



Jonathan Edwards Classical Academy

Student and Parent Handbook

Introduction

Classical Christian schools are both rewarding and challenging. They are rewarding because, in them, young people can efficiently see God's glory revealed in the academic disciplines we've inherited from the ancients. In them, students can be guided by likeminded teachers towards virtuous scholarship. But classical Christian schools are also challenging. They are challenging because, even among classically-minded Christian families, no one agrees about every aspect of child-rearing and education. Nor—in this life—should they, however "good and pleasant" it is when they do (Ps. 133:1). Classical Christian schools, like all collaborative works, always involve compromise. Paul asked the Ephesians to submit "to one another out of reverence for Christ"(5:21). The expectations expressed in this booklet are an invitation for all of us to do just that. This booklet is obviously not a legal code in which every eventuality has been anticipated. Instead, we hope it describes our basic guidelines for what parents and students can expect from our school. Here, we explain what parents and students agree to when they partner with us. We are so very grateful to you all for that partnership.

MISSION AND VISION

Mission Statement

Jonathan Edwards Classical Academy exists to assist Christian families in rearing their children to be lifelong learners who, with wisdom and beauty, shape and influence their world for Christ.

We do this by:

- acknowledging a providential and saving God in all of our ways
- instilling a love of competent learning
- cultivating a culture of virtuous childhood

And further, by providing for every student...

- professional teachers who ascribe everything to God and competently model the role of an eager learner
- curriculum that has stood the test of time and content that favors the best kinds of things
- an environment that is rich in love, courtesy, deference and honor

Statement of Faith

We believe in one God existing in three persons, of one substance, power and authority, Father, Son and Holy Spirit. The whole universe was created by God from nothing for His own pleasure. He is rightfully sovereign and rules over all creation. He is entirely good and gracious, all-powerful, all-knowing and all-loving.

We believe that man was originally created in the image of God to enjoy fellowship with God. In Adam's sin, humanity was alienated from God and it is now man's nature to be disobedient to God. However, man still bears God's image and thus has dignity and worth. Nevertheless, man's sin causes him to be separated from God and utterly lost.

We believe that Jesus Christ was conceived by the Holy Spirit, born of the virgin Mary, and that He is both undiminished deity and genuine humanity in one person forever.

We believe that entrance into a state of fellowship with God is secured entirely by God's grace through a person's belief that Jesus Christ bore our sins in His sacrificial death, was bodily resurrected from the dead and was glorified as Lord and Ruler of all creation. This faith and the outworking of it are evidences of God's salvation unto eternal life.

We believe the Holy Spirit convicts men of sin, regenerates them from spiritual death to spiritual life and is responsible for continuing the work of Christ in believers. Christians are thus enabled by His indwelling presence to enjoy God and to grow in Christ-likeness. The chief means and fruit of growth are intimacy with God through the study and observance of His

Word; prayer, worship, and the sacraments; active love of fellow Christians; and being salt and light to the world.

We believe the 66 books of Holy Scripture as originally given are the complete Word of God, without error, divinely inspired, recorded by men, and the supreme and final authority in faith and life.

Statement on Marriage, Gender, and Sexuality

We believe that God wonderfully and immutably creates each person as biologically male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a rejection of the image of God within that person. We believe that the term marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God.

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the Doctrinal Statement of JECA.

Statement on Secondary Doctrines, Political Convictions, and Other Controversial Topics

In order to train our students in biblical discernment and equip them to become well-informed, fair-minded citizens, it is at times necessary for our teachers to present our students with challenging ideas and discuss controversial topics with them. These topics vary by discipline and arise in the classroom both naturally and by design. In approaching these topics, we do not shy away from discussing ideas or events that challenge the Christian perspective or stand in contrast to Biblical truth; rather, we believe that understanding and engaging diverse and even unbiblical ideas are a primary means by which we gain the skills of Christian apologetics, affirm Biblical truth, and strengthen our Christian perspective.

Similarly, in their education and study over time, our teachers have developed a set of personal opinions and ethical convictions regarding matters of secondary biblical doctrine (e.g. eschatology, baptism, and soteriology) and civic policy, among others. These opinions shape their understanding and interpretation of historical and current events and inform the ways in which they live, teach, post, and vote.

Understanding that our words and actions are inseparable from our most deeply held convictions and that the historic Christian church has long honored the liberty of the conscience, JECA's teachers are permitted to state their opinions to their classes when discussing matters of metaphysics (i.e. theology), moral philosophy (e.g. history, politics, civics, and economics), and natural philosophy (i.e. science). In doing so, the following guidelines apply:

Classroom discussion of controversial topics such as secondary doctrines, politics, and current events should be conducted on an informative, non-partisan level. To the best of their ability, teachers should provide a fair and factual presentation of all sides.

A spirit of meekness and brotherly love should permeate the discussion of these topics.

Scripture commands us to love our enemies and bless those who persecute us. Likewise, we are commanded to say only that which is useful for building up and giving grace to those who hear.

These commands preclude insults, condescension, and the manipulation of acts. Teachers should encourage their students to direct follow-up questions to their parents and pastors.

