

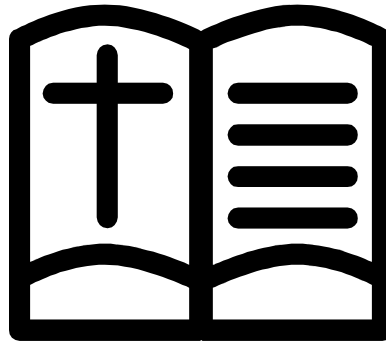
## **Welcome to the Trinity Academy Community!**

Welcome to Trinity Academy. Since our school was expanded to the elementary grades we have remained true to our mission and philosophy that stress academic excellence within an environment that fosters the development of a personal relationship with Christ, a love of learning, and a Christian education that is woven throughout the daily experience. We are a school community that stays true to Christ's command to "make disciples" who are responsible, believing, committed followers for Jesus Christ. This is accomplished by emphasizing educational excellence, worship, witnessing, caring and service in partnership with the parents whom are the primary instructors of Christian education for their children. As you peruse the handbook and website, you will see some of the ways in which this happens here at Trinity Academy. Our teachers are passionate about offering a learning environment in which every child thrives and has Christ at the center of the classroom.

We are excited that you have chosen us as your partner in education. Open and ongoing communication is vital to the partnership we share. You are welcome to call, make an appointment or e-mail anytime you have questions or concerns. We pray that your child's experience at Trinity Lutheran Elementary will be rich in learning and joyful through a relationship with Christ and the school community.

In His service,

Alison B. Johnson  
Principal



## **Mission Statement and Philosophy**

Trinity Academy believes that each child is a unique creation of God. Our mission is to provide for a school program of academic excellence while fostering the development of a personal relationship with Jesus Christ. Trinity Academy, together with the support of family and church, is dedicated to the total education of the child: spiritual, moral, social, physical, emotional and academic. The Christian religion, in the Lutheran tradition, will be integrated into all that we teach.

A detailed version of our mission statement and philosophy is available upon request.

# TYPICAL STUDENT DAY



**Begins: 8:45**  
**Dismissal: 3:25**

## Supervision of students

Begins at 8:30am. Students should arrive between 8:30 and 8:40 as school will begin promptly at 8:45. The north doors will be unlocked between 8:30 am and 8:45. For the safety of students and staff, the north doors will be locked the remainder of the school day. Students arriving after 8:45 must come through the main door of the school and present a parental note explaining the tardy or a parent may walk the child into the building to obtain the tardy slip.



## Arrival by bus

Buses arrive around 8:25 and students will enter the school through the main doors and wait in the foyer until 8:30 when supervision begins. Students must ride to and from school on their assigned bus and adhere to their bus stop assignment. Please send a note if your child has other transportation arrangements for the day.

## Parent/Guardian Transporting

Students may be dropped off in the north parking lot between 8:30-8:45. The north doors will be locked at 8:45 and students will need to enter the main door after 8:45. If a student must leave school before dismissal, a note or phone call is needed. Parents/guardians will need to sign the student out at the office and sign them in upon return.

## Use of bicycles

Students in grades two and up may ride bicycles to school. Bicycles are to be

parked and locked on the bike racks provided by the north entrance. The school is not responsible for bicycles parked on school grounds.



## Cold Weather Guidelines

Trinity Academy follows the same winter emergency responses as the Hudson Public School system. Please check WCCO (830am) or Twin Cities television stations to determine school closings.

-If the temperature is 0 degrees or below, students will not go out for recess

-If the wind chill is colder than -10 degrees, students will not go outside for recess.

-If the wind chill is between 0 degrees and -10 degrees, outdoor recess may be shortened or canceled by the Principal.



## Dressing for Winter Recess

Students go outdoors for recess daily, weather permitting. If the temperature is below zero degrees or it is raining students will have supervised activities in the classroom or gym. Children must be appropriately dressed for outdoor recess (i.e. boots, hats, mittens, and snow pants in the winter). The office will notify students and staff what dress is required for outdoor recess. If a child does not have the appropriate attire they will have to stay inside during recess. If this becomes excessive, parents will be contacted.



