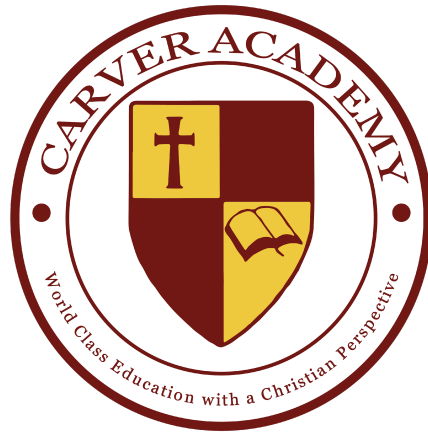


Carver Academy



Parent Handbook

**Academic Year
2022 - 2023**

**We Offer Excellent Academics
in a Caring, Christian Environment**

Our Promise to You

We know that nothing is more important to you than your children, and we are honored that you have chosen Carver Academy. We are delighted to partner with you as you follow the Biblical mandate to "train up a child in the way he should go." Proverbs 22:6.

The teachers and staff of Carver Academy promise to consistently strive for excellence in character and education. Please take a few moments to familiarize yourself with our policies and procedures to ensure a smooth transition for you and your child.

Carver Academy is a ministry of



Statement of Faith

We believe in:

1. The inspiration of the Bible, the only Word of God, inspired in all its parts and without error in its original.
2. The one God, Father, Son, and Holy Spirit, who exist eternally in relationship with one another, who created man by a direct, immediate act.
3. The eternal pre-existence, deity, incarnation, virgin birth, perfection, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of the Lord Jesus Christ.
4. The fall of man, the need of regeneration by the operation of the Holy Spirit on the basis of grace alone through faith alone, and the resurrection of all to either eternal life with God, or eternal separation from God.
5. The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, and witnessing of His saving grace through the ministry of the Holy Spirit.

Admissions

Carver Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship program, athletic and other school administered programs. Final admissions decisions are made after the entire application process is complete and is at the complete discretion of the administration of Carver Academy.

Since the goal of Carver Academy is to provide a “world class education with a Christian perspective”, at least one parent of admitted students must be a born again follower of Jesus and in regular attendance at a local church of like faith. This ensures that the parent and the school are united in the pursuit of Christian character and academic excellence for their children.

Carver Academy is a Bible-believing institution providing education in a distinctly Christian environment, and it believes that its biblical role is to work in conjunction with the home to mold students to be Christ-like. On those occasions in which the atmosphere or conduct within a particular home is counter to or in opposition to the biblical lifestyle, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.

Since our goal is to provide the finest education possible for all students, Carver Academy is unable to provide quality educational experiences for children with severe learning disabilities, serious emotional or social problems, or severe physical handicaps. Careful consideration is given to each applicant to make certain the program is a good match for the applicant's needs.

Because of our advanced curriculum, prospective students may be required to take an entrance exam to determine grade placement. Final grade placement is at the discretion of the administration.

A student must be 5 years old by December 31st to be eligible for our Kindergarten Program. A student must be 6 years old to be eligible for our First Grade Program.

Admission is complete upon receipt of completed Enrollment Application, Registration Fee, completed Health Assessment Form with Immunization Record, and enrollment in automated withdrawal payment system (FACTS). The first month's tuition payment is due in August. Please see Tuition Schedule included in enrollment packet or on website, CarverCT.org.

The Admissions decision will be communicated by written or electronic notification.

Book Fee

Textbooks are not to be written in, and should remain covered at all times. If a textbook is not usable for the following year the parent is responsible for full replacement cost.

***Please note, any tuition payment that is not made within one month of the due date will require the withdrawal of the student(s) until the account is made current.**

School Hours

7:00 am	Extended Care Opens
7:45 am	Academy Doors Open
8:00 am	Classes Begin
3:00 pm	Dismissal
5:25 pm	Extended Care Closes

Early Dismissal days 12:00 pm (no extended care)

Extended Care closes 5:25 pm

(\$1 charge per minute late)

Cancellations

In the event of inclement weather, Carver Academy will follow the Meriden Public Schools System for information of closings, delays, or early dismissals. Parents should monitor their preferred local news station (or sign up for text alerts) for closings or delays. Parents will be notified if the school will be closing early due to dangerous weather. Please keep your personal information up to date in case of an emergency.

Attendance Policies

Regular attendance is of utmost importance to your child's academic progress. If your child is unexpectedly unable to attend school, please call the school office or send a Jupiter message by 8:00 AM to notify us. If your child will need to be released early from school, please send in a note or Jupiter message to the teacher including the time of pick up, the reason for early dismissal, and the name of the authorized person with whom he/she will be going.

When students are chronically absent, the teacher must take extra time out of the school day to administer make-up tests and quizzes as well as to tutor the students and catch them up on their work. This takes time away from other students who need the attention. Tardy students disrupt the flow of learning in the classroom when they show up late to school.

Tardies

Any student who arrives at school after 8:15AM will be considered tardy. A tardy is considered excused for doctor appointments (with written documentation from doctor at time of drop off) and inclement weather only. All other tardies are considered unexcused. Upon five unexcused tardies, a parent meeting with the Principal will be scheduled.

