



CHILD & FAMILY HANDBOOK

2022-2023

KNOWLEDGE | CHARACTER | PURPOSE

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DOWNTOWN ACADEMY'S MISSION, VISION, AND VALUES

MISSION

Downtown Academy partners with parents to prepare the next generation of leaders.

VISION

Our vision is to see the children of Athens become the men and women who help our city and its people flourish.

VALUES

CHRIST-CENTERED ENCOURAGEMENT

We seek to encourage others with the same encouragement we have received from God in Jesus Christ.

CONSISTENT RELATIONSHIPS

We seek to build organic and authentic relationships that extend beyond the school day and year, demonstrating the consistent love that God has for us in Jesus Christ.

TEACHING EXCELLENCE

We seek to effectively teach and equip our learners with the knowledge and wisdom to live with meaning, purpose and joy.

INDIVIDUAL ATTENTION

We seek to understand each student's life circumstances and background to reach them with the specific support and encouragement they need.

LOVE IN WORD AND DEED

We seek to love others with integrity that is demonstrated by what we say and what we do.

SACRIFICIAL SERVICE

We seek to love and serve others genuinely from the heart, even when that service comes at a cost.

CONTINUOUS GROWTH

We seek to encourage each other to continuously grow into the men and women God desires us to be.

BIBLICAL WORLDVIEW

We seek to educate and equip others to apply the truth of the Bible to all areas of their lives.

STATEMENT OF FAITH

Downtown Academy is the outworking of the beliefs of the board, faculty, and staff in the following:

- I. The Bible, contained in the Old and New Testaments, is the Word of God, without error, and the supreme authority in all areas of life.
- II. The God of the Bible is the only true and living God. There are no others. God exists as the Trinity – God the Father, God the Son, and God the Holy Spirit.
- III. All people are created in the image of God, and as a result are worthy of dignity and respect. At creation, the first man and woman were without sin, in perfect relationship with God. However, the first man and woman were separated from a right relationship with God by their disobedience, which is known as sin. All people are now born sinful, and no one is acceptable to God by him/herself. Because all men and women are sinful, all deserve the penalty for sin, which is death.
- IV. Because of man's disobedience, a mediator is needed to restore the relationship between God and his people.
- V. Jesus Christ is the Son of God and is that very mediator, making it possible for his people to know God and to renew their relationship with him.
- VI. Jesus Christ, although God, was born of a virgin mother to become man. He performed miracles and lived a life of perfect obedience. Through his death, Christ became our substitute receiving the punishment we deserved and granted to us his own righteousness. As a result, by faith, our sins are forgiven and our relationship with God is restored.
- VII. Jesus Christ was raised from the dead, appeared to his disciples, and ascended into heaven. He lives and reigns over the world today as the King of Kings and shall return to judge all men at the final judgment. Through his resurrection, all believers have assurance of eternal life with him.
- VIII. Through the teaching and preaching of God's Word, the Holy Spirit calls people to renewed relationship with their heavenly Father. He does this by enabling them to recognize their need for forgiveness because of their sinful ways, to be sorrowful, to repent and to trust in Christ as their Savior. Salvation is possible by God's gift alone, and not by any effort on our part to please God.
- IX. Those who enter into a relationship with God become his children, are given the gift of the Holy Spirit, and receive as their inheritance eternal life in the Kingdom of God. As children of God, our primary purpose in this life is to glorify God and to enjoy him forever.

EDUCATIONAL PRIORITIES

CHRIST-CENTERED

Since God's truth is revealed in the scriptures as well as in all creation, the Christian worldview approach integrates the truth of scripture with learning in all subject matter.

EXCELLENCE

A Christ-centered education requires a commitment to excellence. We aspire to the highest standards of instructional effectiveness and promote the highest standards of academic achievement for each child.

RIGOROUS

Academic and character development should promote principled reasoning, a love of learning that brings glory to God, and an attitude of servant-leadership to become all that God calls us to be, whereby young men and women are developed to be leaders in the renewal of their communities and transformation of our city. Building this leadership capability requires an academically rigorous curriculum that develops knowledge, character, and a sense of purpose.

CHRIST-CENTERED EDUCATION

Downtown Academy is a Christ-centered school. Jesus Christ is the focus of who we are and what we do. This centrality around the person of Jesus impacts everything not just what we teach, but how we teach and in how individuals engage one another.

DIVERSITY

Downtown Academy makes every effort to engage our community across racial, cultural, and economic divides so as to celebrate and reflect the inherent diversity found in the Triune God of the Bible. We welcome students from non-Christian households and will promote reconciliation across societal boundaries. We wish to serve our students so as to equip them to grow to fully participate in societal transformation in both the present and the future.

INTEGRITY AND FAITH

All or teach or serve in leadership roles at Downtown Academy demonstrate a life transformed by the hope of the good news of the death and resurrection of Jesus, and are also committed to a local Gospel teaching church.

PARTNERSHIP WITH CAREGIVERS

Downtown Academy recognizes our role in our relationship with the caregivers of the children we serve as fundamentally supportive. We understand that the responsibility to educate any child rests with the parents or persons serving in the place of parents. As such, it is a deliberate partnership into which we enter with caregivers. Those taking on this vital role of parenting children at Downtown Academy are therefore expected to take on an integral role in the life of the school.

STUDENTS MUST BE PRESENT DAILY AND ON-TIME

Caregivers convey what they believe by what they do. Impress the importance of excellence in education with ensuring your children are present and on-time each day for school. Being on-time and ready each day sets the example for children and communicates that education is important.

TUITION AND FEES MUST BE PAID IN FULL AND ON-TIME

Tuition is due on the 1st and late after the 7th. Pay online with a credit card or at the front office with cash, check, or money order. Contact the front office if you anticipate that your payment may be late.

HOMEWORK MUST BE CHECKED FOR COMPLETION AND QUALITY

Have your child show you their work each night. Ensure it is done and done well. If an assignment is confusing, connect with a classmate to seek clarification before contacting the teacher. Checking homework is an excellent way to consistently communicate to your child the high expectations you have for their success.

PRESENT YOURSELF AND CHILDREN WITH A HIGH REGARD FOR EDUCATION

Caregivers should come to the school fully prepared to enter and improve the learning environment. Loud music and fast or reckless driving in the car line will not be tolerated. Adults' dress should be respectful of the learning environment and should present a positive example to the children. Smoking is not permitted on school grounds (even in car line).