## Attendance

Attendance of all students is imperative to the learning process. Please make regular attendance a priority for your child. If habitual tardiness or absences occur a meeting with the Principal may be warranted.

### **Tardiness**

Students who arrive at school after 8:45 are tardy. They need to report to the office for a tardy slip.



### **Lunch program**

The Hudson School District provides well-balanced, peanut-free meals for our hot lunch program. Menus are printed and sent home monthly in the Thursday folders. Students may bring their lunch from home. Parents are welcome to eat lunch with their children. The office or teacher must be informed by 9am if the parent is purchasing lunch.

#### **Hot Lunch**

Tickets that include one milk are available for purchase in the school office.

#### **Bag lunches**

While we do our best to minimize peanut products in the lunch room some lunches brought from home may possibly include peanut products. Students who bring lunches from home must eat at the cold lunch table. We encourage families to pack a peanut free cold lunch whenever possible and avoid peanut butter sandwiches. Students who bring lunch may purchase a milk ticket.

#### **Free and reduced**

Lunches are available to those who qualify according to state guidelines. This information remains confidential.

### **Snack Break**

Snack break is given in each class. Due to the increased amount of peanut allergies in children **we remain a peanut-free school for snacks and in the classrooms.** Please work with your child's teacher to determine the type of peanut free snack that is best. Read all labels carefully. Treats must be store-purchased or pre-packaged; no homemade products can be shared with

students. Teachers will inform parents of the snack requirements for each class. Children may bring a treat for a special occasion. Teachers coordinate special treats with the parents.

### **Recess**

Students have a lunch recess of 25 minutes and an afternoon recess determined by grade levels.

### **Behavioral Expectations**

We expect all students to show respect for God, self, others and property. Students are expected to behave appropriately, be courteous and cooperative and to use good manners. Please see the character /discipline plan for further details.



### **Chapel and Prayer**

Chapel is held weekly on Wednesdays between 9-9:30. Parents are welcome to attend. Chapel is lead by Trinity staff and guest pastors. Prayer is encouraged at Trinity and woven throughout the day. Offering is taken weekly and each month is designated to a charity or mission.

### **Late Start/Early Dismissal Days**

Hudson School District has scheduled late start/early dismissal days. On these days school will start and or end 2 hours from the set time. Trinity Academy follows this schedule.

Please see the school calendar for the dates and times. Please do not drop off your child early, as the staff will be in curriculum and planning meetings.

### **Student Release**

Students will only be released to parents/guardians. A relative or other adult needs to show proof of parental permission to pick up a student and may be asked to show ID.

# SCHOOL ROLES & RESPONSIBILITIES

Trinity Academy provides a rigorous, well-balanced curriculum for K-5 students incorporating Christian values into the daily education program. The scope of our academics is broadened through a dedicated staff of specialists in the areas of Spanish, Physical Education, Art, Music and a Reading Specialist.

## **Admission policies**

Trinity Academy is a community program and does not discriminate on the basis of color, national origin, sex, age or handicap in administration of its educational policies, admissions, policies, scholarship program and other school administered programs.

**Class Size** guidelines are set at 24 students per grade level.



## **Communication Office Hours**

The School Office is open 8 am to 4:00pm. Voice mails and e-mail communications will be returned within a 24-hour time period. Please refer to the staff contact sheet.

## **Thursday Folders**

Will be sent home via the oldest child of the family. They may contain time specific information such as field trip permission slips. Please read and return the folder the following day.

## **Trinity Academy Scoop**

is a school news communication that will be sent home a minimum of twice monthly in Thursday folders.

## **School Web Site**

Go to:

<http://www.trinityacademyofhudson.org>

and click on "schools" to find our web site. This is a work in progress and will

be changing throughout this year. You will find documents to down-load and teacher web pages.

## **Student Progress**

### **Conferences**

Parent teacher conferences are held twice a year in the fall and spring.

### **Student Progress Reports**

Report cards are sent home with students in their Thursday family folder, two weeks after the close of the quarter. Parents are invited to review the card with their child/ren, offer comments to the teaching staff, sign and return the envelope. A copy of the report card is placed in each student's file.

### **Student Success Teams**

If a student is having academic or behavioral difficulties in the classroom, he/she may be referred to the Student Success Team. Parents/guardians, teachers and the Principal will meet and develop a plan of action appropriate to the individual needs of the student.

