

Athenian Academy 2025-2026

Title 1 Compact

*Shared Responsibilities for Highest Scholar Academic Achievement
Parent-Scholar-School Compact*

Parent/Guardian Agreement:

I want my child to reach their full academic potential; therefore, I will do the following to support my child's learning.

- Have on-going communications with my scholar's school, including parent-teacher conferences
- Support the school staff and respect cultural differences of others
- Participate in school events
- See that my scholar attends school daily, is punctual and has all needed supplies
- Talk to my scholar weekly about homework and academic progress
- Send my student to school on time, healthy, clean, and dressed according to Athenian dress code
- Take responsibility for the behavior of my child in school
- I will make learning a primary focus for my child

Parent/Guardian Signature _____ Date _____

Print Parent/Guardian Name _____

Scholar Agreement:

It is important that I do the best that I can; therefore, I will do the following:

- Come to school each day on time with my homework completed and with supplies that I need
- Show respect for my school, the staff, myself, other scholars, and have consideration for cultural differences
- Believe that I can learn, and I will learn
- Work to the best of my ability
- Follow the rules of conduct at my school
- Take responsibility for my behavior and academic performance

Scholar Signature _____ Grade ____ Date _____

Print Scholar Name _____

School Agreement:

The entire school staff will share the responsibility for improved scholar achievement; therefore, we will do the following:

- Hold parent/teacher conferences
- Send reports to parents on their child's academic progress and progress monitoring outcomes
- Provide opportunities for parents to volunteer and participate in their child's school activities
- Provide a safe environment conducive to learning
- Respect the scholar, their parents and the diverse culture of the school
- Will follow the rules, requirement, and statutes set forth by the State Board of Education and the district school board
- To adhere to due process procedures

Administrator/Staff/Teacher Signature _____ Date _____

Note: This compact (pledge) is a voluntary agreement designed to promote a partnership between the parent/guardian, scholar and school. It meets the requirement of the Title 1 Federal Guidelines.

2025-2026 Student/Staff Calendar

(*) = Denotes Hurricane make-up days

Saturday, July 19	Summer Splash
Thursday, July 31	Staff report to work for 25-26 SY-Training
Thurs. – Fri. July 31 – Aug 8	Staff workday/Professional Development
Thursday, August 7	Open House/Curriculum Night Kindergarten - 8 th Grade
Monday, August 11	All PreK-12 and postsecondary schools' classes begin
Monday, September 1	Labor Day Holiday - schools closed for staff and students
Monday, September 15	Picture Day (Students must be in full uniform)
Friday, September 19*	School Closed for students - Teacher Planning Day
Friday, September 26	Hispanic Heritage
Friday, October 10	End of first quarter
Monday, October 13*	School Closed for students - Teacher Planning Day
Friday, October 17	Fall Into Fun – Festival
Thursday, October 23	1 st Quarter Report Cards Distributed
Wednesday, November 13	Great American Teach In
Tuesday, November 18	Picture Retake (students must be in full uniform)
November 24 - 28*	Thanksgiving Holidays (School Closed)
Monday, December 1	Classes Resume
TBD- December	Holiday Program TBA
Friday December 12	Recommitment forms for 25 - 26 SY
Friday, December 19	End of Second quarter/first semester
Monday, Dec 22 - Jan 2	Winter Holidays - schools closed for staff and students.
Monday, January 5	Classes Resume
Thursday, January 15	2 nd Quarter Report Cards Distributed
Monday, January 19	Martin Luther King, Jr. Day Holiday - schools closed
Thursday, January 22	Kindergarten Round Up
Wednesday, February 11	Class, Group & 8 th Gr. Cap & Gown Pictures
Friday, February 13	School Closed for students - Teacher Planning Day
Monday, February 16	School Closed for students - Teacher Planning Day
March 3 – 6	Read Across America
Friday, March 13	End of third quarter
March 16 - 20	Spring Break Holiday-schools closed for staff and students
Thursday, April 2	3 rd Quarter Report Cards Distributed
Friday, April 3	School closed for students and staff
Monday, April 27	School closed for students and staff
Monday, May 25	Memorial Day – School Closed for students and staff
Thursday, May 28	Last day for all students-Students released 11:00am
Thursday, May 28	Final Report Cards Distributed
Friday, May 29	Last day for staff

Mission Statement

The mission of Athenian Academy Charter School is to change lives, challenge minds, and create global citizens through world language instruction and meaningful motivation.

Vision Statement

The school's vision is to fulfill the mission through the educational development of global minded, multilingual citizens using world language instruction as a vehicle toward academic achievement and excellence in all curriculum areas.

STUDENT RESPONSIBILITIES

To be caring and honest

To do the best to learn and master all he/she can

To respect school rules, regulations, and policies

To be sure that personal expressions do not interfere with the rights of others

To follow state law and school policies concerning substance abuse

To respect and protect the personal and property rights of others and of the school

To treat all members of the community with full respect, fairness, and courtesy

To abide by all the expectations of the school and its community

To follow the prescribed guidelines for participation in school activities

To adhere to due process procedures.

