



**F.H.A.**

**Parent Student Handbook**



**Father's H.A.R.B.O.R Academy**

Helping Adolescents Restore Balance Order & Respect

8595 Beach Blvd., Unit 301  
Jacksonville, FL 32216

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*Dear FHA Parents:*

*With all the choices that are available to you, to educate your children, FHA is honored that you have chosen your children to be Soulpirates. We know that this decision was made with careful deliberation. That is why every year we strive to provide even greater academic excellence by introducing new academic choices, and by choosing teachers and staff that exhibit Godly character.*

*The updated version of this handbook includes important changes relating to Covid-19, curriculum options, uniform wear, class attendance, and student conduct. It is easier to understand and more specific in regard to our expectations regarding school requirements, parent responsibility, curriculum and testing, student conduct, and parental consent.*

*We hope that you will read it carefully, and that if any questions arise you will contact us immediately. FHA aspires to be crystal clear in its management of students and seeks parental involvement in its many functions.*

*We are grateful for your vote of confidence to educate your children. Therefore, we will strive with your help as well as God's help, to achieve a successful academic year.*

*Sincerely,*

*Dubel Agosto*

*Dubel Agosto*

*Director*

## **FHA's VISION**

FHA is committed to impacting the community by reaching, teaching, and transforming this generation.

### **Our Mission**

FHA is impacting the community, **Helping Adolescents Restore Balance Order & Respect.**

## **Father's H.a.r.b.o.r. Academy's Statement of Faith**

### **THE BIBLE**

We believe that the Bible is God's Word. It is accurate, authoritative and applicable to our everyday lives.

*2 Timothy 3:15-16*

### **GOD**

We believe in one eternal God who is the Creator of all things. He exists in three Persons: God the Father, God the Son and God the Holy Spirit. He is totally loving and completely holy.

*Matthew 3:16-17, 28:19; 1 John 5:7-8; Isaiah 9:6*

### **SALVATION**

We believe that sin has separated each of us from God and His purpose for our lives. We believe that in order to receive forgiveness and the 'new birth' we must repent of our sins, believe in the Lord Jesus Christ, and submit to His will for our lives.

*John 14:6; Colossians 1:13-18; Romans 5:1; Ephesians 2:8-9; 2 Peter 3:9; 1 Timothy 2:3-4*

### **JESUS CHRIST**

We believe that the Lord Jesus Christ as both God and man is the only One who can reconcile us to God. He lived a sinless and exemplary life, died on the cross in our place, and rose again to prove His victory and empower us for life.

We believe that the Lord Jesus Christ is coming back again as He promised.

*John 1:1-4; 1 Timothy 3:16; Matthew 1:18; 2 Corinthians 5:21; Mark 16:5-6; Acts 1:9-11; John 14:3.*

### **THE HOLY SPIRIT**

We believe that the Holy Spirit empowers us to live the holy and fruitful lives that God intends for us to live, and that through the Holy Spirit we have access to spiritual gifts for the purpose of building and edifying the local church.

*2 Peter 1:2-3; 2 Corinthians 3:18; Acts 8:14-17; Acts 10:44-48; Romans 11:29.*

## **THE LOCAL CHURCH**

We believe in the power and significance of the Church and the necessity of believers to meet regularly together for fellowship, prayer and the 'breaking of bread'.

We believe that God has individually equipped us so that we can successfully achieve His purpose for our lives, which is to worship God, fulfill our role in the Church and serve the community in which we live.

We believe that God wants to heal and transform us so that we can live healthy and blessed lives in order to help others more effectively.

*Ephesians 1:22, 2:19-22*

## **HEAVEN & HELL**

We believe that Heaven and Hell are real eternal places and that our eternal destination is determined by our response to the Lord Jesus Christ.

*Revelation 20:11-15; John 14:1-4; Romans 6:23; John 3:15-16*

## **Father's H.a.r.b.o.r. Academy's Philosophy of Education**

The God-given responsibility for the education of children rests with their parents (Deuteronomy 6:6-9).