Prepare your children each morning for a day that cultivates academic, emotional, and spiritual growth. Ensure children are growing more self-determined and responsible in their being fully and properly dressed for school and have all their materials necessary for a successful day.

ENGAGE RELATIONALLY

The Staff and Faculty at Downtown Academy are not just here for your children. We're here for you! Consider each and every one of us as a relational resource to you. When you have a question, ask! When you have a problem, let's talk! We desire to join you as a support in the ongoing growth of your children into the men and women God has called them to be.

SCHOOL CULTURE

Downtown Academy will accomplish its mission by working closely in partnership with families with the central focus on what is best for the children. We seek to develop a culture of love, kindness, and joy. We will promote a school-wide culture which fosters a love of learning, and in which meanness is not acceptable. Children will be called up to become the leaders we know they can be.

CURRICULUM

The curriculum of Downtown Academy has been selected to suit our children's particular learning needs. Our curricular emphasis is on building a strong base in reading and mathematics supplemented with science, history, art, physical education, music and Biblical studies. Our curricular objectives draw from the Georgia Standards of Excellence and are tailored to our children. A curriculum is the "tool of education." As any craftsman knows, the more effective the tool, the more efficient the work. Therefore, the carefully and prayerfully selected curricula our teachers use are some of the best tools available.

BACKGROUND INFORMATION

SCHOOL LOGO



SCHOOL COLORS

The Downtown Academy colors are red, black, and white. When designing anything for Downtown Academy, please refer to the school or Downtown Ministries office to make sure you are using the correct colors, as provided by our media standards. From the Pantone Color Matching System, we use Pantone 422 or in 4-color process, 100 magenta 70 yellow 10 black for our red. For our black, solid black. For web reproduction, #CC0000 for red, and #000000 for black. If you are not sure that you have the correct shade of red or the right dimensions, please bring your project to the Downtown Ministries Administrative Director for approval.

SCHOOL AFFILIATIONS

Georgia Accrediting Commission – Accredited
Association of Christian Schools International – Member School

DOWNTOWN FALCONS & DOWNTOWN MINISTRIES

Downtown Academy is an outworking and program of Downtown Ministries. Downtown Ministries serves children across Athens by providing affordable and accessible athletic programs that support the development of children in the given sport through high quality coaching and Christ-centered relationships. For more than a decade Downtown Ministries has been training athletes, through its Falcons programs, to be stand out athletes and young men and women. Downtown Ministries now extends into the local community to build relationships and help promote children and families through Downtown Life programs as well.

Many fees, including registration, are waived for any child attending Downtown Academy.

While children are not required to be involved in Falcons athletics, we strongly encourage parents to find beneficial ways for their children to get physically active outside of the school day.

ADMISSIONS POLICY

PROCEDURE

- Parent or guardian must submit a completed application for admission accompanied by:
 - \$25.00 per child application fee
 - Scholarship eligibility form:
 - Complete with page 1 and 2 of your 2019 W-2 Tax return form.
 - If you did not file taxes in 2019 you must obtain a “Non-Filer” form from the school office.
- Parent or guardian may be contacted to schedule a placement exam.
- Parent or guardian will be notified regarding acceptance.
- If accepted, the parent or guardian must read the Parent/Child Handbook thoroughly and sign. (No child will be allowed to enroll without the parent/guardian signing the handbook.)
- All permission forms must be signed.
 - Immunization forms must be submitted (All children must have had the following immunizations: Diphtheria, polio, measles and rubella)
- Parent or guardian must pay all remaining fees:
 - Registration fee, book fee, testing fee, technology fee and tuition.
- Attend Parent Orientation – (See school calendar)
~ **Children must be living with and enrolled by a parent or legal guardian.** ~

READMISSION OR CONTINUED ENROLLMENT

- Any child withdrawn from school will normally not be allowed to apply for readmission. Requests for readmission should be made in writing to the Head of School.
- The school reserves the right to deny readmission or a continuation of scholarship to any child whose actions demonstrate that it is not in the school's best interest to allow admission, readmission, or a continuation of scholarship.
- The school may refuse admission or continuation of enrollment to students for whom it is not in Downtown Academy's best interest, or in keeping with the school's policies, standards, goals, and mission in serving.

WAITING LIST

Applicants may be placed on a waiting list, depending on space availability. For all grades, acceptance of applicants on the waiting list is based on the date of completed application and priority status.

NON-DISCRIMINATION POLICY

Downtown Academy does not discriminate on the basis of race, color, age, birth gender, or national and ethnic origin in its employment, admissions, rights, privileges, programs, activities or in the administration of any educational or co-curricular activities or policies.

RE-ENROLLMENT

All accounts must be fully paid before a student may begin the next school year. Downtown Academy shall not release transcripts or issue grades until all obligations under the enrollment contract are paid in full including, but not limited to, all expenses and charges associated therewith.

A positive and constructive working relationship between the school and parents/guardians is essential to the fulfillment of the school's mission. Therefore, the school reserves the right not to continue enrollment or not to re-enroll a child if the school reasonably concludes the actions of a parent (or guardian) make such a positive and constructive relationship impossible or otherwise seriously interfere with the school's accomplishment of its educational purposes.

CHANGES IN ESSENTIAL INFORMATION

Please notify the school promptly in writing, email, text or in person about any changes in the following information: home addresses and telephone numbers, personal cell phone numbers, business addresses, email addresses, or health information.

WEBSITE POLICY

Downtown Academy is committed to protecting your privacy when you visit our website. We use the information we collect to help us better plan our website to meet your needs. Information you provide to us is used for school marketing purposes and may result in follow-up communications from the school.

The school respects the privacy of users visiting our site and will abide by all applicable laws concerning the release of personal information. Data provided to Downtown Academy by visitors to its website will be held in strict confidence by the school and will be used for school purposes only. Downtown Academy reserves the right to append or otherwise modify this privacy statement at any time.

VISITORS

All visitors must enter through the main entrance and check in with the school office. Any visitor who is not on the school's contact list must be authorized for entry by a school administrator. Children may not invite a visitor without first clearing it with the school administration. Additionally, parents wishing to visit classes or converse with teachers are encouraged to make an appointment through the school office or directly with the teacher. While parents are welcomed at all times, we want parents to first sign in with the front office and be escorted by a staff person to their child's classroom so we can maintain a positive and minimally disruptive learning environment.

CHARACTER DEVELOPMENT

Infusing the day with the Gospel in both word and deed, our children grow in character to develop those traits that will empower them to set and achieve their goals, become leaders in their communities, families, and places of work. Teachers will report children's grades in each of the six character traits listed below each quarter as a part of their report card.