### **Non-Custodial Parents**

To keep all parents involved and informed, the school will provide non-custodial parents with access to academic records and other school related information if so requested, unless there is a court order to the contrary.

### **Promotion/Retention**

A child is promoted to the next grade unless a teacher or the principal has discussed retention with the parent/guardian. Parents/guardians will be informed of such a concern by the second semester and will participate in the retention decision.

### **Standardized Testing**

Students in grades 3,4,5 take the Wisconsin Knowledge and Concepts exam in the Fall.

Students in 3<sup>rd</sup> grade will take the Cognitive Abilities Test in the spring. Reading Fluency tests are administered to students in grades 1-5 three times a year and Kindergarten once a year.

### **Media Center Library**



We have a wonderful library emerging at Trinity Academy through the work of dedicated volunteers. We have a volunteer librarian and students have regularly scheduled time in the library. Visits to the public library are an extension of the educational process.

### **Computer Lab**

Students will have regularly scheduled times to have access on the computers in our Media Center. To protect the rights of parents to know what their students are viewing and learning, parents are asked to review the school computer guidelines with their child and return the attached signature form.

### **After-school hours**

#### **Trinity Child Care**

is available to our Trinity Academy families. Hours are 6:30am-6:00pm.

### **Field Trips**

Trinity Academy recognizes the importance and value of field trips for the purpose of educational study and to enrich the learning for students. Field trips may have a cost involved. In case of family hardship, please see the school Principal or administrative assistant. Students may not attend a field trip due to behavior consequences or unsigned permission slips. Chaperones may not bring siblings or other children on field trips.

The following guidelines must be taken into consideration when any field trip is being planned:

1. Adequate supervision by qualified adults, including one or more employees of the school.
2. A fee may be charged for transportation and trip costs.
3. Students must have a signed permission form. Students that don't have a signed permission form must stay at school.

Commercial carrier or contracted transportation is the most desirable method to use for field trips, and whenever possible, this mode of transportation is provided. The use of private passenger vehicles is discouraged and should be avoided if at all possible.

**Private Passenger Vehicles** If a private passenger vehicle must be used, then the following information **must be supplied during the first month of school** and will be retained on file for the entire school year.

- A copy of drivers license (The driver must be 21 years of age or older).
- A copy of current insurance and registration.

The vehicle must have valid and current license plates. Every child going on the field trip must have a signed permission form.

### **Valuables and Personal Property**

We ask that all personal items be left at home. Children are provided with playground equipment. Trinity Academy is not responsible for property that is lost, stolen, or damaged on school property.



### **Health and Safety**

Emergency forms are completed during enrollment. If your family has a change during the school year, please come to

the office to make the change on the emergency card. For the safety of your child, it is imperative that the school has up to date emergency contact information. When children are not feeling well, we will try to contact parents first. If you have a long commute, please indicate a person on your contact list who is readily available, as we do not want children waiting longer than 30 minutes.

### ***Illness/Injury***

Children with fevers, rashes, or illness should not be sent to school. If a student becomes ill at school or suffers an injury, a parent or guardian will be contacted. In event the parent/guardian cannot be reached, the emergency contact designated by the parent will be called.

- Children with pink eye or Strep need to be on medication 24 hours prior to returning to school.
- Children with chicken pox should not return to school until pox are dried.

Sick children do not stay at school. The following identifies a child as sick and needing to leave school.

- Parents will be notified if a child complains of feeling ill and has a temperature over 100 degrees.
- Parents will be notified immediately if a child is detected with head lice. Child must be removed from school and given an appropriate hair treatment before they may return.
- A frequent or harsh cough
- Vomiting- keep home for 24 hours after the last episode
- Diarrhea-keep them home for 24 hours after the last episode.
- Undiagnosed rash and/or skin condition

- Profuse nasal discharge—the amount of discharge is a crucial transmitting factor.
- If a student is injured at school, the supervising personnel will get the child immediate assistance. After an injury the staff will contact parents as necessary and complete an accident form.

