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# Tapping into Attitude Potential Spirit

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## Parent – Student Agreement

**Conduct** – TCA will not tolerate disciplinary problems, should such problems arise:

1. Parent / guardian will be responsible for coming and picking up the student, immediately.

2. A disciplinary meeting will be called with both the Family and the Board to discuss if the student is suited for TCA.

**Discipline** – TCA uses a Merit and Demerit system and includes a color based chart for the Foundation class.

Merits – are earned for model behavior.

Demerits – are earned for undesirable behavior.

Foundation class – Behavior color chart is sent home each day to be signed by parent

1<sup>st</sup>-12<sup>th</sup> -3 strikes you're out

4 demerits earned in one day will result in a 15 minute detention during recess or lunch (depending on class) that day or the following school day, (dependant on time of day.)

5 demerits earned in one day will result in a 30 minute detention during recess or lunch (depending on class) that day or the following school day, (dependant on time of day.)

\*All offenses are NOT of equal value. Example, talking during class may result in 1 demerit while horse playing may result in more than one demerit per teacher discretion.

**THINK BEFORE YOU ACT!** Repeated Behavior that is disrespectful, defiant or confrontational will result in immediate action, pick-up of student will be required.

**Depending on nature and severity of student behavior / action:**

Suspension – A temporary prohibition or exclusion from attending school and school activities.

Expulsion – Dismissal of student for the remainder of the year

**Video / Recordings** - For safety purposes, video and audio recordings may be used to monitor student behavior, in common areas. Students will not be told when the equipment is being used. The school administrator will review the video / audio recordings and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

**Attendance** – TCA supports family activities, up to 5 absences will be excused. Letter from parent must be submitted to office upon return to school. Unexcused absences are limited to 3 per school year.

STUDENT MUST REMAIN ON TRACK AT ALL TIMES TO MEET THEIR WORK GOALS.

**Sickness** – Student should not return to school until they are BOTH FEVER FREE & SYMPTOM FREE.

**Tardies** – School starts promptly at 8:15. If arriving after 8:15, enter side glass doors, parent MUST come in with student to check student in.

**Goals** – Self-paced through the school week. Goal check on Monday morning before school, students not current in work will be sent home. Work goals are set each day, week or testing cycle with the collaboration of student, teacher and parent Teachers will issue a syllabus. Testing dates are FIRM.

1. The student must take responsibility of his/her learning.

2. The student and parent are responsible for making sure work is completed on both scheduled school days and Home-school days (Fridays for older students)

3. It is imperative that these goals be met weekly in order to stay on track for completing work at years end.

4. Student in Junior and Senior classes may move ahead of their scheduled goals so long as performance does not drop.

5. If a student fails to meet his / her goals, they will not progress at steady rate to move forward to the next level of completion.

6. Students not completing their scheduled work for the year will not be eligible to apply for enrollment the next school year.

**Medication** – All medication must be checked in at the office before school.

**Prescription** medication, in the original, properly labeled container, provided by the parent, along with a written request

**Nonprescription** medication, in the original, properly labeled container, provided by the parent along with a written request.

**Herbal or dietary supplements** in the original, properly labeled container, provided by the parent along with a written request.

**Breathing Treatments** – will not be administered at school

*A student with **asthma** or severe allergic reaction (**anaphylaxis**) may be permitted to possess and use prescribed asthma or anaphylaxis medication at school or school-related events only if he or she has written authorization from his or her parent and a physician or other licensed health-care provider. The student must also demonstrate to his or her physician or health-care provider the ability to use the prescribed medication, including any device required to administer the medication. If the student has been prescribed asthma or anaphylaxis medication for use during the school day, the student and parents should discuss this with the school nurse or the principal.*

**Medicine can only be given 1 time through the school day. Should more frequent dosage be needed, student should remain at home until sickness is better controlled.**

**Physical Examination / Health screening** – Yearly health screening must be submitted that include both vision and hearing before the start of school. Many clinics perform screenings during the summer for a small fee or you can use your current practitioner.