STUDENT RIGHTS

To feel safe in the school environment

To take full advantage of the learning opportunities

To work in an environment free from disruptions

To express his or her opinions, ideas, thoughts, and concerns appropriately

To have a healthy environment that is smoke, alcohol, and drug free

To use school resources and facilities for self- betterment under appropriate supervision

To expect courtesy, fairness, and respect from all members of the community

To be informed of all expectations and responsibilities

To have the right to due process

DAILY ROUTINES & PROCEDURES

Morning Before Care (Registered only)	6:45 am – 7:45 am
Administration	7:30 am – 3:30 pm
Classrooms open/Cafeteria Open for Breakfast	7:45 am
Class Start Time	8:15 am
Dismissal Time	2:40 pm
Instructional Staff	7:30 am – 3:30 pm
Office Hours	7:30 am – 3:15 pm

SCHOOL ARRIVAL & CAR CIRCLE

Daily arrival time is 7:45 am – 8:15 am. Please follow the circle around the building to the North side of the auditorium. Staff is on duty to unload cars. **Parents are to remain in their cars!** Do not let your child out of the car until staff or designated safety patrol opens the car door. All cars are required to drive through the car circle. **You may NOT park and walk your child to the walker gate or front doors.** The only parents permitted to park and walk their students to class are preschool parents dropping off at Olympian's Preschool. Parents are not allowed to drop off students before 7:45 am unless they are registered in Before Care.

Cars enter through the traffic light or off Hercules and proceed down the south side of the building through the back parking lot and merge to one lane on the north side of the auditorium. Cars must pull **all** the way up to the first unloading station. **Parents must remain in their cars. It is not safe for children to jump out of cars in non-loading areas. Speed limit on campus is 10 mph.** Drivers who do not adhere to safety rules will be contacted by Administration and referred to the Board of Directors after repeat offenses.

SCHOOL DISMISSAL AND CAR CIRCLE

School dismisses at 2:40 PM. Students will remain in their classrooms until their number is called. Walkers, van riders, and after care will be dismissed 3 minutes earlier. Classes are in session until 2:40 PM. As a safety measure, cars are not permitted in the back loading areas early. Gates will be opened when we are ready to allow cars to pull through to our loading zones. You may not pull up to the gate before 7:30 AM for arrival or before 2:15 PM for dismissal.

All cars are required to drive through the car circle. **You may NOT park while the carline is in progress.** You may not park and walk up to get your child. Walkers and bike riders are defined as individuals who live close and actually walk or ride a bike to pick up their child. Walkers and bike riders must have signed permission on file. Walkers must exit at the cross walk on the North end of the parking lot where we have staffing for safe crossing. If you are concerned about the car circle waiting time, arrive towards the end of the dismissal process before 3:00 PM. When you do so to early, you are creating a safety issue.

Students are issued a three-digit dismissal number. This number is to be displayed on the driver's side of the front window. Please help your child memorize their dismissal number. Numbers are called to the classrooms; then students walk to the sidewalk. Once the traffic comes to a stop, students are escorted to their cars. Please follow all staff instructions; our staff is working very hard to get your child loaded as quickly and safely as possible.

All students should be picked up by 3:00 p.m. (if they are not in tutoring). Students who are not picked up by 3:00 will be sent to Aftercare and a drop in fee of \$25 will be incurred by the parent or guardian. Unpaid fees exceeding \$50 will prohibit your child from attending any after school activities or events until this fee is paid in full.

ABSENCES, TARDIES, & EARLY SIGN OUTS

Athenian Academy recognizes two kinds of absences, tardies, and early sign outs: excused and unexcused. Regular attendance for the entire school day is crucial for learning. Habitual absence, tardiness, or early sign outs is unacceptable and unfair to other students because instruction is interrupted every time, for the student themselves and the entire class. Please be very aware of your responsibilities regarding homework, quizzes, and tests when you have an excused absence and the consequences for unexcused absences. Students who have 5 unexcused absences in a calendar month or ten (10) times in a 90-calendar day period will be referred to the School Counselor and the Department of Children and Families may be notified.

COMPULSORY SCHOOL ATTENDANCE

Children who are six years old or who will be six years old by February 1 of any school year, or who are older than six years but have not yet turned 16, are required to attend school regularly throughout the school term, unless exempted by Florida Statute. (F.S. §1003.21(1)(a))

ABSENCES

A. Absence Defined: A student who is absent from a class for more than half of the class period will be counted as absent. To be considered present for the school day, the student must be in attendance for at least half of the class periods during that day.

B. Excused Absences: Students must attend school unless they have been given permission or for an excused absence due to personal illness, death in the student's family, religious holiday, medical or dental appointment, court-related activity, or approved educational opportunity. A note from a physician is required for absences of 3 days or more.

C. Unexcused Absences: Any absence that does not meet the criteria for an excused absence is unexcused. Examples of unexcused absences include out-of-school suspensions, family vacations, and absences due to non-compliance with immunization requirements.

TARDIES

A. Tardy Defined: A student who is not in their assigned seat or station when the bell rings is considered tardy. All parents/guardians must come into the school office to check in their child when they arrive late.

B. Excused Tardy: A tardy is excused only if it occurs due to personal illness, illness, or death in the student's family, religious holiday, medical or dental appointment, court-related activity, or approved educational opportunity.

C. Unexcused Tardy: A tardy is unexcused unless it occurs due to a medical or dental appointment, court-related activity, or educational opportunity approved by Administration. Examples of unexcused tardies include heavy traffic, car trouble, oversleeping, and shopping trips.