Creating a Culture of Virtuous Childhood

JECA is committed to putting before students only excellent role models of the Christian faith. We wish to endear them to truth and beauty, overtly leading them toward a pattern of good works in Christ.

We openly and unapologetically instruct students in a lifestyle of beautiful manners as well as in living lives that are overtly noble, gracious, generous, loving, hopeful, pure, chivalrous, and brave. This extends to more mundane matters: the cleanliness and decoration of classrooms, student dress, athletic competition, and handwriting. In all this, we aim to teach our students the reasons for what we require, and not just impose the bare requirement.

Affiliations

JECA holds voluntary membership in two entities: The Tennessee Association of Christian Schools and the Association of Classical Christian Schools

JECA is not sponsored by or affiliated with any particular local church body or denomination.

Non-Discrimination

Jonathan Edwards Classical Academy admits students of any race, color, or national or ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, or national or ethnic origin in administration of its educational policies; admissions policies; scholarship, grant, or loan programs; or any other school-administered programs.

ENROLLMENT AND ADMISSIONS

Kindergarten Readiness Policy

Kindergarten students should be five years of age by August 1st. At JECA, we make every effort to make kindergarten readiness assessments as accurate as possible. Nevertheless, in rare cases, it may become clear under the course of the first few months that the student admitted into kindergarten is in fact not ready for kindergarten.

If we determine this is the case, that a student is not ready for kindergarten, we will happily cancel any remaining tuition due (after the following month) and withdraw the student without any repercussions.

Advancement and Class Placement

All students who score an end-of-year D average or higher in all core classes will be promoted to the next grade. Any student who fails one or more core subjects will be a candidate for retention on a case-by-case basis. All factors (behavior, skill level, effort, and parental involvement) are taken into consideration when making a decision to retain any student.

Based on entrance testing, administration will either advance or retain students at its discretion.

The Admission Committee will highly regard parental preference coupled with an understanding of entrance testing, educational recommendations from previous teachers, and an understanding of the rigor of the JECA academic culture. Ultimately, however, JECA must make its own decisions as to student readiness for each grade level, for the sake of each individual student and the group as a whole.

Students seeking enrollment at JECA directly following a expulsion or behavior problems at another school will not be accepted.

Homeschool a la carte Enrollment

The same admission standards apply to homeschool students who attend classes in the Rhetoric School, but they are assessed differently because of the limited academic requirements. For a mathematics or science class, students will complete a mathematics competency exam to determine fitness. All homeschool a la carte students will complete a writing sample.

Continuous Enrollment

We will assume each year that currently enrolled students will be returning the following year unless we are notified otherwise. Parents must notify JECA Admissions office in writing by February 1st of the then-current school year if their student will not be returning. Without written notice, students will be automatically enrolled for the following academic year without parents completing new enrollment forms.

ACADEMICS AND ATTENDANCE

Homework

We assign homework for three reasons: to allow students to practice their skills, to teach independent work and learning, and to give parents an opportunity to observe the great work we are doing with their children.

Class time is often given for students to begin homework while at school. Occasionally a student may have additional homework because he did not finish assignments that were to be completed in class. If this happens regularly, we will work with the student to make sure in-class time for work is being optimized. We are eager to guard your time at home with your child and not let homework take it over.

Homework will vary by grade level and also by student. For the most part, homework for grades K-6 is only assigned on Monday through Thursday evenings. Our homework time guidelines are as follows:

Kindergarten	30 minutes per night
1st-4th	30-45 minutes per night
5th-6th	50-60 minutes per night
7th-8th	70-90 minutes per night
9th-12th	90-120 minutes per night

Most students can complete their homework within these limits. We encourage parents not to allow their children to exceed the homework limits on a regular basis. Family, chores, sports, and other activities are all important too and we want our students to have plenty of time outside of school for other activities. If a student is not able to accomplish the work during the time allowed, he may need remediation or he may have been placed in too difficult of a grade.

Please check for completion and sign the homework page per teacher instructions. This is a helpful part of our relationship with families. Feel free to write notes to or email the teacher with your observations, questions, or concerns.

Academic Communication

Each week, homeroom teachers will send home summaries of the expected flow for the upcoming school week informing parents of calendar items, upcoming assignments and assessments, and lesson plan overviews.

Academic Testing

JECA administers the Educational Records Bureau's (ERB) Comprehensive Testing Program (CTP-5) to grades 1-9 every Spring. JECA has used the ERB since our inception at the recommendation of ACCS.

DIBELS (Dynamic Indicators of Basic Early Literacy Skills) and Math CBM (Curriculum Based Measurement) are quick check benchmark assessments administered to all students in K-8th grades at JECA. They are given at the beginning, middle, and end of the academic school year. DIBELS is administered in a one on one format between teacher and student and takes approximately 5 minutes to complete. Math CBM is given in a multiple choice format and completed in a 30 - 45 minute time block during whole group class setting.

These assessment tools provide data on how the individual student is performing academically in the core subjects of reading and math compared to JECA peers and national norms. The collective data will serve as a running record for each student, each year throughout K-8th grades.