### ***Immunizations***

Please have your child properly immunized before they start school. To comply with the Wisconsin's Student Immunization Law, each student must supply written evidence of the minimum required doses of immunization or have a properly signed religious health or personal conviction waiver on file with the school

### ***Medications***

If a child has been prescribed an antibiotic for an illness a **full** 24 hours of medication is required from the *first retained* dose before returning to class. If an antibiotic is prescribed for 3 times per day, your child may take it at breakfast, after school and before bed. It is generally not necessary to send the medication to school. Please check with your doctor about dosing procedures. It is now known that viruses **DO NOT** respond to antibiotics. If a child is being treated for a bacterial infection and has or develops a viral infection at the same time (rotavirus, influenza A, or RSV for example), the child **must** stay at home until the viral illness is resolved. For the health of all of our students and staff these policies will be strictly enforced. If medications do need to be given to children while at school, a release form **must** be signed. These forms are available from the office.

Medication must be in its original container. If it is prescription medication, the child's name must be on the label. Medication includes such

things as cough drops and aspirin. *Medication should be given to the office staff and not the classroom teachers. Medication is kept in locked storage in the school office. Office staff will administer all medication at the appointed times.* If a waiver has been signed (located on the student enrollment form) the office staff will administer Tylenol/Ibuprofen as needed for pain. A note will be sent home with your child if this is given.

### **Epi-Pens, Testing for Blood Sugar and other health procedures.**

It is the responsibility of the parent or guardian to inform the school of a child's specific health needs and to provide the necessary training for staff.



### **Safety**

#### ***Crisis Plans***

Crisis plans have been put in place to address various emergencies. The staff will use code signals through its P.A. system to alert staff without panicking students.

The crisis plan codes include:

- Evacuate students according to fire drill procedures
- Weather/Tornado holds according to procedures.
- Threatening situation or Lock down. Hold students and lock doors until released by the Principal or police.

#### ***Evacuation Plans and Drills***

In the event of situations requiring evacuation, students will be evacuated to Willow River Elementary, St. Pat's School or the Hudson Public Library depending upon the situation.

Drills will occur on a regular schedule to ensure students and staff understand instructions and procedures.

#### ***Searches***

If the Principal suspects a student is in possession of a weapon, stolen items,

drugs or other contraband, Trinity Academy reserves the right to conduct searches of student possessions, including, but not limited to, backpacks, desks, clothing and lunchboxes.

#### ***Child Abuse Reporting***

The staff of Trinity Academy is bound legally and morally to report any abuse or neglect they observe of the children within their care at school.

#### ***Pets on Campus***

For the health and safety of students and staff no pets will be allowed inside the school building unless a pet day is declared by teachers or the office.

Please remove any pet waste from the school grounds.

### **Harassment and Discrimination Policy**

Trinity Academy strives to maintain an environment free from discrimination and harassment, where teachers, staff and students treat each other with respect, dignity and courtesy. We will not tolerate any conduct or comments that fail to respect the dignity or feelings of the individual. In general, slurs and other verbal or physical conduct relating to gender, ethnicity, race, color, creed, religion, national origin, age, disability, marital status, military service status, sexual in nature or any other protected classification constitute harassment when they unreasonable interfere with a person's work performance or create an intimidating environment.

#### ***Complaint Procedure and Investigation.***

Any student or staff member who witnesses or is a victim of discrimination and/or harassment should promptly report the matter to the Principal. In the event you reasonably believe that it would be inappropriate to report to the Principal, contact the Parish Administrator.

## **BEHAVIOR EXPECTATION & DISCIPLINE**

At Trinity Academy we hold to the belief that all children are innately good and God has created each one with special and unique qualities. We use several guiding principles to ensure that each of our children show respect for God, self, others and property. These guidelines of Life skills and The Responsive Classroom give the teachers, staff and volunteers a framework from which to model appropriate behavior for students. In doing so, students are accountable for their own actions in a manner that is respectful, firm and a natural part of the life learning process. They are expected to take personal responsibility for their actions. You will see evidence of Character Education through out the day, during morning meeting times, all school meetings, recess, chapel and infused within the discipline policy.

### ***Overall Discipline Procedures***

Each classroom will establish their own routine, rules and management utilizing components of Life skills and The Responsive Classroom. Depending upon the severity and or frequency of the misbehavior, teachers may conference with the parent and/or the Principal to determine further course of action.