Father's H.a.r.b.o.r. Academy recognizes that God's wisdom is the principal thing (Proverbs 4:7); that God's Love never fails (1 Corinthians 13:8); and that through His guidance, God will direct our paths to achieve His purpose (Proverbs 3:5-6).

As parents entrust the education of their children to Father's H.a.r.b.o.r. Academy, we will do our best to care for their children and teach them in the way they should go, by assisting them to develop traits that are aligned to God's purpose (Proverbs 22:6).

1. Their children will learn that Jesus is the way, the truth, and the life. No one can reach God without first knowing Jesus (John 14:6).
2. Their children will learn respect for God's ways, God's word, God's authority, and for those that He has put in authority over them (Romans 13:1; Hebrews 13:17).
3. Their children will learn that God's ways include respect for the rights of others, doing what you would like others to do to you. (Luke 6:31)
4. Their children will learn that God's ways include being honest and truthful (Psalm 1:1, 2; Ephesians 4:29).

5. Their children will learn that God's ways include being productive and doing their best in every aspect of their life (Ecclesiastes 9:10; 2 Timothy 2:15).
6. Their children will learn that God's ways include standing up for what is right and being a good example (James 4:17; Matthew 5:16; 28:19, 20).
7. Their children will learn that God's perfect will for the family structure includes the marriage of one man and one woman for an eternity (Genesis 2: 24).
8. Their children will learn that their body is the Temple of the Holy Spirit where God dwells (1 Corinthians 3:16,17; 6:19, 20).
9. Their children will learn that being an American means that we are all created equal, that we are a Christian nation under God, and that we respect the flag and those who fight for our freedom (Romans 13:5-8).
10. Their children will learn that Salvation, the personal acceptance of Jesus Christ as Lord and Savior (John 3:3), is essential for their success in achieving an abundant life and ultimately God's purpose (Proverbs 22:6).

### **FHA's MISSION STATEMENT**

#### **Helping Adolescents Restore Balance Order & Respect**

##### *What is Balance?*

We create balance in our lives when we achieve an equal condition of emotional, spiritual, and mental stability. FHA assists students in cultivating essential qualities that will help them become balanced young people. These qualities of academic, spiritual, physical, and emotional stability strengthen students as they strive to know themselves, their strengths and weaknesses in behavior, ability, and motivation.

The characteristics which trigger this balance and that we cultivate at FHA are belonging, independence, mastery, and generosity.

##### Belonging - FHA IS A SAFE PLACE WHERE EVERY STUDENT BELONGS.

We all need to feel like we belong to something bigger than ourselves. The first experience of this is the feeling of belonging to the family where we feel we have a safe environment in which we can relax and be ourselves. There we also learn how to take care of others. As we grow, this sense of belonging translates into a sense of belonging at school, in the world, society, and as a child of God's kingdom. This sense of belonging is achieved as we create a sense of community. When we develop a positive school culture and care for each other as a unit and as individuals we are achieving the desired sense of community.

Independence - FHA INDIVIDUALIZES INSTRUCTION THAT IS STUDENT CENTERED.

We need to feel like we have the power to make choices, however limited. When we are small, we should be allowed to make few and limited choices. However, as we grow and show good judgment and reliability, our options should expand. The ability to make choices empowers us to become responsible for ourselves and for those around us. That is why we often allow students to make choices about their education by choosing their electives.

Mastery - FHA CULTIVATES EXCELLENCE IN A CREATIVE ENVIRONMENT.

Everyone is unique and is endowed with special talents that are different than everyone else. Not only is there a need to feel that we are talented and creative but that we can excel at certain tasks and that our skills are beneficial to the FHA community and the various groups to which we belong. Cultivating excellence in a skill is important because it fills our life with a meaningful purpose. This skill can be in anything positive that sparks our interest and it is essential to our happiness and self-worth.

Generosity - FHA TEACHES THAT IT IS BETTER TO GIVE THAN TO RECEIVE.

