

Mission Statement

Eastbrook Academy exists to support families from diverse backgrounds in the academic and spiritual development of their children for college preparation and life. The Academy is founded to impart a rigorous classical education in a loving environment committed to Christian living.

Middle School Prayer

*Father, Almighty
Jesus, Eternal Son of God
Holy Spirit, Giver of Life*

*Take our liberty, our memories,
Our understanding and our whole will.*

*All we are and possess
You have given us.*

*We surrender it all to Your love and grace
For with these we are rich enough.*

*We desire nothing more
Than to bring You glory, honor and praise
Forever and ever.*

Amen

What is Classical Education?

Classical education depends on a three-part process of training the mind. The early years of school are spent in absorbing facts, systematically laying the foundations for advanced study. In the middle grades, students learn to think through arguments. In the high school years, they learn to express themselves. This classical pattern is called the *trivium*.

By fifth grade, a child's mind begins to think more analytically. Middle-school students are less interested in finding out facts than in asking "Why?" The second phase of the classical education, the "Logic Stage," is a time when the child begins to pay attention to cause and effect, to the relationships between different fields of knowledge, relate to the way facts fit together into a logical framework.

A student is ready for the Logic Stage when the capacity for abstract thought begins to mature. During these years, the student begins algebra and the study of logic, and begins to apply logic to all academic subjects. The logic of writing, for example, includes paragraph construction and learning to support a thesis; the logic of reading involves the criticism and analysis of texts, not simple absorption of information; the logic of history demands that the student find out why the War of 1812 was fought, rather than simply reading its story; the logic of science requires that the child learn the scientific method.

A classical education is more than simply a pattern of learning, though. Classical education is language-focused; learning is accomplished through words, written and spoken, rather than through images (pictures, videos and television).

Why is this important? Language-learning and image-learning require different habits of thought. Language requires the mind to work harder; in reading, the brain is forced to translate a symbol (words on the page) into a concept. Images, such as those on videos and television, allow the mind to be passive. In front of a video screen, the brain can "sit back" and relax; faced with the written page, the mind is required to roll its sleeves up and get back to work.

A classical education, then, has two important aspects. It is language-focused. And it follows a specific three-part pattern: the mind must be first supplied with facts and images, then given the logical tools for organization of facts, and finally equipped to express conclusions.

The classical education is, above all, systematic – in direct contrast to the scattered, unorganized nature of so much secondary education. This systematic, rigorous study has two purposes.

One of the purposes that rigorous study develops is virtue in the student. Aristotle defined virtue as the ability to act in accordance to what one knows to be right. The virtuous man (or woman) can force himself to do what he knows to be right, even when it runs against his inclinations. The classical education continually asks a student to work against his baser inclinations (laziness, or the desire to watch another half hour of TV) in order to reach a goal – mastery of a subject.

"The beauty of the classical curriculum," writes classical schoolmaster David Hicks, "is that it dwells on one problem, one author, or one epoch long enough to allow even the youngest student a chance to exercise his mind in a scholarly way: to make connections and to trace developments, lines of reasoning, patterns of action, recurring symbolisms, plots, and motifs."

Excerpt from the "Well Trained Mind"

SCHOOL HOURS

Monday – Friday, 8:30 am – 3:30 pm

This is a closed campus. Students may not leave the premises for any reason without permission.

ARRIVAL

Doors open at 8:20. Locker time: 8:20-8:30. Homeroom begins promptly at 8:30, followed by 1st hour class at 8:40.

TARDY

Tardy students will not be admitted into their homerooms after 8:30 without a tardy slip. Students must obtain a tardy slip from the main office. Habitual offenders will follow discipline procedures.

ABSENCES

Parents may pick up their absent child's assignments in the main office at the end of the day. Students are responsible for obtaining any missing notes when s/he returns.

Assignments may or may not be available early due to a vacation.

Excessive absences will result in required summer school attendance.

APPOINTMENTS

If a student has an appointment during the day, please notify the office in writing. Students must sign out in the office when s/he leaves.