These behaviors and character strengths are borrowed from the educationally innovative KIPP schools and Riverdale Country School and research from Angela Duckworth and Martin Seligman at University of Pennsylvania and Chris Peterson at University of Michigan.

OPTIMISM – *expecting the best in the future and working to achieve it*

1 Peter 1:13 - "therefore, preparing your minds for action, and being sober-minded, set your hope fully on the grace that will be brought to you at the revelation of Jesus Christ."

- gets over frustration and setbacks quickly
- believes that effort will improve his or her future

ZEST – *approaching life with excitement and energy; feeling alive and activated*

Psalm 27:1 - “The Lord is my light and my salvation; whom shall I fear? The Lord is the stronghold of my life; of whom shall I be afraid?”

- actively participates
- shows enthusiasm
- invigorates others

GRIT – *finishing what one starts; completing something despite obstacles; a combination of persistence and resilience.*

James 1:2-4 - “Count it all joy, my brothers, when you meet trials of various kinds, for you know that the testing of your faith produces steadfastness. And let steadfastness have its full effect, that you may be perfect and complete, lacking in nothing.”

- finishes whatever he or she begins
- tries very hard even after experiencing failure
- works independently with focus

SOCIAL INTELLIGENCE – *Being aware of motives and feelings of other people and oneself; including the ability to reason within large and small groups*

John 13:34-35 - “A new command I give you: love one another. As I have loved you, so you must love one another. By this everyone will know that you are my disciples, if you love one another.”

- able to find solution during conflicts with others
- demonstrates respect for feelings of others
- knows when and how to include others

CURIOSITY – *taking an interest in experience and learning new things for its own sake; finding things fascinating*

Psalms 119:130 - “The unfolding of your words gives light; it imparts understanding to the simple.”

- is eager to explore new things
- asks and answers questions to deepen understanding
- actively listens to others

GRATITUDE – *being aware of and thankful for opportunities that one has and for good things that happen*

1 Thessalonians 5:18 - “give thanks in all circumstances; for this is the will of God in Christ Jesus for you.”

- recognizes and shows appreciation for others
- recognizes and shows appreciation for his/her opportunities

SELF-CONTROL - *regulating what one feels and does; being self-Disciplined*

1 Corinthians 9:25 - “Every athlete exercises self-control in all things. They do it to receive a perishable wreath, but we an imperishable.”

SELF-CONTROL – SCHOOL WORK

- Comes to class prepared
- Pays attention and resists distractions
- Remembers and follows directions
- Gets to work right away rather than procrastinating

SELF-CONTROL – INTERPERSONAL

- Remains calm even when criticized or otherwise provoked

- Allows others to speak without interruption
- Shows kindness to adults and peers
- Keeps temper in check

EXPECTATIONS OF DOWNTOWN ACADEMY CHILDREN

Throughout the school, children may be heard repeating back the four expectations of children at Downtown Academy. All behaviors fall under one or more of the following categories that children are expected to demonstrate both in and out of class, by which effort they will grow to be men and women of greatness.

Children at Downtown Academy...

1. **Listen** to directions, their environment, and wise counsel in order to know what to do and how to
2. **Obey** the authority (parents, teachers, pastors, community leaders, and the law) whom God has given them to show the right way to grow in becoming great men and women.
3. **Work Hard**. They try their best and give their all, discovering and utilizing all the gifts and skills the Lord has blessed them with.
4. **Never Give Up**. Regardless of how difficult the task or situation may be, children at Downtown Academy are made of and develop that kind of grittiness that keeps them from backing down, that keeps them in pursuit of the highest level of achievement, that will instill in them what it takes to become the great men and women God has created them to be.

SCHOOL CLOSINGS

School closings due to weather or other emergencies will be announced through Phone, Email, and/or Text Renweb Notification services and will be consistent with Clarke County School District closing announcements.

As always, please use your own judgment about whether it is safe to transport your child to school. We will not count any child as tardy or absent as long as you let us know that your roads were not passable. If roads are icy, please do not try to drive to the school.

EARLY CLOSING DUE TO WEATHER

If school is in session and the weather causes a need to close school early, please listen for the announcement on TV and radio stations for CCSD closings as Downtown Academy's closings, delayed openings, and early closings will be consistent with Clarke County's. In the event of early dismissal due to weather, parents are expected to pick up children at school. Downtown Academy emergency closings will be announced through internal digital communication tools as well.

Again, please use your own judgment as to whether it is safe to transport your child to school. If school opens late and your roads are too dangerous to travel, your child's absence will be excused for that day if you send a note on the day s/he returns to school.

DISCIPLINE

A refusal to correct is a refusal to love; love your children by disciplining them. Proverbs 13:12

Discipline is necessary for the welfare of the children as well as the entire school. It is impossible for learning to take place in a classroom unless control and good order is maintained. Therefore, each teacher is given the liberty of making and enforcing classroom regulations in the manner that he or she feels is in accordance with Christian principles and discipline as set forth in the Scriptures.

Our code of discipline is governed by biblical principles of truth, grace, and mercy rather than a strict code of rules and penalties. One of the school's fundamental roles is in the cultivation of a child's sense of responsibility for their behavior and achievement and for the well-being of their community. At Downtown Academy, the classroom teacher takes the lead role and responsibility in this effort.

When behaviors require administrative attention, an emphasis will be put on restoring the child to the classroom with dignity, while attending to the infraction with grace and truth. Whenever a child is sent to the school office for a behavioral infraction, the age-appropriate consequence will be delivered according to the behavior and the category into which it falls (see table below). Parents will be notified as soon as possible of the infraction and the school's response.

Discipline Categories and Consequences of Misconduct has been classified and divided into three categories, depending on the severity of the violation. The category and the consequences are at the discretion of the teachers and/or the administration. None of the following lists are presumed to be comprehensive or intransigent.

Category I

- Passing notes in class
- Unexcused absence
- Tardy to class
- Chewing gum
- Dress code violation
- Possession of non-dangerous prohibited items
- Littering
- Talking or disrupting class
- Food or drink in unauthorized locations or at unauthorized times

Consequences may include parent notifications or parent-administration conferences.

Category II

- Using inappropriate language
- Misconduct
- Disrespect of authority
- Defacing or destroying school property or personal property
- Leaving school grounds without permission
- Use of electronics & media inconsistent with the school's educational philosophy
- Cheating and Plagiarism
- Cutting class/school
- Lying
- Excessive Cat. I offenses

Consequences may include student/parent conferencing, parent/administration conferencing, suspension from school, and/or suspension from other Downtown Ministries programs.