EARLY SIGN OUT

Parents must request early sign out through the school office by phone or in person. Schools will establish procedures for early release to ensure a secure campus for dismissal. Repeated early sign outs may count toward a pattern of non-attendance, which could indicate truancy. The same criteria used to determine an excused absence and an excused tardy will be used to determine whether an early sign out is excused or unexcused. Students who need to be signed out early must be signed out **before 2:15**.

ACCIDENT REPORT

When a minor accident occurs, the office will aid the student with an ice pack or band aide. We are only permitted to wash the wound with soap and water; we are not permitted to apply ointment or other first aid. Accident reports are written by the staff member supervising the student at the time of the accident and any time a mark is left on the student. We make every effort to ensure that accident reports go home with the student the day the accident occurs. Please do not hesitate to call the office if your child reports an accident to you and you did not receive an accident report. In the case of a life-threatening injury, the school office will call 911 and an immediate telephone call will be made to the parents. As a precautionary measure, even when we suspect it is minor, any accident involving the head or neck will immediately be reported to the parents by telephone. Head and neck injuries are unpredictable and may become serious without any visible sign of injury. Our clinic is located directly adjacent to the office.

ACCIDENT INSURANCE

The school has selected The Student Insurance Plan to make affordable coverage available to parents. If you do not have other insurance, this plan may be a resource to consider. Additionally, even if you have other coverage, this plan can help fill expensive "gaps" caused by deductibles and co-pays in the event of an accident. Coverage may be purchased at any time during the school year. School accident insurance is required to participate in all of our after school clubs & sports programs. Student accident insurance is affordably available through Pinellas County Schools. The \$5.00 or \$8.00 yearly options are sufficient to participate in the extracurricular activities. Applications for student accident insurance will be sent home the first week of school. Student accident insurance is required for any student participating in any school-sponsored event on or off campus.

AFTERCARE

Aftercare is available on campus but spots are very limited. Please go to our website for further information on availability, pricing, and program details. Please note the Aftercare program is a separate entity from Athenian Academy. We also have a variety of aftercare programs that pick up directly from the school. Please contact the front office for more information.

ANIMALS

Animals are NOT prohibited on campus as we have students with severe allergies. The only exception to this are certified service animals which must be approved by Administration prior to arrival on campus. Certified service animals are expected to meet, adhere, and abide by Florida Statute 413.08.

BEHAVIOR PLANS

It is expected that every individual will accept responsibility for his/her own actions, whether intentional or unintentional. Often harm caused to other persons or their possessions is unintentional, or the result of careless behavior. This, however, does not excuse or diminish the personal responsibility of the student

(and/or his/her parent/guardian) to make appropriate restitution. When known and verified by an administrator, any harm caused to another will be reported to parents.

Discipline is the process of assisting a child in changing behavior and making good choices. We are never satisfied with merely stopping poor behavior but instead we strive to use the situation to show students support, help students learn to make good choices, and gently guide them in reaching their full potential. We never lose sight of the fact that we are educators, and every situation is an opportunity to teach.

Based on these guidelines, Athenian Academy follows a school-wide Positive Behavior Interventions & Supports (PBIS) program called SOAR. The expectations set forth in our PBIS plan is enforced school-wide. SOAR behavior is shown through:

- Self-Control – controlling your impulses and your own behavior
- Ownership – pride over your body, words and materials
- Attitude – positive words, open outlook
- Respect – treating yourself, others and property in a positive manner

How you support positive behavior:

- Discuss SOAR with your child
- Keep communication open with your child
- Praise your child for showing SOAR behaviors at home and school

How your child might be recognized:

- Positive praise
- Positive action tickets
- Classroom recognition
- Quarterly all-school recognitions

What if your child is not following school-wide expectations?

Tier 1

- Handled according to classroom behavior plan with potential warning
- Teacher will keep a record of behavior
- Teachers use this as an opportunity to model expected behavior
- Natural or logical consequence will be enforced when applicable

Tier 2

- Notification and/or parent conference requested when negative behaviors are reoccurring or behavior escalates
- Offending behaviors may include physical aggression, harassment, bullying, or other serious violations
- Investigation will be initiated with potential referral and progressive disciplinary action. In some cases, students will be suspended during school investigations until outcome/resulting actions are determined.

Tier 3

- Serious offenses such as tobacco use, vaping, alcohol, or weapons is an automatic suspension. Other serious offenses will result in out of school suspension, in school suspension or alternative setting
- Threats to self or others will be referred The Threat Management Team. Law enforcement may be consulted

****School Counselor will be consulted when applicable to determine if student services are needed****

The administration team of Athenian Academy has the discretion to provide alternate consequences than those described above when they believe it will help the school promote a safe, secure, and positive learning environment while considering the entire student population and members of its staff. The Pinellas County Schools Code of Conduct is integrated into our school policies. A copy of the PCS code of conduct QR code will be distributed to each student at the beginning of the year, provided during open house and on our website; please refer to this for more information.