SPECIAL EVENTS

Welcome Gathering for New Families

5th Grade Orientation

Parents' Night

*Middle School Christmas Program

*Spring Program

*8th Grade Celebration

*Student attendance is required. Participation in the Christmas and Spring Concerts is part of the students' Music grade. Check your calendar for specific dates.

DISMISSAL

Students organize their homework and backpacks in their 7th hour study hall. Lockers must be straightened before departure.

Once students have left the building, they are not allowed back in the building without permission. Students must report to their designated areas. Students waiting in the car line must watch for their ride. Walkers need to promptly walk home. Students staying for any extracurricular activities must report to their designated area. After Care students must go directly to After Care. Students attending After School Tutoring must report directly to room 201. At 3:45 any remaining students will be signed in After Care for a fee. Students are under the supervision of the Academy until their parent has picked them up.

Due to safety concerns, violations of these procedures will result in a Disciplinary Referral.

2007-2008

MORNING ASSEMBLY

The Middle School joins the Lower and High School in the church worship hall on Mondays. Tuesdays through Fridays, the assembly takes place in their homerooms. Students begin every day with the pledge, Middle School prayer, a devotional and any announcements.

STUDENT-LED WEDNESDAY ASSEMBLY

Wednesdays: 11:10-11:55

Every Wednesday during lunch hour, there is a student-led assembly held in the Eastbrook Church Fellowship Hall. Parents are always welcome. Every homeroom leads on a monthly rotation. The assembly begins with the pledge, prayer, and any announcements or awards. Assemblies vary, but they focus on worship and logic activities. Special Assemblies include Honor Roll Assembly, Reward Assembly, Connecting Teacher Assembly, and special speakers.

HONOR ROLL ASSEMBLY

High Honors, Honor Roll and Honorable Mention students receive special recognition and a certificate for their consistent hard work, dedication and utilization of their God-given talent.

93% - 100% High Honors (2 languages)

Term I: December 5

93% - 100% Honor Roll (0-1 language)

Term II: April 2

91% - 92% Honorable Mention

Term III: May 30**REWARD ASSEMBLY**

Consistent exemplary self-discipline deserves recognition and a reward. Students who do not receive more than one Major Offense during the term will be allowed to attend a special Reward Assembly at the end of every term. Reward Assemblies include watching a movie and enjoying a treat.

Students receiving more than one Major Offense during the term will eat during a silent, reflective lunch, participate in a school service and attend a teacher-led discussion group.

Term I: November 30**Term II: March 28****Term III: May 28****CONNECTING TEACHER ASSEMBLY**

Every student will have a Connecting Teacher. The role of a Connecting Teacher is to build an authentic relationship with the student by exploring common interests, sharing laughs, wisdom and delving into deeper levels of conversations. Connecting Teachers will make every effort to connect with the individual students as a confidant and will commit them to prayer.

Periodically the Connecting Teachers will meet collectively with their students for a time of fellowship, treats, relationship building activities and encouragement.

Term I: September 19, October 17, October 31**Term II: December 12, January 16, February 13****Term III: April 9, May 7****SPECIAL SPEAKER ASSEMBLY**

Professionals in the Community
Motivational Speakers

LUNCH / RECESS

Recess: 11:10 – 11:40

Lunch: 11:40 – 11:55

Students eat lunch in their homerooms. Outdoor recess will be held when temperatures are above 10 degrees. It is required for 5th graders and is optional for 6th – 8th graders. There may be exceptions. Parents must provide a written note from their physician should they wish to have their child excused from outdoor recess.

Certain clubs meet and music lessons are given during the recess/lunch hour.

SNACK

Students may eat a snack between classes providing they throw away their garbage and arrive to class on time. Failure to adhere may result in the loss of this privilege.

SPECIAL LUNCHEONS

Parents are welcome, on a volunteer basis, to prepare, serve and clean up after a hot lunch for their child's class. Birthday lunches are permitted during lunchtime. Wednesday lunches are reserved for an entire Middle School assembly. Individual class parties should be another day of the week.

Please notify the Head in advance of the celebration, and please provide all of the necessary serving items (fork, spoons, napkins, plates).