Infraction notices identifying the misbehavior will be sent home as needed.

### ***Expectations for classroom***

Behavior of students will be discussed and modeled in the classroom over the first few weeks of school. Expectations for school behavior, including, but not limited to, uniform policy, lunch procedures, recess, social interactions, and safety procedures will be discussed with each class through all-school meetings and visits by the Principal during the first few weeks of school and ongoing as needed.

## **Uniform Policy**

The uniform is to be worn every day of school although, there may be some exceptions throughout the year. The acceptable uniform dress is as follows:

*Elementary Girls:* Navy blue short, navy blue jumper, navy blue skort, navy blue pants. There should be no white or color on these. Stirrup pants, wind pants and sweat pants are not acceptable. White blouse, white polo shirt, white turtleneck, or burgundy polo shirt. Shirts must have collars. Shirts must be tucked in. Options: Navy blue or white cardigan sweater, school sweatshirt with Trinity Academy logo. *Elementary Boys:* Navy blue short, navy blue pant. There should be no white or color on these- wind pants and sweat pants are not acceptable. White polo shirt, white turtleneck, white dress shirt or burgundy polo shirt. Shirts must have collars. Shirts must be tucked in. Options: Navy blue cardigan, navy pullover sweater, school sweatshirt with logo, or school denim shirt. Belts are optional; they should be navy or black. School sweatshirts and items with logos are available through Lands End at [www.landsend.com/school](http://www.landsend.com/school) or calling 1-800-469-222

### ***Requirements to meet uniform policy***

Shirts must be tucked in, except sweatshirts. Sweatshirts must have Trinity Academy logo. Sandals are not allowed for phy-ed or recess. No hats unless required for sun protection or winter protection. No pierced body parts other than earrings. No unnaturally colored hair (such as purple or green) Students should be well groomed and neat. Athletic shoes must be worn for physical education and recess.

Students will be warned once verbally regarding inappropriate uniform dress.

A further occurrence may warrant a behavior check or a call to parents. Following these actions the student may be sent home or a parent called to bring a change of clothes. Students inappropriately dressed may be asked to change their apparel by staff as deemed necessary.

### **School Decisions and Management**

#### ***The Principal's Role and Responsibility***

As the leader of the school, the Principal is responsible for all decisions having to do with students, staff facilities, curriculum, textbooks, discipline, health and safety, extracurricular and the school budget. The Principal's decisions are based upon what is best for students spiritually and academically, always taking into account the health and safety of each student. Depending upon the type of the decision, the Principal may use the following groups in a collaborative manner to make sound decisions for the school: teachers, students, parents, School Advisory Board members, Parent Teachers Organization, Parish Planning Council, the Parish Administrator, and the Pastor(s).

#### **Grievance and Mediation Procedures**

##### ***With a Teacher or Staff Person***

If a grievance should arise between parent/guardian and a teacher or member of the school staff, the person with the concern should follow these procedures.

- 1) Always go first to the person with whom you have a difference of opinion or complaint. Try to come to an understanding of the other person's perspective, and have that person come to an understanding of yours. See if you can come to a mutually agreeable resolution.
- 2) If you still have concerns, meet with the Principal and the person

with whom you have concerns. Discuss the situation, with the Principal mediating. The Principal may suggest investigating the situation further. S/he may ask for input or counsel from others, including the Pastor or the Parish Administrator, members of the SAB. Then s/he will come to a decision. The Principal's decision is final. The resolution should come within 30 days.

##### ***With the Principal***

If your concern is with the Principal, follow step 1 above with the Principal. If there is still a grievance, proceed to Step 2 with the Parish Administrator listening to discussion.

## **STUDENTS ROLES AND RESPONSIBILITIES**

Trinity Academy expects all student to behave appropriately, be courteous and cooperative, use good manners and show respect for self, others and God. The goal of school behavior and a discipline plan is to help students develop a sense of personal responsibility. In order for children to grow in maturity, one needs to understand that choices have consequences. We encourage parents to allow the learning process to take place when a child makes a less desirable choice. The learning that takes place is very valuable and can save heartache later in life. We strive to honor and acknowledge appropriate behavior and create learning opportunities for inappropriate behavior.