Category III

- Fighting
- Violating US, GA, or ACC laws
- Threats of any kind: verbal, written, or implied
- Using or possessing drugs, alcohol, or tobacco
- Use of profane or vulgar language
- Stealing
- Sexual misconduct
- Extreme misuse of electronic media inconsistent with the school's educational philosophy
- Possession and/or use of inflammatory devices such as matches, cigarette lighters, fireworks, etc.
- Sexual and racial harassment
- Blatant disrespect of authority
- Using or possessing a weapon at school or at a school activity
- Defacing or destroying school property or personal property
- Excessive Cat. I and Cat. II offenses

Consequences may include suspension, expulsion/withdrawal, and/or suspension from other Downtown Ministries programs.

The administration reserves the right to deal with any and all actions not covered by these policies and procedures.

PROBATION

Children whose behavior, academic effort, and/or patterns of attendance fail to demonstrate an appreciation of the opportunities afforded them at Downtown Academy may be placed on probation. The purpose of probation is to serve as a warning to reignite the attitudes and effort of children on probation. Probation will set goals, terms, and consequences that clarify the purpose of the probation period. The length of the probation, terms, and goals will be determined by the school's administration.

Scholarship Revocation

Any child on probation is necessarily at risk of having his or her scholarship revoked for failure to comply with the terms of the probation. In some cases, should a child's scholarship be revoked, the child may only return to class if the full prorated remainder of his or her tuition is paid.

DAILY SCHEDULE

All Grades	8:00 a.m. – 3:15 p.m.
Early Drop Off	7:30 a.m.
End of Day Pickup	3:15 p.m. - 3:25 p.m.
Downtown Academy Afterschool Program	3:25 p.m. - 5:30 p.m.

ARRIVAL AND DISMISSAL

MORNING ARRIVAL:

All vehicles pull up the hill through the drive leading to the school building from the entrance to the parking lot at the bottom of Clayton Street.

All children should be READY to get out of the vehicle upon stopping.

Please park in the upper lot if you arrive early, or if your child is not immediately ready to leave the car you may park at the bottom of the hill and walk your child up.

Children should enter and exit vehicles only from the passenger side of the car.

AFTERNOON DISMISSAL:

Please DO NOT arrive more than 15 minutes early.

Children remaining at school ten minutes after dismissal begins will go to Downtown Academy's Afterschool Program.

- Maintain safety, friendliness, and order when lining up for the dismissal line.
- Parking in the Pickup/Drop off lane is NOT ALLOWED at any time. Parking is available in front of the Firestone Room and in the lot outside of the Upper Warehouse building when not in use for class.

Drivers of all vehicles each morning and afternoon should abide by the following guidelines:

- Drive slowly (5 mph limit).
- Loud music is not permitted in the car line.
- Smoking is not permitted in car line or anywhere on school grounds.

- Discontinue use of cell phones when picking up your child.
- Be patient and courteous to other drivers, as well as staff and faculty assisting with the car line.
- Use blinkers when appropriate.
- Children must have an appropriately sized and working seat belt available to them.

Please use the PickMyKid App to conveniently notify teachers and administration of carpool arrangements as soon as possible. Downtown Academy requires that the child's caregiver provide notification of changes to their child's dismissal arrangements. If your child rides home in a carpool, it is a courtesy to call the carpool driver if your child is absent from school or will not be riding in the regular carpool.

PICK UP AND DISMISSAL POLICY

Classes dismiss at 3:15. Please be on time and wait outside the building to pick up your child if he or she is not staying for the Afterschool Program. The teachers will bring their class to the Lower Warehouse building upon dismissal. In order to minimize classroom disruptions while children finish their end-of-day routines, please refrain from checking out children after 2:45 p.m.

In poor weather, children will be kept in the main building until their parent/guardian is present to receive them.

Should a child consistently arrive late to school or late in being picked up, a meeting will be scheduled with the school administration to rectify the problem.

EARLY CHECK OUT

If checking your child out early, please come to the school office at least 30 minutes before school dismissal time to minimize classroom disruptions and so teachers and children can complete their end-of-day routines and preparations for the next day. Your child will meet you in the office to keep down classroom interruptions.

Children with excessive early sign-outs or late sign-ins will have the situation reviewed in a conference between parents or legal guardian, child, and Head of School. More than five (5) sign-outs in a quarter will be regarded as excessive, and may result in a loss of scholarship.

ATTENDANCE

Regular attendance is essential to the success of a child's school experience. We believe that prompt and regular attendance contributes to outstanding academic achievement. A school that values excellence in attendance and instills that in its children has laid one of the foundational elements of long-term success.

ABSENCES

Downtown Academy Teachers work hard every day to provide important lessons for your children. Knowledge builds on knowledge and each lesson learned provides the foundation for future learning. ***Children are expected to be in class every day unless they are sick or there is a family emergency.*** Any other reasons for missing school should be discussed with the teacher and approved on a case-by-case basis. If you know your child will be absent please contact the school. **Try to schedule appointments (haircuts, dentist, etc.) after school hours if possible.** Parents, please be mindful of testing dates, field trips, etc. when scheduling planned absences.

EXCUSED ABSENCES

- Children are excused for absences due to illness (a note from your health provider may be required), religious holidays, and family emergencies. Please contact the school office as soon as possible to report an excused absence. If a child does not arrive at school, we want to be sure that he/she is safe with you.
- Children have two days per excused day of absence to make up missed class work.

OTHER ABSENCES

- All other absences are unexcused unless approved by the Head of School.
- Parents seeking approval of absences for special events, family trips, etc. should submit a request for an extended absence in writing no less than three days prior to the anticipated absence. Such requests should be avoided except in the case of exceptional opportunities, as regular attendance is critical to academic success.
- Absences on the day before or after a scheduled school holiday will not be excused.
- Students may not be given the opportunity to gain credit for missed classwork or tests due to unexcused absences.
- Make up work will not be provided for unexcused absences.
- Suspensions from school qualify as unexcused absences.

EXCESSIVE ABSENCES

Children who accumulate **unexcused absences in excess of 5** across the school year will be placed on probation. In the event of prolonged illness or family emergencies, the school will work to assist the child in catching up on missed lessons and assignments. Excessive absences may result in the child's loss of scholarship, required attendance in Summer School at the parent's expense, or mandatory repetition of the current grade.

