



LOGOS ACADEMY

Family Handbook 2022-23

250 West King Street
York, PA 17401

Phone
(717) 848-9835

Fax
(717) 843-0395

Web Address
www.logosyork.org

E-mail
admins@logosyork.org

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Logos Academy Mission, Vision, Values

Mission

Logos Academy - Intelligence Plus Character

Logos Academy, an urban, Kingdom school grounded in the love of Christ, educates for excellence, offers opportunity, and cultivates hope in our community.

Vision

We shape students to become thoughtful communicators, critical thinkers, and lifelong learners, whose self-worth is centered in Christ, who love and serve family, church, community, and world with wisdom, integrity, and wonder to the glory of God.

Values

Logos Academy helps students reach their God-given potential through a Kingdom education rooted in our vision and these values:

CHRIST CENTERED

We seek to know Jesus, be led by His Word and Spirit, and be shaped by the Gospel. We recognize Jesus as the King of all creation. This reality gives meaning and purpose to everything we do. We commit ourselves to showing respect (for God, people, education, and creation), taking responsibility, and seeking to repair the brokenness in our lives and in our world.

CULTURALLY DIVERSE

We recognize and celebrate diversity as a gift from God and a demonstration of God's love for us. We value diversity in our students, families, staff, and city. God has brought us together from various cultural, socioeconomic, denominational, and educational backgrounds. Divided, we all become weakened and impoverished. Together, we are empowered and enriched, building bridges of brotherhood through the love of Christ.

COMMUNITY MINDED

We foster intentional community between our students, families, and staff. Logos Academy also strives to be a good neighbor to our broader community. Jesus commands us to love our neighbors and to seek the peace and prosperity of our city.

CLASSICALLY EDUCATED

We cultivate students in the Classical tradition of education to become people of wisdom, grace, and virtue in service to God's Kingdom. This time-tested approach to human formation fosters students who are effective communicators and creative, critical thinkers. As students develop a biblical worldview, they learn to love truth, beauty, and goodness.

COLLABORATIVE FAMILY PARTNERSHIPS

We believe that a participatory family is critical to what we do during the school day. Parents/Guardians and families are an essential part of the Logos Academy community, and we value each person's involvement.

Board of Directors and Administration Listing

Board of Directors

Natalee Gunderson, Chair
Brooke Say, Vice-Chair
Kervin Myer, Treasurer
Carrie Becker, Secretary
Dr. Todd Allen
Carrie Becker

Traci Foster, Co-Founder
Eve Gardner
Glenda Harvey
Pastor Carlos Kelly
Connie Rae

Administration

Aaron Anderson, *CEO/Head of School*

Otto Monroy, *Chief Operating Officer*

Angeline Clark, *Grammar & Middle School Principal*

Michael Hornbaker, *High School Principal*

Laura Kadyszewski, *Director of Student Support*

Lisa Knier, *Business Manager*

Sara Myers, *Director of HR and Administrative Services*

Bryan Platania, *Facility Manager*

Teresa Rufo, *Admissions and Food Services Manager*

Bryan Wade, *Director of Student Formation*

Joanne Wilmore, *Director of Cultural Inclusion and Community Engagement*

For a current list of faculty and staff, please visit our website: www.logosyork.org

Por el momento, nuestro Manual para la Familia no está disponible en Español. Si necesita ayuda con la traducción, por favor comuníquese con nosotros al 717-848-9835 para programar una cita por teléfono o en persona.

Admissions

Admissions Policies

Logos Academy does not discriminate on the basis of color, national or ethnic origin, or economic factors in administration of its educational policies, admissions policies, and scholarship programs. Admission decisions for families will be based on submission of completed applications including fees, requested documents, and parent/guardian interviews. Students may be denied admission based on failure to meet the academic or behavioral standards at Logos Academy or based on any previous financial delinquencies. Prospective kindergarten students must be five years old by August 31 of the school year for which they are applying. Siblings of current students have priority over prospective students on the waiting list (but are not guaranteed admission).

Admissions procedures are found [here](#) on our school website

Financial Aid/Scholarships

Those requesting scholarships for their students must complete a “Grant and Aid” application through FACTS Financial each year. Tax information from two years prior is used when determining your student’s scholarship (example: 2021 taxes will be used when awarding scholarships for the 2023-24 school year). You can access your “Grant and Aid” application by going to the “Financial” tab located on your “Logos Academy Family App” on your smartphone or accessing your “Family Portal” through your computer or laptop.

Financial aid applications are open from January 1st thru March 31st each year. In order for your student to receive a scholarship and continue as a student of Logos Academy, you must be in good financial standing and honor the terms of your [“Continuous Enrollment”](#) contract.

Scholarship Policy

Scholarships are awarded each year on a sliding scale based on family income, number of people in the household, availability within the grade level, and alignment with the federal poverty table. Scholarships are made possible due to the generosity of community donors and businesses. We believe that cost should not prohibit a student from receiving an excellent education and experiencing a strong, supportive community.

Strong partnerships between the school and family promote the successful formation and education of our students. The school covenants with families to provide an excellent, Christ-centered education in a safe, nurturing environment. Families covenant with the school to support their children’s education financially, emotionally, and spiritually. Because student partnerships play a critical role in educational success, scholarships are contingent on active, healthy student participation as evidenced by conduct and academic performance. Logos Academy faculty and administration are committed to providing support and encouragement tailored to the unique needs of each student. We strive to be sensitive to the daily needs of

students and to environmental factors such as home life, health, and financial issues that may distract and challenge students. We are committed to helping each student succeed.

Tuition Policy

In accordance with the school's mission and vision, Logos Academy aims to serve students from diverse economic and cultural backgrounds. To this end, tuition, scholarships, and payment plans are designed to ensure that a Logos Academy education is accessible to those who would not otherwise have access to private education

- Full tuition for the 2022-23 school year is \$10,325 per student. Tuition is all inclusive. No additional fees for education are charged outside of this cost. Tuition is prorated for families joining our community in our Spring Term (3rd quarter).
- 98% of our students receive significant need-based scholarships making affordability obtainable.
- Multiple student discounts are available to families enrolling 2+ children

Tuition Discount Benefits

- A 10% prepayment discount is granted to all families who pay their entire annual tuition prior to July 31st for the coming school year.
- Multi-child discounts
 - 1st enrolled child - tuition rate after scholarship is applied
 - 2nd enrolled child - 10% discount from first enrolled child tuition rate
 - 3rd+ enrolled child - 15% discount from first enrolled child tuition rate

Please note:

- Balances after discount can not exceed the minimum tuition rate for any given year.
- If the 1st-3rd+ enrolled child is awarded a maximum scholarship, multi-child discounts are not applied to children beyond that child.
- If any discount after the 1st-3rd+ child results in a rate less than the minimum tuition rate, the student and any after will be awarded maximum scholarships and charged the minimum tuition rate for the year
- The total cost to each household is capped at 10% or 12% of household income, depending on financial aid application. These caps and discounts are applied as long as the maximum scholarship is not exceeded.

Tuition Delinquencies

Families will receive scheduled notifications from FACTS regarding tuition accounts and payment reminders. If families fall behind in tuition payments, they should contact Mrs. Teresa Rufo, Admissions Manager at teresa.rufo@logosyork.org or 717-848-9835 X149 to discuss their situation and work out a plan to bring their account balance up-to-date.

- When families fall behind in one (1) tuition payment, a ten (10) day grace period is implemented. During this time, families are encouraged to make a payment or to contact the Admissions Manager should payment hardship be expected to extend beyond the grace period.

- When families fall behind in two (2) tuition payments, an email will be sent encouraging parents to contact the Admissions Manager to address the situation and options for bringing their account up to date. The email will also contain next step procedures should the family fail to make contact and fall 3 payments behind.
- When families fall behind in three (3) tuition payments, their students will be sent home and unable to return until at least one payment has been made.
- Families facing 3 missed payments should contact the Admissions Manager to discuss the options of bringing their account to good standing. If no contact or payment is made after 3 days of the student being sent home, the student(s) will be subject to withdrawal from enrollment and truancy.
- All tuition agreements must be paid in full by June 30th for students to return the following year.

Tuition “Financial Hardship” Application

Families who have a significant change in income or other financial hardship that interferes with their ability to make regular tuition payments should contact Mrs. Teresa Rufo, Admissions and Food Services Manager at teresa.rufo@logosyork.org or 717-848-9835 x149.

Financially responsible parents/guardians seeking financial hardship will be asked to submit a completed and signed “Financial Hardship Application” with documentation of their current financial needs (such as pay stubs or doctor’s notes). This documentation will be specific to each family’s situation. An application can be found here [Financial Hardship Application](#).

After submission, the application will be reviewed by our team for consideration. Full and partial forgiveness will be considered as well as alternative payment options. Our goal, foremost, will be to keep the student(s) in school and to keep these circumstances from interfering with a student’s enrollment.

Spring Term Enrollment and Early Withdrawals

If a student is enrolled in our Spring Term (3rd quarter start), tuition and scholarships will be prorated according to the actual number of days the student will be enrolled.

When a student is withdrawn before the end of the school year, the family must submit written notice to the principal. Tuition will be calculated based on days enrolled, including the 30 days after notice is given (whether or not the student attends during that time). If a discount has been granted for early payment, it will be revoked, and tuition will be calculated based on the above policy.

Academic and Behavioral Performance

All students are expected to maintain basic academic and behavioral standards in order to maintain their scholarships. See details regarding these requirements in the following sections:

- “Report Cards and Standards for Passing Grade Levels” section within the “Academic Assessment” heading
- “Consequences of Cumulative Points” section within the “Code of Conduct and Cumulative Points” heading

Parents/guardians must fulfill the expectations of this handbook (and those outlined in the Parent/Guardian Covenant). Failure to do so may result in the termination of the scholarship.

It is our prayer and intent not to dissolve any partnerships, but to maintain strong partnerships for the good of the student, family, and school, to the glory of God.

Communication Channels

Teachers and the school office staff work to maintain multiple channels of clear and open communication with all parents/guardians about all areas of our partnerships. In order to accomplish this, it is critical that parents/guardians maintain their most current contact information within their parent/guardian accounts in our online school management system (FACTS Family Portal). Unless otherwise requested by parents/guardians, the majority of school communication takes place via email.

Online Accounts for Parents/Guardians (Family Portal)

All parents/guardians (as well as all other adults granted access by custody parents/guardians) can be set up with access to student records (grades, attendance, behavior, etc.) through online accounts in our school management system (Family Portal). This school management system allows multiple households to be attached to each student, and for a separate Family Portal account to be created for each adult within each household. However, only one parent/guardian per student can be designated as the tuition agreement owner and only this designated parent/guardian can see the scholarships and tuition payment information.

Logos Academy Family App

Logos Academy offers a Family App available for a free download on both Android ([Google Play](#)) and iPhone ([Apple App](#)). The Logos Academy Family App is connected to your FACTS Family portal and offers a one stop shop for most resources families need access to. We strongly encourage all families to download this app to keep current with school-wide communication. On the app, families can access all the information found on our website's Family Resources tab, as well as links to access content found in the Family Portal.

After downloading the "Family App" click on "How to login". Our district code is LG-PA and you will use the same username and password linked to your "Family Portal". Logging in gives you access to your "Family Portal" and information pertaining to your individual account and student(s) information. You will remain logged in for 30 days and will be prompted to log back in after each 30 day period.

Report Cards/ Academic Records

Academic records (i.e. report cards, MAP testing results, etc) are communicated via email, can be viewed on the Family Portal and Family App, and will be mailed home each quarter.

Logos Academy reserves the right to withhold academic records (report cards, transcripts, or diplomas) from families whose tuition payments are not current. (Note that although academic records may be withheld from families who are not currently on tuition payments, these records will be released directly to other schools so that the student's continuing education is not adversely impacted.)

Weekly Email Updates and Class Newsletters

Logos Academy updates families in a weekly email with school information as well as relevant community news. (Look for the subject line "Wednesday Weekly Update!") Any family who cannot access this weekly update via email may request a paper copy at the front desk. The Wednesday Weekly Update can also be accessed through the Family App.

Students in grades K-5 will also receive a weekly or bi-monthly class newsletter or email from their teachers. This includes highlights from the classroom, as well as reminders about upcoming field trips, volunteer opportunities, and other events.