#### **Behavior Hopes and Expectations:**

Our hope and prayer is that each student will come to school with a desire for learning about God and the world He has

created. We encourage each of you to come with curiosity, respect, courage, perseverance, initiative, integrity, and a sense of humor. We hope you will learn the life skills of flexibility, organization, effort, common sense, problem solving, responsibility, cooperation, patience, and friendship.

### **Consideration and Courtesy**

Students are expected to show consideration and courtesy when interacting with others. Abusive language, hurtful teasing and name-calling have no place in building up God's caring people.

### **At School students will be expected to:**

- Come ready to learn and be on time
- Dress according to the dress code and uniform policy
- Show respect and courtesy for adults and follow their instructions
- Show respect and caring for other students
- Show respect for school property, textbooks and belongings of others.

### **In the classroom students will be expected to:**

- Arrive on time and come prepared with appropriate materials
- Follow classroom rules
- Support the teacher and classmates by listening and helping in the learning environment
- Solve problems by questioning, thinking creatively and critically.
- Work cooperatively, learn from others and let others learn from you.

- Bring home necessary textbooks and materials to complete homework on time.
- Bring home Thursday folders, notes and report cards.



### **In the lunchroom, students will be expected to:**

- Walk and remain patient in lines.
- Speak in normal tones
- Practice good table manners
- Leave your eating area free of litter
- Remain seated until dismissed

### **On the playground, students will be expected to:**

- Follow the supervisor's instructions
- Play in a safe manner.
- Be respectful and invite others to join in the game
- Take turns and follow the game rules taught in PE class.
- Resolve conflicts or differences of opinion in peaceful, kind, and respectful ways.
- Use the Life skills



### **On busses, students will be expected to:**

- Obey all rules specific to the bus
- Follow the same rules of courtesy and conduct that you would follow if in school.
- Ride your assigned bus.

### **Trinity Academy will not tolerate:**

- Unsafe behavior
- Disrespect to adults or peers
- Disruptive behavior
- Teasing/name-calling, harassment or bullying
- Inappropriate language
- Fighting: -verbal or physical

- Misuse of property/vandalism
- Possession of dangerous objects, such as weapons or simulation thereof
- Verbal or written threats of any kind.

Reasonable force may be used by an employee upon or toward a student, without the student's consent, in the exercise of lawful authority to restrain a student from self-injury or injury to any other person or property.

### **Consequences of violation of school rules:**

Depending upon the severity or frequency of the offense, a violation of a school rule may result in any of the following consequences:

- Loss of Privileges
- Parent Conference
- Loss of recess
- Time out
- Suspension/expulsion
- Meeting with the Principal
- Restitution-repair, replace, return or pay back.

### **School Work**

#### ***Making up Missed School Work***

If a student is absent, all material missed should be made up within two days. If the absence extends beyond one day, one additional day is allowed for each day missed. Adjustments to this procedure are up to teacher discretion.

#### ***Homework***

Homework is age and grade appropriate. Homework is relevant to the subject matter and necessary for skill development. The child, with parental encouragement, should complete homework promptly.

As children move on in grades, homework should become more independent with completion of work

and returning of work. Study, as well as written work, is considered homework

#### ***Vacation Homework***

Students who take vacations during times other than those designated by the school calendar should collect missed assignments upon their return. It is the responsibility of the students/parent to obtain missed work.

## **Parental Roles & Responsibilities**



### **Responsibilities**

- Foster respect, religious values towards peers and staff in word and deed
- Know and comply with all school policies and help your child do the same
- Read school communications
- Be aware of your child's academic progress.
- Consult with staff as soon as there are concerns, working through the problem together.
- Attend school-related meetings, conferences and other functions
- Volunteer when possible for school activities and fun(d) raisers.
- Provide necessary school supplies.

### **Financial Responsibilities**



#### ***Registration***

The registration is paid annually and is a nonrefundable fee. Registration will be done in the spring for the upcoming school year. The first week of registration will be for currently enrolled families. The second week will be for Trinity Church members that are not



enrolled in any of our programs. The final week of registration will be open to any one that is interested

### ***Tuition & Payment Plans***

Trinity Academy charges annual tuition. There are separate tuition rates for parishioners and non-parishioners. Parents will be notified in a timely manner of any tuition changes.