This data serves as one tool our teachers use to inform daily instruction. When there is concern, teachers will express this to parents and provide helpful at-home strategies for addressing the issue(s). Since we assess DIBELS three times a year, this allows for follow up with parents if we are or aren't seeing progress. If adequate process is not made, Student Support is brought in to help the teacher make appropriate recommendations. If concern continues in the classroom because the student is not making adequate progress, then Student Support will recommend an educational evaluation to better understand the needs of the child. Sometimes, this will result in the student needing a Student Support Plan.

Grades

What grades are:

For the student who does his best, grades are an indicator of comparative talents.
For the students who does not do his best, grades are an admonition to harder work.
For the teacher, grades are a partial and imperfect indicator of teaching success
For the rest of the world, grades are an objective indicator of academic achievement.

What grades are not:

Grades are not an indicator of time spent on an assignment.
Grades are not a measure of individual improvement.
Grades are not a moral indictment.
Grades are not an indicator that carries with it its own scale of interpretation.

We are so grateful to our parents for their willingness to help students place the right amount of interest on grades and never to subordinating learning for the sake of receiving a particular grade.

Grades will be posted to FACTS SIS for 5th graders and up. Parents will be given login information to track their child's academic progress. JECA parents should expect that grades will be posted in reasonable amounts of time from the time that the assignments were due. In general, daily grades should be posted within a maximum of 3 days, quiz grades within 5 days, and test and project grades within 7 days. Each teacher will provide a clear explanation at the beginning of each year for each class, summarizing grading policies and course descriptions.

Grading Scale

100-97	A+	Excellent in every way, with no conceivable room for improvement
96-94	A	Excellent in every way, improvements could be conceived but aren't necessary
93-90	A-	Excellent in nearly every way, a few minor improvements could be made
89-87	B+	Good work, above average, but with a few points of improvement to suggest
86-84	B	Good work, average for age, meets expectations
83-80	B-	Good work, just below average, but very much appropriate for level
79-77	C+	Adequate work, appropriate for age, with several opportunities for improvement
76-74	C	Adequate work, but still missing key concepts. Slightly below level
73-70	C-	Adequate work, but a gap in skill may be developing
69-67	D+	Less than adequate work, passable but with need of significant improvement
66-64	D	Less than adequate work, large skill gap, and danger of missing key concepts
63-60	D-	Barely passing. Without significant improvement, failure is imminent.

Report Cards

Quarterly report cards will be emailed to parents at the end of the first three quarters and mailed home at the end of the 4th quarter.

We do not recommend that students in the Grammar School read the comments that the teachers write to the parents or necessarily have much interest in their grades, since it takes a high level of maturity to make sense of what those grades actually indicate. Of course, we encourage our parents to use their own judgement about when and how students gain access to their own grades.

Absences and Tardies

Students may be dismissed from vehicles at 7:45 a.m. Students not lined up with their classmates in their rooms at 8:00 a.m. for assembly will be counted tardy. Please sign your child in if you arrive later than 8:00 a.m.

Arriving after 11 a.m. constitutes an absence for the day.

Leaving before 11 a.m. and not returning for the day is an absence for the day.

Absences are divided into two categories. Excused absences include most absences with advance notice by the parents (such as preplanned trips and doctor appointments), as well as emergencies (such as sickness and funerals). Any other absences will be considered unexcused.

As often as possible, your child's work for the time away can be given to them before they leave, provided teachers have sufficient notice of the absence. We encourage students, especially the older ones, to approach their teacher(s) themselves in order to gather their make-up work. For other excused absences with no notice, please email or call their teacher before school begins. If possible, your student's make-up work will be sent home with a sibling that day.

Please notify the front office and homeroom teacher of all absences, early dismissals, and late arrivals, preferably by email via office@jecanashville.org

For the safety of our students and so we have an accurate count of students on campus, all students who leave early, including Rhetoric Hall students, must sign out at the front office.

Students are permitted a maximum of 5 excused absences per semester for necessary absences. These absences require a note from the parent. After 5 absences, all absences will require a doctor's note or will be unexcused. Students with unexcused absences will not be given credit for homework assignments or quizzes missed. Credit may be given for tests or major assignments up to 85%. If a student's absentee percentage is equal to 10% or more of a semester, the student may not receive credit for the term.

If a student accumulates 6 tardies, he will be given an excused absence on his record, unless he has used his maximum excused absences. In that case they will become unexcused. There is no differentiation made between excused and unexcused tardies.

**“The task of the modern educator is not to cut down jungles but
to irrigate deserts.”**

-C. S. Lewis

**“Ignoti nulla cupido”
 (“Ignorance loves nothing”)**

-Ovid

LOGISTICS

Dismissal

Student will be dismissed to their homerooms each day. Student drivers will be dismissed to their cars at 3:00 p.m. Student drivers may pick up 9th - 12th grade siblings in-person from their homerooms. Student drivers picking up K-7th grade students should go to the car line caller on the main steps and request their siblings. They should wait on the main steps or outside the gym until all siblings/riders arrive, then walk to their vehicle together. Students who drive and are staying after school to participate in athletics or other school-sponsored activities must remain in their classrooms until dismissed to that activity by their coach or homeroom instructor.