TARDINESS

Numerous tardies and absences negatively impact learner achievement. Tardiness also has a negative impact on the learning environment as it causes interruptions and distractions for other children. Teachers cannot be responsible for important work missed because of tardiness. Children arriving after 8:05 will be marked as Tardy and must be signed in by an accompanying adult with the office. Additionally, checking students out early not only causes disruptions to the learning environment, doing so with any kind of regularity shows a disregard for the child's learning. Students should not be checked out after 2:45 to ensure the end of day procedures may take place uninterrupted. In emergencies, please call the office prior to arrival so preparation may be made for a rare checkout after 2:45.

PRESENT IF:

Checked in by 9:30 a.m.

ABSENT IF:

Checked out before 11:30

3 Un/excused Tardies = 1 Un/excused Absence

3 Un/excused Early Checkouts = 1 Un/excused Absence

BEFORE & AFTER SCHOOL SUPERVISION

Children should not go to class or enter the building before 7:30 a.m. Extended Day is provided for those who arrive early from 7:30 a.m. – 8:00 a.m. Children remaining on campus after dismissal will be sent to the

Downtown Academy Afterschool Program – therefore, all children MUST be registered for Downtown Academy Afterschool program regardless of enrollment in another after school care program.

AFTERSCHOOL PROGRAMS

The out-of-school education that children acquire in less structured settings is extremely important and can be highly valuable or very detrimental. We recommend the following after-school options:

- Downtown Ministries --- Mon-Fri --- 3:25-5:30
- Thomas Lay Park --- Mon-Fri --- 3:00-5:30
- East Athens Community Center Mon-Fri --- 3:00-5:30
- Boys & Girls Clubs --- Mon-Fri --- 3:30-6:00

CLASS AND SCHOOL PARTIES

Your children are precious and we want to make as many opportunities to celebrate them as we can. Downtown Academy hosts school-wide and individual class-wide parties from time to time. Parents may host parties for their child’s class, but all parties must be approved by the head of school. Parents helping with parties are asked not to bring siblings to class parties.

PARTY INVITATIONS

The school encourages invitations for personal parties such as for birthdays to be extended to all children in the class so as to eliminate hurt feelings. Children are particularly sensitive to being excluded by someone they think is a friend.

If your child is inviting all the children in the class, or all girls or all boys, to a party, arrangements may be made with the teacher to hand the invitations out at the end of the day.

MESSAGES

Parents are asked not to call the school and request messages be delivered to children unless there is an emergency. Arrangements for picking up children early should be made the night before, and the school office should be notified. It is difficult to deliver last minute messages, especially in regard to afterschool programs. Children are not allowed to have cellphones in class. During the school day, cell phones should be out of sight and turned off until the child leaves school. Cell phones may not be turned on while on the school bus.

SUNDAY ACTIVITIES

We strongly discourage any school related activities from meeting on Sunday. We view Sunday as a day set apart for rest during which children and families may spend time together. It is important that children and parents have this day to prepare for the challenges of the upcoming week.

ELECTRONIC DEVICES

Children are not allowed to have cell phones or “smart” watches capable of sending or receiving calls or texts with them during the school day (including during afterschool programs and on the bus). These devices may be left in book bags, silenced or off, until they leave campus (the bus is an extension of the campus) for the day.

All other electronic devices, such as Kindles, Nooks, iPads, etc are not allowed at school without permission of the child’s classroom teacher. All personal electronic devices brought to school by children are brought at your own risk.

DRESS CODE

Appropriateness of overall appearance will be left to the discretion of the administration/staff. **Children must be in dress code all times.** The Downtown Academy dress code is as follows:

	Downtown Academy
TOPS Students may wear solid red, black, white, or gray color undershirts or long-sleeved shirts under their school shirt.	Red or Black polo-style shirt
BOTTOMS Uniform-style bottoms of appropriate material (khaki dress) are found in the uniform section of all local stores. Bottoms are worn at the waist. Belts are to be worn if belt loops are present Jean, spandex, and sweat suit style material are not allowed. Pants should be free of embellishments, tears, or holes. **Skirts, skorts or shorts must come to a minimum length of just above the knee. Solid black, red, white, or gray leggings, tights, or knee high socks are permitted as under layers.	BLACK or KHAKE IN COLOR Slacks Shorts Skorts Skirts Dresses
SHOES Shoes must cover the toes and heel (no flip flops, sandals, slides, house shoes etc.)	Shoes must cover the toes and heel. Shoes may not have a heel greater than one inch. Shoes must be properly fastened at all times.
OUTERWEAR Non-Downtown Academy outerwear must be solid Black, Red, Gray, or White in color and free from writing or designs to be worn indoors.	Solid Black, Red, Gray, or White colored sweatshirt Solid Black, Red, Gray, or White colored jacket Downtown Ministries Sweatshirt
HEADGEAR	Religious Scarves Headbands Hairbands *No Bandanas, Hats, or Hoods Allowed Indoors*

ACCESSORIES & OTHER	Hairstyles and accessories which are distracting to students are not permitted. Body piercings other than earrings are not allowed.
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OUT OF UNIFORM DAYS

“Out of Uniform” days are periodically allowed. Children may wear jeans or casual solid colored pants or shorts on such days. No tank tops or sleeveless blouses/shirts are permitted. The children must wear shoes appropriate for school. If the “out of uniform” day is to promote a school event, children may be asked to wear a specific shirt or themed attire.

LUNCH

Children must provide their own nutritious bagged lunch. No sodas, gum, or candy, please. Please limit the amount of sweets. Children are required to clean up at the end of each lunch period. Parents or guardians (or other relatives) are invited to have lunch with their child(ren)—simply notify the office **prior** to the date you plan to come. If a child forgets lunch or snack, you will be notified immediately. **Lunches need to dropped off at least 10 minutes before lunch and a staff member will deliver lunches to classrooms.**

The school does not provide microwave ovens for children to use to warm their food. Please ensure the lunch they bring with them may be eaten without the need to heat any component of the lunch.

Each Friday slices of pizza may be purchased at the school. Slices must be prepaid by 9:30 Thursday morning.

From time to time, local businesses and restaurants or parents may wish to support the school by providing lunch for our children at little to no cost. Parents or guardians will be notified of such events.

