirit within you, whom you have from God? You are not your own, for you were bought with a price. So glorify God in your body.

**Deuteronomy 22:5** A woman shall not wear a man's garment, nor shall a man put on a woman's cloak, for whoever does these things is an abomination to the LORD your God.

**1 Thessalonians 4:1-12** Finally, then, brothers, we ask and urge you in the Lord Jesus, that as you received from us how you ought to walk and to please God, just as you are doing, that you do so more and more. For you know what instructions we gave you through the Lord Jesus. For this is the will of God, your sanctification: that you abstain from sexual immorality; that each one of you know how to control his own body in holiness and honor, not in the passion of lust like the Gentiles who do not know God; that no one transgress and wrong his brother in this matter, because the Lord is an avenger in all these things, as we told you beforehand and solemnly warned you. For God has not called us for impurity, but in holiness. Therefore whoever disregards this, disregards not man but God, who gives his Holy Spirit to you.

Now concerning brotherly love you have no need for anyone to write to you, for you yourselves have been taught by God to love one another, for that indeed is what you are doing to all the brothers throughout Macedonia. But we urge you, brothers, to do this more and more, and to aspire to live quietly, and to mind your own affairs, and to work with your hands, as we instructed you, so that you may walk properly before outsiders and be dependent on no one.

**1 John 1:5-10** This is the message we have heard from him and proclaim to you, that God is light, and in him is no darkness at all. If we say we have fellowship with him while we walk in darkness, we lie and do not practice the truth. But if we walk in the light, as he is in the light, we have fellowship with one another, and the blood of Jesus his Son cleanses us from all sin. If we say we have no sin, we deceive ourselves, and the truth is not in us. If we confess our sins, he is faithful and just to forgive us our sins and to cleanse us from all unrighteousness. If we say we have not sinned, we make him a liar, and his word is not in us.

## PAGE 13

**Revelation 4:11** "Worthy are you, our Lord and God, to receive glory and honor and power, for you created all things, and by your will they existed and were created."

**1 Timothy 4:12** Let no one despise you for your youth, but set the believers an example in speech, in conduct, in love, in faith, in purity.

## PAGE 15

**Proverbs 22:6** Train up a child in the way he should go; even when he is old he will not depart from it.

**Matthew 18:15-17** "If your brother sins against you, go and tell him his fault, between you and him alone. If he listens to you, you have gained your brother. But if he does not listen, take one or two others along with you, that every charge may be established by the evidence of two or three witnesses. If he refuses to listen to them, tell it to the church. And if he refuses to listen even to the church, let him be to you as a Gentile and a tax collector.

## PAGE 16

**Matthew 18:15-20** "If your brother sins against you, go and tell him his fault, between you and him alone. If he listens to you, you have gained your brother. But if he does not listen, take one or two others along with you, that every charge may be established by the evidence of two or three witnesses. If he refuses to listen to them, tell it to the church. And if he refuses to listen even to the church, let him be to you as a Gentile and a tax collector. Truly, I say to you, whatever you bind on earth shall be bound in heaven, and whatever you loose on earth shall be loosed in heaven. Again I say to you, if two of you agree on earth about anything they ask, it will be done for them by my Father in heaven. For where two or three are gathered in my name, there am I among them."

## PAGE 20

**Proverbs 9:10** The fear of the Lord is the beginning of wisdom, and the knowledge of the Holy One is insight.

## PAGE 23

**2 Timothy 3:14-17** But as for you, continue in what you have learned and have firmly believed, knowing from whom you learned it and how from childhood you have been acquainted with the sacred writings, which are able to make you wise for salvation through faith in Christ Jesus. All Scripture is breathed out by God and profitable for teaching, for reproof, for correction, and for training in righteousness, that the man of God may be complete, equipped for every good work.

## PAGE 24

**Philippians 4:8** Finally, brothers, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is commendable, if there is any excellence, if there is anything worthy of praise, think about these things.

## PAGE 30

**Psalms 139:13-14** For you formed my inward parts; you knitted me together in my mother's womb. I praise you, for I am fearfully and wonderfully made. Wonderful are your works; my soul knows it very well.

## PAGE 31

**James 1:27** Religion that is pure and undefiled before God, the Father, is this: to visit orphans and widows in their affliction, and to keep oneself unstained from the world.

**1 Peter 4:10** As each has received a gift, use it to serve one another, as good stewards of God's varied grace:

**Galatians 6:10** So then, as we have opportunity, let us do good to everyone, and especially to those who are of the household of faith.

**Acts 20:35** In all things I have shown you that by working hard in this way we must help the weak and remember the words of the Lord Jesus, how he himself said, 'It is more blessed to give than to receive.'

**Colossians 3:23-24** Whatever you do, work heartily, as for the Lord and not for men, knowing that from the Lord you will receive the inheritance as your reward. You are serving the Lord Christ.

## PAGE 32

**1 Corinthians 6:19-20** Or do you not know that your body is a temple of the Holy Spirit within you, whom you have from God? You are not your own, for you were bought with a price. So glorify God in your body.

**1 Corinthians 9:24** Do you not know that in a race all the runners run, but only one receives the prize? So run that you may obtain it.

**Philippians 2:4** Let each of you look not only to his own interests, but also to the interests of others.

**Colossians 1:10** so as to walk in a manner worthy of the Lord, fully pleasing to him, bearing fruit in every good work and increasing in the knowledge of God.

**1 Corinthians 10:31** So, whether you eat or drink, or whatever you do, do all to the glory of God.



## Copy Agreement for Students in Grades 7 through 12

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**Please read the following statements, sign below to indicate your agreement, and return to the office.**

I hereby affirm that I have read the *Parent and Student Handbook*. I certify that I consent to and will submit to all governing policies of the school, including all applicable policies in the *Parent and Student Handbook*.

I understand that the standards of the school do not tolerate profanity, obscenity in word or action, dishonor to the Holy Trinity and the Word of God, disrespect to the personnel of the school, or continued disobedience to the established policies of the school.

I understand that admission to the school is a privilege, not a right, and that any behavior, either on or off campus, which is not consistent with the school's standards could result in the loss of that privilege.

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date



## Agreement for Students in Grades 7 through 12

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\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

Please remove this page from handbook, sign it, and return it to the office.