Early Drop Off and Aftercare

Early Drop Off (EDO) and Aftercare are available to parents who need childcare for limited periods beyond school hours. EDO and Aftercare are not offered to 9th-12th grade students.

- EDO

Registration is required for EDO. A parent must request EDO one school day prior to the day it is needed by emailing the office (office@jecanashville.org). Early Drop-Off will be charged through FACTS quarterly and will be billed in 15-minute increments.

Arrival between 7:15 a.m. and 7:30 a.m. will be \$4/student per day. Arrival between 7:31 a.m. and 7:45 a.m. will be \$2 per student per day.

If you would like to pay per quarter for unlimited EDO, the cost is \$132 per student for the first student. Each additional student will be \$99/quarter.

- Aftercare

Registration is not required for Aftercare. Aftercare services are operated on a drop-in basis, though a flat-rate price is offered. Flat-rate pricing must be paid in advance through FACTS.

Aftercare is available from 3:15 p.m. - 5:15 p.m. On half-days, aftercare is available until 12:30 p.m. All K- 8th students who are unsupervised after school will be sent to the Aftercare Monitor if:

- The student is not picked up at the regular release carpool time (3:15 p.m.)
- The student is not with a parent or with a teacher for a specific appointment or purpose
- The student is waiting to participate in an athletic team practice or game unless they are waiting in the area designated by the coach and are being supervised by a coach, assistant coach, or a parent volunteer
- The student is waiting to attend an athletic or another after-school event
- The student is waiting for any voluntary or optional activity of any kind (tutoring, lessons, ballet, etc.)

- The student is waiting on a sibling to be released from an activity

Aftercare will be charged in 30-minute increments either on a drop-in(daily basis) or on a quarterly basis. The cost will be as follows:

Drop-In Rate (charged daily through FACTS)

- Pick up between 3:20p.m. - 3:45 p.m., will be \$4.50 / student per day
- Pick up between 3:46 p.m. - 4:15 p.m., will be \$9 / student per day
- Pick up between 4:16 p.m. - 4:45 p.m., will be \$13.50 / student per day
- Pick up between 4:46p.m. -5:15p.m., will be \$17.50 / student per day

Flat Rate for unlimited Aftercare hours

If you pay in advance for unlimited days, the cost will be \$650 per quarter for the first child
Additional children will be \$495 / child / quarter

Aftercare ends at 5:15 p.m. and parents will be charged \$1 / minute beyond 5:15 p.m.

When picking up your students from Aftercare you must sign them out with the Aftercare Monitor. In general, aftercare students can be found on the playground. During inclement weather, you will find aftercare students in the gym or designated Aftercare room. Children should bring their own snacks to aftercare.

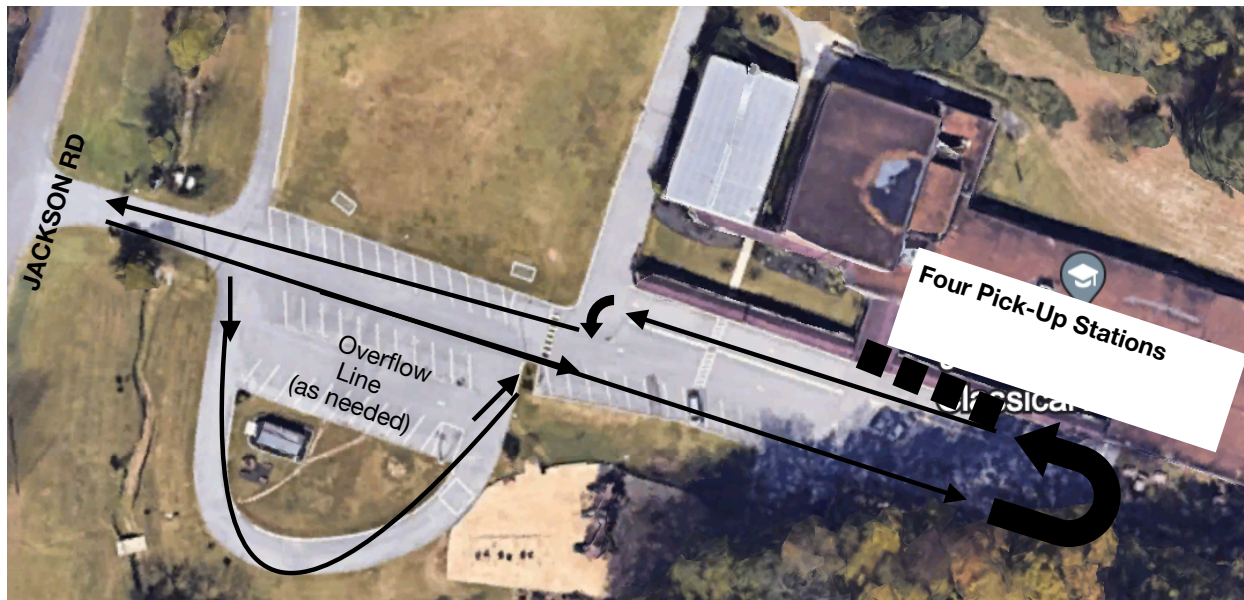
NOTE: JECA does not supervise students before or after the above posted times and is not liable for any injuries or accidents that occur before or after these times. This does not include regular school-sponsored activities, but it does include grammar school students waiting with an upper school sibling, a student waiting for a ballgame / club / after-school activity, or a student being tutored before or after school.