LUNCH BUDDY MENTOR PROGRAM

Downtown Academy offers a mentoring program called Lunch Buddies. This may be available to all children and provides each child with an assigned a Lunch Buddy Mentor. The purpose of this program is to connect our children with leaders in the community to develop the children’s communication skills while establishing real personal relationships and connections that may aid your child’s success in and out of school. All mentors are background checked and required to complete Darkness to Light, a child sexual abuse awareness course. If you have any questions about the Lunch Buddy Program, please contact the school office (706-353-8996).

SNACKS

Daily snacks are not provided for children, however, refreshments for special occasions may be acceptable for all grades when coordinated with the classroom teachers. Healthy snacks are encouraged. Chewing gum is not allowed, except on special occasions when approved and distributed by the teacher.

HEALTH AND MEDICATION POLICY

Downtown Academy strives to provide education in a safe and healthy environment. All children are required to have a completed and up to date Certificate of Immunization and emergency contact form on file prior to the first day of school. These forms must be updated each year. It is important that we have medical/contact information on file in case of an emergency. Downtown Academy will not distribute any medication - even aspirin - to a child without written parent or guardian authorization. The school will administer any basic first aid for children.

We realize that some children may need to have medication administered at school. In order to do this, we must have a form signed by the parent and direction from the healthcare provider (doctor, nurse practitioner, physician's assistant) that tells the name of the medication, the dosage and the frequency with which it must be given (detailed, specific instructions). We cannot administer any IV or intramuscular medications with the exceptions of epi-pens which must be registered with the school office.

All medications must be brought to the front office by the parent along with the Medication Administration Form.

You may obtain a **Medication Administration Form** and/or a **Medical History Form** from the school office. **It is your responsibility to inform us of any change in your child's condition—such as a worsening of asthma, a new allergy, or a change in medication.**

ILLNESS GUIDELINES

Most parents are quick to realize if their children are really sick, but what about those gray areas? Here's a quick reference guide to aid in those last minute judgment calls. ***If your child is in the contagious stage of an illness, please contact the school office and keep him/her home and we will work with him/her in whatever way is needed to catch up with his/her schoolwork.*** Children should not come to school with a fever and should be symptom free for 24 hours before returning to school. We will provide you with work that the child can do at home which you will be able to pick up from the teacher.

Symptoms	Recommendation
Coughing	Basic rule: if discharge is clear, child is safe. However, children with a running nose (wiping needed every 10-15 min.) can be very demanding to the workers. Use discretion.
Fever	A child must be free of fever for 24 hrs. (without medication) to be considered free of infection.
Sore Throat	Unless accompanied by other symptoms (such as fever), consider safe and simply judge by how the child feels.
Ear Infections	Not considered infections in itself, but the cold that set it up is, so go by symptoms.
Eye Discharge	If discharge is wiped away and new discharge returns, there is probably an underlying infection, and should be considered contagious.

Antibiotic	Child is no longer contagious after 24hrs. on antibiotics and fever free.
Diarrhea	More than two abnormally loose stools in a single day should be considered infectious and given a 24hr. waiting period.
Vomiting	If only once, and the child shows no other signs of illness, send them to school. If a child vomits at school and is suspected of illness will be sent home for the day.

IMMUNIZATIONS & HEALTH

All children at Downtown Academy must maintain current certificates of immunization on file. Forms must be submitted by the first day of classes. All new children must have a Georgia Department of Human Resources Form No. 3221. Forms are available from the local health department or private physicians. Children will not be permitted to class or group events without these fully updated documents.

SERIOUS INFECTIOUS ILLNESS POLICY

Downtown Academy recognizes that serious infectious illnesses, including but not limited to the acquired immune deficiency syndrome (AIDS) and its related conditions, may have a tragic impact on those afflicted and involve significant and sensitive issues for children, faculty, and staff. The school also recognizes that both employees and children who contract such serious infectious illnesses may wish to continue their employment or education at the school.

At the same time, the school is committed to satisfying its obligation to provide a safe and effective educational working environment for its children, employees, and visitors. Accordingly, the school will take appropriate precautions to ensure that any health and safety concerns arising out of an individual's illness are managed in accordance with current medical knowledge and procedures.

With these principles in mind, the school has established the following policy for children and employees with serious infectious illnesses.

In promulgating this policy the school is aware that the best course of action for dealing with an illness may vary from case to case. Accordingly, this policy only attempts to outline the school's general approach to serious infectious illnesses, for each case must be addressed in the context in which it arises.

The school will provide reasonable accommodation for an employee with a serious infectious illness when needed to enable the employee to continue to perform the essential functions of his or her job or to otherwise benefit from the privileges of employment, so long as the accommodation does not impose an undue hardship upon the school.

An employee with a serious infectious illness will be allowed to work at the school so long as he or she is able to perform (with or without the aid of the aforementioned accommodations) the essential functions of his or her position and he or she does not present a health or safety risk to himself/herself or other employees, children, or visitors. The school may require verification from the employee's attending physician that the employee is fit to continue to work in accordance with this standard and may from time to time thereafter require periodic verification of the employee's fitness to continue to work in the same regard.

The school will make reasonable modifications in its policies, practices, and procedures in order to allow a child with a serious infectious illness to benefit from the academic and other services offered by the school, so long as the modifications do not fundamentally alter the nature of the service that the school provides or constitute an undue burden on the school.

A child with a serious infectious illness will be allowed to remain at school so long as his or her medical condition allows him or her to perform up to the school's standards and does not present health or safety risk to him/her or other children, faculty, or staff. While at school, a child with a serious infectious illness will be allowed to partake fully and equally in the educational, social, and extracurricular activities at the school so long as the participation does not present a health or safety risk to the child or other children, faculty, or staff. The school will review on an ongoing basis the enrollment of a child with a serious infectious illness and make decisions regarding whether and under what circumstances he or she can remain at school. The school will make these decisions in accordance with the school's interpretation of its policies and the applicable laws and in light of medical and scientific opinion and advice. In making such decisions, the school shall, whenever practicable, consider, among other factors, the opinions and recommendations of the child, the child's parents or guardians, and the child's physician, but because of the school's required interest in the health and safety of other children, faculty, and staff, and its desire to provide continuing educational, social, and extracurricular activities to other children, the school will not be bound by these opinions and recommendations.

The school holds all medical information that it receives about the condition of an employee or child with a serious infectious illness in confidence. This means that the school restricts access to such information to those with a legitimate need for the information. An exception to this rule will be allowed when the employee or student with a serious infectious illness authorizes further disclosure of such information. Since the particular individuals with a need to have access to such information will vary from case to case, the head of school will decide in each case whom to inform. This policy recognizes that the individual's right to confidentiality may have to yield to the school's commitment to satisfying its obligations to provide a safe and effective educational and working environment for all of its children, employees, and visitors.