We feel good about ourselves when we give to others with no expectation of return. Whether this is a gift of time, service or expertise, it is important for us to know, that we have something of value to contribute that we can benefit those less fortunate. Volunteering is an excellent way to teach compassion and to donate our time to the community we live in.

*What is Order?*

Order is behaving in a peaceful manner that benefits others as well as ourselves. No students are allowed to run inside the building, raise their voice, argue, use curse words, or fight. FHA has no tolerance for inappropriate ways of communication. In order for us to handle challenges and concerns in effective and orderly ways, we, the FHA community will handle all concerns in the following manner:

- Determine a time and place to accept and listen to the concerns of others.
- Explain that FHA has an established process for handling concerns.
- Ask if he or she has discussed the issue with the person immediately responsible.
- Express appreciation to the individual for presenting the concern.
- Affirm the desire to reach a satisfactory solution.
- Encourage the person to follow the established process.
- Assure the person that the Director will be informed of the complaint.
- Ask the person to report back on the progress or resolution of the concern, if appropriate.

*What is Respect?*

Respect is when we pay attention, consideration, and admiration to others including God, parents, teachers, and peers by being courteous, thoughtful, and appreciative.

How to treat others with Respect:

Treating others with respect causes our FHA community to be a nicer place to live in. All we have to do is to treat people that way we would like to be treated. Here are a few ideas:

- Don't insult people or make fun of them.
- Listen to others when they speak.
- Value other people's opinions.
- Be considerate of people's likes and dislikes.
- Don't mock or tease people.
- Don't talk about people behind their backs.
- Be sensitive to other people's feelings.
- Don't pressure someone to do something he or she doesn't want to do.

We live in a diverse nation made up of many different cultures, languages, races, and backgrounds. This variety can make all our lives more fun and interesting, but only if we get along with each other. To do that, we have to respect each other. In addition to the list above, the FHA community suggests several ways that we can respect people who are different from us:

- Try to learn from others
- Never stereotype people
- Show interest and appreciation for other people's cultures and backgrounds
- Don't go along with prejudices and racist attitudes.

FHA's 3 Rules of Respecting Authority:

- The FHA Community will respect authority by being courteous and doing what we have been asked to do without rebellion. *See Romans 13:1-7*
- The FHA Community will work passionately to accomplish tasks set before us without complaining or regret. *See Colossians 3:23-24*
- The FHA Community will honor God by doing our best. *See 1 Corinthians 10:31*

## **OUR PURPOSE**

- Educating the next generation through creative modes of expression
- Guiding the next generation to lead by God's example
- Restoring the next generation to become God's unique light

## **COVID-19 REOPENING PLANS**

- FHA's educational program will maintain maximum distance between student desks and tables reaching 6 feet.
- Face mask/face shield requirements will align with CDC and government guidelines.
- FHA will make hand cleaning supplies readily available.
- FHA will optimize student learning through various platforms preserving in-person education to the extent possible.
- FHA will encourage students/staff to stay home when sick or have a temperature.
- FHA will clean surfaces that are frequently touched – things such as shared desks, countertops, kitchen areas, electronics, and doorknobs.
- FHA will limit events and meetings that require close contact.
- FHA's infectious disease plan during area outbreak is to follow CDC guidance on school closures and re-openings.

## **FATHER'S H.A.R.B.O.R. ACADEMY REQUIREMENTS**

A copy of each student current Immunization Records or letter of objection must be submitted to the school office. This is required for all Kindergarten students, all 7th grade students, and any students new to Florida.

For Kindergarten students or any student entering school for the first time in Florida, you must submit a School Entry Health Exam.

For all students, you must supply a COPY of their Birth Certificate, and social security number.

*\*\*These items may be included in records we request from previous school.*

Middle School and High School students must attend an initial interview where questions will be asked about previous behavior, academic grades, and desire to attend FHA.

## **PARENT/GUARDIAN RESPONSIBILITY**

Please be sure that when children enter the FHA building that they are ready to begin their day. They should have arrived on time with necessary materials, and requirements.

## **School Hours**

Students will be allowed to enter the school building at 7:00 A.M. They may go to their classroom area at 8:15 AM. School will begin at 8:35 A.M. Classes will end at 3:00 P.M.