LOST AND FOUND

Clothing, personal items, textbooks and backpacks lost during the school day will be placed in the Middle School "Lost and Found" cabinet located in Rm. 201. Backpacks, textbooks and other personal items are not allowed outside of their lockers. Habitual offenders will follow discipline procedures. Items not claimed by the end of the school year will be sold at the annual Rummage Sale in June.

SCHOOL PICTURES

School pictures are taken during the fall each year. Portrait packages, class pictures, and sports team pictures will be available. Orders for portrait packages, as well as the yearbook will take place in the fall.

An annual yearbook is available in the spring. The Yearbook Club, consisting of Middle and High School students and an advisory team, format and assemble the pictures.

LIBRARY BOOKS

Students are allowed to check out books from our Academy Library. The books are due one week later and may be renewed once. Our librarian assists students during their library time. **Overdue books:** Students are not allowed to check out more books until all their overdue books have been returned. **Lost book policy:** A replacement fee will be charged for lost library books. As soon as a lost book is paid for, students will be allowed to check out more books.

Final report cards will be held until all books are returned or the replacement cost is paid.

Donations for our library are always welcome.

LOCKERS

Lockers are a fun and exciting extension of the classroom and must be treated with respect and care. Students are responsible for maintaining their lockers. This means keeping them clean and tidy (periodic locker checks) in addition to using them with care so as not to cause damage. The students will be responsible to pay for any damage done to their lockers.

In order to organize the lockers, it is best for each student to have at least one 11"x 8.5" locker rack.

Backpacks are not allowed to sit in the hallway during the school day. They must be put in the lockers or else taken into the classrooms. Backpacks larger than 10.5"x 10.5" will not fit into the students' locker. Jamming large backpacks into the lockers causes damage. If a locker jams, please notify the Head immediately so the proper action can be taken.

Remember, not every book needs to stay in your backpack. Leave unnecessary books in your locker.

Locker Regulations

- Lockers must be kept neat and orderly. No loose papers or trash allowed.
- No food or food containers are to be stored in lockers overnight.
- Toys from home, electronic devices or weapons of any kind are not allowed on the Academy campus; therefore, they are not allowed in lockers at any time.
- Medications are not allowed in lockers. All medications, with the exception of asthma inhalers and epi-pens, are to be kept in the Academy Office.
- Appropriate pictures are allowed on the inside of the lockers only and must be attached to the locker with magnets. Tape of any kind is not permitted.
- Graffiti of any kind is strictly prohibited.
- A student's assigned locker is his/her assigned locker. Students are not to store anyone else's materials in their lockers. Students will be held accountable for their locker space.
- Locker combinations are to be memorized and kept secret. Students are not to share their combination with anyone at anytime.

CORE CLASSES

English: Grades 5-8**History:** Grades 5-8**Math:** Grades 5-8**Science:** Grades 5-8

LANGUAGES

Spanish (5th-8th) and Latin (6th-8th) are required for Middle School students. Students may be exempt from this requirement if they are new to the Middle School or if they have a learning disability. These exemptions are permitted with the understanding that a language will be taken in High School. Students who qualify for an exemption may choose to audit the class (do the same work without a grade) with the option of receiving a grade for the class if they do well.

SPECIAL ACTIVITY CLASSES

The Specials on the student's schedule are abbreviated as follows:

A = Art M = Music C = Computers

The order of the abbreviations is according to the term in which the student will take them. The three terms are divided evenly; therefore, Term II and Term III do not follow the same schedule as the Report Cards for the Core Subjects. The dates for the Specials' Terms are listed below.

Term I: September 5 – November 20

Term II: November 26 – February 28

Term III: March 3 – May 28

Art Appreciation: Grades 5-8**Music Appreciation:** Grades 5-8**Computers:** Grades 5-8

The following Specials will take place all year long and will follow the regular Term I, II III schedule.

Band: Grades 5-8**Orchestra:** Grades 5-8**Choir** (5th & 6th)**Choir** (7th & 8th)**Physical Education:** Grades 5-8**Spanish:** Grades 5-8**Latin:** Grades 6-8

End of the day dismissal from Band, Orchestra, and Choir will be at 3:35 p.m. in order to allow for a full 45 minute class period.