BULLYING/HARASSMENT

Athenian Academy is committed to providing a safe, nurturing, and inclusive learning environment for all students, free from any form of bullying, harassment, or intimidation. This Anti-Bullying Policy is based on the Florida Statutes, specifically, Section 1006.147, also known as the "Jeffrey Johnston Stand Up for All Students Act." Our policy aims to ensure the physical, emotional, and psychological well-being of every student and to promote a culture of respect, responsibility, and empathy among all members of the school community. Athenian Academy participates in the Pinellas County Schools reporting process for bullying and harassment. We are partnered with Sandy Hook Promise to offer the Say Something Anonymous Reporting System. Say Something allows you to submit secure & anonymous safety concerns to help identify and intervene upon at-risk individuals BEFORE they hurt themselves or others. Tips made to the Say Something Anonymous Reporting System are passed along to the appropriate law enforcement agencies and school officials. **Visit or download the app [Say Something Anonymous Reporting System](#). You may also refer to the Pinellas County School Code of Conduct.**

As an added safety measure, we will have access to FortifyFL, a school-related suspicious activity reporting tool that gives you the instant ability to relay information anonymously concerning unsafe, potentially harmful, dangerous, violent, or criminal activities. Visit the [FortifyFLwebsite](#).

BIRTHDAY CELEBRATIONS

Birthday celebrations must be approved by the teacher. Each classroom will have their own celebration time after lunch and **only store bought treats may be served**. Please be cognizant of specific food allergies in your child's classroom. If students are handing out invitations to a birthday party, we ask that they be given to every child in the classroom. We do not want hurt feelings by students feeling excluded.

CELL PHONES/ELECTRONIC DEVICES/SMART WATCHES/AIRPODS

Students are not permitted to have cell phones, air pods, or other electronic devices during school hours for any reason. Cell phones and air pods must be turned off and stored away in their backpack. **Students are not allowed to carry cell phones or any of these items on their person.** Refrain from contacting your child via text or through calls on their cell phone. In case of an emergency, you may contact your child by calling the front office.

Smart watches must be on airplane mode only during the entire school day. Students will be required to remove smart watches during state testing. Smart watches not turned to airplane mode will be confiscated. Students who violate these rules are subject to disciplinary actions listed below.

A student who brings a cellular telephone or any electronic device to school **does so at his/her own risk**. The school staff is not responsible for preventing theft, loss, damage, or vandalism to cellular telephones or other electronics brought onto school property, including electronic devices confiscated due to inappropriate use. Students who possess a cell phone or other electronic device on their person is in violation of this policy and will result in disciplinary action. **Students who violate this policy will have their device confiscated by a staff member and brought to the office. Confiscated items will be returned as follows: 1st offense – parents will be notified, and the device will be returned to the student after dismissal. 2nd and subsequent offense(s) – parents must pick up the device from an Administrator. NOTE: There may be times when administrative personnel will not be available to retrieve phones for parents until after 3:00 pm. 3rd offense will result in a referral and consequences are to be given at Administration's discretion.**

CLASSROOM / SCHOOL VISITS

Parents are welcome in the Athenian Academy building on a limited basis. At Athenian Academy we do follow a safe school policy that will make your visits to the school a pleasant experience for you and your child. Classroom volunteers will be allowed on a need basis and must have prior approval. All volunteers will require a Level 2 background check which includes fingerprinting. All visitors to the school will be required to sign in and out at the front office, present a valid form of identification and acquire a visitor's badge. For the safety of our students, adults will not be permitted to access the gated campus without a visitor's badge.

CLASSROOM AND FIELD TRIP CHAPERONES

It is required for parent volunteers to complete a volunteer form, authorizing a criminal background check. Volunteer forms are available in the front office. In addition to the criminal background check, chaperones are required to be fingerprinted. Once both the criminal background check and your fingerprints have cleared, you will be qualified as a LEVEL 2 volunteer. As a level 2 volunteer you are legally permitted to supervise children in the absence of a school employee. Volunteer clearance is valid for 5 years. To obtain specific information regarding this process, please contact the front office.

CLASSROOM TRANSFERS

If a parent requests a change in classrooms, the following procedure should be followed:

1. Please submit the request in writing, stating your reason for the request.
2. We will not accept requests for a specific teacher.
3. We cannot grant your request if the other classrooms are at class size capacity.

Administration will respond to your written request within two weeks with an approval or denial for a classroom transfer. Please remember that we will not accept requests based solely on personal preference for a specific teacher.

CODE OF CONDUCT

Athenian Academy has as its goal to help every student fulfill his/her intellectual, social, physical and emotional potential. Everything in and about the school has been designed to create an orderly and distraction-free environment in which all students can learn effectively and pleasantly. To foster this kind of learning environment, administrators and teachers shall not allow inappropriate, distractive, or disorderly behaviors to occur during school, on school property, or at any school-sponsored activities.

COMMUNICATION

You can contact our Office by phone at 727-298-2718 during the hours of 7:45 a.m.-3:15 p.m.

- **Website:** www.athenianacademy.org– Click on the Parent Info Tab for the link to our Clearwater Parent Portal. This site is a great resource and can also be accessed directly at <https://athenianacademycle.wixsite.com/website>
- **Focus System** is a great tool to monitor attendance, grades, and calendars. All parents are required to have a focus account.
- **Newsletters** will also be posted to the website with upcoming events and announcements, and some teachers may provide a grade level or classroom newsletter throughout the school year.
- **Email addresses** for all school staff are available in this handbook and through focus. Parents/Guardians are encouraged to communicate with us through email when possible. It is often impossible for teachers to take telephone calls during school hours as instructional time is protected from interruptions. Email communication from teachers to parents or students is limited to the authorized school email address and teachers are required to copy the appropriate administrative supervisor on all parent and student email communication. Please allow 24 hours for staff to respond to emails.
- **Planners** – Your child's teacher will inform you if they will use a student Planner . Planners can be a great tool for communicating between home and school. Student planners should be checked daily, and a parent should initial accordingly.
- **Voice Mail system** can be reached before or after school hours. Through this system, you can call your child in absent or leave a message.