LIBRARY

Removal of library or classroom materials, whether printed or electronic, without following established checkout procedures is considered stealing.

Media may be checked out from the Library at no cost to the child or family. The cost of any lost or destroyed items borrowed from the DtA Library will be charged to the student's account. Transcripts will not be released to children or parents if Library materials checked out to a child are not returned by the last day of the school year. These documents will be withheld until either the Library materials are returned or paid for.

LITTER

The responsibility of keeping up our school and school grounds belongs to all of us. Everyone should take pride in the school's general appearance by helping to keep the campus clear of litter. Intentional and careless littering is a Level I disciplinary offense.

LOST AND FOUND

Please label all clothing to ensure the return of lost items. Found items should be taken to the school's office.

RAINY WEATHER

On days with rain in the forecast, children should come prepared with an umbrella and/or rain jacket or hooded poncho. Rainy weather will not be considered an acceptable reason for a student's absence.

PHYSICAL EDUCATION PARTICIPATION

All children will participate in physical education. Excuses for P.E. must be sent to the teachers; the Head of School will address excessive excuses. Physical fitness tests are administered annually.

BEVERAGES

Students may only bring and drink water while at school. Soft drinks, juice, and other sugary, caffeinated, and/or colored beverages are prohibited. Given teacher permission, children may bring water bottles to class. Any prohibited beverage will be confiscated by the teacher to be returned to the student at the end of the day.

STANDARDIZED TESTING

All children at Downtown Academy take end-of-year standardized exams. Parents will receive testing results along with the final academic and character report cards. This test is an important indicator of each child's growth and achievement during the school year.

GRADING

There are four grading periods per year.

A	The child is performing above expectations.
B	The child is performing at expectations.
C	The child is performing below expectation but is sufficiently progressing.
F	This child is performing below expectation and is not demonstrating sufficient progress.

HOMEWORK POLICY

Homework is an important part of our academic program. As such, homework assignments involve various types of learning – oral, written, and creative. Children are expected to complete all assignments.

Homework assignments are designed as combinations of the following:

- Expansion of classroom activities
- Preparation for future classroom activities and/or assignments
- Reinforcement of skills and concepts
- Promotion of interest in a subject area

Homework that is late may not be accepted and result in a zero grade for the assignment.

At each grade level, on average, children should have homework assignments requiring the following amount of time per school night:

Kindergarten	10 minutes: Reading
	10 minutes: Other assignments
First and Second Grades.....	20 minutes: Reading
	15 minutes: Other assignments
Third.....	30 minutes: Reading
	20 minutes: Other assignments
Fourth.....	30 minutes: Reading
	30 minutes: Other assignments
Fifth.....	30 minutes: Reading
	30 minutes: Other assignments

RETENTION

On occasion children will be retained and must repeat their grade in order to maintain their scholarship at the school. Children can be retained at Downtown Academy for any/all of the following reasons:

- Academic failure in one or more subjects across multiple grading periods.
- Excessive tardies and/or absences during the school year (failure by attendance).
- Excessive immaturity or behavior concerns.
- Collaborative decision among the child’s teacher, the administration, and the child’s caregiver

If a parent decides that his/her child will not be retained and the faculty determines we are unable to satisfactorily meet the student’s needs, then the child will be withdrawn from Downtown Academy.

COMMUNICATION

Downtown Academy is committed to communication procedures that keep parents, faculty, and staff as informed of Downtown Ministries’ news as possible. Several methods of communications are utilized to achieve this – the Downtown Academy website, email, telephone, smartphone apps, and paper mail.

We encourage parents to meet with each other and the teachers! We educate your children together!

We encourage you to contact your child's teacher first if there are any difficulties or concerns. Establishing and maintaining good communication will help ensure that your child's needs are being met. You may also contact the school office if you have further questions or concerns.

- Required parent conferences are scheduled for all parents following the **first and third** grading periods. Report cards will be sent home with your child at the end of each quarter. Additional teacher conferences may be scheduled if needed. Please refer to the school calendar for conference dates.
- If you desire a conference at any other time, please call the school office or contact the teacher, requesting a conference. The teacher will arrange a mutually convenient time to meet with you.
- If there are problems that you would like to address, please refrain from discussing them on social media, text, or by email. We believe that face-to-face communication is best. When that is not possible, phone calls or written communication may be used.

We believe that working together with your child's teacher can solve most problems. However there are times when more help is needed. Depending on the situation, either the teacher or the parent may request additional support from the Head of School. Whatever steps are taken, it is the welfare of your child that is foremost in the decision-making process.

It is vital that you stay in close contact with the school by attending parent meetings, school communications through digital programs and tools, reading any leaflets or information sent home by the school and calling your teacher or the school office with any questions or concerns. **Parent involvement is essential.**

PARENT-TEACHER CONFERENCING

Parent/teacher conferences are scheduled in the fall and in the spring. These dates are so noted on the school calendar. Parent representation at both Fall and Spring conferences are a requirement for all students. Parents will be contacted by the school office to schedule the conferences several weeks in advance of the date. Parents may reschedule their conference up to three days ahead of the conference day, but must make those arrangements with their child's teacher. Should the required parent-teacher conference not be held on or before the Fall or Spring conference day, the student will not be permitted to attend class until the conference has been held.

Other conferences are scheduled as needed. Parents wishing to make appointments are requested to call, text, or email their child's teacher. All meetings regarding psychological and/or academic testing or placement, including retention, must be scheduled through the school administration. All other concerns should first be addressed with the child's teacher.

If parents have a concern about their child, they must first meet with the child's teacher to address those issues. If no resolution is reached, the next step is to contact the school administration.

PARENT ADVISORY BOARD

(VIPS - VERY IMPORTANT PARENTS!)

As a parent of a child at Downtown Academy, you are a member of the Parent Advisory Board (PAB). The PAB serves to uplift the DtA family by giving voice to concerns, prayers for needs, and feedback on initiatives, to connect parents and families with one another through large events and small group planning, and to celebrate achievements and God's work within the DtA community.

The PAB meets the 2nd Monday of each month during the school year. Parents are asked to attend every meeting they are able.

BUS SERVICE

Downtown Academy provides our school families with needed services such as bus pick-ups and drop off at convenient locations around Athens. To promote children's continued academic growth beyond the school day, Downtown Academy provides transportation to after school programs such as the Boys and Girls clubs, Athens-Clarke Leisure Service programs, and the YMCA.