TEXTBOOKS

Textbooks are the property of Eastbrook Academy. Students will be assigned a book number in most classes. They are to be handled with great care and responsibility. Loss or damage to the textbook will result in the replacement cost.

COMPUTER USAGE

The use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges and possible school discipline in accordance with the Eastbrook Academy Student Handbook. (Each student or teacher who receives an account will be part of a discussion with an Eastbrook Academy staff member pertaining to the proper use of the network.) The system administrators will deem what is inappropriate use and their decision is final. Also, the system administrators may close an account at any time as required. The administration, faculty, and staff of Eastbrook Academy may request the system administrator to deny, revoke, or suspend specific user accounts. Students have the right to appeal any restrictions or access privileges.

1) **Acceptable Use** - The purpose of the backbone networks making up the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Eastbrook Academy. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.

2) **Proper Care** – The desktop computers and laptops require attentive and diligent care.

- No food, drink, or dirty hands are allowed near the computers or laptops.
- Use two hands while transporting any laptop.
- Do not touch the screens.
- Treat the keyboard mouse, and other peripheral equipment with respect.
- Do not force a disk or CD into the computer.
- No downloading, installing, or using software that is not sanctioned by the network administrator.

3) **Network Etiquette** - You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Be polite. Do not get abusive in your messages to others.
- Use appropriate language. Do not use profanity, obscene comments, sexually explicit material, expressions of bigotry, racism, or hate.
- Illegal activities are strictly forbidden.

4) **Security**

- Under no circumstances should you give anyone your password.
- Do not reveal your personal address, phone number, personal information or the address, phone or personal information of other students, teachers or administrators on the Internet.
- Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the Internet.
- Do not use the network account of another individual.
- Do not demonstrate problems to other individuals except the network administrator.

5) **Vandalism**

- Vandalism is defined as any malicious attempt to harm or destroy electronic information including data or equipment.
- Uploading or creation of computer viruses is considered vandalism.

- Any deliberate reconfiguring of software that impedes the proper functioning of a computer or network will constitute vandalism.

6) Rules and Code of Ethics

- The student should act honorably and in a manner consistent with ordinary ethical obligations.
- The student will not use the computer resources for non-academic activities.
- The student will not make unauthorized copies of software in accordance with the copyright laws.
- The student should respect the rights and privacy of other authorized users.
- The student represents his/her school and should do so in ways that are positive.
- The student will not use the computer resources without permission and supervision.

Eastbrook Academy is not responsible for the accuracy or the quality of information obtained through the Internet. Under the state statute 947.0125 students may be subject to criminal sanctions if they transfer by means of signs, signals, writing, images, sounds or data to threaten, intimidate abuse or harass another person through electronic mail or other computerized communication system.

E-mail accounts and file materials in general are public and not private in nature and remain subject to monitoring by the school. The school district network administrators, with due regard for the right of privacy of users and the confidentiality of their data, have the right to suspend or modify Internet access privileges, examine files, passwords, accounting information, printouts, tapes, and any other material that may aid in maintaining the integrity and efficient operation of the system. Staff may search the file system for potential violations and when there is evidence of a possible violation may view users' files, read mail, monitor keystrokes, and otherwise observe users' activities.

Students have the right to appeal any restrictions or access privileges.

REPORT CARDS

Students receive 3 report cards and 2 progress reports during the year.

October 9: Progress Reports (mailed)

November 30: Report Cards (mailed)

January 29: Progress Reports (mailed)

March 31: Report Cards (mailed)

May 30: Report Cards (mailed)

GRADING POLICY

The Academy uses a percentile grading system.

High Honors 93% - 100% (2 languages)

Honor Roll 93% - 100% (0-1 language)

Honorable Mention 91% - 92%

A+ = 100-99

B+ = 92-91

C+ = 84-83

D+ = 76-75

F = 69-0

A = 98-95

B = 90-87

C = 82-79

D = 74-72

A- = 94-93

B- = 86-85

C- = 78-77

D- = 71-70

At the end of the term, if the student has failed a core subject, s/he will be required to attend After School Tutoring for the subject(s). Attendance will be required until mastery of the material is demonstrated on an assessment. At the discretion of the faculty and Headmistress, if the yearly overall average is 69% or below, your student has failed that grade level. In order to be promoted to the next grade, your student will be required to attend summer school, achieve an overall summer school grade of 77% or above and pass the failed Core Subject assessments with a 77% or above.