### ***Tuition Assistance & Scholarships***

Families needing help with tuition may obtain Tuition assistance forms in the school office. The Parish Administrator and the Principal will review each request annually and notify families of amount granted.



### **Release of students/Appointments**

Students may only be released to parents/guardians after they have been signed out at the office. A relative or other adult needs written proof of parental permission to pick up a student from school, including those individuals listed on the emergency forms. An ID card may be requested.

### **Visitors**

For the safety of our students, all visitors to the school including parents must report to and sign in at the school office upon arrival and departure. All visitors must wear a Visitor Badge. All visitors are required to enter through the front door of the school only.

### **Parking**

Parents may use the lower north parking lot before and after school only. During the day, students use this area for recess. Parents may park on side streets designated with specific times for parking during the school day.

### **Birthday Parties**

Within each classroom, teachers will decide how children's birthdays are celebrated. To avoid hurt feelings please refrain from passing out birthday invitations at school.



**Trinity Academy Singers** is the name of our all school choir and part of the instructional day. All students will participate in the Christmas performance and the spring concert as part of the music education at Trinity Academy. Outside of school time there will be opportunities to perform as a choir. These events will be on a volunteer basis only and the music specialist will provide information.



### **Camp St. Croix for Fifth Grade**

An important part of the environmental education studies curriculum for fifth grade is a two-night/three day camp experience at the YMCA Camp St. Croix just south of Hudson. The camp is generally in the fall and the dates will be decided prior to the beginning of the school year. Parent chaperones and Trinity Academy staff will accompany this group. The cost is the responsibility of each student and his family. If a student and his/her parent choose not to participate, the student will be required to submit assigned work in environmental studies.



### **Holidays**

#### *Halloween*

We do not observe this holiday. Therefore no witches, ghosts, monsters, skeletons, or other non-Christian characters will be displayed in the classroom. Instead, harvest decorations, such as pumpkins, haystacks, and scarecrows are encouraged



#### *Christmas*

The student body performs a Christmas

program each December.

### **Volunteer Opportunities**

**Volunteers** are always welcome at school and a very important part of the educational process. There are many opportunities to be involved at school. Please inquire at the school office or with the classroom teacher.

**Parents should sign in** and have a volunteer/visitor badge on while they are in the school. If you are a regular volunteer in the lunchroom, classroom or around campus you will be requested to complete a background check for the safety of the children. Please see the front office for the background check form.

### **Parent Teacher Organization**

Exists to promote a sense of community among parents, teachers, and students, to foster school spirit and pride; and to enhance the school environment to provide the best possible education for the students. This group meets once monthly. Dates will be determined at the start of each school year.

#### **Meeting Dates:**

The last Thursday of the month  
6:30-7:30 in the school's library.

For November, December, and March we will meet the last Wednesday of the month after chapel.

### **Art Adventure**

This program is sponsored by the Minneapolis Institute of Arts and is done by volunteers in grades K-5. A volunteer will bring a reproduction of a work of art into the classroom to explore with the class. The times for this will be coordinated through the teacher for each class.



### **Chess Club**

This opportunity is available to students once a week during the lunch hour. A



volunteer will be leading this program. Checkers will be provided to younger age students if requested. If you are interested please contact the Principal.

### **Classroom Reporter**

Turn in photos of classroom activities, plays, singing in chapel, special projects, at the Hudson Star Observer via e-mail or in person.



### **Technology Committee**

Work with the school Principal to refine and enhance our technology plan. Contact the Principal for further information.

### **School Events:**

Help with various events that happen at Trinity, such as the Spaghetti Supper to support our scholarship fund, Scholastic Book Fair, teacher appreciation events, fundraisers, annual Gala etc.

### **Year Round Fundraisers**

Help with various fundraisers that go on throughout the school year, such as Milk Moola, Campbell's labels, Kemps Nickels For Schools, Box Tops for Education, Target, etc.

### **Junior Achievement (JA)**

Teach JA to your child's class. The school district provides us with all the materials and lesson plans. 5 class sessions during the fall (grades 2,3 and 4) or the spring (K,1 and 5). You do not need teaching experience to lead JA.

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