



STUDENT AND PARENT  
HANDBOOK

(and Preparatory Addendum)

Artios Academies of Greenville

2018-2019

## ARTIOS STATEMENT OF BELIEFS

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### **I. Sola Scriptura (by Scripture alone):**

We teach that the Bible is God's written revelation to man, and thus the 66 books of the Bible constitute the complete, verbally inspired (2 Timothy 3:16), and plenary (inspired equally in all parts) Word of God (2 Peter 1:20-21) and that inspiration and inerrancy extend to the original manuscripts as they came from God. Scripture is sufficient for interpreting itself. The Scriptures are the authoritative and normative rule and guide of all Christian life, practice, and doctrine, and they are totally sufficient and must not be added to, superseded, or changed by later tradition, extra-biblical revelation, or worldly wisdom. As the authoritative, inspired, inerrant and timelessly relevant Word of God, the Scriptures have binding authority for the doctrinal beliefs and moral practices of believers, churches and Christian institutions (2 Sam. 7:28; Prov. 30:5; Matt. 4:4; 5:17-20, 24:35; 2 Tim. 3:15-16; 2 Pet. 1:16-21, 3:2).

### **II. The Trinity:**

We believe that God is one in essence, but that He exists in three distinct and equal persons: Father, Son & Holy Spirit, and that these three persons have precisely the same nature, attributes and perfections. (Matt. 28:19; John 14:26, 15:26; 2 Cor. 13:14; 1 Pet. 1:2).

### **III. Creation:**

We believe in God as absolute and sole Creator of the universe, and that creation was by divine fiat; not by evolutionary process, and the account of origins in Genesis is a factual narrative of historical events (Gen 1:1; Ps. 33:6; Ps. 100:3; Ps. 139; Is. 42:5; Is. 44:24; Is. 45:18; Col. 1:16-17).

### **IV. Original Sin:**

We believe that God created man and woman in His image (Gen. 1:27-28) to enjoy His fellowship; that by their own choice, they decided to rebel against their Creator; that every person since that time has been born with the propensity to sin (Rom. 5:12); that our personal sins cause us to have need of justification and redemption; and that sin is universal and without excuse (Rom. 3:23; I John 1:8).

### **V. Sola Fide (by faith alone) and Sola Gratia (by Grace alone):**

We believe that God, by his sovereign choice, grace and out of love for humanity, sent Christ into the world to save sinners. We believe that we are justified before God simply by placing our personal trust in Christ (Rom. 3:22), and that we are eternally secure in grace from that moment on. Righteous works do not provide any merit towards

salvation (Rom. 3:28; Gal. 2:15-16; Eph. 2:8-9) but are a result of salvation. However, sin may interrupt the joy of fellowship with God and may bring the loving discipline of our heavenly Father. We believe that there is no way of salvation other than through Jesus Christ (John 14:6; Acts 4:12; I John 2:2).

#### **VI. Jesus Christ:**

We believe that Jesus Christ is both God and man; that His death paid a sufficient price to redeem any person who would believe in Him as personal Savior (John 1:1-14; I Cor. 15:3-4; Acts 4:10-12); that He rose from the dead bodily; that He ascended to the right hand of God the Father; and that He will return to the earth bodily and visibly to set up His eternal kingdom (Dan. 12:2; Matt. 25:31-46; Rev. 20:11-15, 21:26-27).

#### **VII. The Marriage Relationship:**

We believe that marriage is an institution ordained by God to be a covenantal life-long relationship and prescribed by Scripture to be a monogamous relationship between a man and a woman as they were originally physically created in these respective genders by God. We believe that Scriptures make plain that this first marriage (i.e. Adam & Eve) was intended to be an authoritative pattern for all future human marriages as evidenced by the teachings of Moses (Gen. 2:18-24), the Wisdom books (Prov. 12:4, 18:22, 31:10; Eccles. 9:9), the Prophets (Mal. 2:13-16), the Apostles (1 Cor. 7:1-16; Eph. 5:21-33; Col. 3:14-19; Heb. 13:4; 1 Pet. 3:1-7), and Jesus Himself (Matt. 19:4-6; Mark 10:1-9). We believe God intended heterosexual marriage to be an enduring covenanted relationship established before Himself and man to propagate the human race, lovingly express healthy relational and sexual intimacy and picture the covenant relationship He has with all genuine believers (Eph. 5:22-23).