ASSIGNMENT NOTEBOOKS

Every student will receive an assignment notebook at the beginning of the year. All assignments and important information is to be recorded daily. Failure to do so may result in a Minor Offense. The purpose of the assignment notebook is to teach effective, lifelong organization skills. Loss of the assignment notebook will result in the replacement cost.

HOMEWORK

The purpose of homework is to reinforce and improve academic skills and to develop effective work habits. The rigorous classical education requires every middle school student, especially those struggling in a particular subject, to be spending 1-2 hours of homework a night. If the time a student spends on homework differs greatly from the guidelines listed below on a consistent basis, please discuss it with the teacher.

Grade 5 60-70 minutes

Grade 6 70-80 minutes

Grade 7 80-90 minutes

Grade 8 90-100 minutes

AFTER SCHOOL TUTORING

The After School Tutoring program is Monday – Thursday, from 3:30-5:00 p.m. It will include a brief recreational time twice a week, a time for a snack (brought from home), followed by concentrated time for qualified tutors to work directly with students.

After School Tutoring will service two groups of students:

- Tutoring—Students needing tutorial small group instruction for core subjects.

- Homework Help—Students needing a quiet structured environment with occasional questions and mini lessons.
- Attendance at After School Tutoring is based on teacher requirement for a fee. Scholarships are available.

SUMMER SCHOOL

Students who have failed or nearly failed a core subject will be required to attend summer school.

COMMUNICATION

In line with our commitment to partnership, the staff at the Academy makes every effort to maintain close communication with parents through conferences, emails, phone calls, assignment notebooks, report cards and the weekly Notes and Reminders. Please feel free to talk to your child's teacher or the Head if you have questions and concerns.

PARENT/TEACHER CONFERENCES

Two formal parent/teacher conferences are scheduled during the school year. As part of the partnership, parents are encouraged to bring their child to the conference in order to encourage and to discuss ways to improve academic success. If a private conversation is necessary, the child may be asked to sit in the hallway. The first parent/teacher conference is required for parents of 5th graders and all new students. It is optional for parents of 6th-8th graders. If your child is receiving a failing or near failing grade in any subject, you will receive notice prior to receiving your child's Progress Report. It is then necessary to make an appointment during parent/teacher conferences.

Term I: October 12

Term II: February 1

EXTRACURRICULAR PROBATION

Opportunity and responsibility go hand in hand. It is important for the Middle School students to recognize their responsibility to maintain high standards in their academic studies as a prerequisite for extracurricular participation.

In accordance with our mission to “support ...the academic and spiritual development” of Academy students, probation occurs in order to raise the awareness of both parent and child when there is an urgent need for academic improvement.

Probation occurs when:

- A student’s “Overall Average” on their Report Card or Progress Report is a “D” (76% or below).
- Within the term, if a student has a “D” average in one Core subject (history, math, science, or English) OR a “D” average in two Specials (music, art, computers, Latin, or Spanish), then s/he is put on probation.

Extracurricular Probation Steps

1. Parents will receive notification in the mail which will need to be signed and returned.
2. The student is to begin tutoring immediately.
3. Parental permission will be required before any extracurricular participation will be resumed.
4. Athletic coaches and club advisors will be informed of any students on probation. The privilege of participating in games will not be allowed; however, practicing with the team may be a possibility. Exceptions may be made for individual cases.
5. Once the student has had an opportunity to raise the grade through a test, quiz, project or effort, the student should ask the teacher in whose class s/he is failing for a signed Reinstatement Form.
6. The student has the responsibility of touching base with all of the appropriate teachers and bringing the signed Reinstatement Forms to the Head.
7. Once all of the Reinstatement Forms have been received by the Head, the student will be officially reinstated. The parents will receive a copy of the Reinstatement Form. The coaches and advisors will be notified.
8. Grades need to improve, as determined by the teacher, within three weeks or the student will be removed from the team/club until the next report card.