Homeschool Student Dismissal

Homeschool students participating in the a la carte program must be off campus within fifteen minutes of the end of their class. They are welcome, however, to join with the school for lunchtime.

Car Line Protocol

JECA uses a car line for safe drop-off and pick-up. The diagram below describes the drop-off and pick up area. For everyone's safety, please wait until you are in front of the school building to let your children out of the car. At pick-up, when your car pulls up to the head of the line, your children will be dismissed from the school building. If your child is going home with another student or an alternate adult is picking up your child, please send an email to the office and teacher with this information.



We will not release your child without your prior permission. Also, if you are adding another child to your normal carpool, please let us know. We want to make sure all students end up where they need to be. If you have a need to come into the school during car line hours, please feel free to park in one of the parking spots near the building and come on in.

Communication

The best way of communicating non-urgent information to teachers or administration is through email. Email addresses can be obtained from the FACTS Family App, as well as from our website. Urgent messages should pass through the office, as teachers will not have opportunity to check their messages regularly throughout the school day.

Lunch

Students should bring lunch each school day. Parents are always welcome to join us for lunch. Please contact the teacher to let us know to expect you.

Because of a risk of allergies, we ask that students do not exchange food. To avoid various reactions to caffeine, please do not send any caffeinated drinks. Because of the risk of mess, we ask that students do not bring carbonated or colored drinks. If your child forgets his lunch, you may bring it to school. Students who forget their lunches will be provided a basic lunch for a \$5 fee.

Supplies

To avoid distraction, backpacks, lunch boxes, and P.E. bags should be free from graphics such as large logos, characters, or team names. Most supply items for the classroom will be provided for each child by the school to give you the freedom to not have to make these purchases and to maintain classroom uniformity.

Beginning in 7th grade, students are expected to have easy access at home to the following:

- A Gmail account
- A home computer or laptop » > Internet (for class research)
- Stapler
- Printer
- Google Drive
- Google Docs (preferred) or another simple word processor
- Rhetoric students are required to provide certain scientific calculators

Birthdays

We would love to celebrate your child's birthday with you. If you would like to bring a dessert for their class to enjoy during lunchtime, please coordinate with your child's teacher who can help you navigate potential food allergies in the classroom.

Assembly and Chapel

School wide assembly happens every morning from 8:00-8:10. Parents and community members are most welcome to join us for a scripture reading or recitation, a song, and prayer.

Chapel meets weekly on Friday mornings from 8:00-8:30 a.m. In some weeks, chapel is split between grammar and upper school and in others it is plenary, in which case grammar chapel is first, from 8:00-8:30 and upper school chapel is second, from 8:30-9:00. Parents, family members, and guests are always welcome.

Parent Academy

At JECA leaning isn't just for children. We encourage all parents to come join us for our quarterly Parent Academies, held at the school.

Childcare is sometimes provided for these meetings, depending on availability of upper school students. If it is available, parents will be notified, via email. If not, we hope you will still be able to attend. We endeavor to program these events with useful information that helps all of us grow in an understanding of the great ideas of our tradition. As a further aid, Parent Academy evenings are No Homework nights.

FACTS SIS

JECA uses the FACTS Student Information System (SIS). Parents and students can access school and student information through FACTS Family Portal—a private and secure portal that allows parents to see information specific to their children such as grades (5th - 12th), attendance, and report cards; as well as school-wide information like the school calendar, announcements, directories, resource documents, and web forms.

We ask that all families regularly review and update as needed the demographic, emergency contact, and medical information on FACTS Family Portal. (Signing up with FACTS Family Portal is part of the initial enrollment process.)

“Oh, taste and see that the Lord is good!
Blessed is the man who takes refuge in him” (Ps. 34:8)

“The heavens declare the glory of God,
And the sky above proclaims his handiwork.” (Ps. 19:1)

“But ask the beasts, and they will teach you;
The birds of heaven, and they will teach you;
Or the bushes of the earth, and they will teach you;
And the fish of the sea will declare to you.
Who among all these does not know
That the hand of the Lord has done this?” (Job 12:7-9)

DISCIPLINE

JECA bases its approach to discipline on Biblical precepts that command us to love and honor the instruction of those in authority over us and to lovingly reprove and correct those over whom we hold authority. Because Scripture teaches us that the things we say and do flow from the abundance of our hearts, JECA also bases its approach to discipline on a desire to identify and address the specific heart issues driving our students' behaviors. We desire to understand and help our students understand the role their hearts play in shaping their responses to the situations and circumstances they encounter. Accordingly, JECA views each disciplinary interaction as a ministerial opportunity that God calls us to steward. We are to administer discipline to our students by teaching, rebuking, correcting, and training them in righteousness; pointing them to the gospel; and providing them with opportunities for confession, repentance, forgiveness, restitution, and restoration. We also do not wish to extort false repentance and thereby train hypocrisy. We seek to avoid using threats, false threats, or bribes when exercising discipline. While these methods may constrain student behavior and while successfully managing a classroom at times requires constraining student behavior—these methods fail to address the heart behind their behavior. We desire to maintain orderly, well-managed classrooms, but this desire for order is underpinned by the greater desire to train our students' hearts in the way they should go.