Weather Closings and Parent/Guardian Text Alerts

Weather related closings, delays, and early dismissals are communicated via parent text alert (as well as on the WGAL local news and our school social media). Emergencies and other critical communications are also supported by text alerts to all custody parents/guardians. To receive these important reminders, it is imperative that parents/guardians keep their cell phone numbers and permission settings current within their online parent/guardian accounts.

Sending Material by Student Backpack

Students are required to bring a backpack to school daily. (However, please note that we do not allow backpacks with wheels at any grade level due to space limitations.) Paper communications from teachers and the school office will sometimes go home via a take home folder (grammar school) or in the student's binder (upper school). Forms and notes from parents/guardians to the teacher or school office should be sent to school through these same channels. Depending on the nature of the communication, it is also recommended that this transfer of papers be supported with a phone call or an email between the parent/guardian and the teacher or the school office at admins@logosyork.org. It is recommended that parents/guardians not send clearance information and tax documents to school with their student in order to maintain confidentiality and identity protection. In addition, parents/guardians must drop off any medicine and cash or check payments in person. It should not be sent to the school with a student.

Student Support and Consultations

Brief times of individual or small-group student support (with teachers or administrators) are part of our regular school practice and culture. At times, a student may share information that Logos Academy staff are legally required to report to external organizations. Throughout the process of supporting students, Logos Academy seeks to maintain open communication with the student's family.

Parent/Guardian Engagement

We believe that a participatory family is critical to what we do during the school day. There are many opportunities for service and participation, such as visiting the student's classroom, joining the student for lunch or chapel, or volunteering at school events (clearances required whenever serving or interacting with other students). More information and registration forms are available under the [Family Resources](#) section of our school website (<https://www.logosyork.org/>) or on the Family App.

Students that are 18 years of age or older still require the active involvement of a parent/guardian. Only students that are 18 years old and fully independent (i.e. living on their own) may fulfill the guardianship requirements (communication, tuition, permission slips, etc.) for themselves.

Parent/Guardian Conferences

Parents/guardians may schedule conferences with teachers or other school personnel throughout the school year. If you would like to schedule a meeting, contact your student's teacher or principal via email. Parents/guardians are expected to attend any conferences that are requested by school staff. If parents/guardians are unable to attend for any reason, they should seek to reschedule as promptly as possible. Parents/guardians are welcome to bring family members to a scheduled meeting/conference. Any non-family member planning to attend a meeting must be approved by school administration (i.e., friends, legal representatives, etc).

Grievance Policy

If parents/guardians disagree with a decision made by a Logos Academy staff member or administrator, they must first seek resolution directly with that Logos Academy employee. If they are unable to reach a satisfactory resolution, the parents/guardians should let the staff/faculty person know that they are appealing the matter to the principal. The principal will schedule a meeting that includes the parent/guardian and the staff/faculty member. If no resolution is reached with the principal's support, the parent/guardian is invited to request in writing that the matter be reviewed by the Logos Academy CEO/head of school. If a resolution is still not reached, the written request should then be addressed to the Logos Academy School Board. Upon review of this written request, both the CEO and the School Board retains the right to uphold the decision of the principal and to deny any further review in person.

Academic Assessment

Grading Scales & Report Cards

Report cards are issued four times per school year at the end of each quarter. They will be emailed, mailed, and are available on the Family Portal and the Family App. Midway through each quarter, parents/guardians are notified of all students who are at risk of earning below a 70% (C) and are invited to attend a conference regarding how to best support the student. All

families will be emailed a mid quarter progress report each quarter. Parents/guardians are also invited to schedule a conference with their child's teacher(s) at any time. Student's current grades are available on the Family Portal and Family App throughout the year.

Most subjects in the grammar school (grades K-5) receive a percentage grade on the standard scale. Character and skills attributes are assigned as well with an O-S-N-U scale. In addition, narrative reports may also be included to address curricular goals alongside student virtues such as diligence, respect, and intellectual curiosity. Courses in the upper school (grades 6-12) receive a percentage grade on the standard scale. Students may also receive an incomplete (I) on any course at the discretion of the principal.

<u>Standard Scale</u>	<u>O-S-N-U Scale</u>
Passing Grades at Logos Academy: A: 90%-100% B: 80%-89% C: 70%-79% Not Passing at Logos Academy: D: 60%-69% F: Below 60%	O: Outstanding S: Satisfactory N: Needs Improvement U: Unsatisfactory

Honor Roll

We recognize academic achievement in grades 6-12 with an Honor Roll and a Distinguished Honor Roll:

- Honor Roll: 90%-94%
- Distinguished Honor Roll: 95% or above
- Lowest grade: 79.5% or above

Calculation of High School GPA

The grade point average (GPA) is calculated at the conclusion of each course based on the student's final grade. The GPA is calculated on a 4.0 scale with no weighting (A = 4.0, B = 3.0, C = 2.0, D = 1.0). Courses that are transferred from other academic institutions are assessed on the 4.0 scale and included in the GPA calculation. The following courses are not included in the GPA calculation.

- Any course completed for high school credit earned before the start of 9th grade

Standards for Passing Grade Levels & Credit Recovery

If a student in grades K to 5 fails to pass (69% or below) one or more core classes at the end of each school year, the principal will consider if Logos Academy's academic program is a good match for the student and if the student should be given the option of returning in the following school year with their scholarship. If the student is offered the option to return (after failing two or more core classes) the K-5 student will need to repeat the grade level.

If a student in grades 6 to 8 fails to pass (69% or below) two or more full credit classes at the end of each school year, the principal will consider if Logos Academy's academic program is a good match for the student and if the student should be given the option of returning in the following school year with their scholarship. If the student is offered the option to return, they will be required to do one or more of the following:

1. For grades 6 to 8:
 - a. Repeat the grade level
 - b. Complete an external educational program/ recovery course in the same subject (pre-approved by the principal).
 - c. Secure external educational tutoring during the summer.
 - d. Complete placement testing administered by Logos Academy before the start of the next academic school year

If a high school student (grades 9 to 12) fails to meet a graduation requirement in any required course (by earning a final grade lower than 70%), the principal will consider if Logos Academy's academic program is a good match for the student and if the student should be given the option of returning in the following school year with their scholarship. If the option to return to school is granted, the student must earn an equivalent recovery credit at the family's expense before the next school year or if the schedule allows, repeat the failed course in the next school year. See graduation requirements listed under the [Academics](https://www.logosyork.org/) tab on our school website (<https://www.logosyork.org/>).

If a high school student (grades 9 to 12) fails to meet a graduation requirement in any two or more required courses (by earning a final grade lower than 70%), the principal will consider if the student must repeat the grade level or if the student has the option of earning replacement credit.

If a high school student (grades 9 to 12) fails to meet a graduation requirement in more than three (full credit) required courses (by earning a final grade lower than 70%), the student will be required to repeat the grade level.

In the case of a failed or incomplete course, it is the responsibility of the parents/guardians to arrange for tutoring and/or make-up options and to pay for this expense privately. Make-up options need to be approved by the principal in advance.

When a high school student completes a pre-approved recovery course offered by another educational institution, the transcript is reviewed by the principal. "Credit recovery" and the granting institution is designated on the Logos Academy high school transcript. The original Logos Academy course is made inactive and the GPA is calculated based on the recovery course.

When the schedule allows a student to repeat a failed course at Logos Academy, "repeat course" is designated on the transcript. The original Logos Academy course is made inactive and the GPA is calculated based on the recovery course.

Standardized Testing

Logos Academy uses the following outside measures to assess our academic program and the individual performance of each student. Parents/Guardians may not opt-out of standardized testing for their student(s). This accountability is necessary to evaluate the academic program, curriculum, and teachers. It also serves as an indicator for accreditation purposes.

- MAP testing for grades K-11 at the beginning and end of each school year
- PSAT scores, SAT/ACT scores, and college acceptance records of our high-school graduates
- Screening of individual students for remedial needs using a variety of additional assessments at specific grade levels

Homework

Logos Academy recognizes the value of homework at all grade levels. Homework supports the family-school partnership and benefits students developmentally and academically. Our teachers are expected to assign homework to all students following the common standard of an average of 10 minutes of daily homework per grade level (in addition to grade-level student reading).

- Kindergarten: 10 minutes per night (or 50 minutes per week) of reading aloud to/with parent/guardian. Teachers may provide 1 additional assignment later in the school year as students prepare for first grade.
- Grade 1: Maximum of 10 minutes per night to work on assignments (or an average of 50 minutes per week), AND 10 minutes per night of reading aloud to/with parent/guardian, or silent reading by student.
- Grade 2: Maximum of 20 minutes per night to work on assignments (or an average of 100 minutes per week), AND 10 minutes per night of reading aloud to/with parent/guardian, or silent reading by student.
- Grade 3: Maximum of 30 minutes per night to work on assignments (or an average of 150 minutes per week), AND 10 minutes per night of reading aloud to/with parent/guardian, or silent reading by student.
- Grade 4: Maximum of 40 minutes per night to work on assignments (or an average of 200 minutes per week), AND 10 minutes per night of reading aloud to/with parent/guardian, or silent reading by student.
- Grade 5: Maximum of 50 minutes per night (or an average of 250 minutes per week), AND 10 minutes per night of reading aloud to/with parent/guardian, or silent reading by student.
- Grade 6: Maximum of 60 minutes per night (or an average of 300 minutes per week), AND 10 minutes per night of reading.
- Grade 7: Maximum of 70 minutes per night (or an average of 350 minutes per week).
- Grade 8: Maximum of 80 minutes per night or 400 minutes per week on average.
- Grade 9-10: Maximum of 120 minutes per night or 600 minutes per week on average.
- Grade 11-12: Maximum of 150 minutes per night or 750 minutes per week on average.

Parents/guardians should communicate with teachers if students are spending consistently under or over these nightly averages. Parents/guardians and teachers of upper school students

should expect the student to take the lead in these communications about homework load, with the homeroom teacher serving as a communication hub for gathering information across multiple classes. Parents/guardians and teachers will then partner in developing an individual strategy that brings the student's average time spent on homework in line with school policy. Teachers and parents/guardians should jointly bring specific questions to the principal if no resolution has been possible within a reasonable amount of time.

Teachers may assign penalties for missing or late homework, including zero academic credit for late work.

Student Technology Policy

Student Google Account and Email

Students in grades K-12 will be provided with a Google user account and email address that is managed by Logos Academy. Students are encouraged to email staff concerning school-related content and questions only. Students in grades K-10 cannot email or receive email from anyone outside the school domain* (logosyork.org). The accounts of senior graduates remain active until the end of August after their graduation, when those accounts are deleted. All files that graduates want to keep must be downloaded or saved prior to August 31. We invite graduates to share updated contact info (including a personal email address) with the administrative assistant. The email accounts of any students who unenroll will be deleted.

Seniors and juniors are granted permission to email individuals outside of the Logos Academy domain for school-related purposes only, such as college and career preparation, Senior Thesis, or other school-related projects. Students are expected to copy teachers on emails for particular assignments.

Technology Use Guidelines

Students are expected to follow all technology guidelines while using devices at school (as well as to maintain the standard of behavior outlined in the Code of Conduct):

- Do not share your password, and never use an account or email address other than your own.
- All communication (email, messaging, etc.) must be respectful and school-appropriate.
- Communication must not include offensive language, harassing messages, malicious content, spam, or viruses.
- Do not bypass GoGuardian filters to download videos or to access gaming sites, etc
- Technology use, including web activity, must be for school-related activity only.
- Students may not use personal devices without administrative permission and a signed release form.

Monitoring and Privacy

All student email and web activity is monitored. At any time and without prior notice, Logos Academy reserves the right to inspect, copy, review, and store any and all student usage of this technology, including web activity.

Misuse of Technology

Logos Academy aims to prepare students to be effective digital citizens, which requires self-control, awareness, and wisdom. As outlined in the Code of Conduct, students are expected to responsibly and respectfully exercise the privilege of school-provided technology and Internet access. Misuse of this privilege will have consequences, possibly including loss of access to the technology.

Senior Privileges and Graduation

Senior Trip

Seniors who are in good standing will be invited to participate in a Logos Academy senior trip. Families are asked to contribute to the cost of the trip. The amount is determined each year and is approximately 20% of the overall cost of the trip per student. In order for the students to be eligible for this trip, they must meet the following requirements:

- Be in good standing academically, not receiving a grade below 70% in any core subject/class at the conclusion of the 1st semester.
- Be in good standing behaviorally. A student should have no more than 15 points accrued in their Code of Conduct violations by the conclusion of the 1st semester.