UNIFORM GUIDELINES

The uniform of Eastbrook Academy is intended to reflect the formal academic standard of the academy and to avoid peer pressure in matters of attire. The dress code is not meant to stifle individuality, but rather to eliminate any distraction, encourage modesty, and provide an environment conducive to learning. Students receiving a minor offense for a dress code violation will not be able to participate in the next dress down day.

EBA MIDDLE SCHOOL UNIFORM GUIDELINES

Boys

- Belted dress slacks in khaki or navy (no corduroy or cargo pants).
- Belted dress walking shorts in khaki or navy.
- Long or short sleeve **polo style** shirts or **turtlenecks** in solid red, white or navy.
- Solid red, white, or navy sweaters.
- Eastbrook Academy LOGO crewneck sweatshirts over collared polo shirts or turtlenecks.
- Belts are mandatory.
- Shoes are open to personal preference, but should reflect the formal academic standards of the Academy.
- Shirts must be tucked in.

Girls

- Dress slacks or capris in khaki or navy (no corduroy or cargo pants).
- Skirts in khaki, navy, or Belair plaid (at or below the knee).
- Navy or Belair plaid jumpers (at or below the knee).
- Dress walking shorts in khaki or navy.
- Long or short sleeve **polo style** shirts or **turtlenecks** in solid red, white or navy.
- Solid red, white or navy sweaters.
- Eastbrook Academy LOGO crewneck sweatshirts over collared polo shirts or turtlenecks.
- Shoes, navy or white tights or leggings, hair accessories, etc. are open to personal preference, but should reflect the formal academic standards of the Academy.
- Shirts must be tucked in.

Physical Education Attire

- **REQUIRED:** Solid red or navy t-shirts or sweatshirts or any Eastbrook Academy LOGO t-shirts or sweatshirts, solid navy shorts or sweatpants, socks and athletic shoes.
- **OPTIONAL:** Eastbrook Academy LOGO crewneck or hooded sweatshirts.

Dress Down Days:

Sept. 28, Oct. 26, Nov. 30, Dec. 18, Jan. 25, Feb. 22, Mar. 28, Apr. 24, May 28.

Dress Down Days Guidelines

- No writing on t-shirts.
- Dresses and skirts must be knee length or below.
- No bare shoulders or midriff

*Please note:

- Uniforms are required for all students.

- No writing on shirts.
- Hats are not to be worn inside the school building.
- Any Eastbrook Academy LOGO clothing may be worn on designated Spirit Days (on days when there is a game or meet).
- Uniform clothing can be found at J.C. Penney Outlet, Target, Kohl's, Wal-mart, Land's End, Goldmann's or other department stores.
- We have uniforms available at no cost for those who are in need.

STUDENT CONDUCT

The Academy expects the highest level of courtesy and respect toward others at all times. The boundaries and expectation of positive student conduct includes the following:

- Arrive to homeroom on time.
 - Arrive to class on time.
 - Abide by uniform guidelines.
 - Be prepared for class with all necessary supplies including: book, binder, pen, paper, completed homework, completed assignment notebook, and required signatures.
 - Be attentive in class.
 - Demonstrate self-control.
 - Stay in assigned area.
 - Attend school regularly.
 - Respect teachers, staff, students and self.
 - Use appropriate language.
 - Love one another.
 - Be honest.
 - Respect school property.
 - Do not bring electronic items (i.e. cell phones, portable CD players, games, etc.) to school.
 - Abide by classroom rules.
 - Abide by playground rules.

DISCIPLINE PHILOSOPHY STATEMENT

Discipline is a pattern of thought and action that produces self-control and efficiency. At the Academy, this self-discipline is encouraged by presenting students with a challenging program of learning, surrounding them with patterns of activity that contribute to success, and providing recognition and reward for work well done.

School discipline is violated by interference with the self-disciplined efforts of others, lowering the professional standards that are expected of students and staff alike, and, in the extreme, challenging the value of disciplined effort or the authority of teachers, parents, and administrators of the Academy.