#### **VIII. Human Sexuality:**

Human sexuality is part of God's divine design for human beings (Gen. 1:28). However, the Bible restricts all forms of consensual sexual activity to within the boundaries of the marriage relationship (I Cor. 7:1-5; Heb. 13:4). The Bible clearly prohibits not only non-consensual sexual misconduct (Deut. 22:25-27) but also any consensual sexual activity outside the boundaries of marriage (1 Thess. 4:1-8). Furthermore, the Bible specifically names as sinful and prohibits any form of sexual activity between persons of the same sex (Rom. 1:26-27; 1 Cor. 6:9-10; 1 Tim. 1:10), polygamy (Matt. 19:4-6; 1 Cor. 7:11), incest (Lev. 18:6-18; 1 Cor. 5:1), bestiality (Exod. 22:19; Lev. 18:23, 20:15-16; Deut. 27:21; Gal. 5:19; Eph. 5:3; Col. 3:5), adultery (Exod. 20:14; Mark 10:19; Luke 18:20; James 2:11), and fornication of any sort including pornography (1 Cor. 6:9-10; 1 Thess. 4:3-8; Lev. 18:20).

## **IX. Gender Identity:**

God created man and woman in His image as two distinct, but equal, genders which He intends to use for His glory (Gen. 1:26-27). Furthermore, individual gender is assigned by God and determined at conception (Ps. 139:13-16). Therefore, we believe that to intentionally alter or change one's physical gender or to live as a gender other than the one assigned at conception is to reject God's right as a Creator to assign gender to His creatures and is a personal rejection of His plan to glorify Himself through the original gender he assigned that individual (I Cor. 10:31).

## **X. Sanctity of Life:**

We believe that human life begins at conception (Ps. 139:13-16; Jer. 1:5); and that the child in the womb is a person created in the image of God and is deserving of all rights afforded to all living human beings. We believe that numerous texts assume the personhood of unborn children (Gen. 25:23-26, 38:27-30; Job 31:15-18; Ps. 22:9-10; Isa. 44:2).

## **STATEMENT OF COOPERATION**

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The concept of working together is not a new one, but it is vital to the Christian growth and development of your student. As we understand one another and work together, the Lord can do great things in the life of your student, your family and the lives and families of our teachers and staff.

In sending your student to Artios Academies, it is important that you realize we are seeking to provide an excellent education for them. In order for this to be a reality, students must work at home on the material being assigned in class, and parents must insist that their students be diligent workers. Your support in this area and your encouragement of your student will become a positive reinforcement to them.

The attitude which your student has toward instruction at Artios Academies is also a vital area. If a conflict or problem arises, please encourage your student to meet with the teacher. If not appeased, feel free to schedule a parent-teacher meeting. This approach promotes responsibility and averts complaining and/or misunderstanding. If things need to be corrected, we want to provide the necessary opportunities whereby you and Artios Academies can work toward successful solutions.

Respect is important in the Christian life. Respect for parents, teachers, peers and those in authority is vital to proper thinking in the Christian life. We, therefore, expect respect and consideration from our students and parents. We also expect our teachers and staff to show respect for students and parents. When people lose respect for one another, it breaks down communication and hinders confidence. Matthew 18:15-22 teaches us the principle of how to properly handle complaints and offenses. Respect for property which does not belong to us is also extremely important. We would like each parent to stress with their students the need for taking care of equipment and refraining from marring or, in any way, being destructive to school and church property.

We believe in discipline that seeks to help students develop responsibility for their own actions. Steps that may be used to elicit proper behavior include prayer, sharing Biblical mandates, firm reprimands, parent telephone conferences, parent-teacher-student conferences and administrative conferences.

During the normal course of the year, forms, slips, papers and reports will be sent home. It is extremely important that forms needing your signature be signed and returned promptly. Your cooperation in this area is important. It is imperative that the home and Artios Academies are in agreement concerning the philosophy and goals of educating and molding the life of a student.

## FAMILY POLICIES AND PROCEDURES

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**ABSENCE:** Due to the limited time and nature of our program, there are no make-up classes.

**ACCIDENT/ILLNESS:** If your child becomes ill or injured while at school, you will be contacted immediately. If the parents cannot be reached, a designated relative or neighbor will be contacted. In case of extreme emergency where the school is unable to contact the parents, relatives, neighbors or family physician, a doctor or hospital of the school's choosing will be contacted and asked to administer emergency aid to the child.