Students must be picked up no later than 4:00 P.M. There is no extended day, but there is no extra charge for students if they stay from 7:00 A.M. until 4:00 P.M.



## **Lunches**

Breakfast and lunch are provided through the National School Lunch Program. We are pleased to inform you that Father's H.a.r.b.o.r. Academy is implementing an option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP).

Schools that participate in the CEP are able to provide healthy breakfasts and lunches each day at no charge for ALL students enrolled in that CEP school during the School Year.

All students are eligible to receive free meals under this program.

Students may still bring their own lunch. However, ***the school will not have a refrigerator or microwaves available for the students to use.*** Please make sure that the student's lunch does not have to be cooled nor heated up, since this service will not be available.

Please limit the fast food that your student consumes by not bringing in fast food for him/her to eat.

Cake, ice cream, and cupcakes may be brought in on special occasions such as birthdays.

## **Uniforms are now voluntary. There will still be a dress code.**

***When students enter the school building, they must adhere to the student dress code.*** Under no circumstances will students be allowed to finish getting dressed at school. Student uniforms will no longer be mandatory. If a student is out of dress code in any way FHA administration will contact the parent immediately and the parent will have to either bring the correct uniform or take the student home until the student is dressed properly.

***\*It is not FHA's responsibility to provide supplies, proper attire, and hygiene products to students.\****

## **COMMUNICATING WITH FHA**

By Telephone: The office staff is available for telephone calls from 7:30 am - 3:30 pm EST Monday through Friday. FHA's office phone number is (904) 306-9579. If no one is available to take your call, please leave your full name and your child's full name, phone number and the best time to return your call.

By Email: Please include your full name and your child's full name. You can contact our staff directly using their personal email address or by using [fathersharbor@gmail.com](mailto:fathersharbor@gmail.com).

## **ATTENDANCE RECORDS**

It is essential that students be in attendance every day that school is in session if they are in good health. If students are not in class they are missing instruction. If students are picked up before dismissal, they are responsible to make up the work missed. If they do not make up the work, they may get an incomplete, or a failing grade.

Students on virtual or hybrid options need to sign in every school day for attendance to count and complete work within the allotted time.

Notification: A parent or guardian should notify the school office by 9 a.m. on the day of a student's absence. The school may call if a parent has not notified the office by 10 a.m. Please send a note to accompany your child when he/she returns to school after an absence. A doctor's note may be requested for lengthy absences or to assure that a student is fit for school activities. Students are responsible for any and all assignments missed during absences, including homework. They may get assignments from their classmates. A grace period for each day absent is given by each teacher for making-up work.

Punctuality and meeting deadlines are an important life skill. Grades for late work turned in after the grace period may be penalized. Grade notices may be noted in student work, and parents will be asked to sign the note or work. Grades may also be viewed on the <http://portal.myschoolworx.com/> website, the student information system.

#### **PARENTS PLEASE BE ADVISED:**

There is a specific number of days for a student to be in class during the 9 weeks period. Teachers will take role daily and all missed days will be recorded. It is the responsibility of each parent to make sure that the student does attend classes regularly in person or virtually as it is easy to fall behind. Students who miss excessive days (**more than 9 days in a 9-week period**) and are missing work can be given an (F), for failing or an (I), for incomplete. In both cases of the (F), or (I), the student will receive no credit for the 9 weeks. If the excessive absences occur throughout the year, a student might be asked to repeat his or her grade.

It is FHA policy to allow teacher discretion when giving and grading make-up work. There is not one set rule for the entire school regarding make-up work as every class and every student is different. Therefore, we will trust our teachers to make their best judgment regarding your child's work and how it should be graded. If you have any concerns, please make an appointment with administration to discuss your concern.

**Students need to be on time every school day. Tardiness on the part of students not only causes loss of school time, but late arrivals also disrupt the entire class. Students who arrive after 8:35 are considered tardy.**

When it is necessary for the parent to take a child out of class for a doctor's appointment or other reasons during the day, please send a note to school at the beginning of the day so that the teacher and student can be prepared.