Valedictorian and Graduation Honors

The calculation and selection of the valedictorian will take place after all fourth quarter grades for seniors are entered. The recipient of the valedictorian award will be notified shortly before graduation and invited to prepare a speech to be delivered at commencement.

The valedictorian award will be granted to the graduating senior with the highest cumulative GPA (9th grade through the end of the 12th grade). In the event of a tie, the award will be given to the student with the highest grade (percentage) average.

In order to be eligible for the valedictorian award, the student must attend Logos Academy for a minimum of two years, including 11th and 12th grade. Additionally, the valedictorian must have passed all courses taken at Logos Academy and have no “incomplete” courses at the end of the 4th quarter.

Additional graduation honors will be conferred in three distinct categories of academic achievement based upon cumulative GPA:

- Cum Laude (3.5-3.7 GPA) with a silver cord
- Magna Cum Laude (3.8-3.9 GPA) with a silver/gold cord
- Summa Cum Laude (4.0 GPA) with a gold cord

Commencement & Diplomas

In order to participate in the commencement program, seniors must have completed and passed all courses required for graduation. A senior that has an incomplete or has not passed a course may “walk” in the graduation ceremony as long as the required credit is equivalent to two full credit courses or less. Seniors will not receive a diploma until all academic requirements and financial obligations have been satisfied.

Additional Senior Privileges

- **Senior Blazer** - Each senior will be given a navy blue blazer that may be worn as part of their Logos Academy uniform.
- **Off-Campus Lunch** - Seniors are eligible to go off campus for lunch one day per week with parent/guardian permission. This day will be decided and agreed upon yearly with the school administration. Students must remain in good standing academically and behaviorally in order to be afforded this privilege.
- See student driver policies under “Arrival and Dismissal Procedures” in this handbook.

High School Internships and External Study

In support of internship and external learning opportunities, high school students may request to complete a course or study at an external educational program or an internship with a local business or organization. Their request must:

- Be written by each student individually
- Include signatures by the student and their parents/guardians
- Include clear time frames (dates and times of day) that do not interfere with more than the last period of instruction within the Logos Academy school day (2:05 PM to 3:05 PM)
- Include specific transportation plans approved by parents/guardians
- Be presented to the school administration at least two weeks in advance of the start date
- Provide specific information regarding any credit that is being requested for transfer to the student’s Logos Academy transcript upon successful completion of the course:
 - Each course credit is subject to pre-approval by the Logos Academy principal as a dual-enrollment course with an accredited college or university or as a formal course of study and assessment with a qualified teacher (at a secondary school level).
 - Must be equivalent to the standard of 120 instructional hours per high school credit (or 3 college credits from an accredited college or university).
 - Credits must be communicated to Logos Academy on a transcript by the institution or instructor with a passing final grade.

School administration will consider these early-release requests for internship or study on a case-by-case basis (reviewing the credit earning-needs of the student as well as their current course grades).

Code of Conduct and Cumulative Points

This Code of Conduct serves our goal of providing a Christ-centered education with gospel-driven and trauma-informed practices that are grounded in the love of Christ. It helps to promote loving respect for the authorities that God has placed over each of us within our vibrant learning community, freeing us to educate for excellence, to offer opportunity, and to cultivate hope.

A Christ-centered community promotes respect for others, responsibility for our actions, and the desire to repair that which is broken. It is a community where each individual is expected to live honorably and encourage others to do the same. A Christ-centered community involves more than a commitment to follow a set of rules; it promotes growing together in an honorable lifestyle that pleases God and that calls upon the guidance of God's Holy Spirit. It is our prayer that this commitment to an honorable lifestyle will far outlive a student's time at Logos Academy.

Student and Family Involvement

Students and their families play a significant role in the enforcement of the Code of Conduct. Not only do we expect students to live by the code, we ask students and their families to uphold the Code of Conduct in a cooperative spirit.

The Code of Conduct is intended to be a positive reinforcement in a student's life, not a negative burden. It is worded, structured, and enforced to encourage students to live in dependence upon the Holy Spirit, with honor, integrity, and Christian character. The strength and success of the Code of Conduct depend on the commitment of our students and their families to uphold it.

Foundational Expectations

Because we are accountable to God and parents/guardians to provide a safe and orderly environment where students can thrive academically, emotionally, and spiritually, we follow a Code of Conduct. To apply this Code of Conduct in age-appropriate ways, teachers are careful to support and guide students using proactive and preventive measures that teach, model, and help students develop habits of respect, responsibility, and repair. Because we value our family partnerships, we communicate with parents/guardians any time that students do not uphold the Code of Conduct. Parents/guardians may review behavior records at any time by contacting their student's principal.

Students will conduct themselves in ways that honor the mission of Logos Academy both during the school day and in their conduct outside of school. Each member of our Christ-centered community is expected to follow these biblical principles:

- I show respect.
- I take responsibility.
- I seek to repair.

Failure to uphold this Code of Conduct results first in respectful verbal redirection within the classroom (with the exception of designated behaviors that require immediate response and support) as well as structured opportunities for private reflection. If the behavior continues, students receive a 1st and 2nd formal warning in their record each school year for most

categories before all subsequent incidents start to earn a cumulative record of points during that school year. Below, please also note the cumulative consequences attached to the points earned within the student's yearly record.

Behavior Outside of the School Day

Students are expected to conduct themselves in ways that honor their own families, fellow students, and the staff of Logos Academy both inside and outside of school. Behavior that takes place outside of the school, between or involving Logos Academy students, may be addressed under the school's code of conduct and consequences may be assigned if the activity is deemed disruptive to the school day or school relationships. Examples include inappropriate messages or content shared online or through social media.

Grades K-5 Code of Conduct

Virtue	Examples	Consequence If Not Upheld
I show respect for God.	<ul style="list-style-type: none"> I respect God's name. I listen respectfully during chapel. I use appropriate language. 	Logical consequence and 1 point
I show respect for learning.	<ul style="list-style-type: none"> I pay attention in class. (This includes not disrupting). I raise my hand for permission to speak. I turn in homework assignments and signed papers on time. I follow the uniform policies. 	Logical consequence and 1 point
	<ul style="list-style-type: none"> I work alone on assignments that are to be done independently. I use only allowed materials on assignments, tests, or quizzes. 	Logical consequence and 1 point (or 3 points for grades 4-5)
	<i>For grades 4-5 only:</i>	
	<ul style="list-style-type: none"> I arrive in class before the late bell. 	Logical consequence and 1 point
	<ul style="list-style-type: none"> I keep my cell phone turned off and out of sight, and I do not use it without permission from the time that I arrive at school until after I exit the building at dismissal. 	Logical consequence (including confiscation of cell phone to be picked up by a parent/guardian) and 3 points with no warning
	<ul style="list-style-type: none"> I follow school policies for technology use. I do my own work (This includes not plagiarizing--using the words or thoughts of someone else without clear documentation.) 	Logical consequence (including loss of technology use privileges for a limited time) and 3 points
	<ul style="list-style-type: none"> I follow directions. I request permission before leaving class. I remain in authorized areas. 	Logical consequence and 1 point

I show respect for adults and authority.	<ul style="list-style-type: none"> • I tell the truth. • I act with integrity. 	Logical consequence and 1 point (or 3 points for grades 4-5)
I show respect for fellow students.	<ul style="list-style-type: none"> • I speak respectfully (without name-calling, gossip, or destructive criticism). • I keep my hands to myself. • I am polite in the cafeteria. 	Logical consequence and 1 point
	<i>For grades 2-5 only:</i>	
	<ul style="list-style-type: none"> • I do not fight or bully* (including cyber-bullying). [See definition of bullying below these tables.] 	Grades 2-3: Logical consequence and 3 points (or 6 points for grades 4-5)
I show respect for the property of others, our building, and school resources.	<ul style="list-style-type: none"> • I do not chew gum during any school functions. • I do not take food or drink out of the cafeteria without permission. • I keep things clean and orderly. 	Logical consequence and 1 point
	<ul style="list-style-type: none"> • I respect the property of others by not taking/using things without permission. 	Logical consequence and 1 point (or 3 points for grades 4-5)

Grades 6-12 Code of Conduct

Virtue	Examples	Consequence If Not Upheld
I show respect for God.	<ul style="list-style-type: none"> • I respect God's name with all my words and actions. • I listen respectfully during chapel. 	Logical consequence and 1 point
	<ul style="list-style-type: none"> • I use appropriate language (for example, I do not curse or swear). 	Logical consequence and 1 point
	<ul style="list-style-type: none"> • I do not curse God or show blatant disrespect for God. 	Logical consequence and 6 points
I show respect for learning.	<ul style="list-style-type: none"> • I arrive in class before the late bell, fully prepared and with all of the materials expected of me. • I pay attention in class. (This includes not disrupting.) • I raise my hand for permission to speak. • I turn in homework assignments and signed papers on time. • I follow the uniform policies. • I refrain from public displays of affection. This includes physical contact including, but not limited to, intimate touching, hand holding, fondling, cuddling, and kissing at school or a school-sponsored activity between two students typically in a relationship. 	Logical consequence and 1 point

	<ul style="list-style-type: none"> I keep my cell phone turned off and put away and I will not use it without permission from the time that I arrive at school until after I exit the building at the end of my school day. 	Logical consequence (including confiscation of cell phone to be picked up by a parent/guardian) and 3 points with no warning
	<ul style="list-style-type: none"> I follow school policies for technology use. 	Logical consequence (including loss of technology use privileges for a limited time) and 3 points with no warning
	<ul style="list-style-type: none"> I work alone on assignments that are to be done independently and look only at my paper during tests or quizzes. I use only allowed materials on tests or quizzes. I do my own work. (This includes not plagiarizing--using the words or thoughts of someone else without clear documentation.) <p>*See consequences of cheating below this table.</p>	Logical consequence and 6 points with no warning (An incident of cheating will result in a "zero" for the assignment. The student may redo the assignment or take a re-test. The final grade for the assignment or retest will be averaged with the zero. The student grade will be the average of those two scores.)
I show respect for adults and authority.	<ul style="list-style-type: none"> I follow directions. I request permission before leaving class. I remain in authorized areas. 	Logical consequence and 1 point
	<ul style="list-style-type: none"> I tell the truth. 	Logical consequence and 6 points
I show respect for fellow students.	<ul style="list-style-type: none"> I speak respectfully (for example, I do not participate in name-call, gossip, or destructive criticism). I use words that honor the dignity of everyone (for example, I do not use or encourage thoughtless stereotypes or sexually suggestive language). I keep my hands to myself. I am polite in the cafeteria. 	<p>Logical consequence and 1 point</p> <p>(Note: see some more threatening behaviors with more serious consequences below under "I act responsibly.")</p>
I show respect for the property of others, our building, and school resources.	<ul style="list-style-type: none"> I do not chew gum during any school functions. I do not take food or drink out of the cafeteria without permission. I keep things clean and orderly. 	Logical consequence and 1 point
	<ul style="list-style-type: none"> I respect the property of others by not taking/using things without permission. 	Logical consequence and 6 points
I act responsibly	<ul style="list-style-type: none"> I do not fight, haze, or bully* (including cyber-bullying). [See definition of bullying below this table.] 	Logical consequence, 12 points, and in-school suspension or expulsion

	<ul style="list-style-type: none"> • I do not possess or use tobacco products or alternatives, such as vaping • I do not possess or use illegal drugs or alcohol. • I avoid sexual immorality including harassment, sexting, or possessing/viewing pornography. • I do not engage in vandalism or breaking and entering. • I do not bring to school anything that could present a danger to staff, students, or visitors. • I do not threaten others. • I do not leave school grounds without parental/guardians and administrative approval. • I avoid group-initiated violence. • I do not flagrantly disregard the Code of Conduct. 	
	<ul style="list-style-type: none"> • I do not deface or deliberately destroy school property. 	Consequence would include payment, points (as assigned), and possible in-school suspension or expulsion

*Note: The definition of “bullying” from the U.S. Department of Health and Human Services website (stopbullying.gov) is: “unwanted, aggressive behavior that involves a real or perceived power imbalance [and that] is repeated, or has the potential to be repeated, over time.”

If a student’s behavior suggests use of non-prescribed medications or mood-altering substances, Logos Academy may require a professionally administered drug test to be completed at the family’s expense within 24 hours of the request. Continued enrollment depends on compliance and a negative result.