**ARRIVAL AND DISMISSAL:** For every day school is in session, all school doors will be locked fifteen (15) minutes after the official start time of the school day. The doors will be monitored at all times during this time period. All students are required to sign in and out at the front desk upon arrival and departure. Any student that drives to

Artios may sign in and out themselves. All other students must have a parent sign them in and out.

Students should be picked up promptly at the close of the school days. Other organizations may be using the facilities shortly after our scheduled time to vacate the premises. Elementary students need to be escorted in the building, and picked up in person by a parent or guardian that is listed on the emergency contact form, at the close of day.

**BEHAVIOR AND DISCIPLINE:** We have established the following guidelines to better facilitate the learning environment.

- Academy students must go immediately to the opening assembly area and enjoy each other's company in an orderly fashion while waiting for classes to start.
- Conservatory, Artios Plus and Preparatory students must go immediately to their class.
- Students must obey and respect their teachers. No back-talking will be tolerated.
- Students must be attentive in class and may not be disruptive so that others cannot learn. This includes talking while the teacher is talking.
- No gum, candy, food or drink is allowed except for lunch and in some occasions, study hall.
- Students must respect the building we use and should, therefore, be responsible in their conduct in the halls and the classrooms, especially the Sanctuary. Please tell your child not to touch anything that does not belong to him/her unless given permission to do so. After two corrections, a call will be made to the parents. If the offense continues, the student will be placed on behavioral probation, and a conference will be arranged with the parents, teacher, and director. Children whose behavior is a constant problem will be excused permanently from classes after the parents have been notified. No refunds will be given in this case, and the parents will remain responsible for the balance of tuition after dismissal.
- No running or "rough housing" will be permitted. This includes our lunch and study hall areas.
- Students must wear shoes at school.
- Students purposely destroying property will be excused from classes for the two weeks following the incident, with no refund given for missed class time

and will be responsible for damages incurred.

- Students must arrive on time for their first class. Please be sure that your child/children arrive between 5-10 minutes before their first scheduled class.
- No student is allowed to bring a pocket knife to Artios classes or Artios functions.
- No student is to leave the “campus” of Artios Academies at any time during the day without the permission of the on-site director. No other staff member may give permission to leave campus. Students leaving campus without permission will be suspended. If the offense is repeated, the student will be asked not to return to classes.
- No “roaming” or “wandering” the building is allowed: Please advise your child that he/she will not be permitted to wander the building at any time; this includes lunchtime and study hall. This rule will be strictly enforced to honor a signed contract with our host church. If a student is outside of the classroom at anytime during the day, outside of passing from class to class, they must have permission in the form of a hall pass. Each teacher has been given their own set of hall passes and is responsible to give those out anytime a student must leave the classroom. Again, students violating this rule will be warned once. If the offense is repeated, they will be suspended, and if it happens a third time, the student will be asked to not return to classes.
- Please leave all personal technological devices at home. No personal CD players, electronic devices, iPods, video games etc. should be brought to class for any reason.
- Cell phones are to be turned OFF while on the Artios Academies campus. No text messaging or calls may be sent or received while at Artios Academies. If a parent needs to reach a student, they must contact the on-site Director’s phone. If a student needs to contact his/her parent, they will need permission from the on-site Director or admin assistant. If found using your phone without permission, it will be taken until the end of the day. A second offense will require the student to check in their cell phone with the campus office at the beginning of the day.
- Laptop Computers (or other electronic learning devices, such as iPads, Kindle, Asus, etc.) are only to be used with teacher’s permission during class time, for class work. Students will not be allowed to “surf the net” or “listen to Spotify, iTunes,” etc. for leisure while at Artios Academies. If found using without permission, it will be taken until the end of the day.

- Students should wear their Artios t-shirt for classes. No exceptions.
- Students should wear their Artios t-shirt or a production shirt for all rehearsals. No exceptions.
- Students are expected to attend their classes. Students missing a class without permission for any reason will be suspended. Students repeating the offense will be asked not to return to classes. Skipping class is defined as being on campus at the time of class but not reporting to class; leaving campus and not returning for a later class; or choosing to not attend class without an excused reason. Other teachers or staff are asked not to pull a student from another class without advance clearance from the classroom instructor.
- Students are expected to be prepared for class with completed assignments and all textbooks and supplies necessary. Please contact a teacher before class day if for some reason a student will be coming to class unprepared. If deemed age appropriate, parents should check to make sure their child is prepared for classes. We encourage high school students and upper middle school students to contact the teacher on their own if unprepared for class. It is important that the student learn how to communicate with the teacher on their own.
- If a student is unprepared for class, the parent will be notified, and the student's grade will be appropriately affected.
- If for any reason a student misses a class, it is the responsibility of the student to contact their teacher(s) to find out information about the lesson(s) missed on their day of absence.
- Students are allowed one week from the time of absence to turn in makeup work from a missed class period.
- Students are not allowed to entertain or have contact with visiting friends, while in attendance at Artios, unless cleared by a Director.