Violations of school discipline are dealt with in a professional and biblical manner and result in withholding privileges. When disciplinary steps need to be taken, the teachers and Heads are in close communication with the parents or guardians. Part of our partnership agreement with Eastbrook Academy parents is to uphold the value of discipline.

Serious violations of Academy standards can lead to probation, suspension, or dismissal from the school. In all cases, withholding privileges or access to the school is done only for the purpose of maintaining a wholesome learning environment.

DISCIPLINARY REFERRAL

Minor Offenses

Minor Offenses violate the rules of the Middle School, but they are not necessarily a disruption to the learning environment of the other students. These Minor Offenses are handled by the teachers in a manner that they see fit. Some consequences may include: a warning, student/ teacher conference, loss of privilege, seat change, verbal or written apology, phone call or email to parent. Teachers log the minor offenses and action is taken. They are also in communication with the parents (2 out of 5 Minor Offenses) in order to partner in bringing about change. Five Minor Offenses constitute a Major Offense (Excessive Minor Offenses) and is handled as a Major Offense.

Minor Offenses:

- Late to homeroom/class
- Uniform violation
- Gum/Candy
- Disrupting class
- Inappropriate behavior
- Not in assigned area
- Unprepared for class (book, pen, paper, completed homework / assignment notebook, required signatures)
- Violations of computer usage pertaining to proper care.
- Other

Major Offenses

Major Offenses violate the rules of the Middle School and disrupt the learning environment of the student and other students in the classroom. In some situations, the student will be removed from the classroom and immediately escorted to the Head's office. Major Offenses are handled by the Head. The Head will be in communication with the parent and will send a Disciplinary Referral home with the student outlining the Major Offense, Comments and Action Taken by Teacher, and Major Referral Follow-Up. The Disciplinary Referral requires a parent/guardian signature and prompt return to the Head. After five major offenses, the student's status will be determined by the School Board.

Major Offenses:

- Excessive tardiness
- Unexcused absence
- Profanity/Improper language
- Fighting
- Dishonesty
- Disrespecting others or school property
- Disrespect toward teacher/staff/student
- Violation of computer usage pertaining to network etiquette, code of ethics, security, or vandalism.
- Other

MAJOR OFFENSE DISCIPLINARY REFERRAL FOLLOW-UP

Conference	Partial
Parent/Student/Headmistress	In-School Suspension
Parent/Student/Teacher/Headmistress	Half Day
School Service	Full Day
After School Detention	Three Day
Wednesday Lunch Detention	Loss of Computer Usage Privilege
Saturday Detention	Two weeks
Teacher Work Day Detention	End of term
Restitution	End of school year
Full	

IN-SCHOOL SUSPENSION

Students are responsible for any assignments given and/or collected during their suspension. A 0% will be recorded for any assignment that is not turned in. If a test or quiz is missed, it is the students' responsibility to make arrangements with the teacher to make it up on an agreed upon time (recess, before/after school or study hall).

LOSS OF COMPUTER USAGE PRIVILEGE

Students serving a computer usage suspension will lose computer-related privileges as related to the offense. This loss of privileges will last one week for a first offense; two weeks for a second offense; the end of the term for a third offense. Depending on the offense, complete loss of privileges for the school year may result.

WEDNESDAY LUNCH DETENTION

Students serving a Wednesday lunch detention will not attend the Wednesday Assembly. They will eat during a silent, reflective lunch followed by a school service including sweeping, cleaning chalkboard trays, spraying lockers and desktops.

SATURDAY DETENTION

Students serving a Saturday detention will be required to do a school service for a morning or an afternoon. Arrangements will be made with a parent prior to the Saturday detention.

TEACHER WORK DAY DETENTION

Students serving a Teacher Work Day detention will be required to attend school for a morning or an afternoon. Arrangements will be made with a parent prior to the Teacher Work Day.

AFTER SCHOOL DETENTION

Academics first. Students must take care of their responsibilities at school before they have the privilege of participating in extracurricular activities. Failure to take care of academic responsibilities will result in an after school detention, regardless of an extracurricular game or meet. Parents and coaches will be notified prior to the detention. The detention time will range from 15 minutes to 1-1/2 hours, depending on the teacher's request.