Threats

We have a zero-tolerance level for threats of violence. This also includes imitation of shooting or drawing weapons. All cases will be reviewed by our Threat Assessment Team. All threats can be assessed with 12 points which includes a suspension or a possible expulsion.

Threats are evaluated as follows:

- Transient: Does not imply intent to harm another individual
- Substantive: Serious- Implies intent to harm another individual (Hit, fight, beat up, etc.)
- Substantive: Very Serious- Implies intent to harm another individual (Rape, kill, cause serious harm, etc.)

If it is determined that a threat is a substantive threat, the situation will be handed over to be investigated by the local police. Please talk to your students about being responsible with their words and actions.

In all communications about student behavior, Logos Academy seeks to protect the privacy of students and families. However, when behavior incidents involve multiple students, each family must be given full and equal access to the details involving their student(s).

Any student convicted of a crime (other than minor traffic violations) will be reviewed for suspension and/or expulsion. If a staff member suspects that a student is involved in criminal activity or that anyone in the school is unsafe for any reason, Logos Academy will contact civil authorities.

Consequences of Cumulative Points

These cumulative points are reset at the end of each school year for all students.

If a student disregards the Code of Conduct, the teacher enforces logical consequences and initiates relationship repair as soon as possible. The teacher also communicates with the parent/guardian and the division principal on the day that the incident occurs.

If a student accumulates points from behavior incidents, the division principal (in consultation with the classroom teacher and other staff) determines the best opportunities for support and restoration, using the guidelines below. The teacher relays information about the upcoming restoration to the student's parent(s)/guardian(s). Accumulated points at all grade levels follow this progression of consequences:

- 3 Points: In-school restoration
- 6 Points: After-school restoration
- 12 Points:
 - Parent/guardian conference with the teacher(s) and/or division principal
 - Saturday restoration or all day in-school restoration
- 18 Points:
 - Parent/guardian conference with the teacher(s) and/or division principal
 - Consideration of an individualized behavior plan (possibly with a term of probation)
- 21 Points (reviewed by Student Support Team with every additional point as long as the student remains enrolled):
 - Parent/guardian conference with principal
 - Review of individualized behavior plan
 - Consider expulsion or out-of-school suspension
 - Consider loss of scholarship funding
 - Student placed on behavioral probation for the following school year. If the student reaches 21 points again while on this probation, the student will lose his/her scholarship
- 35 Points will result in expulsion

Expulsion and/or withdrawal is always at the discretion of the principal. Teachers and academic support staff may communicate additional classroom expectations and consequences that support and align with the gospel-driven and trauma-informed practices of this Code of Conduct. Administrators may also develop individualized student plans to incentivise exemplary behavior

so students who uphold the Code of Conduct for a certain number of consecutive days may have positive rewards and/or cumulative points expunged.

Student Discipline Records

Logos Academy maintains internal electronic records of all points and restorative actions. This cumulative record is available to parents/guardians for review at any time (on ParentsWeb) and is reset for every student at the end of each school year. Only serious infractions and consequences are included as part of a student's permanent record to be shared with any future school in the transfer of student records:

- Saturday or All-day Restorations
- Out-of-School Suspensions
- Expulsions

Athletic Eligibility

Logos Academy offers opportunities for students to participate in team sports through PIAA District III "co-op"s with area schools.

Currently, Logos Academy partners with the following schools for the following sports:

Our Sports offered with York High / William Penn

- Football (Fall) - Grades 7 - 12
- Track and Field – Boys (Spring) - Grades 7 - 12
- Track and Field – Girls (Spring) - Grades 7 - 12
- Volleyball – Girls (Fall) - Grades 9 - 12
- Cheer-Girls - Basketball-Boys (Winter) and Football (Fall) - Grades 7 - 12

Our Sports offered with CSY:

- Soccer - Boys (Fall) - Grades 6-12
- Soccer - Girls (Fall) - Grades 9 - 12
- Soccer - Girls (Spring) - Grades 6 - 8
- Baseball - Boys (Spring) - Grades 9 - 12
- Basketball - Boys (Winter) - Grades 6 - 12
- Basketball - Girls (Winter) - Grades 6 - 12
- Cross Country - Boys (Fall) - Grades 9 - 12
- Cross Country - Girls (Fall) - Grades 9 - 12

Please note these important rules of PIAA:

- 1) Students are not permitted to participate in PIAA sports with any other schools for any other sport. For example, a student can not participate in wrestling for the Central School district as we do not have a co-op and are not partnered with that district for that sport.
- 2) Students are not permitted to participate with partnering schools for sports not listed under the co-op. For example, a student can not participate in soccer with the York City School District.
- 3) Club sports not connected to PIAA do not apply. For example, a student can participate in sports through the Boys Club or YMCA.

Athletic Eligibility Requirements

All Logos Academy students playing for athletic teams with any school will be held to these eligibility requirements:

- Academic/Conduct eligibility reports will be run every Friday.
- Academic/Conduct eligibility reports that identify a student-athlete as failing any course will be sent to principals, teachers and coaches.
- Ineligibility is defined by:
 - failing (below 70%) two or more full-credit classes (failing one class equals a warning notice, failing two equals ineligibility).
 - Having earned at least three new Code of Conduct points within the previous week.
- Ineligibility begins the first Monday following the date of the report until the following Sunday (one full week). Ineligibility continues until the student meets the academic and conduct eligibility requirements, which are evaluated each Friday.
- If a student fails any class at the end of a quarter (below 70%), they will not be eligible for 15 school days.
- Athletes need to be in school by 12pm to practice or play. Arrival later than 12pm needs to be an approved exception (Dr appt, family emergency, funeral, etc).
- For students playing on travel teams (not associated with any schools), the principal will notify parents and ask them to communicate with team coaches in support of these eligibility requirements. The application of this is at the discretion of the parents and coaches. Families should notify the athletic director if a student participates on a traveling team.

School Dance Rules

All students are asked to follow these expectations, and chaperones always have the option of removing a student from the dance:

- Doors will lock 30 minutes after the dance begins and no one will be admitted after that time (including no readmittance). Students may not leave and return after the dance has started.
- Abide by Logos Academy Code of Conduct (with the exception of the use of cell phones and chewing gum).
- Abide by all decisions and directions of the schools' designated chaperones.

Dress Code

- For Young Ladies: Gowns may not be shorter than three inches above the knee, be extremely low cut front or back, have slits higher than the knee, or have bare midriffs or cut outs.
- For Young Men: Must wear a dress shirt, tie, and dress shoes (sneakers are not permitted).

Student Guest Policy

- All guests must be a current high school student.
- Middle school students from another school are not permitted to attend.
- Guests must present a picture ID for admittance into the dance.
- Guests must comply with the guidelines of being a Drug Free School Zone.
- Guests must comply with the above Code of Conduct and dress code for the dance or they will not be permitted to enter the dance.

- The Logos Academy Dance Guest Pass Form (in appendix to this handbook) must be filled out and returned to Logos Academy at least 10 days before the date of the dance.

Uniform Policy

We recognize that dress is an aspect of our participation in school life and, like our speech and action, involves the intentional pursuit of excellence. A uniform policy reinforces our commitment to our vibrant learning community and provides a visual reminder of our shared vocation as respectful and responsible learners. By highlighting community before individuality, a uniform promotes school unity. The uniform policy fosters self-respect, because it communicates self-awareness and responsibility. By upholding the uniform policy with a spirit of cooperation, students and their families invite the flourishing of peace, service, and justice.

Uniform Financial Assistance

If securing the needed uniform items for your student is a financial hardship, please contact your student's division principal by making a written hardship request (with appropriate details and documentation) so that the school can provide additional assistance.

Enforcement


- Students must be in uniform to attend class. The first occurrence of a uniform violation will result in a documented warning for the student. The teacher will contact the parent/guardian by email or phone. A second occurrence of a uniform violation will result in the student receiving a second documented warning and additional parent contact. After the second warning, any additional occurrences of a uniform violation will result in a point according to the Code of Conduct.
- In the event of an accident or sickness, students may be sent to the office for a replacement uniform (shirt, pants, or skirts). The uniform worn to school that morning will be sent home in an envelope along with instructions for returning the provided uniform. The parent/guardian has five school days to wash and return the school's uniform. If the uniform is not returned within this time frame, a \$5.00 fee will be charged to the student's tuition account at which point the uniform no longer needs to be returned.


General Guidelines






- All students are expected to be in school uniform at the start of the school day and to remain in school uniform throughout the day.
- Logos Academy does not permit clothing that is excessively tight/ill-fitting or that is revealing (showing cleavage, back, chest, stomach, or underwear)
- Logos Academy requires that uniform polo shirts be ordered only through Lands' End (school number #900156738) or Susquehanna Apparel (online store open for orders only at limited times each year, see uniform ordering information under "Family Resources" on the Logos Academy school website). Since students and families have freedom in choosing a supplier of other uniform items, it is critical to carefully read all the details in the charts below.
- Logos Academy strives to ensure a comfortable temperature in all classrooms but, because preferences vary, each student is encouraged to have an appropriate uniform sweater. Students will not be permitted to wear jackets inside the building during the school day.


- The uniform policy is enforced in the context of a relationship of respect between faculty and students. Students should accept the judgment and interpretation of the uniform policy by faculty in a cooperative manner. Parents/guardians may appeal to the division principal for questions or concerns regarding the enforcement of the uniform policy.

Uniform Guidelines Grades K-5


Grades K-5	Shirts
	<p>Style: short-sleeved or long-sleeved polo</p> <p>Color: burgundy or navy</p> <p>Logo: embroidered logo required</p> <p>Ordering: Susquehanna Apparel or Land's End</p> <p>Notes: solid burgundy, navy, or white long-sleeved shirts may be worn under Logos Academy polo shirt</p>


Grades K-5	Sweaters
	<p>Style: crew neck, V-neck or cardigan (button up or zip-up permitted)</p> <p>Color: navy</p> <p>Ordering: family's choice</p> <p>Notes: navy only, other colors are not permitted; solid color with no large emblems or designs; simple, solid weave; waist-length; polo shirt or collared dress shirt must be worn underneath, with the collar showing; sweaters may be cotton, cotton-blends, or wool; but not fleece; hooded sweaters are not permitted; sweatshirts are not permitted</p>


Grades K-5	Sweaters <u>Not</u> Permitted			
				
Explanation: not a sweater, fleece material	Explanation: too long, waist length only	Explanation: no large cable weave	Explanation: no patterns, designs, or logos	Explanation: not a solid weave


Grades K-5	Bottoms
	<p>Style: shorts, pants, capris, or skorts, jumpers, skirts (with shorts underneath), (leggings may be worn under skirts)</p> <p>Color: khaki or navy</p> <p>Ordering: family's choice</p> <p>Notes: bottoms should be khaki-style material; denim in any color is not acceptable; shorts, skorts, jumpers, and skirts must be uniform length (longer</p>

	than fingertips when arms are straight at the sides); no leggings, jeggings, yoga pants, or other tight fitting styles.
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Grades K-5	Belts
	Style: leather, leather-style, or canvas Color: black, brown, or navy Ordering: family's choice Notes: not required, but pants must fit waistline

Grades K-5	Shoes
	Style: dress-style shoes or sneakers Color: dress-style shoes must be solid black, brown, or navy; sneakers may be any color Ordering: family's choice Notes: no light-up style shoes; no boots, ankle boots, clogs, sandals, flip-flops, or moccasins/slippers; no heels over 2 in. high

Grades K-5	Socks
	Color: solid or patterned white, navy, burgundy, gray, or black Ordering: family's choice Note: only patterns and designs that are predominantly white, navy, burgundy, gray, or black are permitted; socks may not contain yellow, orange, red, green, or purple, etc.

Grades K-5	Tights, Leggings, Knee Highs
	Color: solid black, white, or navy (solid, single color only; no prints) Ordering: family's choice Note: leggings must be worn underneath the uniform shorts, skorts, jumpers, and skirts

Full Day Friday (Grades K-5): Regular school uniform shoes and bottoms. Logos Academy uniform shirts or Spirit wear T-shirts may be worn. Logos Academy Spirit wear hooded sweatshirts (with hood down) may be worn.

Early Dismissal Uniform (any day of the week): Regular school uniform bottoms, jeans or jean shorts (no tears, rips, or holes) may be worn. No leggings or jeggings are permitted. Logos Academy uniform shirts or Spirit wear T-shirts may be worn. Logos Academy Spirit wear hooded sweatshirts (with hood down) may be worn. Sneakers (not boots, sandals, or slippers) may be worn.