Thus, discipline at JECA is exercised in a spirit of grace, compassion, love, and humility. All discipline is based on Biblical principle—e.g. retribution, restitution, apologies (public and private), swift and meaningful punishment, restoration of fellowship, and the absence of unsavory attitudes. We do not wish to promote a culture in which outward compliance with rules is naively equated with a spiritually regenerate heart.

JECA faculty and staff operate *in loco parentis* for students who are on campus during school hours (M-F, 7:45 a.m. - 3:15 p.m.). We are grateful to our parents who cooperate with and reinforce the discipline administered by JECA's faculty, staff, and administrators. If at any point, parents find themselves unable to support JECA's disciplinary actions, please voice this to a head of school.

Code of Conduct

As Paul writes to the Ephesians, urging them to “walk in a manner worthy of the calling to which you have been called, with all humility and gentleness, with patience, bearing with one another in love, eager to maintain the unity of the Spirit in the bond of peace,” so we urge our students to conduct themselves in a manner worthy of Christ. Students are expected to:

- obey the Word of the Lord as recorded in Scripture
- conduct themselves in such a way that their instruction and the instruction of their classmates is not hindered
- respect God's creation and be good stewards of it
- respect their teachers and administration
- respect their classmates
- listen, learn, quiz, and test with academic integrity, uprightness, and joy

Off-Campus Conduct

It is important to note that JECA's conduct expectations apply to our students at all times. A student's conduct on campus and off campus are relevant when evaluating a student's qualification for new or continued enrollment. JECA's administration may address or speak to a student's off-campus conduct when that conduct is well known and unbecoming a JECA student. A student may be suspended or expelled for actions taken off-campus should those actions impact the mission of the school or harm its students, faculty, or staff.

Social Media

We are all now aware of the dangers and potentials for good that come with social media. JECA welcomes students to use caution when posting anything on social media. We hope that our students will write with biblical moorings and exercise the same fruits of the Spirit online as they do in the classroom. Though we never anticipate such a problem, we are obliged to say that social media posts that endanger the mission of our school may be cause for disciplinary action up to and including expulsion.

Contraband Items

JECA students do not use cell phones or smartwatches during school hours. Cell phones should be powered down during school hours and kept only in students' lockers. Using a phone or electronic device or keeping a device on one's person without the permission of a teacher or administrator at any point during school hours will result in the confiscation of the phone or device. The phone will be stored in the school office until the end of the school day. A parent can call or visit the school office in person to grant permission for the phone or device to be returned to the student.

Smartwatches come in all varieties, and we do not desire students to be wearing messaging, browsing, calculating devices during school. Devices that are meant primarily for fitness tracking pose no such distractions and are welcome. If in doubt, feel free to ask for administrative clarification.

Because of the potential for mess, we do not allow chewing gum or for students to bring beverages other than water to campus.

Students should not bring toys to school. This excludes the monthly time when Kindergarten students are allowed to bring an item for "show and tell."

6th-12th grade students are permitted to carry a single pocket knife while at school. Knives are to be kept concealed in or clipped to a pocket throughout the school day. Knives are to be treated as tools rather than as toys or weapons and may only be used with a teacher or staff member's permission. Any student who uses a knife in a reckless or inappropriate manner (e.g. tossing, spinning, carving, playing with knife; using the knife to damage or destroy property; using the knife without permission; etc.) will have his or her knife confiscated. **Any student**

who uses a knife in a threatening or violent manner will be expelled. Only folding knives are permitted on campus. Knife blades may not exceed 3 inches. Fixed-blade, butterfly, and automatic knives (such as switch blades) are prohibited.

Minor and Major Infractions

JECA students will receive discipline for both major and minor infractions.

A **minor infraction** is defined as any petty violation of school policies and procedures. These infractions include, but are not limited to, dress code violations, contraband violations, petty abuse or misuse of school property and supplies, and disruptiveness in the classroom. We recognize that students at times commit minor infractions inadvertently—the result of immaturity, inexperience, or forgetfulness. While we do not wish to punish inadvertent mistakes, we do correct them. We endeavor to train our students when they act out of immaturity and discipline our students when they act out of disobedience. And it is often difficult to know the difference since we cannot create windows into their hearts. Our teachers and administrators will strive to discern the spirit in which a student misbehaves before exercising correction or discipline.

Instruction and correction for minor infractions will take place in the classroom when possible. If time does not permit the teacher to talk with a student about the attitudes of his heart that result in disobedient and disruptive behavior, the student will be required to speak with an administrator or the headmaster. Though not all minor offenses will be recorded, teachers and administrators will record characteristic and noteworthy infractions in FACTS SIS to maintain a faithful record of each student's conduct. Whenever a teacher or administrator who speaks with and issues discipline to a student records the student's conduct in FACTS SIS, he or she will forward a report of the incident to the student's parents. The report will include a description of the student's misbehavior and the discipline applied.