- **Telephone** - When teachers make contact by telephone with parents, they record the communication in the parent communication section on Focus. This documentation is needed to avoid misunderstandings in communication. Staff personal cell phones are not for student/parental contact.
- **Athenian Academy Facebook Families Page** – this page is for informational purposes only for families/guardians. This is a closed group and individuals must be approved to be a part of this group.

Communication between school and home is essential for a successful year! If you ever have a question or concern, please contact the school. **Please remember to keep current contact information in focus, check your child's backpack, student Planner (when applicable), email, and social media daily for announcements.**

COMPUTER USE

Students have access to classroom laptops for academic purposes only. Parents/Guardians and students are required to sign an "acceptable use policy" and follow the guidelines for proper use of the school's computer equipment, technology, and Internet access. Downloading Internet content is strictly prohibited, unless instructed to do so for class activities. The mistreatment, misuse, or vandalism of school computers will result in disciplinary action and/or repair fees up to \$350. Repair fees are incurred by the Parents/Guardians. Disciplinary action may also include but is not limited to the loss of computer privilege.

CONFIDENTIALITY

Athenian Academy respects your right to privacy, and we ask that both students and parents respect the privacy rights of others. The school will not reveal confidential information regarding students or parents as follows:

1. Address and telephone information will not be released without parent permission.
2. Forms involving accidents or discipline will only include the name of your child; offending names or information regarding other students involved in an accident will not be listed.
3. Personal contact information for staff members. Parents may contact staff members at school (727-298-2718) during school hours by leaving a message for them with the front office. School email addresses are provided to parents for all Athenian Academy staff members. These email addresses are listed at the beginning of this handbook.
4. School staff will not reveal any information of a personal nature, medical, social or psychological nature without parent permission or a legal obligation for the safety or well-being of a student.
5. For a stepparent who is not the legal guardian of the child to have information about a student or sign forms related to the student there must be, on file, written permission from the parent or legal guardian. This permission must be updated annually.
6. Parents listed on the birth certificates have the same rights regarding their child unless the school has been provided with official legal court documentation stating otherwise.

DETENTION

Administrative personnel can assign detention to be held before school, after school, during lunch, or on Saturday at the discretion of Administration. Saturday detention will be held from 8:00 am to 11:00 am. If a student is assigned to detention, parents will be notified in writing or on the referral form. This form needs to be signed and returned. Parents are responsible for the transportation of a student assigned to detention. Students must serve the detention when it is assigned and failure to do so will result in an automatic (1) day in school suspension.

DISCRIMINATION

Athenian Academy believes in a multicultural, multi-ethnic, and multi-racial community. We must be aware that what we say, do, think, allow to happen, or fail to stop has the power to harm or to help our students, their families, our colleagues, and ultimately ourselves. Remarks and actions that negatively impact members of our community are not acceptable. Each of us must be sensitive to the people around us and be a part of a school community and world in which we will be judged only by the content of our character. Athenian Academy will not tolerate discrimination or harassment of others on the basis of race, color, national origin, sex, or sexual orientation. Please report suspected discrimination directly to the Administration. Administration will follow Pinellas County School Code of Conduct policies and procedures for discrimination and harassment.

Dress Code – As a uniform school, dress code is not negotiable and students are expected to follow each tenant of the code.

Uniform Dress Code

As in the world of work, clean, appropriate clothing and good personal hygiene are expected. A correlation exists between good grooming/personal attire and student achievement. A similar relationship exists between student dress and acceptable standards of conduct. Recognizing these relationships, Athenian Academy is a uniform school. **All students are required to wear their uniform daily and adhere to the following dress code practices:**

TOPS

- Authorized/ Logo school uniform polo shirts in colors of royal blue, red, green, yellow for grades k-8. Black polos are available only for 8th grade. (All tops must be clean and free from rips or holes)
- Authorized royal blue, black, white, gray or red zip-up or pull over sweatshirts that are solid (no writing, no name brands, no logos other than Athenian Academy's) or with the school logo for all grades. These can be worn in the building. A school appropriate uniform shirt must be worn underneath Athenian Academy sweatshirts and jackets. When colder weather is present, students may wear any color jacket into school, at P.E. or during recess. Students will only be allowed to wear jackets, hoodies or sweatshirts of the colors stated above while in the building.

BOTTOMS

- Uniform pants, shorts, skirts, skorts, jumpers in colors of navy blue, black or khaki may be worn. Shorts, skirts, and skorts must be no shorter than 2 inches or less above the knee.
- The uniform should be twill fabric, no denim or cargo pockets. Uniform bottoms cannot be jeans style.

- Leggings may not be worn as uniform pants. Non-patterned leggings may **only** be worn under school approved bottoms such as shorts, skirts, or skorts that are the appropriate length of 2 inches or less above the knee.