If you expect to use the service only occasionally and pay the daily rate, you will still need to fill out the form when you need to use this service. You may pick up a Bus Registration Form from the school office. Please return the sign up/permission form as soon as possible, no later than August 1, so we can compile rider lists before the first day of school.

Contact the school office for details regarding pickup and drop off locations or to request additional ones.

Routes and times could change based on demand or circumstances.

	Morning OR Afternoon Route (Monthly)	Morning AND Afternoon Routes (Monthly)
1 st Child	\$5.00	\$10.00
2 nd Child	\$5.00	\$5.00
3 rd -5 th Child	\$2.00 each	\$2.00 each

For more information, or to register for Bus Service, contact the school office, 706-353-8996.

TUITION

Annual Tuition is \$9,500. Scholarships are made available to all qualifying children. Tuition is payable by **Money Order, Visa or Mastercard, check, or cash.** Please bring the exact amount. The office will not make change, but will add payments in excess of what is due to your child's account. **Tuition is due on the 1st of each month.** Your payment is considered late after the 7th of each month. **Unpaid monthly balances will result in a \$10.00 or 10% (whichever is greater) late fee added to the outstanding balance.** There are 10 monthly payments beginning in August and ending in May.

Please contact the school office immediately if you are unable to pay your tuition on time.

Many individuals, churches, other organizations and corporations have sacrificially donated to make scholarships available for any child to attend Downtown Academy. Scholarships will be decided on an

individual basis depending on the household income. We will work with any budget to remove cost as a barrier to a great education.

FEES AND OUTSTANDING BALANCES

Fees and fines may be accrued for late payments, lost or destroyed school materials, and unreturned library books. Parents will be notified of any additional fine or fee and it will be included on the next bill.

All tuition, fines, and fees must be paid by the end of the school year. Report cards and all other records will not be released for children with outstanding balances remaining at the end of the year. Records will be made available immediately upon settlement of all school balances.

In the case of student transfer both during and after the school year, tuition and all fines and fees must be paid in full for the full school year before transcripts will be released.

Children may not be allowed to register for the next school year until their balance from the previous school year is paid in full.

STUDENT WITHDRAWAL FEE

Agreement to pay tuition is an agreement to pay the cost in full for the entire school year. Account balances for students who are removed, for any reason, from Downtown Academy will be charged a Withdrawal Fee of \$50 per quarter (e.g., \$200 during quarter 1, \$150 during quarter 2, \$100 during quarter, and \$50 during quarter 4) in addition to any other unpaid tuition and fees.

Downtown Academy will not release any of its documentation of a withdrawing student to another school or the parent until all fees and prorated tuition has been paid in full.

SCHOLARSHIPS

At Downtown Academy we believe there should be no financial barrier between any child and the opportunity to obtain their highest level of academic achievement. We also believe it is the parent's responsibility to educate their children (Pro. 22:6). The board of Downtown Academy is committed to raising scholarship funds to make a private education work for every family's budget.

Scholarships are primarily made available through donations from those who believe in the mission and children of Downtown Academy. In an effort to be faithful stewards to our stakeholders, scholarships will only be available to children and families who are fully participating in the activity and mission of Downtown Academy.

Children of half-time or full-time Downtown Academy employees will qualify for a scholarship at 100% of tuition.

Children served through the Department of Family and Child Services' foster care program will qualify for a scholarship at 100% of tuition.

Multiple scholarships are available to ensure an education at Downtown Academy is affordable for every family. School administration will work with each family to identify what scholarship is best for each child.

DOWNTOWN MINISTRIES SCHOLARSHIP

The Downtown Ministries Scholarship may be applied for directly through the school office. The scholarship award is based entirely on the child's household income and the number of people in the household. This scholarship is offered at the time of enrollment and must be renewed each year through the school office.

GEORGIA TAX CREDIT PROGRAM

The Georgia Private School Tax Credit law allows eligible private citizens and corporations to receive tax credits for donations to Student Scholarship Organizations (SSOs). SSOs will provide student scholarships to parents of eligible children who plan to attend private schools.

Students who are new to Downtown Academy will be awarded only a partial scholarship through the partner SSO program during the first six weeks of the school year. A request for a full award will be submitted to the SSO if after the first six weeks of school, it is clear that the child has successfully settled into the DtA culture of excellence.

GEORGIA SPECIAL NEEDS SCHOLARSHIP PROGRAM

The Georgia Special Needs Scholarship (GSNS) Program is a school choice program available for children with special needs attending Georgia public schools who are served under an Individualized Education Plan (IEP). Please visit GSNS Webpage at www.gadoe.org for more information.

A parent/guardian is required to provide Downtown Academy with a copy of the new school year scholarship award sheet for the child. This notifies Downtown Academy that a child is still eligible for the GSNS Program and what his/her award amount will be for the new school year. The award sheet is the only document needed by a parent/guardian for proof of a child's continued eligibility for the GSNS Program. The calculator with new award amounts for each school year will be available in May. A parent/guardian will need to enter the last public school a child attended, not the private school the child attends to have the calculator work correctly.

Once the GSNS award is deducted from the tuition amount, Downtown Academy will notify the parent/guardian via email and/or phone call of any remaining balance for tuition and fees. Under the GSNS Program, if tuition and fees charged by a private school are higher than the scholarship award, a parent/guardian is responsible for paying the additional tuition.

GSNS funds cannot be used to pay for the following: transportation, before or after school care, meals, tutoring, field trip fees, athletic fees, school supplies, summer school/camp programs, other fees as determined by the Georgia Department of Education.

STATEMENT OF AGREEMENT

Child's Name (Please Print)

I have read the Child & Family Handbook and I am aware of the rules and regulations that govern my child(ren)'s attendance at Downtown Academy. My signature below indicates my support of the teachers and administrators in their enforcement of the policies outlined in the Child & Family Handbook.

I also understand that the School's need to provide a safe educational environment for all of the children takes precedence over the individual child's rights to privacy. My signature below indicates that I am aware that my child has no expectation of privacy with regard to his or her possession, or person, and that any of these may be searched at the discretion of the administration.

____/____/____
Date

Parent's Signature

____/____/____
Date

Parent's Signature

[illegible]

DOWNTOWN ACADEMY

KNOWLEDGE | CHARACTER | PURPOSE

165 PULASKI STREET, ATHENS, GA 30601 | 706.353.8996 | WWW.DOWNTOWNACADEMY.ORG