Release of the student must be made through the front office school staff. Parents are asked to sign out for early dismissal and back in if the child returns the same day. Parents are asked to keep early dismissals to a minimum. Please do not pick up your child 15 minutes prior to dismissal time. This causes disruption and confusion in the classroom. Early sign outs will be recorded in the attendance records, and students will be required to make up the work that they missed in a timely manner.

## **REPORT CARDS**

The purpose of our reporting system is to track academic progress. Parents are urged to ask for conferences at any time if there is concern. Your child's success is our goal.

The following grading system is used:

A/E (Excellent) 90 – 100

B/G (Good) 80 – 89

C/S (Satisfactory) 70 – 79

D/NI (Difficulty Meeting Requirements) 60-69

F/NI (Needs Improvement) 59 and below

Progress Reports have been given in the past half way through each 9-week term. However, real time grades are able to be viewed on the student's information system, MYSCHOOLWORX. Report cards as well as progress reports are accessed online. Parents are given a sign-on to access the site. If you are a new parent, contact administration to receive access.

### **PLEASE BE ADVISED:**

**It is our policy to deny any request for records and/or report cards to any party who has an outstanding balance with Father's Harbor Academy. An outstanding balance may include but not be limited to tuition, lost or missing textbooks, materials, or unpaid event fees.**

# 2020-2021 BACK TO SCHOOL OPTIONS



HOW WE GO BACK TO SCHOOL

## Schedule Options

In the Classroom  
Socially Distanced  
Limited Movement

In the Classroom  
Less Socially Distanced  
Free Movement

Online  
at Home

**TRADITIONAL**

ACADEMICS & BIBLE

ELECTIVES

Schedule the same as last year with students in the classroom with their teacher

**ANCHOR**

Same as Traditional, but with early dismissal every day at 12:45 PM and electives online at home

**VIRTUAL**

SEMESTER 1

SEMESTER 2

Finish four year-long academic and elective classes each semester

**HYBRID**

Same as Virtual but at school on Tuesdays and Thursdays to work with teachers

NOTE: Online electives may not be the same as electives offered in the classroom

## **CURRICULUM Scope and Sequence**

### **Elementary (K-5)**

*Reading/Bible      Art/Drama  
Language Arts   Music/Choir/ Band  
Math              Dance/P.E.  
Social Studies  
Science  
Chapel/Spanish*

### **Middle School (6-8)**

*\*Intensive Reading/Intensive Math  
Language Arts 1,2,3/Bible  
MS Math/Pre-Algebra/Algebra I  
Comprehensive Science 1,2,3,  
World History, Geography, Civics  
Piano/Guitar  
Visual Arts  
Dance/P.E./Health  
Music/Choir/Drama  
Band  
Spanish 1,2  
Chapel/Missions*

### **High School (9-12)**

*\*Intensive Reading/Intensive Math  
English 1,2,3,4/Bible  
Pre-Algebra/Algebra 1, 2/Geometry/Pre-Calculus, Business Math  
Marine Science, Physical Science, Biology, Chemistry, Physics  
World Cultural Geography, World History, American History, American Government,  
Economics  
Spanish 1,2,3; Careers; College life  
Health/PE/Dance  
Piano/Guitar/Instrumentals  
Visual Arts  
Drama/Choir  
Chapel/Missions*

### **3 TYPES OF LEARNING STYLES**

- **Visual:** Students with this type of learning style are usually strong in writing and grammar. They enjoy writing reports and stories and their fine motor skills usually develop easily and naturally. They enjoy learning through reading and videos. Sometimes math can be difficult for them.
- **Auditory:** Students with this type of learning style are usually strong in communication skills and would rather tell a story than write one. They benefit best by learning through listening, oral discussion and oral reading.
- **Tactile:** Students with this type of learning style are usually strong in math skills, and dislike reading and writing. Their fine motor skills, such as penmanship, usually develop later than most students. They enjoy learning through the computer and hands on projects. They like to build things and take things apart to see how they work.