The Artios Academies is an unapologetically Christian and Biblical program. With that in mind, students should conduct themselves as Scripture calls them to and to reflect Christ. Because all programs of Artios Academies are designed to glorify Christ through excellence in the arts and academics, the conduct and character of those who attend our programs should also be glorifying to the Lord.

Artios uses Philippians 4:8 when explaining what is expected of an Artios student both on and off campus:



*“Finally, brothers, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is commendable, if there is any excellence, if there is anything worthy of praise, think about these things.”*

It is our hope and prayer that all students will conduct themselves in a manner consistent with this verse both while attending Artios and in their everyday life away from Artios. In keeping with the principles Scripture, we require the following of our students:

- Students should not consume alcohol, drugs, or other illegal or intoxicating substances.
- Students should not use any speech or partake in conduct that is unbecoming of Christian men and women including all forms of cursing and speech or conduct that could be considered crude, racist, sexist, or denigrating to another person. Students must be respectful of one another. No unkindness will be tolerated.
- Students should avoid all forms of sexual immorality.
  - Sexting
  - Pornography
  - The sharing of explicit or implicit photographs that are sexual in nature o Discussions of things that are sexual in nature
  - Glorifying or partaking in certain lifestyles, actions, or immorality that is contrary to Scripture.
  - Involvement in any of the above items will involve school discipline up to, and possibly including, expulsion.

Because all programs of Artios Academies are designed to glorify Christ through excellence in the arts, and academics, the discipline of those who attend our programs should also be glorifying to the Lord. While different behavior will require different responses our goal is to reach the student’s heart. All on-going behavioral issues will be brought to the attention of the parents with the hope that the behavioral issue will be corrected before suspension or expulsion is necessary. All effort will be made to come alongside the student and the parents to address the root cause of any inappropriate behavior using the Scriptures as our foundation. If a student continues with inappropriate behavior in spite of the guidance received from both Artios and the parents, then suspension or expulsion may result.

Any action interpreted as a violation by Artios leadership of this code of conduct whether at Artios or away from Artios, will result in disciplinary action up to and

including expulsion. Violation of the last three items immediately above may be grounds for immediate suspension.

All students and parents are expected to read and sign the Student Code of Conduct and the Amendment to the Student Code of Conduct provided at the end of the handbook.

Red/Yellow Card – If a student is misbehaving he/she will receive a first warning by way of a yellow card. If a student continues to misbehave he/she will receive a red card and will be asked to go to the on-site Director for disciplinary instruction until the end of class. In cases in which the behavior is especially egregious, the student may be taken to the director immediately.

We take our responsibility for our students' well-being and the time they are entrusted to us for instruction very seriously. We want to be sure to provide a safe campus for everyone. We also want to be sure that the parents are getting what they paid for by making sure that students attend class. We assume that Artios students are serious about their instruction.

**BIBLICAL STANDARDS:** All classes will be taught from a Biblical and protestant worldview including those beliefs put forth in our Statement of Beliefs. This worldview will be incorporated into the lessons on an age-appropriate basis, as the subject matter dictates and/or as “teaching moments” opportunities arise. The importance of this cannot be overstated as we believe that the principles on which we live are derived from the basic doctrines of the Bible. This is crucial for the student to determine what Truth is and to create a foundation upon which he/she will live.

#### **DRESS CODE:**

- Artios Academy, Artios Plus, Preparatory and the Conservatory have a simple uniform: an Artios t-shirt and jeans or khakis. The shirt should be large enough so that when the arms are raised overhead, absolutely no skin or underclothing shows. Please do not alter the t-shirt by tying it up at the back or side, adding rips/holes, safety pins or any other writing or embellishment.
- Male students may wear jeans or khaki pants or long shorts with their Artios t-shirt.
- Female students may wear jean or khaki capris or pants. Because of the many physical activities done during classes and rehearsals, we ask that no skirts be

worn. If a special exception is needed due to personal conviction, please notify the appropriate school administrator.