STUDENT PROBATION

Probation is invoked when a student disregards Eastbrook Academy's standards of academic, attitude, and behavioral policies. If (s)he does not improve to a satisfactory level as outlined below, s/he will be dismissed or asked to withdraw from the school.

Reasons for Probation

1. Academic

- Failing (69% or below).
- Failure of the parents to get recommended professional help in order to meet the academic needs of the student.

2. Attitude

- A rebellious attitude which is unchanged after much effort by the teachers and Head.
- A continued negative attitude and/or bad influence upon the other students.

3. Behavioral

- Continued deliberate disobedience.
- Committing a serious breach of conduct inside and outside of school which has an adverse effect upon the character of the student.
- Failure of the parents to comply with the disciplinary procedures of the school.

Probation Steps

1. Probation forms must be filled out by all of the teachers concerned with the noncompliant student.
2. The Probation Panel, consisting of the Head and the students' Core Teachers and Specialty Teachers, will discuss the student and determine whether s/he should be placed on probation.
3. The Probation Panel Discussion is held in order to define the terms of the probation. The Panel will outline 5 measurable objectives and observable outcomes related to the student's noncompliance.
4. A Parent/Head Conference is held in order to give notification, explanation and terms of the probation.
5. A written documentation reiterating the terms of the probation is sent to the parents and the Probation Panel following the conference.

Probation Period

- Probation will last for six weeks immediately following the Parent/Head Conference.
- The Probation Panel will reconvene to discuss necessary interventions should a serious problem arise within the 6 weeks.
- Student activities and extracurricular activities may be limited depending on parent/head agreement.
- Parents must contact the Probation Panel weekly by email, phone, or in person during the 6 week probation.

Evaluation at the End of the Probationary Period

A student is removed from the probation upon a unanimous vote of satisfactory improvement at the end of the 6 week period.

If the student fails to get a unanimous vote, the Head recommends to the School Board that the student be dismissed or withdrawn from the school.

Future Probation

Having teachers place a student on probation for the second time in two consecutive semesters constitutes a recommendation by the Head to the School Board that the student be dismissed or withdrawn from the school.

STUDENT EXPULSION

Student expulsion may occur based on the severity and/or frequency of the Major Offense. Individual cases will be presented to the School Board for final decisions.

CONTESTS, COMPETITIONS, MEETS AND FAIRS

Dr. Martin Luther King, Jr. Speech Contest
Dr. Martin Luther King, Jr. Writing Contest
Dr. Martin Luther King, Jr. Art Contest
ACSI Spelling Bee
ACSI Math Olympics
ACSI Science Fair
Fair Housing Essay Contest
Fair Housing Poster Contest
EBA Middle School Art Fair

FIELD TRIPS

Field trips are used to enhance our rigorous academic programs. Permission slips must be signed by the parents in advance and must be on file in the Academy office prior to the trip. Field trips will not be taken during Review / Assessment Week.

EXTRACURRICULAR ACTIVITIES

Extracurricular activities are subject to change due to student interest and volunteerism. Academics first. Students must take care of their responsibilities at school before they have the privilege of participating in extracurricular activities. (See Student Conduct / Disciplinary Referral / After School Detention.)

ATHLETICS

Fall

Cross Country

5th – 8th grade

Spring

Track

5th – 8th grade

Winter

Boys Basketball

5th/6th grade

7th /8th grade

Girls Basketball

5th /6th grade

7th / 8th grade

CLUBS

Student Council

Representatives

5th/6th grade

Officers

7th /8th grade

Yearbook

5th – 8th grade

School Newspaper

5th – 8th grade

Forensics

5th-6th (teacher recommendation)

7th and 8th

Ministry Outreach

5th – 8th grade

Lego League

5th – 8th grade

After School Tutoring

5th – 8th grade

Spanish Club

5th – 8th grade

Drama Club

5th – 8th grade

Wilderness Club

5th – 8th grade Girls

5th- 8th grade Boys