Absences

- Any student who arrives later than 11:00 am will be considered absent for that day without a doctor's note.
- Parents should note that classwork and homework missed during an absence is due to the classroom teacher upon the student's return to school.
- *A student who is absent more than 20 days in a school year may be referred for truancy to the State of Connecticut.*
- *Excused Absences* - Absences are considered excused by written parent note for medical appointments, illnesses, extenuating circumstances, or bereavement.
- *Unexcused Absences* - Absences are considered unexcused for reasons other than those listed above.

Vacations

Parents planning vacations during school days should secure work in advance and ensure its completion during the absence.

Lunch / Parties

Parents should provide nutritious lunch, drink, and snacks for their children each day. Children will have a mid-morning snack break. They will finish the remainder of their food at lunch time. Birthdays are encouraged to be celebrated and should be coordinated with your student's teacher. Parents are asked to supply the treat for celebrating.

Health Policies

Carver Academy is in compliance with Connecticut State Law regarding physicals and immunizations. Physical Assessments are required upon entrance to our school.

Illness and Injury

Any student who is injured or becomes ill during school or Extended Care hours will be sent to the office and a parent will be notified immediately. Students with vomiting, excessive diarrhea, or with a fever over 100.1 degrees will have parents contacted to pick them up as soon as possible.

In the case of an emergency, emergency services will be notified. A staff member will accompany the child in the ambulance to a local hospital.

Students should not be sent to school within **24 hours** of a fever (temperature over 100.1 degrees Fahrenheit **without medication**) or vomiting.

Medication Policy

Please do not send any medication in with your child unless you have received approval from the Administrator, and all necessary forms are on file. Teachers are not permitted to administer medication other than those prescribed for a chronic condition such as inhalers and epi-pens.

Dress Code

Students must come to school dressed according to the dress code (found on CarverCT.org). Students out of compliance will need a parent to bring in the appropriate clothing. On P.E. days, students may wear their uniforms or their official Carver P.E. attire. The only hoodies students may wear are Carver Academy PE Uniform hoodies.

Standards of Conduct and Discipline Policy

The Carver Academy community holds scholarly pursuit and personal ethics in highest regard, as reflected in God's word, "Whatever you do, work at it with all your heart, as working for the Lord" (Col. 3:23). To this end, we seek to instill a sense of personal integrity in all areas of life by fostering moral and ethical values in a climate of mutual respect.

A sense of the need for spiritual growth in our students has led Carver Academy to adopt the following standards which are based upon biblical principles and are conducive to the spiritual growth and development of young people. In addition, a well-ordered and loving environment is critical to maximize biblical and academic learning for all students. Students are expected to abide by the following standards throughout their enrollment at Carver Academy.

Carver Academy students will:

1. Maintain Christian standards in respect, courtesy, kindness, and morality toward teachers and other students.
2. Avoid swearing and indecent language, sharing inappropriate online or media content, possession of weapons of all types, and promoting any lifestyle contrary to Scripture.
3. Refrain from harassment, gossip, fighting, violence, or threats of any kind, regardless of provocation. Refrain from disruptive behavior in the classroom.

Loss of Privilege -- When a child isn't following the classroom expectations for an activity or use of a material, he may temporarily lose the privilege of participating in that activity.

Break it, Fix it -- If a student breaks or spills something, they will fix it or clean it up. Making amends gives children a chance to face up to and fix their mistakes. For example, if a child spills her lunch tray, the consequence is that she cleans up the mess.

Time-out -- The purpose of taking a short break is for the child to regroup mentally and emotionally as a way of regaining self-control. The teacher will ask the student to "take a break". The student will quietly go to the designated "break" spot to take the time to reflect and get back on track before they return to the class. A student unable to regroup in the classroom will be sent to the Principal's office and parents will be notified.

Students found to be out of compliance or harmony with Carver Academy's Standards of Conduct on a consistent basis will be subject to any or all of the following, depending on the severity of the offense: Verbal warning, parent contact and behavioral log in permanent record, suspension, or administrative withdrawal.

Teaching Children Conflict Resolution Skills

Adults deal with conflict every day, and students need to learn the important skills of conflict resolution at a young age. When a student has a conflict with another student, we encourage them to try to work it out on their own before approaching a teacher. This develops the necessary skills for development into competent adults who can handle adversity in the real world.

Bullying

Bullying of any kind is not tolerated at Carver Academy. StopBullying.gov defines bullying as involving an *imbalance of power* and *repetition*. Making a mean or rude comment is not bullying and students are encouraged to approach other students and kindly ask them to stop. When it becomes repeated over time, students are encouraged to approach a teacher about it and the school will follow up with a parent meeting if it is determined that bullying is occurring.

Academic Policies

At Carver Academy, excellence in academics is held in very high regard. This is why we have chosen Abeka and Bob Jones as our primary curricula, the very best in Christian Academic Training. Students struggling academically in one or more areas may be recommended to move down a grade level in a particular class.

Report Cards will be issued every nine weeks; however, parents will be kept informed of academic progress all throughout the year through our Jupiter Ed online system.

Percentage

A+ 98-100

A 93-97 Excellent

A- 90-92

B+ 88-89

B 83-87 Average

B- 80-82

C+ 78-79

C 73-77 Fair

C- 70-72

D+ 68-69

D 63-67 Below Average

D- 60-62

F 0-59 Fail

High Honors: Students earning a grade point average of 3.7 or higher.

Honor Roll: Students earning a grade point average of 3.0 or higher.