Often, students exhibit more than one of the above-mentioned learning styles. Keep in mind these are generalizations and there are always exceptions. It may help to keep these in mind as your child's skills develop. Teachers as well as students have preferred learning styles, however FHA teachers will use varied learning styles in the classroom when modeling concepts and skills.

### **ANNUAL ACHIEVEMENT AND DIAGNOSTIC EXAMINATION**

MAP achievement test is usually administered in the fall, winter, and spring. FHA S students are tested three times during the year. These scores provide diagnostic as well as standardized assessment of the child's academic standing. Results must be interpreted in light of the characteristics of the individual's learning differences. One of the characteristics of a student with learning differences is erratic performance on a written assessment. Parents should remember that scores indicate one day's performance in a certain set of circumstances. Some scores will be encouraging while others may be disappointing. This fluctuation of scores simply means that the remediation process is incomplete, and more work needs to be done. Tests are administered in an un-timed, computerized administration setting unless otherwise noted.

## TUITION

Tuition for regular students includes all application, and enrollment fees. Parents paying the yearly tuition will not pay for their child's books. A 10% discount will be given for each sibling.

### ELEMENTARY (K-5)

\$8000 per year

\$800 per month for 10 months (Starting July 1 - May 1,)

### MIDDLE SCHOOL (6-8)

\$8000 per year

\$800 per month for 10 months (Starting July 1 - May 1)

### HIGH SCHOOL (9-12)

\$8000 per year

\$800 per month for 10 months (Starting July 1 - May 1)

A free month is allowed between July and May if payments are made on time.

### Late Payments

Tuition payments are due by the **1ST DAY** of each month. In the event that funds are not available, or you do not pay by the due date you will be charged a delinquent late fee of \$30. If on the 15<sup>th</sup> day of the month the tuition payment is still not paid, another \$30 fee will be incurred. **If by the end of the month, tuition plus the \$60.00 fees are not paid, the student cannot return to school.**

The student will be allowed back when all payment has been made in full.

### UNIFORMS AND SCHOOL DRESS CODE

Students attending FHA for the school year will not be required to wear uniforms. This means that a mandatory school policy is no longer in effect. Nevertheless, if you choose for your child to wear uniforms, please contact French Toast Uniforms: [frenchtoast.com](http://frenchtoast.com) and use the school's source code: **QS5DCJZ**. Then, you will observe the school's catalog. You may also call French Toast at 1-800-636-3104, for further questions and complete requirements.

Male students: Shirts no longer need to be tucked in. Pants or shorts must be of the appropriate size and worn at waist level. Belts should be worn at all times unless pants do not sag. Hats are now allowed.

Female Students: All blouses and polo shirts no longer need to be tucked in. All skirts/slacks and shorts must be a modest length. Socks if worn should match.

Leggings are allowed. All make up and personal care items should be left at home unless necessary. Distracting make up, wigs, or jewelry is discouraged.

All Students: All students need to be well groomed. **No torn, stained clothing should be worn. Clothing should be clean.**

Acceptable shoes are closed-toed shoes such as loafers, solid colored black, navy, or brown dress shoes, such as Mary Jane's, or nautical deck shoes such as Sperry's. Sneakers are allowed. No heels higher than an inch, no open toed shoes, sandals, no flip-flops are allowed.

Call the school if you have any questions.

Coats with other school names, slogans or phrases that include band names, curse words, or negative remarks are not allowed.

*We encourage all students to be individuals. However, we do not want appearance to be a distraction to their academic advancement and to the advancement of other students.*

## **CODE OF CONDUCT**

### **A. Procedural Infractions**

Students, who fail to adhere to the dress code, will be warned and parents will be contacted. The director or teacher will contact the parents to pick up the child.

### **B. Safe School Infractions**

Father's H.a.r.b.o.r. Academy has a Zero-Tolerance Policy for drugs, alcohol, stealing, disrespect, vulgar language, vandalism and physical violence. FHA believes that our school should be a safe place for our students and staff; therefore, all threats and bullying will be taken seriously. Immediate action will be taken by teachers and administration including suspension and expulsion.