- Ripped jeans are a popular style for students. Although we do not prohibit ripped jeans, the appropriateness of those jeans is left to the discretion of the administration of Artios. Please keep this in mind when choosing ripped jeans, and be sure that the rips are appropriately placed as to go hand in hand with the Artios dress code.
- With the exception of performances and events where dressier attire\*\* is recommended, the Artios shirt is required at all functions at Artios Academies (includes rehearsals, chorus, etc.). Past theater production t-shirts are allowed at extra theatre rehearsals, extra Chorale rehearsals and tech week.
- \*\*When t-shirts are not required...but students are attending an Artios function or representing Artios:
  - No revealing clothes with regard to length or tightness
  - No sheer or see-through clothes with undergarments showing
  - No low-cut dresses or tops
  - No midriffs exposed
  - No spaghetti straps
  - All male students are expected to wear clothing that does not reveal undergarments while sitting, standing or moving.

Staff reserves the right to further interpret these guidelines as the need arises. If inappropriate clothing is worn, the student will be asked to call home and make arrangements for proper clothing to be brought to them at Artios. The student will not be allowed to attend class unless in Artios dress code. If the student is unable to attend due to dress code, participation grades may be affected similarly to being late to or missing a class.

**EMERGENCIES:** If you have an emergency situation come up on while your student is attending Artios Academies classes, you may call or email the school director or the program director as identified on the “Who Do I Contact” list at the end of this handbook.

**HEALTH POLICIES:** Please do not send your children to class when they are ill. This constitutes a sign of disrespect for others involved in the program. If your child comes

to school ill, we will quickly call you and ask you to come and pick him/her up immediately. If your child complains with any symptoms that warrant a phone call. we will call you immediately to come and pick up your child.

**WEATHER:** In the event of inclement weather please watch for the Greenville County School District Closing. All Artios Academies will generally follow the decisions made by their local school district but on occasion may not think it advisable to do so, so stay informed.

**INSURANCE:** The school maintains a general liability insurance policy.

**ITEMS BROUGHT FROM HOME:** No student should bring anything from home except that which is required for class. This would include toys, trading cards, scooters, personal electronic gadgets, ipods, etc. Items that are brought to class will be confiscated and returned at the end of the day.

**LUNCH:** All students will have a lunch period. All students should remain in the designated lunch area for the duration of the lunch period. Students should bring lunches from home, as we do not have a lunch program available for Artios Academies. Please bring items that do not need to be heated or refrigerated. Remember that lunch time is short, so bringing food that is simple and "clean" (won't make their hands messy) to eat is best. We also need to stay away from drinks that could stain the carpet. A leak-proof water bottle is the best way to go!

Students participating in lunch must take part in the cleanup of the lunchroom on a posted rotational basis. These teams are made and assigned by the lunchroom monitor and are posted so that students can refer to it and make themselves aware of the assignments.

**PUBLIC DISPLAY OF AFFECTION:** Public displays of affection should be limited to short "side" hugs of greeting.

**SUPPORT:** Support for your teachers, staff and fellow families who are involved with the Artios Academies program is critical to the function of this program. Scripture tells us "*A house divided against itself cannot stand.*" We have a zero tolerance for gossip. Please know that we have an open door policy, and we invite you to please bring your problems or issues to our key leadership.

Please do not criticize a teacher, parent, student or the program itself in front of the students or to other parents. The Biblical mandate for this is that you first go to the person alone and voice your concern. If you feel that it is still a problem, speak to the Director, and both of you go and have a discussion with the person together.

Bringing issues into the light instead of keeping them hidden in the dark will cause Satan to flee. Praying together for your fellow families, staff and teachers involved at Artios is another good way to combat the spirit of divisiveness that Satan loves to use.

## ARTIOS PREPARATORY HANDBOOK ADDENDUM

### PRACTICAL MATTERS

Artios Academies serves as a tutor in your home school program. You are still your student's primary teacher. Our goal is to assist you in the journey of education your precious children.

Artios Academies' instructors hold college degrees and many have extensive teaching experience in a variety of settings. Many have been involved in both traditional education and in home schooling their own children and have a well-rounded and creative approach to their teaching methods based on their experiences both in and out of the classroom.