\$1 Dress Down Days - Student Government Fundraiser (scheduled four times per school year):


Tops: all shirts must have sleeves; any graphics and/or words/phrases must be school appropriate; shirts must not reveal any areas of the waist or upper body.

Bottoms: pants for either gender must cover undergarments at all times; shorts or skirts must be at least fingertip length; no holes.

Other items not allowed: yoga pants or sweatpants; tank tops or sleeveless shirts; pajamas; lounge pants; slippers; sunglasses; fishnet or ripped leggings or tights.


Uniform Guidelines Grades 6-12


Grades 6-12	Shirts
	<p>Style: short-sleeved or long-sleeved polo; short-sleeved or long-sleeved button-down, Oxford-collared dress shirt</p> <p>Color: burgundy or navy polo; white or light blue Oxford</p> <p>Logo: embroidered logo required on polo; optional on Oxford</p> <p>Ordering: Susquehanna Apparel or Land's End; family choice for Oxford</p> <p>Notes: T-shirts or tank tops worn under the uniform polo should be tucked in. Undergarments should not be visible</p>


Grades 6-12	Sweaters
	<p>Style: crew neck, V-neck or cardigan (button up or zip-up permitted)</p> <p>Color: navy</p> <p>Ordering: family's choice</p> <p>Notes: navy only, other colors are not permitted; solid color with no large emblems or designs; simple, solid weave; waist-length; polo shirt or collared dress shirt must be worn underneath, with the collar showing; sweaters may be cotton, cotton-blends, or wool; but not fleece; hooded sweaters are not permitted; sweatshirts are not permitted</p>


Grades 6-12	Sweaters <u>Not</u> Permitted			
				
Explanation:	Explanation:	Explanation:	Explanation:	Explanation: not a

not a sweater, fleece material	too long, waist length only	no large cable weave	no patterns, designs, or logos	solid weave
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Grades 6-12	Ties, Bow ties, Scarves (optional)
	<p>Style: neck tie, bow tie, scarf</p> <p>Color: solid burgundy, navy, or white (patterns and stripes permitted if colors are burgundy, navy, or white)</p> <p>Ordering: family's choice</p> <p>Notes: ties must be worn securely tied and not worn loosely; ties must be worn with a fully buttoned, collared dress shirt; no black ties, black bow ties, or black scarves</p>


Grades 6-12	Bottoms
	<p>Style: shorts, pants, capris, or skirts (leggings may be worn under skirts)</p> <p>Color: khaki, navy, or gray (plaid skirt still permitted, but no longer for sale)</p> <p>Ordering: family's choice</p> <p>Notes: bottoms should be khaki-style material; denim in any color is not acceptable; shorts and skirts must be uniform length (longer than fingertips when arms are straight at the sides); no leggings, jeggings, yoga pants, or other tight fighting styles</p>


Grades 6-12	Belts
	<p>Style: leather, leather-style, or canvas</p> <p>Color: black, brown, or navy</p> <p>Ordering: family's choice</p> <p>Notes: not required, but pants must fit waistline</p>

Grades 6-12	Shoes
	<p>Style: leather, suede, canvas or similar leather-like shoes (including boat shoes, loafers, and flats)</p> <p>Colors: solid black, tan, brown, gray, navy, burgundy or white; shoes must be solid color(s); soles of the shoe and shoelaces must be a neutral color (such as white, tan, brown, or black); no patterns, stripes, sparkles, or sequins (aside from brand logo)</p> <p>Ordering: family's choice</p> <p>Notes: no boots, ankle boots, clogs, sandals, flip-flops, open-back shoes, open-toe shoes, or moccasins/slippers; no heels over 2 inches high</p>

Grades 6-12	Shoes Permitted			
				
Explanation: boat shoe	Explanation: loafer	Explanation: dress shoe	Explanation: boat shoe	Explanation: canvas shoe

Grades 6-12	Shoes <u>Not</u> Permitted			
				
Explanation: not a solid color	Explanation: sandal, open toe	Explanation: sole should be neutral color	Explanation: moccasin style	Explanation: no patterns

Grades 6-12	Socks
	Color: solid or patterned white, navy, burgundy, gray, or black Ordering: family's choice Note: only patterns and designs that are predominantly white, navy, burgundy, gray, or black are permitted; socks may not contain yellow, orange, red, green, or purple, etc.

Grades 6-12	Tights, Leggings, Knee Highs
	Color: solid black, white, or navy (solid, single color only; no prints) Ordering: family's choice Note: leggings must be worn underneath the uniform shorts, skorts, jumpers, and skirts

Full Day Friday (Grades 6-12): Regular school uniform shoes and bottoms. Logos Academy uniform shirts or Spirit wear T-shirts may be worn. Logos Academy Spirit wear hooded sweatshirts (with hood down) may be worn.

High school students (grades 9-12) may wear College Spirit wear T-shirts and sweatshirts from colleges they are interested in attending, have visited, or plan to attend.

Early Dismissal Uniform (any day of the week) (Grades 6-12): Regular school uniform bottoms, jeans or jean shorts (no tears, rips, or holes) may be worn. No leggings or jeggings are permitted. Logos Academy uniform shirts or Spirit wear T-shirts may be worn. Logos Academy Spirit wear hooded sweatshirts (with hood down) may be worn. Sneakers (not boots, sandals, or slippers) may be worn.

High school students (grades 9-12) may wear College Spirit wear T-shirts and sweatshirts from colleges they are interested in attending, have visited, or plan to attend.

\$1 Dress Down Days - Student Government Fundraiser (scheduled four times per school year):
Tops: all shirts must have sleeves; any graphics and/or words/phrases must be school appropriate; shirts must not reveal any areas of the waist or upper body.

Bottoms: pants for either gender must cover undergarments at all times; shorts or skirts must be at least fingertip length; no holes.

Other items not allowed: yoga pants or sweatpants; tank tops or sleeveless shirts; pajamas; lounge pants; slippers; sunglasses. fishnet or ripped leggings or tights.

Traditional Dress Days

As a school, we want to honor and celebrate the rich diversity of our own community, as well as the broader global community. We recognize that dress is an important part of cultural expression. We desire to honor every culture that is studied in our school. In the event of cultural appreciation days, we want to be sure to adhere to guidelines that respect the culture of our diverse communities. This should be considered when dressing up for Spirit day or other class events as well.


- Clothing must be authentic in appearance. Avoid reinforcing racial stereotypes.
 - Ex. wearing a sombrero and black mustache or towel, bathrobe in the place of traditional garment
- Students may not alter their skin color, facial features, or hair to represent a person of a different race or culture.


Grades 6-12 Physical Education/ Athletics Uniform Policy

Student Athlete Competition Day Attire (Grades 6-12): On game day/competition day, student athletes may wear a team jersey/uniform, T-shirt, or jacket. Sleeveless jersey/uniform must be worn with a solid, plain, white, short-sleeved or long-sleeved T-shirt underneath. Students will wear regular uniform shoes and bottoms.

Physical Education Uniform Policy: A note from parent/guardian (up to three times per year) or doctor is required to excuse a student from participation.

Grades 6-12	P.E. Shirts
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	<p>Style: short-sleeved or long-sleeved T-shirt (loose and not tight-fitting)</p> <p>Color: plain, solid navy, gray or burgundy</p> <p>Logo: embroidered logo not required</p> <p>Ordering: family's choice or Susquehanna Apparel</p> <p>Notes: Logos t-shirts or Spirit wear t-shirts may also be worn; no low cut or v-neck shirts</p>
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Grades 6-12	P.E. Shorts/ Pants
	<p>Style: athletic pants or shorts (loose, not tight-fitting)</p> <p>Color: plain, solid navy, gray, burgundy, or black</p> <p>Ordering: family's choice or Susquehanna Apparel</p> <p>Notes: shorts must be longer than fingertips when arms are straight at the sides; sweatpants are permitted if solid color; no leggings, yoga-style pants, spandex, or compression pants/shorts; no jeans; no uniform bottoms</p>

Socks: solid black, white, or navy (solid colors only; no prints)

Shoes: sneakers (rubber-sole, lace-up sneakers)

School Supplies

Students are responsible for the use and care of any materials and resources issued by the school. Families will be required to pay for lost, damaged, or destroyed resources, including textbooks. A list of additional school supplies that parents/guardians must provide is posted on the school website by grade level (under the [Family Resources](#) tab) and on the Family App before the beginning of each school year.

Textbooks and Equipment

Textbooks and equipment are the property of Logos Academy. Loss or excessive wear and damage become the student's responsibility and must be paid for before the end of the year. The fee will be added to the student's account and must be paid before June 30th.

Chromebook Replacement Fee for 2022-23

- \$250 for chromebook
- \$25 for charger

Textbooks/ Other Material Replacement Fee for 2022-23

- \$30-\$80 for textbook (depending on the purchase date of the textbook)
- \$5 for classroom/literature book
- \$5 for scientific calculator
- \$75 for graphing calculator

Protection of Students While at School

In order to maintain a safe environment, all visitors, including parents/family members, will be required to state their name and the purpose of their visit. This screening process takes place in our vestibule through a camera monitor. Upon entry to our lobby, all guests will be asked to sign in with our receptionist. Visitors may be asked to show ID. All Logos Academy staff and visitors wear identification badges during school hours.

For student early dismissal, parents/guardians will be required to sign students out at the receptionist desk. Students will be dismissed only to those persons listed on the emergency authorization form. If someone else will be picking up a student, please notify the school by sending in a note or emailing admins@logosyork.org. Parents/Guardians of students in grades 9-12 may call or email giving the student permission to leave on their own.

Logos Academy may request photo identification from individuals picking up students. (Please see expectations regarding parent/guardian requests for student dismissal changes within “Individual Student Early Dismissal” under the “Attendance and Truancy” section.)

Photo and Video Release Policy

At enrollment, parents/guardians consent to the use of photos and videos of their children in connection with any publicity for Logos Academy of York, Pennsylvania. Appeals for exceptions to this policy may be raised by contacting the principal. Logos Academy will not use any student’s last name unless it has already been publicly published (i.e. reposting a social media article from an outside organization.)

Emergency Response

As required by the Commonwealth of Pennsylvania, emergency response drills are held regularly at various times during the school day. Faculty and staff explain the proper procedures to be followed during a drill. A map of the evacuation plan is displayed in every room in the building, and teachers ensure that students fully understand the route and procedures.

Health/Medical Incidents

Logos Academy does not employ a school nurse. When a student visits the health suite, it is our policy to contact a parent/guardian for anything that exceeds minor injuries or discomforts. Our office staff is able to check temperature, administer cough drops (with parent approval), acetaminophen (over age 12, with parent approval), hydrogen peroxide, ice packs, antibiotic ointment and bandages.

A student must remain home for 24 hours after:

- A fever of 99.9 or higher (24 hours from the time the fever broke and student was without medicine for fever reduction)
- Beginning treatment or antibiotics for any contagious diagnosis
- Vomiting/Diarrhea has occurred in school due to objective signs of illness (with or without fever)

Pink eye can be caused by several viruses and bacteria, some of which are highly contagious. Students with pink eye can be at school if they are fever free and comfortable enough to attend. If a student has excessive discomfort or a fever of 99.9 or higher they should remain home.

If, within five days of returning to school, the student does not bring a note from the parent/guardian or medical personnel explaining the medical reason for the absence, the absence will be recorded as unexcused.

Upon receiving a phone call from the school office for any kind of illness or suspicion of illness, parents/guardians must pick up their students immediately. If the parent/guardian can not be reached, persons listed as the Emergency Contact will be contacted to pick up the student.

If there is an emergency, school personnel will call 911 (as well as the parent/guardian). Logos Academy is not financially responsible for any emergency care or transportation of the enrolled child.

Please note Logos Academy does not employ a school nurse. Health problems and acute injuries that occur outside the school hours are the primary responsibility of the family and care should be obtained through the family doctor.

Prescription Medicine and Pain Medication in School

Logos Academy does not employ a school nurse. For this reason it is preferred that ALL medications be administered at home.