**All technological devices** - (cell phones) are not to be used from the point of arrival to departure from school, unless permission has been granted by teacher.

**Characters** – no branded characters on ANY school attire, including jackets, shoes, back packs, folder, supply box, pencils, lunch kits, thermos...etc

**Dress Code** – Uniform, order through school webpage: [tapschristianacademy.org](http://tapschristianacademy.org) / **Grooming**

**Facts about wearing uniforms:**

Uniforms instill pride. When wearing uniforms, students feel they're part of something important and worthwhile. Uniforms foster school spirit and build unity. Rather than sorting themselves into cliques and groups through "fashion statements," students who wear uniforms can better see and appreciate one another as equals and come together more readily as a cohesive community. It is no wonder that studies show uniform programs can have a profound effect on student behavior:

**Monday / Tuesday** – regular uniform, white socks, closed toe shoe, tennis shoes are fine

**Wednesday** – Chapel Day

**Boys** – include belt, dress shoe or boot, shirts tucked in

**Girls** – include black flat shoe

**Thursday** - Spirit Day – Any TAPS t-shirt or Design your own TAPS spirit shirt.

Students may wear their school spirit t-shirt with BLUE DENIM jeans, capris, shorts, or skirt, \*fingertip length

\*Being out of Dress Code will result in 15 minute after school detention the following school day.

**Athletic / PE Shirts** – purchase through TAPS FB page

**Field Trip Shirts** – purchase through TAPS FB page

**Hair – Boy / Girl** - No extreme cuts, example: Mohawk. No extreme hair colors, natural hair colors only.

**Boy** – cut above collar, ear and eye when ALL hair is down. Faces are to be clean shaven

**Piercings / Gauges**

**Boys** – no piercings, no gauges

**Girls** – ears only, no more than one ear ring per ear. No gauges

**Food / drinks -**

**Lunches** – sack lunches only, nothing to be cooked, heated, or refrigerated.

**Thursday** - SNACK BAR / closed campus for lunch

**Snacks** – Nutritious snacks are permitted during morning break.

**Drinks** – students are encouraged to keep PURE water on their desk throughout the day.

Water must be kept in a closed container. Please do not send carbonated drinks to school.

**Visitors at school – General Visitors**

Parents and others are welcome to visit district schools. For the safety of those within the school And to avoid disruption of instructional time, all visitors must first report to the main office and must comply with all applicable district policies and procedures. When arriving on campus, all parents and other visitors should be prepared to show identification.

Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher and only so long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment. Even if the visit is approved prior to the visitor’s arrival, the individual must check in at the main office first.

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

**Drop off/ Pick up**-Traveling north on 770, Turn left at First St., turn right at Big Thicket St., turn right at Saratoga FBC. Drop off and pick up will be at the main entrance into the church. Students should not be dropped off before 8:00. Please be observant of this time as we have staff prayer before 8:00. Students should be picked up promptly at 2:45.

**Parking** – Family and student parking during school hours is located in the parking lot directly across the road from the front entrance of the church.

**Transportation** – Should someone other than those listed on student pick form be picking up student, Parent needs to send a letter and contact the office.

**Field trips** – Parent / guardian is responsible for transporting their child or get with other families as well as any fees associated with field trip. Some trips are “AWARD” trips and specific goals must be met in order to go.

**Emergency** – We will take any and all necessary actions in such situations.

Parents will be notified as soon as possible, per our school Emergency GROUPME app

Guardians ONLY will be added to emergency GROUPME app for notifications.

**Fire** – school body will meet at open field between church and corner store.

**Tornado** – school body will meet in down stairs hallway.

**Community Disturbance** – lock down

**Intruder** – ANY and ALL necessary actions will be taken for the safety of both students and staff.

**Student Accident** – will contact in order of emergency contact sheet

**Safety** – The safety of all students is always a priority. All doors are locked, Please call the office for entrance.

*I have read the “Parent – Student Agreement” in its entirety as well as understand all aspects included. I come into agreement with TAPS in making sure my student and I are abiding by this agreement..*

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

Student signature \_\_\_\_\_ Date \_\_\_\_\_