Artios Preparatory High School students are welcome to meet with our administration to make sure he/she is on target to graduate with the correct number of credits. During the year we have "class mapping" meetings to ensure your student is on track. Please take the initiative and set up your appointments as needed.

**Textbooks** – Each class requires its own. Each family is responsible and will order their own textbooks. A detailed book list will be provided. You will need these for the first day of class.

**Supplies** – each class requires specific supplies to be used. A supply list will be provided. Each individual family is responsible to order or purchase their student's supplies. You will need these for the first day of class.

## COMMUNICATION

Homework assigned by each teacher will be posted on the Haiku system online each week so that parents can access the homework on a weekly basis. Students are also required to record assignments during each class period. All teachers follow a uniform and specific format for all homework postings. Each teacher will have their own folder under the assignments folder in the files section on Haiku.

Parent - Teacher communication is also done via your Haiku page.

## GRADING/ ASSESSMENTS/ CALENDAR

Grading throughout the semester will be assessed from a variety of methods including but not exclusive to: narration, class presentations, projects, tests, etc. All assessments should include a clear grading rubric given in advance so that the student/parent know what is required to attain certain grading levels. For specifics on weighted grading for an individual class, please refer to the class syllabi.

Artios Preparatory operates on fifteen-week semester system. Students will participate in some type of assessment/project at the end of each semester to tie up the concepts learned during that semester. Grading/Assessment should occur at this time. Grades will be submitted to the director and then forwarded to the students/parents via PowerSchool.

Semester and Final testing occurs at Artios Academies on the dates given on the calendar.

Artios Academies' grading scale is as follows:

A = 100-90

B = 89-80

C = 79-70

D = 69-60

F = 59 and below.

## ACADEMIC ELIGIBILITY

All students involved in Artios Preparatory are required to keep at least a C average in all of their classes. You will find our teachers to be fair and helpful in helping our students learn the necessary material and be successful in their classes. Many times, low student grades are a result of work not being turned in in a timely manner.

If a student does not keep a C average in all of their classes (Preparatory and Conservatory), they are placed on academic probation for the next semester. They lose the privilege of being in extracurricular activities such as CITA, Fine Arts Festival, and productions until academic probation is removed. This is not meant to be a discouragement to the student. Rather it is to help the student find balance, accountability, and success in their classes.

For students not involved in academic classes at Artios and who are fulfilling those classes at home or with another program, we must leave the accountability to the parent and ask that parents follow the same guidelines regarding their student's participation in extracurricular activities such as those listed above.

## **ARTIOS ACADEMIES OF GREENVILLE**

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### **Mailing Address**

3620 Pelham Rd  
PMB #202  
Greenville, SC 29615

**Phone Number:** (855) 725-7663

### **Campus Directors**

John and Lori Lane  
llanegreenville@artiosacademies.com

### **Elementary Program Director**

Marni Hiner  
mhiner@artiosacademies.com

### **Middle School/High School Program Director**

Sandy Reynolds  
sreynolds@artiosacademies.com

### **Creative Programs Director**

Jack Toler  
jtoler@artiosacademies.com

### **Campus Admin Assistant**

Paige Pelletier  
ppelletier@artiosacademies.com

### **Business Manager**

Kelly Aho  
kaho@artiosacademies.com



**ARTIOS ACADEMIES HANDBOOK - PARENT AGREEMENT**

**Please sign and turn in at Parent Orientation**

We have read the entire Artios Academies Student/Parent Handbook. Our family agrees with the necessary rules, structure, policies and modest dress code. We give our blessing that these rules will be enforced.

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**Parent Name** (*Write it legibly & then sign*)

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**Date Signed**

**List children's name & grade attending our program(s):**

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## STUDENT CODE OF CONDUCT

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### As an Artios Student I will