In the Grammar School (K-5th), classroom teachers employ a basic tally system for tracking and reporting daily student behavior. When a student misbehaves, the teacher will require the student to place a tally mark in the student's agenda along with a word or two explaining the reason for the mark. The teacher will provide the reason to the student for the student to record. For younger students (K-2nd), tally marks may be supplemented by visual or kinesthetic aids, such as by popsicle sticks or note cards placed on the student's desk. These aids are meant to remind students of their conduct expectations and encourage them in their efforts to self-regulate.

If a student receives three tally marks in a single school day, the student will be sent to the office of the Head of Grammar School to discuss the student's behavior and receive discipline. The Grammar School Head will record the student's conduct and the discipline issued in FACTS SIS and contact the student's parents to discuss the situation and answer any questions related to the incident.

When a Logic or Rhetoric School student misbehaves, his or her teacher will immediately address and discipline the student. The kind and amount of discipline will be determined by

the teacher. Should a student misbehave more than five times in a single course per week or more than three times in a single class period, the student will be sent to the office of the Headmaster to discuss the student's behavior and receive discipline. The Headmaster will record the student's conduct and the discipline issued in FACTS SIS and contact the student's parents to discuss the situation and answer any questions related to the incident.

Examples of Disciplinary Measures for Minor Infractions

- Email or phone call to parents
- Help clean campus
- Loss of play time
- Loss of parking privileges
- Pick up trash around campus
- Provide office assistance to school faculty and staff
- Push ups, pull ups, jumping jacks, run laps, or other physical activities
- Send out of class / to hallway
- Silent lunch
- Verbal / Written apology
- Verbal warning
- Write lines
- (For Logic school) After-school detention
- Written reflection

A **major infraction** is defined as any demonstration of or participation in the following seven behaviors:

1. Disrespect - Back-talking, mocking, or belittling any faculty or staff member or responding to a faculty or staff member's presence or instruction with smugness, sarcasm, or scoffing. The faculty or staff member will judge if disrespect has been shown.
2. Dishonesty - Lying (including withholding the truth), cheating, or stealing in any situation.
3. Rebellion - Outright disobedience or defiance in response to instruction or correction.
4. Offensive Fighting - Any offensive physical force used with the intention to harm or intimidate another student or staff member. (This is distinguishable from defensive force, wherein a student momentarily defends himself from an aggressor until staff can intercede.)
5. Obscene Language- Profanity (including taking the Lord's name in vain), sexual innuendo, or casual references to illicit drugs, drug abuse, and/or drug culture.
6. Possession or use of tobacco, drugs (including unauthorized prescription drugs), vape devices, alcohol, weapons, or pornography or any item deemed by administration to be one of the above listed.

7. Meanness/Contempt - Harsh, unkind, and/or malicious words or actions levied against one or more persons by one or more others (often as a pattern). Meanness includes pestering or picking on others and demonstrating hostility towards others through insults, threats, intimidation, or coercion.

These seven major infractions will automatically require discipline from the administration (versus the teacher only).

The School Head will record the infraction and disciplinary response in FACTS SIS and contact the parents to further discuss the infraction and discipline as needed. Patterns of misbehavior will result in an increase in the duration and severity of discipline. Major infractions will be dealt with on a case-by-case basis, with punishments up to and including expulsion.

If a student's continued enrollment is a significant negative influence on other students, the administration retains the right to expel students for that reason, after meeting with parents and one or more representatives from the school's board of directors.

In the case that a student's actions are of such an extreme or violent nature that they become illegal, the school will notify civic authorities and comply with any and all investigations conducted by those authorities. Extreme or illegal actions include, but are not limited to, physical or sexual assault, sexual harassment, vandalism, possession or use of a firearm or other weapon, and possession or use of alcohol or drugs by a student on campus.

Such actions, on-campus or off-campus, will result in the student's immediate suspension or expulsion from school.

Suspension

A student may be suspended from school for major infractions or persistent minor infractions. Though suspensions are most often issued as the result of a pattern of misbehavior, this is not always the case. A student may be suspended on first offense when guilty of any of JECAs' seven major infractions listed above. The decision to suspend will be made by the school's administration based on the frequency and/or severity of the student's infraction(s).

When observing an out-of-school suspension, a student will not be permitted to attend school. Likewise, he or she may not attend school events such as field trips, picnics, athletic events including practices, competitions, and concerts. Students must continue to complete their lessons and homework assignments while suspended. Students and their parents are responsible for obtaining, completing, and submitting all lessons and assignments on time during the suspension. Assignments completed during a suspension will be counted "excused," meaning they will neither positively nor negatively affect the student's class grade or GPA. Incomplete assignments will be counted "incomplete," which equals a zero in the grade book.

Academic Integrity

Of all the disciplinary issues that a school faces, cheating is the one most central to teaching and learning. It is a violation of the very relationship that binds teacher to student. Some examples of it are: plagiarism, copying an answer, working together on an assignment that was intended to be completed individually, or looking upon another student's paper during an assessment. When a student is caught cheating, the student will be sent immediately to his or her respective Head of School.