Prescription Medication

In cases where medication must be given during the school day, an [Administration of Medication](#) form must be completed and signed by both the physician and parent/guardian. In addition, the following guidelines need to be followed:

- Parents/guardians must drop off any prescription medicine in person. It can not be sent to the school with a student.
- The medication must:
 - Be in the original prescription bottle
 - Have a completed [Administration of Medication](#) form from the student's physician that matches the prescription bottle (please note: expired medication will not be accepted)
- Empty prescription bottle(s) must be picked up by parent/guardian and will be destroyed if not picked up within 5 school days.
- At the end of the school year, all remaining medication must be picked up by a parent or guardian within the first 5 days of summer break.

Pain Medication at School

- Acetaminophen may be provided to a student (age 12 or older) only in the school office when parental or guardian permission has been given (either during enrollment or by phone at the time of need).
- When medicine is administered to a student, the information will be documented in our School Management System.

Allergy Related Health Conditions

New medication and new documentation must be provided at the start of each school year. Medication must be picked up at the end of each school year. If medication is not picked up by a parent/guardian it will be disposed of.

- You and your physician must complete and return the following forms.
 - [FARE \(Food Allergy Research & Education\)](#)
 - [Administration of Medication form](#)
- Medication listed on the medical form must be provided to us (with an expiration date that lasts the entire school year) along with the documentation.
- Documentation must be kept up-to-date throughout the school year in order for us to serve your student.
- Any accommodations made to the National School Lunch Program (breakfast and lunch) for food allergies must be supported by documentation from a licensed prescriber. This will also alert teachers of any food allergies should snacks be brought into the classroom.

Special Medical Needs

Students who require additional medical needs (use of elevator, crutches, sitting out in gym class, etc.) are required to bring a detailed note from a physician to their homeroom teacher. The Logos Academy Academic Team will review the note and let the family know if they need more information to best serve the student.

Lice and Bed Bugs

If it is suspected that a louse or bed bug is found on a student or a student's belongings, our staff and faculty will follow these procedures:

- Give a specimen to the facilities manager for verification along with a report (including time of day, grade level, and/or which student(s) it was on or near).
- If it is a confirmed bed bug sighting, an inspection of the classroom in which it was located (and/or the homeroom of the student) will be conducted internally the same day as the sighting.
- Appropriate measures will be taken to mitigate the spread of bed bugs or lice based on the sighting and inspection.
- Appropriate communication will be sent home with involved students or classes (as deemed necessary by the principal)

Health Screening

York City School District provides free annual health screenings for our students. Communication is sent to families through the Wednesday Weekly Update alerting families of the screening dates. Once all data is collected, an email will be sent home to parents/guardians with the results. The screenings cover vision, hearing, weight, height, and scoliosis (for select grades). If a parent/guardian would like to opt out of the screening for their student, the parent/guardian must notify the school (admins@logosyork.org).

Food Program

It is the desire of Logos Academy to support our students in developing a healthy understanding of food and their relationship with it. Our wholesome menus are designed to introduce students and their families to new foods and new menu ideas. Our program provides a variety of fresh fruits, vegetables, whole grains, and healthy options.

In order to comply with new regulations regarding the National School Lunch Program (NSLP), modifications to the menu were implemented in the 2014-2015 school year. The passing of the Healthy Hungry Free Kids Act 2010 (HHFKA) requires schools to increase the offering of fruits and vegetables to students at breakfast and lunch, while staying within minimum and maximum ranges regarding whole grains and protein. Appropriate caloric ranges have been implemented to ensure that students are eating within a healthy range according to grade level. Students in 6th-12th grades receive larger meal portions. All Logos Academy students are offered free breakfast and lunch each day.

You can find the menu and wellness policy by visiting your “Family Portal” via the “Logos Academy Portal” App or by accessing your “Family Portal” via your computer or laptop. Our wellness policy contains important details regarding the guidelines summarized here:

- Logos Academy is a peanut-free school; no peanut products may be sent to school.
- During the day, students may use water bottles that contain only water.
- Packed lunches brought from home or delivered by parents/guardians may not include fast food, soft drinks (including diet drinks), or energy drinks.
- Lunch delivery from outside sources like grub hub, door dash, etc. are not permitted for our students.
- Packed lunches must include some healthy options.
- Alterations to scheduled menu items that are requested due to preferences will not be accommodated. (such as, “my child doesn’t like cheese, our family is gluten free”)
- Alterations to scheduled menu items due to food allergies must be documented by a physician and supported by completing the [F.A.R.E Food allergy emergency plan](#) and [Administration of Medication Form](#) (my child has a dairy allergy, my child is gluten intolerant and has had a physician diagnosed this condition)
- In-school celebrations that involve food are limited to one per class per month. All food options should be peanut free and must include multiple healthy options and no more than one food that does not meet nutrition standards (for example, cupcakes). Parents/guardians are asked to coordinate with teachers who will notify the front desk before dropping off any food items.

School Hours

School hours, for students, are 8:00 AM-3:10 PM, Monday-Friday and 8:00 AM-11:30 AM on early dismissal days. The school opens to students at 7:45 AM, and free breakfast is available from 7:45 AM - 8:00 AM. Students are expected to be in the school building at 8:00 AM, and will be marked tardy if they are not. Please do not drop off your student before 7:45 AM or if a staff member is not at the curb. A fee may be charged if your student is dropped off before 7:45 AM. In case of a two-hour delay, school will begin at 10:00 AM with student arrival beginning at 9:45 AM.

Students must be picked up between 3:10 PM-3:30 PM or 11:30 AM-12:00 PM on early dismissal days. Parents/guardians must contact the office if they will be late for dismissal. Repeated late pick-ups will put your partnership with Logos Academy in jeopardy and could affect your student's enrollment. Students who are not picked up by 3:30 PM will have a late fee assessed to their tuition invoices according to the schedule below:

- 3:30 PM- 3:45 PM (12:00 PM-12:15 PM on Early Dismissal Days) = \$10.00/Student
- 3:45 PM- 4:00 PM (12:15 PM-12:30 PM on Early Dismissal Days) = \$15.00/Student
- 4:00 PM- 4:15 PM (12:30 PM-12:45 PM on Early Dismissal Days) = \$25.00/Student

Attendance and Truancy

Regular attendance invites a student to build habits that promote lifelong success. Due to state legislation, Logos Academy records both excused and unexcused absences as well as unlawful absences that lead to truancy. These categories are defined below.

Daily absences should be recorded under "Student Absence" on our Family App or under Family Resources on our website (logosyork.org). This form can also be used to submit anticipated planned absences (i.e. vacations, family events, college visits, etc).

All doctor's notes should be emailed to admins@logosyork.org or turned in to the student's homeroom teacher.

Excused Absences

Absences for any of these reasons are recorded as excused. Students are allowed a total of 10 excused absences without official documents each year. Please indicate the nature of these absences in your communication with the school (admins@logosyork.org). (Official documents include but are not limited to doctor's notes, court issued documentation, etc):

- MEDICAL: Medical reasons documented with a parent/guardian or doctor note submitted within 5 days of student return from absence. (For prolonged medical absences, see section regarding "Extended Absences" below.) Medical excuses include quarantine, recovery from an accident, and danger to health from serious exposure.
- SCHOOL HEALTH POLICY: Students sent home sick with a fever of 99.9 degrees or higher are asked not to return to school for a full 24 hours after the fever breaks without medicine.
- COVID-19 SCREENING/ILLNESS: found in the School Year COVID-19 Policy.
- DEATH IN IMMEDIATE FAMILY
- OBSERVANCE OF A RELIGIOUS HOLIDAY
- REQUIRED COURT ATTENDANCE
- EMERGENCIES: Logos Academy understands that unforeseen events occur. Family emergencies that center around and specifically include the student may be authorized as a lawful absence at the discretion of the Academic Team (which includes the principals and assistant head of school). Details about the nature of the emergency should be included in the communication to the school.
- PRE-PLANNED ABSENCE: Logos Academy encourages family time as well as educational/church opportunities. Whenever such an opportunity or event arises, parents/guardians are required to fill out the Student Absence form on our website under Family Resources (at least ten days in advance). Families are asked not to plan an absence during the last 10 days of the school year. If a student

misses the final days of the school year without advance arrangements, the student may not be able to complete the course (for consequences, see “Report Cards, Standards for Passing Grade Levels, & Credit Recovery” under the “Academic Assessment” section). All pre-planned absence requests will be evaluated by the principal on a case-by-case basis, taking into consideration the student's academic/behavioral records, the quality of the experiential learning experience, or the nature of the family event, and the requirements of our course schedules and academic assessments. (Some examples of excused pre-planned absences are an educational trip, college visit, sports participation, immediate family member’s wedding, or church attendance.)

Unexcused (Unlawful) Absences

Absences that do not qualify for one of the excuses above will be recorded as unexcused/unlawful. These absences include any cases where:

- No parent/guardian communication is provided
- Students are kept out of school to support the needs of parents/guardians or other family members (i.e. babysitting, doing errands)
- Oversleeping
- Job hunting
- Car troubles, lack of transportation to school, missing the bus
- When a family elects not to participate in a school event, such as a field trip that is scheduled for all students. Exceptions are granted at the Principal's discretion and include medical reasons or personal convictions.
- Four unexcused tardies have occurred (each tardy is recorded as 0.25 of an unlawful absence)

The following communication notices will be sent home via email/mail with regard to unexcused absences:

Doctor’s note is required	Sent on the 10th day of absence due to illness without a doctor’s note. All future absences will be recorded as an unexcused (unlawful) absence.
Truancy Warning Letter	Sent after 1st and 2nd unexcused absences, indicating that a student will be truant at 3 unexcused absences.
Truancy Letter	Sent after a student reaches 3 unlawful absences, explaining Pennsylvania truancy laws and consequences and inviting parent(s)/guardian(s) to a Student Attendance Improvement Plan (SAIP) meeting.
Official notice letter	States that 6th unexcused absence, and all thereafter, will be filed with the District Magistrate. The student may also be withdrawn from the school at the discretion of the Academic Team.

Extended Absences

The administration at Logos Academy understands that there may be extreme cases in which a student will be absent for an extended period of time (e.g., severe illness). Parents/guardians should be aware that Logos Academy is not equipped to serve the educational needs of a student who is unable to attend school for an extended period of time, and families may be required to find other educational options. Should such a

situation occur, however, Logos Academy will work with the family on a case-by-case basis to accommodate the situation as best as possible, to minimize the disruption of the educational process.

Excused and Unexcused Tardies

Parent(s)/Guardian(s) are required to sign students in at the front desk after 8:20 AM. Four unexcused tardies equals one unlawful absence, and three or more unlawful absences will be treated as truant, as described above under the “Unexcused/ Unlawful Absences” section of this handbook.

Individual Student Early Dismissal

For a student to be dismissed early or to leave school for any portion of the day, the parent/guardian should send an email to the front desk <admins@logosyork.org> by the morning of the dismissal authorizing the absence and explaining the lawful excuse (such as medical appointment or court hearing). If a student attends school for less than three and a half hours on a regular day or two hours on an early dismissal day, they will be counted as absent (and it will not be excused without a valid note).

All dismissal changes for any student must be made prior to 2:30 PM (or 10:45 AM on early dismissal days) to avoid confusion at dismissal and to ensure that proper transportation is arranged.

To accommodate our regular dismissal processes, students will not be dismissed between 2:45 PM and 3:05 PM except for regular dismissal procedures.

Making Up Work

Students will be given a number of days to catch up on assignments that is equivalent to the number of days that the student was absent (regardless of the reason for the absence). Teachers are not expected to prepare work for students and to send it home in advance of any absence, but teachers may do so as they are able if given sufficient notice. Once the student returns to school, teachers will determine and communicate ways that the student can make up class assignments. It is the student’s responsibility to catch up on all assignments in a timely manner.

Arrival and Dismissal Procedures

Because safety is a high priority at Logos Academy, the following arrival and dismissal procedures must be carefully followed.

Transportation Options

School Bus

School bus transportation is a privilege provided by the district in which the student lives. To determine eligibility, the family should contact the district’s transportation department and provide them with their address and needs. The district’s administrator will inform the family if the student qualifies for their free district busing. Once eligibility is confirmed, the parent/guardian must fill out a transportation request form and return it to Logos Academy (admins@logosyork.org). Forms can be found under Family Resources on our website (logosyork.org) or on the Family App. Some districts are moving to digital forms. In the event that a digital form

is submitted with the district, parents/guardians are asked to also email Logos Academy to inform the office that their student is rostered for busing with the district.