### **C. Disciplinary Infraction (DI Form)**

Appropriate conduct on school grounds and at school events is expected.

Conduct expectations are as follows:

1. Follow directions. No running around school.
2. Keep hands, feet and objects to yourself.
3. Raise hand before speaking during structured activities.
4. Show respect.

The consequences for breaking conduct expectations or disrupting class are as follows:

1. First Offense-verbal warning, visual cue (at teacher's discretion)
2. Second Offense-verbal warning, visual cue and possible loss of student privilege.
3. Administrative/teacher Action.

The consequences below apply to all disciplinary infractions. Disciplinary Infractions (DI) are cumulative throughout the year.

1-3 DI's = Administrative Action (see below)

3-5 DI's = Parent/Teacher Conference/ (ISSP) In School Suspension

6 DI's = Expulsion



**FHA STAFF Action:** will typically consist of removal from class for the afternoon portion of the day. Students will be required to do academic work during this time. Included but not limited to removal from afternoon activities or elective responsibilities.

At the teacher's discretion, a student may be sent immediately to the office with a DI Form for fighting, insubordination, or in some way preventing the entire class from functioning. Our goal is to assure a safe and orderly learning environment for our students. The Administration or teacher reserves the right to immediately use any of the following consequences if the severity of the behavior deems it necessary:

- Phone conference with parent
- Conference with student and parent
- Administrative removal from class
- Daily report on behavior to parents
- Suspension – in school or out of school
- Expulsion

The FHA staff seeks to have a positive and productive relationship with our families. In the event that school and family values are in direct conflict and differences are unable to be resolved, students may be administratively withdrawn from our school. Sincere efforts will be made to resolve differences and avert this action.

**ALL DI FORMS MUST BE SIGNED BY THE PARENT OR GUARDIAN AND RETURNED THE FOLLOWING SCHOOL DAY TO THE SCHOOL OFFICE**

**D. Forbidden Articles**

Tobacco, alcohol, drugs, knives, weapons, matches, lighters, etc., are not allowed on school grounds.

No sunflower seeds, candy, or gum are allowed in classrooms unless special permission from the administration. Any such article found will be confiscated. FHA staff reserves the right to check pockets, handbags, and student vehicles without notice.

**Backpacks are NOW allowed, BUT no lockers are available for students.**

Parents and law enforcement may be contacted. This action can result in immediate suspension or expulsion from school.

Laser pointers, toys, games or cards are not permitted without the expressed consent of administration and classroom teacher.

Personal technology such as tablets, I-Pads, computers, or smart phones, are allowed to be used before school, after school, and during lunch unless that privilege is taken away as a consequence for noncompliance.

**The loss of any personal belonging is the responsibility of the owner and he/she will not hold the school liable.**

**E. Damage to School Property**

Students or teachers are required to report to the office any loss of, accident, or damage to school property. This includes books and all other educational materials. An amount covering repair or replacement will be charged to the parent when a student is responsible of careless or improper use of materials and equipment. Writing, scratching, or defacement of desks, tables, walls or any other school property is strictly forbidden and will result in disciplinary action.

**THE FOLLOWING INFORMATION HAS BEEN DUPLICATED IN THE ENROLLMENT PACKET:**

**MEDICATION POLICY**

All medication must be brought to the office by the parents (not in the student's lunch box) with written instructions for the administration of the medication. The original container must be clearly labeled with the student's name. Prescription medication must have the pharmacy label intact. No over-the-counter medication will be given to students without written permission from the parents. A note will be attached in the student's file when medicine has been administered.

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

\_\_\_\_\_  
Parent's Name Print

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

**Method of Transportation**

Person(s) authorized to pick up students must have valid driver's licenses. A list will be composed in the front office with the authorized persons. If the person picking up student is not on the list, the parent must contact the school.

Please write the names of the authorized persons below.