- Sign in and out at the front desk upon arrival and departure. Any student that drives to Artios may sign in and out themselves. All other students must have a parent sign them in and out.
- Go immediately to the opening assembly area or my first class and enjoy each other's company in an orderly fashion while waiting for classes to start.
- Present a written note to the front desk and to the teacher before going to class if I arrive late.
- Bring an absence excuse note to the front desk following an absence before going to my first class .
- Obey and respect my teachers. No disrespect in word or attitude will be tolerated.
- Be respectful of one another. No unkindness will be tolerated.
- Be attentive in class and will not be disruptive so that others cannot learn. This includes talking while the teacher is talking.
- Not have gum, candy, food or drink (other than water) except at lunch and, in some occasions, study hall.
- Respect the building we use and should therefore be responsible for my conduct in the halls and the classrooms, especially the Sanctuary.
- Not run or "rough house" at Artios. This includes lunch and study hall areas.
- Arrive on time for my first class.
- Not leave the "campus" of Artios Academies at any time during the day without the permission of the on-site director.
- Not "roam" or "wander" the facility. If for some reason I need to leave the classroom, I will get permission from the teacher or teacher aide and have a hall pass with me.
- Turn off my cell phone and all other personal tech devices while on the Artios Academies campus. **This includes any time while on campus. This means that there is no electrical current running through my phone.**
- Understand that all laptops and other technology is to be used at Artios with permission only and only for study related activities.
- Understand that if I am a study hall student, I will be required to check my phone in at the beginning of my time in study hall.
- Understand that if I participate in study hall, I will recognize that this is to be a quiet environment, and I will come prepared to make that a reality.

- Come prepared for class with all completed assignments, textbooks and supplies needed.
- Contact my teacher before class day if I will be unprepared for class for any reason. If I am an upper middle or high school student and will be unprepared for class, I will do my best to contact the teacher on my own.
- Contact my teacher to find out information about any missed class information that may have occurred during any absence.
- Strive to turn in any missed work within one week of my absence.
- Be kind and treat **all** people and property with respect, courtesy, consideration and compassion and will avoid teasing, insults, name-calling, swearing and other language **or** non-verbal conduct likely to offend, hurt or set a bad example.
- Act in a responsible manner at all times.
- Not show disrespect to a teacher or TA through my words or my attitude. I will pay attention in class and respect my teacher.
- Not wander around or leave the assigned program area without permission of the teacher or TA or without a hall pass given by the teacher or TA.
- Enjoy my food, candy, gum and drinks only in the lunch area only.
- Not leave the campus without permission of the CAMPUS DIRECTOR.
- Keep noise to a minimum out of respect to others.
- Follow the Artios dress code and wear my Artios t-shirt to all classes and rehearsals. (not required on field trips)
- Not possess or use pocket/hunting knives, lighters/matches or any mock weapon at Artios.
- Accept all responsibility for restoring/replacing anything damaged at Artios that belongs to someone else.
- Arrive on time to opening assembly, my first class and all other classes.
- Will park my car, if I drive, at the rear of the buildings, leaving the closest parking places for teachers and staff.

**IF I DO NOT FOLLOW THE GUIDELINES, I MAY EXPECT ANY OF THE FOLLOWING:**

- To be verbally corrected by the TA or teacher.
- To be removed to the back of the room or out in the hall.
- To have a Disciplinary Incident Report added to my file.
- For my parents to be called to come in for a meeting with the teacher and director.
- To be dismissed from Artios for the day. My parent will have to come get me.
- To be suspended or expelled from Artios if the misbehavior continues.

I understand the guidelines listed above and the attached amendment to the Student Code of Conduct and will do my best to abide by them.

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**Print Student Name**

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**Student's signature**

**Date**

## **MS/HS AMENDMENT TO THE CODE OF CONDUCT**

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The Artios Academies is an unapologetically Christian and Biblical program. With that in mind, students should conduct themselves as Scripture calls them to and to reflect Christ.

Artios uses Philippians 4:8 when explaining what is expected of an Artios student both on and off campus:

*"Finally, brothers, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is commendable, if there is any excellence, if there is anything worthy of praise, think about these things."*

It is our hope and prayer that all students will conduct themselves in a manner consistent with this verse both while attending Artios and in their everyday life away from Artios. In keeping with the principles of that verse, we require the following of our students:

- Students should not consume alcohol, drugs, or other illegal or intoxicating substances either on or off campus.
- Students should not use any speech that is unbecoming of Christian men and women including all forms of cursing and speech that could be considered crude, racist, sexist, or denigrating to another person.
- Students should avoid all forms of sexual immorality.
  - Sexting
  - Pornography
  - The sharing of explicit or implicit photographs that are sexual in nature
  - Discussions of things that are sexual in natureGlorifying certain lifestyles, actions, or immorality that is contrary to scripture.

Any action interpreted as a violation by Artios leadership of this code of conduct whether at Artios or away from Artios, will result in disciplinary action up to and including expulsion.

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**Print Student Name**

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**Student's Signature**

**Date**