SHOES

- Closed toes shoes must be worn at all times. **(No sandals, slides, flip flops, crocs, or open-toe shoes of any kind)**. It is not recommended that students wear shoes with a heel, as most students participate in P.E.

SOCKS

- The only allowed sock colors are white, black, or gray, and must be plain/solid. No patterns, designs, artwork, characters, or stripes.

Friday is School Spirit Day

Students may purchase a Parthenon spirit shirt to be worn on Friday only. Students may wear either their Parthenon spirit shirt, Citizen of the Month/Quarter shirts, Athenian Academy sports shirts, SAVE Club shirts, or authorized school polo on Friday. School uniform bottoms may be worn, or jeans may be worn on Friday. No jeggings, leggings or jeans with holes, rips, tears, patches, or mesh will be allowed.

Uniform shirts, polos, tee shirts, sweatshirts, and jackets may be purchased at Young Guns Apparel Company @ygapparel.com.

The following are authorized uniform items that can be purchased at ygapparel.com:



The following are examples of school appropriate bottoms:



These types of uniform bottoms can be purchased at many department stores and specialty stores. Parents have recommended places such as JC Penney, Old Navy, Walmart, or Amazon. Dress code infractions will be managed through a tier process and parents are responsible for bringing the proper uniform to the school:

1st infraction – written warning and a phone call home

2nd infraction – phone call home and lunch detention

3rd infraction – referral, phone call home and before or after school detention

4th infraction- referred to administration or to school counselor (on as needed basis) and a conference with parent/guardian.

If students do not adhere to this or any dress code, parents will be called to bring the appropriate uniform to school.

DRESS (Cold Weather)

Authorized school uniform jackets are available for cold weather. Solid color long sleeve shirts may be worn under the uniform polo and uniform jacket during cold weather. Parents are expected to be prepared for occasional cold weather and plan ahead by purchasing long pants and outerwear following the school guidelines listed in this handbook. Jeggings, leggings, sweat pants, or other casual long pants are not permitted on any day or as cold weather wear. Every year, parents become very upset when the school calls them to come to school and provide "proper uniform pants" for their child on cold days. Please understand and be informed that our school uniform policy does not change on cold weather days.

EMERGENCY PROCEDURES DRILLS

Students are required to participate in emergency drills and are expected to follow all directions. Students are trained to follow proper procedure. The drills are as follows:

Active Threat Drills – All Florida Public Schools are required to drill for an active assailant on campus. These drills are done under the supervision of the School Safety Officer and Pinellas County Sheriff's department.

Lockdown: Under no circumstances will anyone be allowed to enter the building or leave the school campus during a lockdown until authorized by administration.

Tornado/Hurricane and Fire: Tornado and Fire Drills will be conducted routinely. In the event of severe weather, Athenian Academy will follow Schools & Emergency Management recommendations for school closure.

In the event of an actual emergency on campus, Athenian Academy will supervise and make arrangements through law enforcement to meet at our gathering point which is Greenbriar Clubhouse. Once the event has been cleared by law enforcement, all Athenian Academy students and staff will reunite at SPC-Clearwater campus located at 2465 Drew St. Parents will be notified to pick up their children at this location. It is imperative that parent/guardian information is correct and current.

ESE/IEP/504 PLANS

It is the parents/guardians responsibility to notify the school if a student transfers to our school and requires special education, has an IEP or 504 plan so we can be made aware of your child's needs. The school employs ESE specialists; please make sure the school has a current copy of your child's special education documents so that our staff is aware of any special needs, modifications and/or accommodations needed.

Florida charter school law Section 1002.33 Subsection (10) Eligible students (f) Students with disabilities and students served in English for Speakers of Other Languages programs shall have an equal opportunity of being selected for enrollment in a charter school.

FIELD TRIPS/SPECIAL EVENTS/AFTER SCHOOL ACTIVITIES

Field trips, special events, and after school activities are a privilege to be earned. Should a student receive a warning, referral, out of school suspension or in school suspension, they will be prohibited from attending these events. Additionally, students must be present that school day to participate in same day after school events and activities.

GIFTED PROGRAM

The School offers gifted classes for all qualified students. Gifted classes range from 3-5 hours/week for grades K-6. A list of these students will be distributed to the staff. Students will not be held responsible for any work missed in classes on days they attend gifted class. If you would like a student to be tested for gifted classes, please email the gifted teacher.

GRADES: (Report Cards/Progress Reports)

The school will use (4) report card periods. Gradebook categories and weighting is determined by the classroom teacher. Report card dates are listed in the school calendar provided in beginning of the handbook. If you have not received your child's report card according to the date listed on the calendar, please contact the school. *Teachers will not accept late work except for makeup work due to *excused* absences.

It is mandatory for families to sign up for their Focus/Portal account. This will be how you will access your child's school information (current grades, attendance, etc.). It is the parent/guardians responsibility to sign up for this account, but if you are having any issues contact the front office for support. Progress reports and report cards will be sent via email. Please ensure that the email on file on your child's Focus Portal is up-to-date. If you are unable to retrieve your child's progress report or report card, please contact the front office for a printed copy.

GRIEVANCE PROCEDURES

If parents or students have an issue with a teacher, administrator, or disagrees with their decision on some matter other than detentions or suspensions, they are encouraged to attempt to solve the issue or disagreement directly with the teacher or administrator. Decisions involving detentions and suspensions are at the sole discretion of the administration.