Transportation request forms need to be submitted annually, regardless of whether or not the student rode the bus the previous year. Failure to meet the deadline to submit bus transportation request forms may result in a delay in rostering the student. This means that students may not have bus transportation secured for the first day of school. In addition, each district has its own discipline policies and can refuse transportation to those students who fail to follow those policies. Parents/guardians may contact the school office (717-848-9835) to obtain the district's contact information if they have any question regarding eligibility or discipline policies.

Students who ride a bus home are not permitted to bring a friend home with them on the bus. Other arrangements will need to be made. Changes in transportation should be communicated to both the bus company and Logos Academy before 2:30 PM.

Parent/Guardian-Provided Transportation (or Car Line)

Parents/guardians are responsible for transportation to and from school and should make sure their students arrive at school and are picked up on time. Any changes to a student's daily transportation schedule must be communicated to the school office before 2:30 PM.

To ensure the safety of our students and the efficiency of arrival and dismissal times, the following policies should be observed:

- Do not drop-off student(s) on King St. or in the bus lane.
- Do not get out of the vehicle when in the car line. Logos Academy's priority is to keep parents/guardians and students safe, and to keep the car line moving.
- Families may park in our guest parking spaces located in our main parking lot if more time is needed to get the student(s) and their belongings in and out of the car.
- Please do not honk in the car line out of respect for other parents/guardians and their student(s).

Walkers and Bicycle Riders

Students in grades 6 and up may walk or ride a bicycle to and from school alone. Students in grades 5 or below must be picked up by an adult on our pick-up list. Parent/guardian permission may be given for them to walk home with an older student by sending a note to the school. Even if students walk or ride to school alone, parents/guardians are responsible for their timely arrival. Students who are tardy must report to the school receptionist for a tardy slip.

- **Walkers:** Walkers are those students who walk to and from school (alone or with a parent/guardian), rather than being picked up in a vehicle. Adults designated to pick up walkers in grade K-5 will wait at the flagpole at the front entrance, and students will be dismissed to that area by Logos Academy staff. All parents/guardians meeting walkers are asked to use the school-issued dismissal signs, or they will be asked to produce proper identification. Walkers in grades 6 and up will be dismissed over the loudspeaker and must leave the school premisses immediately. Students are not permitted to linger in the lobby or sidewalk for a parent/guardian to pick them up by a vehicle outside of the car line.
- **Bicycle Riders:** There are four bike locks, located at the front desk, that students may borrow for the day. Students may sign out a lock at the front desk and return the key to the receptionist once their bike is locked. At the end of the day, the student can pick up the key at the front desk and return it to the receptionist before leaving.

Student Drivers

With written parent/guardian permission and a copy of the driver license on file, students may drive themselves to and from school. Parents/guardians are responsible to give permission to the office to dismiss a student driver early for appointments. Student drivers will not be permitted to sign themselves out without permission given to the office.

- Students are expected to know and follow all driving laws. It is the responsibility of the driver to comply.
- Students will follow our standard parking directions (see below in this section) and will dismiss with upper school walkers.

Student drivers who are typically bus riders do not need parent/guardian permission to drive home at time of dismissal. They do need to notify the front desk by 2:30 PM of any dismissal changes.

Arrival Procedures for Car Line

- Arrival time frame: The drop off lane opens at 7:45 AM. Students will be marked tardy if they are not in the building by 8:00 AM.
- Enter the Logos Academy parking lot only from West Princess Street and in one lane. Students should not be dropped off along King St.
- Students are asked to wait in their vehicle until they move to the front of the line and an adult is present to assist with dismissing children from the vehicle.
- Exit right onto West King Street (which is one way).

Dismissal Procedures for Car Line

- After 3:00 PM (or after 11:20 AM on Early Dismissal Days), enter from West Princess Street into the Logos Academy parking lot in two lanes.
- Form two lanes of traffic behind the orange cones.
- All parents/guardians will be given car signs with student name(s) and grade(s) to be placed on the left side of the dash. Instructions are printed on the back of the sign. Please have your car signs ready for both car line and walker pick up. If no car sign is presented, identification will be required and the parent/guardian may be asked to pull into the parking area. If the car sign is lost, please request a replacement from the office. **Because signs must be visible for the safety of students, displaying car signs is mandatory.**
- Please remain in the vehicle; students will be escorted to the vehicle.
- To allow traffic flow on Princess Street, please move forward in the line as space allows.
- Once all vehicles within the designated area have been loaded, they will be released to leave and the next vehicles will be loaded.
- Cones will be replaced and children will be allowed to go to their vehicles only after all cars have stopped moving.
- Drivers may be asked to pull into a designated parking space in the parking lot \ if a "2nd call" is required.
- Exit right on West King Street.

Parking and Additional Information Regarding Arrival and Dismissal Procedures

- All visitors may park in the main parking lot in front of the school entrance. If that lot is full, visitors may park in the lot next to Princess Street.
- Do not park in the bus lane on West King Street.
- Any change to your student's regular pickup schedule must be communicated to the school prior to 2:30 PM (or 10:45 AM on early dismissal days).
- West King Street is a one-way street. Be sure to turn right when exiting the Logos Academy parking lot.
- Drivers and passengers should remain in vehicles at all times; staff will escort children to their vehicle. If an adult wishes to speak to someone in the building, they are asked to park their vehicle in the lot; staff may be available after 3:30 PM.
- Bus students will be loaded/unloaded in the designated zone on West King Street.
- All vehicles must pick up students in the car line.
- Do not form a pickup line prior to 3:00 PM (or 11:20 AM on early dismissal days); police will ticket any person blocking the two-way street and fire lane in front of the school before 3:00 PM (or 11:20 AM on early dismissal days) or after arrival and dismissal times.
- Logos Academy is a smoke-free campus; please refrain from smoking on school premises.
- To keep younger students safe, students in grades K-1 are escorted to their cars.
- Please be aware that Logos Academy uses traffic cones to create a safe loading area for students. Be mindful of traffic cones and follow all directives from school personnel while in the car line.
- If students come out late and need to cross the road, they should only cross at the designated crosswalk closest to our front entrance.

Dismissal with Visiting Parents/Guardians

Parents/guardians who are onsite, visiting or volunteering, just prior to dismissal, should let the front desk know that they plan to leave with their students and provide their student's and homeroom teacher's names. The parent/guardian will wait by the flagpole (weather permitting) until dismissal starts. The car caller will call all students to the lobby prior to starting the car line. Students will not be dismissed prior to dismissal.

Extra-Curricular Activity Dismissal

- Parents/guardians picking up students for any activities outside of the regular school dismissal time (3:10 PM-3:30 PM or 11:30 AM-12:00 PM on early dismissal days) must park in the main parking lot. Students under second grade will be escorted to the parking area by a supervising adult.
- The teacher or adult supervisor must be able to clearly see the adult picking up the child and be completely assured they are on the approved list for dismissal. If there is any uncertainty, the teacher or adult supervisor must get identification and confirm with the front desk.
- Please do not park or leave your vehicle unattended in front of the Logos Academy building. This is a two-way city street (Dublin Street and fire lane), with special permission from the city for one-way traffic only during arrival and dismissal times.
- The same late pickup fees will apply if students are not picked up in a timely manner.

School Closing

Logos Academy may implement flexible instructional days for all students if the school building would need to close, but instruction is still possible. Closings, delays, or flexible instructional days due to inclement weather or other emergencies will be listed/announced on WGAL, the Logos Academy website, the Logos Academy Facebook page, and via parent text alert. In making the wisest decision about inclement weather, Logos Academy takes into consideration several factors: the safety of students and families who walk and drive; the decisions of other school districts, including York City and multiple districts that transport Logos students; staff members who live outside of the immediate area; and, current and forecasted weather conditions. All staff members and families are encouraged to use their best judgment according to individual circumstances before attempting to travel.

Logos Academy Portrait of a Graduate

We believe that Jesus Christ is the ideal man and divine Logos, the true and living Word of God, who gives coherence and meaning to everything. God sent Jesus to redeem His fallen children and to restore His image in them so that they might love and serve Him with heart, soul, mind, and strength, by the power and presence of the Holy Spirit.

As lovers of God, graduates will become lifelong servants of Jesus Christ who maintain an eternal perspective that is joyful and hopeful in every circumstance.

As lovers of people made in God's image, graduates will embrace people of diverse cultures, promote peace and prosperity, and invest in service to family, church, and community.

As lovers of creation, graduates will develop a sense of wonder and growing mastery in the classical liberal arts, sciences, and visual and performing arts, become lifelong stewards of creation's resources, and show readiness for postsecondary education or career.

As lovers of truth, beauty, and goodness, graduates will become lifelong learners who exercise sound reasoning, communicate persuasively, value creativity, and pursue justice for the glory of God.

Logos Academy Beliefs

Apostles' Creed

I believe in God, the Father Almighty, the Maker of heaven and earth, and in Jesus Christ, His only Son, our Lord: Who was conceived by the Holy Ghost, born of the virgin Mary, suffered under Pontius Pilate, was crucified, dead, and buried; He descended into hell. The third day He arose again from the dead; He ascended into heaven, and sitteth on the right hand of God the Father Almighty; from thence he shall come to judge the quick and the dead. I believe in the Holy Ghost; the holy catholic church; the communion of saints; the forgiveness of sins; the resurrection of the body; and the life everlasting.

Nicene Creed

I believe in one God, the Father Almighty, Maker of heaven and earth, and of all things visible and invisible. And in one Lord Jesus Christ, the only-begotten Son of God, begotten of the Father before all worlds; God of

God, Light of Light, very God of very God; begotten, not made, being of one substance with the Father, by whom all things were made. Who, for us men for our salvation, came down from heaven, and was incarnate by the Holy Spirit of the virgin Mary, and was made man; and was crucified also for us under Pontius Pilate; He suffered and was buried; and the third day He rose again, according to the Scriptures; and ascended into heaven, and sits on the right hand of the Father; and He shall come again, with glory, to judge the quick and the dead; whose kingdom shall have no end. I believe in the Holy Ghost, the Lord and Giver of Life; who proceedeth from the Father and the Son; who with the Father and the Son together is worshiped and glorified; who spake by the prophets. I believe one holy catholic and apostolic Church. I acknowledge one baptism for the remission of sins; and I look for the resurrection of the dead, and the life of the world to come. Amen.

Logos Academy School Prayer

Ephesians 3:14-21

We bow our knees before you, Father, from whom every family in heaven and on earth is named, that according to the riches of your glory you may grant that we be strengthened with power through your Spirit in our inner being, so that Christ may dwell in our hearts through faith-that we, being rooted and grounded in love, may have strength to comprehend with all the saints what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, that we may be filled with all the fullness of God. Now to you who are able to do far more abundantly than all that we ask or think, according to the power at work within us, to you be glory in the church and in Christ Jesus throughout all generations, forever and ever. Amen.

Logos Academy Declaration

We go to Logos Academy, a kingdom school. We exalt the name of Jesus. We recognize His presence here. We believe in God the Father, God the Son, and God the Holy Spirit. We believe The Bible to be God's holy Word, to be complete truth, a guide to our feet. I am created in the image of God, and He loves me beyond my imagination. God calls me to love and serve the Lord Jesus Christ, to listen and obey, to listen and obey the first time, to use words with kindness, to respect God's creation and all authority, to not seek harm against another, to love and encourage others, to serve my community. For I can do all things through Christ who gives me strength.

I can be a lawyer, a doctor, a teacher, a preacher, a mother, or a father. Whatever God is calling me to be, He is building my character now. We will display a crown of beauty instead of ashes, the oil of gladness instead of mourning, a garment of praise instead of despair. We will be called Oaks of Righteousness, a planting of the Lord, for the display of His splendor.

Foundational Scriptures

These passages of Scripture were influential in the founding of Logos Academy and are representative of the broader sweep of Scripture that governs our school.

Isaiah 61:1-4

The Spirit of the Lord GOD is upon me, because the LORD has anointed me to bring good news to the poor; he has sent me to bind up the brokenhearted, to proclaim liberty to the captives,

and the opening of the prison to those who are bound; to proclaim the year of the LORD's favor, and the day of vengeance of our God; to comfort all who mourn; to grant to those who mourn in Zion—to give them a crown of beauty instead of ashes, the oil of gladness instead of mourning, the garment of praise instead of despair; that they may be called oaks of righteousness, a planting of the LORD, for the display of His splendor. They shall build up the ancient ruins; they shall raise up the former devastations; they shall repair the ruined cities, the devastations of many generations.