\_\_\_\_\_  
\_\_\_\_\_

Method of pick up:

\_\_\_\_\_ Pick up by parent/family member/carpool

\_\_\_\_\_ Walk/ride bike

\_\_\_\_\_ Student driver

**Please initial and sign that you have read and agree with these policies**

**Discipline**

I understand that it is a privilege and not a right for my child to attend Father's H.a.r.b.o.r. Academy. I further understand that the school reserves the right to dismiss any student who does not cooperate with any phase of the educational program and process, be it curricular or extra- curricular, or whose attitudes and actions are not in harmony with the aims and ideals of the school. I give Father's H.a.r.b.o.r. Academy's administration and teachers, full discretion in the discipline of my child, including the issuing of DI's, detention, suspension (in-school or out), and expulsion from the school for conduct deemed by the school to be improper, regardless of where the incident (giving rise to such discipline) occurs. \_\_\_\_\_

I understand and agree to the need for reasonably determined investigations of student activities, which may involve and include searching my child's or children's belongings (i.e., book or carrying bag, lunch box, purse, etc.). I also give permission for any motor vehicle in my student's possession to be searched for stolen or improper items. \_\_\_\_\_

**Picture and Video Consent and Release Agreement**

I understand that by enrolling my student(s) in Father's H.a.r.b.o.r. Academy that I consent and agree that my student's name, picture, art, written work, voice, verbal statements, portraits (video or still) may be used for school publications, on the school internet website, in school-related video productions, or for news and other publications. \_\_\_\_\_

If the student and parent/guardian wish to rescind this agreement they may do so at any time with written notice to the Father's H.a.r.b.o.r. Academy administration.

It is my understanding that the policy for the school is to make **no refunds on any** fees paid. Whether the fees are for a month or for a year. \_\_\_\_\_

**Late Fees**

I understand that my child or children's continued enrollment at Father's H.a.r.b.o.r. Academy is conditioned upon my prompt and timely payment of all tuition and fees (including late fees). I further understand that in the event of withdrawal or expulsion of my child(ren) from Father's H.a.r.b.o.r. Academy for any reason, I waive all rights to a refund of tuition and fees previously remitted and further understand that I shall remain obligated for any tuition and fees not yet having been paid. \_\_\_\_\_

**Field Trips**

I give Father's H.a.r.b.o.r. Academy permission for my children to take part in all school activities, including bus trips, sports activities, and school sponsored trips away from the school premises. \_\_\_\_\_

**Emergency**

In case you are unable to reach me during an emergency, Father's H.a.r.b.o.r. Academy is authorized to contact, and if necessary, release my children to our family physician or emergency contacts listed in our registration information. In a serious emergency, when I cannot be reached, I hereby authorize Father's H.a.r.b.o.r. Academy to take my children to a physician or the nearest emergency room for treatment. I understand that Father's H.a.r.b.o.r. Academy does not assume responsibility for payment of a physician in any case. \_\_\_\_\_

**Liability**

I further agree to hold the school, and its agents, harmless for any liability to my children or any guardian or parent thereof because of any claims on behalf of my children against the school, or any agent thereof, because of an injury or alleged injury to my child(ren).

Should legal action, for any reason, be taken against Father's H.a.r.b.o.r. Academy, any employee or agent thereof, on my children's behalf, and the school or its agent not be found at fault, I agree to pay any attorney fees, court fees, damages or other costs that Father's H.a.r.b.o.r. Academy or its agent should incur to defend itself against such action. I agree to handle all legal matters through arbitration. \_\_\_\_\_

*I agree to be held by the policies and rules set forth in the Student Handbook.*

*This Statement of Cooperation will be in effect for as long as my children attend Father's H.a.r.b.o.r. Academy.*

**Father's H.a.r.b.o.r. Academy admits students of any race, color, and national or ethnic origin.**

\_\_\_\_\_  
Parent's Name (Print)

\_\_\_\_\_  
School representative

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

Sworn and subscribed to me on this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Name of Notary (Print)

\_\_\_\_\_  
My commission expires on the above date.

Notary Public State of Florida at Large.

Notary Seal:

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