- The student should first talk courteously with the teacher to attempt to solve the issue. This should be done outside of regular class time.
- If the student does not believe the issue has been resolved after speaking with the teacher, the student should speak to an administrator or may describe the issue in writing and give it to the administrator within three (3) school days of when the issue occurred.
- The administration will investigate the student's issue and give the student a decision on how the issue will be resolved.
- If a student is not satisfied with the way that the administration has resolved the issue, the student may request a conference with the parents and principal or other administrative leader.
- If the student's issue originally was with the administrative leadership and the student does not believe the issue was resolved after speaking with them, the parent may submit a written statement to Choice Charter Consulting Services to seek a resolution. Choice Charter contact information is listed in this handbook.

ILLNESS

Keeping your child home when sick will help them heal and protect everyone from illness. Please refrain from sending your child to school if he/she has a bad cough, severe sore throat, eye infection, vomiting, diarrhea, or has a fever. Students may NOT return to school for 24 hours after experiencing:

***Vomiting**

***Diarrhea**

***Fever**

***Rash**

***Head lice**

This will help to hinder the spread of the illness while aiding in your child's recovery. Students with head lice must remain home for at least 24 hours and must be cleared through the front office before returning to classes.

Your child must be picked up *immediately* if they become ill at school with vomiting, diarrhea, or a fever. **Students must be fever free for 24 hours prior to returning to school without the aid of fever-reducing medication such as acetaminophen or ibuprofen. A medical release from a licensed physician is required for students who miss three consecutive days of school or have an illness that is highly contagious.**

LOST AND FOUND

Coats, jackets, other clothing, and lunch boxes misplaced will be turned in and stored with lost and found in the auditorium. Items will be placed outside of the auditorium once per month. Cell phones, other electronic equipment, purses, and jewelry will be kept in the office. **Unclaimed items will be donated after one month.**

IMPORTANT: Please write student name inside all jackets, on lunchboxes and/or other personal items so they may be easily identified and returned when they are found.

LUNCH

The Athenian Academy participates in the National School Lunch/School Breakfast Program. Students are also permitted to bring a packed lunch from home. **If you know your child will arrive late and is in need of a hot lunch, please contact the front office no later than 8:45 to place your child's lunch order.** This is of extreme importance as we do not prepare the lunches on site, and may not have enough lunches to provide your child with one. **Fast food, Uber eats, and other outside restaurant lunches are not permitted.** This has proven to be a disruption and problematic to our students with food allergies. Parents are allowed to bring food in if you choose to visit and eat lunch with your child, but please refrain from bringing lunch from outside places as students will have to eat it in the front office. As a reminder students are not allowed to share food due to allergies.

Lunch Times:

KG & 1st – 11:05 – 11:30 am

2nd & 3rd – 11:35 am – 12:00 pm

4th & 5th – 12:05 pm – 12:30 pm

MS – 12:56 pm – 1:16 pm

MEDICATIONS

All medications, including over the counter and Band-Aids, must be administered by the office. The proper paperwork must be completed and the office is responsible to schedule and administer all medications. **We do not supply any non-prescription medication.** If your child needs to take any medication during school hours, please completely fill out the Medical Authorization form signed by the prescribing physician and return it to our office to be placed in your child's health folder. All prescription

containers must be current and match the authorized prescription. No over the counter drugs can be administered by anyone on staff without the proper paperwork on file in the office. ***Students are not allowed to bring over the counter medications, cough drops, or prescriptions to school.***

MIDDLE SCHOOL COURSE REQUIREMENTS

Athenian Academy follows applicable policies of PCSB in regard to student progression.

The basic course requirements are listed below for middle school student progression. Students must pass all twelve (12) of these courses or higher level courses in order to be promoted to high school:

- Language Arts: Grades 6, 7, 8
- Mathematics: Grades 6, 7, 8
- Science: Grades 6, 7, 8
- Social Studies: Grades 6, 7, 8

GRADE: (Final Computation)

The four (4) quarter marking period grades shall be used to formulate the final grade for the yearlong course. In the case of semester courses, the two (2) quarter marking period grades will be used to determine the final grade. Final grades are computed by summing the grade point value (A=4, B=3, C=2, D=1, F and I=0) for each grade and dividing by the number of grades. The resulting final grade average is converted to a letter grade based on the scale below:

A =	3.5 - 4
B =	2.5 - 3.5
C =	1.5 - 2.5
D =	.5 - 1.5
F =	0 - .5

Additional Requirements

Physical education is required in grades 6, 7, and 8 for a minimum of one (1) semester. Any student having online parental consent or who is enrolled in a remedial class may be exempt from the physical education requirement. Health is a required course to complete one semester between 6th and 8th grade.

8th GRADE GRADUATION

8th grade students must successfully complete all middle school course requirements to be eligible for graduation and promotion to 9th grade. If an 8th grade student is in danger of failure of a core subject, or other requirement for promotion, we will follow the procedure listed below:

- Parents will be notified in writing informing them of the student's possible failure after the start of 2nd semester.
- Upon receipt of the letter, parents should immediately contact the teacher and set up a conference.
- During the conference, parents will be given information on course recovery options through Florida Virtual School.
- It is the student's and parent's responsibility to contact FLVS and enroll the student in the class that is required for promotion.