Isaiah 41:17-20

When the poor and needy seek water, and there is none, and their tongue is parched with thirst, I the LORD will answer them; I the God of Israel will not forsake them. I will open rivers on the bare heights, and fountains in the midst of the valleys. I will make the wilderness a pool of water, and the dry land springs of water. I will put in the wilderness the cedar, the acacia, the myrtle, and the olive. I will set in the desert the cypress, the plane and the pine together, that they may see and know, may consider and understand together, that the hand of the LORD has done this, the Holy One of Israel has created it.

Exodus 33:13-17

“Now therefore, if I have found favor in your sight, please show me now your ways, that I may know you in order to find favor in your sight. Consider too that this nation is your people.” And he said, “My presence will go with you, and I will give you rest.” And he said to him, “If your presence will not go with me, do not bring us up from here. For how shall it be known that I have found favor in your sight, I and your people? Is it not in your going with us, so that we are distinct, I and your people, from every other people on the face of the earth?” And the LORD said to Moses, “This very thing that you have spoken I will do, for you have found favor in my sight, and I know you by name.”

Psalms 23

The LORD is my shepherd; I shall not want. He makes me lie down in green pastures. He leads me beside still waters. He restores my soul. He leads me in paths of righteousness for his name's sake. Even though I walk through the valley of the shadow of death, I will fear no evil, for you are with me; your rod and your staff, they comfort me. You prepare a table before me in the presence of my enemies; you anoint my head with oil; my cup overflows. Surely goodness and mercy shall follow me all the days of my life, and I shall dwell in the house of the LORD forever.

Philippians 4:8

Finally, brothers, whatever is true, whatever is honorable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is any excellence, if there is anything worthy of praise, think about these things.

Matthew 5:1-16

Seeing the crowds, he went up on the mountain, and when he sat down, his disciples came to him. And he opened his mouth and taught them, saying: “Blessed are the poor in spirit, for theirs is the kingdom of heaven. Blessed are those who mourn, for they shall be comforted.

Blessed are the meek, for they shall inherit the earth. Blessed are those who hunger and thirst for righteousness, for they shall be satisfied. Blessed are the merciful, for they shall receive mercy. Blessed are the pure in heart, for they shall see God. Blessed are the peacemakers, for they shall be called sons of God. Blessed are those who are persecuted for righteousness' sake, for theirs is the kingdom of heaven. Blessed are you when others revile you and persecute you and utter all kinds of evil against you falsely on my account. Rejoice and be glad, for your reward is great in heaven, for so they persecuted the prophets who were before you. You are the salt of the earth, but if salt has lost its taste, how shall its saltiness be restored? It is no longer good for anything except to be thrown out and trampled under people's feet. You are the light of the world. A city set on a hill cannot be hidden. Nor do people light a lamp and put it under a basket, but on a stand, and it gives light to all in the house. In the same way, let your light shine before others, so that they may see your good works and give glory to your Father who is in heaven.”

John 14:12

“Truly, truly, I say to you, whoever believes in me will also do the works that I do; and greater works than these will he do, because I am going to the Father.”

Jude 1:24

Now to him who is able to keep you from stumbling and to make you stand in the presence of his glory blameless with great joy, to the only God, our Savior, through Jesus Christ our Lord, be glory, majesty, dominion, and authority, before all time and now and forever. Amen.

Matthew 6:9-13

Pray then like this: “Our Father in heaven, hallowed be your name. Your kingdom come, your will be done, on earth as it is in heaven. Give us this day our daily bread, and forgive us our debts, as we also have forgiven our debtors. And lead us not into temptation, but deliver us from evil.”

Appendix: School Forms

(Please see forms on subsequent pages.)



Continuous Enrollment Contracts

CONTINUOUS ENROLLMENT AGREEMENT TERMS

Academic/Family Partnership Terms

- I/We agree that the term of my student's continuous enrollment begins with this signed Continuous Enrollment Agreement and, thereafter, continues automatically through completion of Grade 12 or until Logos Academy finds it necessary to withdraw my student in the event of me failing to abide by the terms laid out in this agreement
- I/We will notify Logos Academy if my student is not returning for the upcoming school year or am planning to withdraw my student during the current school year by completing the "Withdraw/Not Returning" form (located on the Parents Web portal under "Webforms").
- I/We understand that my student is being taught in a Christ-centered environment with a faith-based curriculum, daily prayers, and weekly chapel service.
- I/We will fully cooperate with the education program of Logos Academy: supporting homework, uniform, restorative discipline and Code of Conduct policies found in the Family Handbook.
- I/We understand that my student must maintain an adequate academic and conduct record to continue his/her enrollment at Logos Academy found in the Family Handbook
- I/We will work with my student's teacher(s) to schedule necessary meetings and will notify teachers if there are circumstances that could potentially affect his/her attitude and/or behavior at school.
- I/We will regularly attend parent/guardian meetings and functions when offered.
- I/We will make sure my student arrives on time, well-rested with necessary materials.
- I/We agree to keep our contact information, including address, phone number, and emergency contacts updated by accessing the "Family Information Update" form found under "Webforms" in my ParentsWeb Portal .
- I/We give permission for my student(s) to participate in all activities or field trips that are within walking distance of the school. (field trips that require transportation will have a separate permission slip)
- I/We give permission for photos or videos containing images of my student(s) to be used by Logos Academy for media release

Financial Partnership Terms

- I/We agree to complete my Grant and Aid application each year by its due date.
- I/We agree to provide the requested tax or income information to FACTS for scholarship calculation when applying for Grant and Aid
- I/We agree to maintain a current tuition payment plan with the terms agreed upon through FACTS financial management and that any changes to those terms must be communicated to the Admissions office.

- I/We agree to the financial policies set forth in this agreement and acknowledge that we will review the Family Handbook each year for any changes to those policies.
- I/We agree to fulfill all financial obligations promptly.
- I/We will notify Logos Academy if/when my financial situation prevents me from making my tuition payments on time as outlined in the Family Handbook note: 3 missed payments will result in student(s) exclusion from school and possible withdrawal by Logos Academy.
- I/We understand that my tuition agreement must be paid in full by June of the current school year for my student(s) to be able to return for the next school year.

My electronic signature signifies my understanding of and agreement to the terms of the Continuous Enrollment Agreement with Logos Academy. I understand that not honoring this covenant causes a tear in my partnership with Logos Academy and may result in the withdrawal of my student(s).



Administration of Medication

School year: 2022-2023

Logos Academy requests that medication be given before or after school hours whenever possible. We recognize that there are times when this is not possible. If it is essential that your child receive ANY medication(s) during school hours, the following information MUST be completed by you and a licensed prescriber before the medication can be given. All medication must be in original, pharmacy labeled prescription container, **hand-delivered by the parent/guardian to the school**.

Note: Logos Academy does not have a nurse on-site

Student Name: _____ **Birth date:** _____

Doctor's Name: _____ **Doctor's phone #** _____

Section 1 "Consent to administer medication" (To be completed by a parent/guardian)

I give my permission for my student to receive the following medication ordered by a licensed prescriber during the school day. I understand that the medications will be given by school personnel according to my child's licensed prescriber's instructions.

Parent/guardian signature _____ Date _____

Parent/guardian printed name _____ Phone _____

I request this student be allowed to carry and self administer his/her asthma inhaler ___ yes ___ no

Section 2 "Medication Order" (To be completed by a licensed prescriber)

Medication _____ Dose _____ Frequency _____

Diagnosis/reason for medication _____

Special instructions _____

Licensed prescriber signature _____ Date _____

I request this student be allowed to carry and self administer his/her asthma inhaler ___ yes ___ no

As the health care provider for this student, I verify that he/she has been taught proper use of his/her inhaler and has adequate knowledge of their symptoms and is responsible enough to carry and use their medication properly without supervision.

Licensed prescriber signature _____

Fax number _____

Administración de medicación (Administration of Medication)

School year: 2022-2023

Logos Academy solicita que se administren medicamentos antes o después del horario escolar siempre que sea posible. Reconocemos que hay momentos en que esto no es posible. Si es esencial que su hijo reciba CUALQUIER medicamento (s) durante el horario escolar, usted y un recetador autorizado DEBEN completar la siguiente información antes de que se pueda administrar el medicamento. Todos los medicamentos deben estar en el envase original de la receta etiquetado en la farmacia, entregado personalmente por el padre / tutor a la escuela.

Nota: Logos Academy no tiene una enfermera en el lugar

Student Name: _____ **Birth date:** _____

Doctor's Name: _____ **Doctor's phone #** _____

Sección 1 "Consentimiento para administrar medicamentos" (Para ser completado por un padre / tutor)

Doy mi permiso para que mi estudiante reciba el siguiente medicamento ordenado por un recetador autorizado durante el día escolar. Entiendo que los medicamentos serán administrados por el personal de la escuela de acuerdo con las instrucciones del prescriber con licencia de mi hijo.

Parent/guardian signature _____ Date _____

Parent/guardian printed name _____ Phone _____

Solicito que se permita a este estudiante llevar y auto administrarse su inhalador para el asma ___ sí ___ no

(I request this student be allowed to carry and self administer his/her asthma inhaler ___ yes ___ no)

Sección 2 "Orden de medicación" (Para completar por un recetador autorizado) To be completed by licensed prescriber

Medication _____ Dose _____ Frequency _____

Diagnosis/reason for medication _____

Special instructions _____

Licensed prescriber signature _____ **Date** _____

I request this student be allowed to carry and self administer his/her asthma inhaler ___ yes ___ no

(Solicito que se permita a este estudiante llevar y auto administrarse su inhalador para el asma ___ sí ___ no)

As the health care provider for this student, I verify that he/she has been taught proper use of his/her inhaler and has adequate knowledge of their symptoms and is responsible enough to carry and use their medication properly without supervision.

Licensed prescriber signature _____

Fax number _____



**LOGOS
ACADEMY**

Logos Academy, an urban, kingdom school grounded in the love of Christ, educates for excellence, offers opportunity and cultivates hope in our community.

Logos Academy Dance Guest Pass Form (Page 1 of 2)

Logos Academy students may bring a guest to a formal or semi-formal dance after both students complete this form. Students must have no more than 5 points on their Code of Conduct. Return the completed form to the office no less than seven days prior to the dance. Print neatly and all signatures must be legible.

- **All guests must be a current high school student or alumni of Logos Academy.**
- **Guests who do not attend Logos Academy will not be admitted into the dance without a photo ID and a previously submitted guest pass.**
- **Guests must comply with our school's Code of Conduct (in Family Handbook under Family Resources tab on school website).**
- **Dress Code For Young Ladies:** Gowns may not be shorter than three inches above the knee, be extremely low cut front or back, have slits higher than the knee, or have bare midriffs or cut outs.
- **Dress Code For Young Men:** Must wear dress shirt, tie, and dress shoes (sneakers are not permitted).

Logos Academy Student:

I agree and my guest agrees to abide by the above rules. Should my guest cause a disruption that calls for intervention by a staff member or chaperone, I agree to be personally responsible for them.

Logos Academy Student Name & Grade: _____

Logos Academy Student Signature: _____ Date _____

Logos Academy Student's Parent/Guardian:

My son/daughter has permission to bring this guest to Logos Academy's school dance.

Name of Logos Academy Parent/Guardian: _____

Cell Phone Number: _____

Logos Academy Parent/Guardian Signature: _____ Date _____

Logos Academy Dance Guest Pass Form (Page 2 of 2)

Guest:

I agree to abide by the above rules and will be respectful of students, staff members, and chaperones. If I do not, I will risk being dismissed from the dance.

Name of Guest: _____

Guest Date of Birth: _____ and Grade in High School: _____

Logos Academy Guest Signature: _____ Date _____

Guest's Parent/Guardian:

My child has permission to go to this event at Logos Academy. I understand that my child must abide by the given rules for this event at Logos Academy and will risk being dismissed from the dance if the rules are disobeyed.

Guest Parent/Guardian Name: _____

Cell Phone Number: _____

Guest Parent/Guardian Signature _____ Date _____

Guest's School Administrator:

Please indicate the status of this student at your high school, sign and return this form.

Administrator Name & Title: _____

Name of High School: _____

_____ This student has NO behavioral record in high school (past or pending)

_____ This student has a behavioral record in high school (past or pending)

_____ Please contact me regarding this student. Phone: _____

Signature: _____ Date _____