Please note that FLVS credit recovery classes must be completed in time for graduation and on personal time (not at school) or the student will be ineligible for the following:

- Graduation Field Trip
- Commencement
- Special Commencement Activities
- Return to Athenian Academy to repeat failed courses; students may not repeat grade 8 at Athenian Academy.

MONEY

All money sent to school for field trips, fundraisers etc. should be turned into the classroom teacher according to the instructions for the particular event. **Athenian Academy cannot be responsible for lost or stolen money.**

PLANNERS

Students in grades Kindergarten through grade 3 will be asked to purchase a school planner for \$5.00 through the school office. The planner is an excellent communication tool. Your child's classroom teacher(s) will inform you of the expectations of the planner.

PTSA

The Athenian Academy PTSA is like none other! Our PTSA is a vital part of student life at our school. PTSA members contribute money, time, support and child advocacy programs at our school. PTSA membership is encouraged for parents and staff members. We recommend you to attend PTSA meetings and work alongside these awesome individuals. The fee is only \$7.00 and includes the ability to vote.

RETENTION

At the end of the school year, the decision may be made for a child to be retained for the following year. This decision is advised by Administration, teacher and any other relevant parties. A formal conference will be held for students in Kindergarten-2nd grade and 4th and 5th grades. The decision for retention in those grades is a team decision.

Third grade is a mandatory retention year for students who do not demonstrate reading proficiency on the FAST reading assessment, i-Ready diagnostic, or through a portfolio of academic assessments. Third grade students who are marked for retention are eligible to participate in the Summer Bridge program through Pinellas County Schools. All other charter school students are not eligible to participate in the Summer Bridge Program.

SAFETY

Athenian Academy has been proactive in taking extra school safety initiatives. All entrances to the school campus will remain locked at all times. Visitors must go to the front main entrance and press the buzzer to ask for access, provide ID and sign in on the visitor log. Athenian Academy has a full time School Safety Officer on our staff. Each quarter, all Florida schools are required to conduct Active Threat Drills per SB 7026. Athenian Academy is committed to your child's safety and will follow all state and federal mandates!

SEARCHES & SEIZURES

As a safety precaution, Athenian Academy reserves the right to search a student's purse, backpack,

and any other personal possessions brought onto the school's property. Searches may take place if there is a reasonable suspicion or belief that the personal item may contain drugs, alcohol, weapons of any kind, contraband, or other items not permitted to be at school; as well as the reasonable suspicion that the personal item may contain property of the school or another student.

SLIDE WITH PRIDE

Athenian Academy's **BIG BLUE SLIDE** is a two story, 14 foot slide designed to promote fun at school and reward positive behavior. The slide is connected to school wide motivation and has strict safety guidelines. Parents will be required to sign a liability waiver as part of the student's permanent record. A waiver, detailing the safety rules and policies for the slide will be provided to all parents.

SNACKS

The teacher will inform students and parents if classroom snacks are permitted. **The only liquid allowed to be consumed in the classroom is WATER.** We appreciate your cooperation in helping us encourage a healthy lifestyle and good eating habits by sending only nutritious snacks to school. Please note that carbonated drinks, coffee and soda are not permitted for snacks and lunch. We appreciate your cooperation by limiting excess sugar and peanut items. Food sharing is not allowed as an allergy precaution. **High allergy items may be forbidden in the classroom in the event that it would potentially cause harm to a student. We will ALWAYS adopt the "better safe than sorry" approach, even if it appears inconvenient.**

SOCIAL NETWORKING SITES

Teachers are forbidden to communicate with students through social networking and are subject to immediate termination of employment for violation of this policy. The only communication through social networking is our Athenian Academy Families page which can only be done with approved members.

STUDENT CONFLICT RESOLUTION

We will assist students with conflict resolution techniques. Conflict resolution skills are taught within our Social Emotional Learning content. Staff will intervene only when learning is compromised. Note that staff will only address conflicts or issues that occur on campus. Occurrences on social media, texting, or off campus will be the responsibility of the parent/guardian.

TUTORING

Teachers offer after school tutoring to students once a week from September thru April. Tutoring is offered to students in need of academic support. Teachers will provide parents their tutoring schedule at the beginning of the school year. **Parents must make childcare arrangements for the siblings of tutored students. Siblings may not attend tutoring they are not assigned to.** Students who are invited to tutoring sessions must be picked up promptly at the designated time. **Students will be removed from tutoring sessions after the 2nd late pickup.**

VOLUNTEERS

Having volunteers at our school makes it a better place. When parents and guardians take the time to be involved in their child's school, it shows their dedication, that they care, and that education is a family value. Helping at your child's school is a terrific way to connect with teachers, staff, other parents, and your kid's classmates. Opportunities to volunteer include field trips, special events, and getting involved with our amazing PTSA. Those who want to volunteer on school grounds or off site must complete a level 2 clearance background check. Please see someone in the front office for further information.

WATER

Parents are strongly encouraged to send a reusable water bottle or bottled water to school for their children. Water is allowed to be consumed at all times unless there is a specific reason it is not permitted. We have water fountains located throughout the building and outdoors. They are versatile and can be used as a drinking fountain or refill station for water bottles. Athenian Academy does not have extra water bottles.