For first offenses, the School Head will notify the student's parents, record the behavioral event in facts sis, and issue a verbal warning to the student. The student will receive at minimum a failing grade on the assignment or portion of the assessment, and up to a zero on the entire assignment.

For second offenses, the student will receive a zero on the assignment. The School Head will issue the student a two day, out-of-school suspension.

The results of a third offense will be expulsion.

Though we all wish it were otherwise, students who cheat sometimes also lie about cheating, either professing ignorance to the rules or outright denial of the act. A student's denial or appeal to ignorance must therefore be subject to investigation, though we always approach student testimony with charity, assuming the best.

Student Etiquette

There are numerous ways that students can show kindness to one another and to their teachers during the school hours at JECA. Periodically, students will receive teaching and reminders about these expectations.

We encourage our young men to show consideration and respect for the ladies of the school. We encourage our young ladies to accept the sacrifice and deference of the young men with humility and thankfulness. As some applications of this truth, we want the young men to do the following:

- Open the door for all ladies. Always allow the ladies to exit the room first.
- In the hallways, men are courteous and defer to the ladies by allowing them to go first.

We want to train our students to show proper respect to their teachers, administrators, and visiting adults.

- Students in the upper school are expected to stand and be silent when class is ready to begin.
- Students should address their teachers by their appropriate titles.
- Students should respond by saying "yes" or "no," "not "yeah." "Sir" and "Ma'am" are also encouraged as a part of our regional custom.
- Students should stand when an adult enters the room.

When and if children begin romantic relationships is entirely a matter of parental discretion and Bible-believing Christians can come to different conclusions about this matter. Nevertheless, romantic relationships between JECA students will distract from our education purpose and create difficulties in classroom management. We therefore do not allow any public expressions of romantic relationships on campus. If parents allow their students to enter romantic relationships with other JECA students, please help our staff by instructing the students to make this as nearly invisible as possible while on campus.

Uniform and Dress Code

Schools have historically encouraged uniformity of dress among students in order to avoid distractions, to disguise any distinctions between the economic background of students, and to create an elegant learning environment. JECA students therefore wear set uniforms according to our official uniform guide. Items purchased from Lands' End can be accessed with JECA'S Lands' End Preferred School Number: 900133455. This number will link you to the specific uniform items approved by JECA. Items are also available at the school's consignment closet. Be sure to label all uniform and personal items so they can easily be identified if they are lost.

When wearing JECA apparel, students should at all times display the level of modesty and decorum indicated by the JECA Uniform Policy, on or off campus.

When out of uniform and on campus or at school functions, students should be well-groomed and conservatively dressed. Excesses of hairstyle, attire, and adornments can be distracting (including but not limited to long hair on boys, tattoos, piercings, or unnatural hair colors). Thanks for encouraging your children toward hairstyles that are not distracting. Dyed or highlighted hair is acceptable for 6th - 12th grade girls, provided their hair is dyed or highlighted in natural shades.

God made the world that he might communicate, and the creature receive, his glory, [and] that it might [be] received both by the mind and heart.

-Jonathan Edwards

One very effective way of silencing the voice of conscience is to impound in an -ism the teacher through whom it speaks.

-C. S. Lewis

HEALTH AND SAFETY

Vaccination Requirements

JECA is held to the requirements of the Tennessee state law and are subject to an audit by the Health Department. Therefore, ALL students must have a Certificate of Immunization, signed by a physician, on file with the school, even if they are medically or religiously exempt. These certificates are provided by a physician's office.

All new students must have a medical checkup within two years prior to enrollment date. Documentation of health exam must be included with enrollment documents.

The following immunizations are required for school enrollment by the state of Tennessee:

- DPT/DtaP/DT/Td/Tdap (diphtheria, pertussis, tetanus)
- IPV (Polio)
- MMR (measles, mumps, rubella)
- Chickenpox (Varicella)
- Hep A(Hepatitis A)
- Hep B (Hepatitis B)
- Tdap (7th grade enrollment only. This applies for all 6th graders entering 7th as well as any new 7th grade students.)

If your child needs more than one vaccination in a series, your physician may issue a temporary record. An updated permanent vaccine record must be submitted before the temporary record expires.

The law states two exceptions to the immunization requirements:

If the child's physician believes the immunizations are medically inadvisable, the physician must sign a written statement declaring this belief and submit it to the school each year.

If the parent/guardian has a religious objection to the immunizations, the parent/guardian must submit a signed and notarized statement upon initial enrollment and at the beginning of 7th grade.

Please be aware that students who have a waiver of immunization for medical or religious reasons may be excluded from school upon an outbreak of a disease for which the student is not immunized.

Illness and Lice

We all know that illness is part of having a body in a fallen world. In communities like ours, that share close spaces, we want to do our part to minimize the effects of illness, insofar as we can. If your child experiences any of the following, they should not attend school:

- Vomiting
- Diarrhea
- Fever (100.4 or higher)
- Communicable diseases (chicken pox, strep throat, etc.)

Students must be fever free (less than 100°, unmedicated) and diarrhea/ vomiting free for 24 hours before returning to school. “Unmedicated” means that no fever-suppressing drugs such as Ibuprofen (Motrin, Advil) or Acetaminophen (Tylenol) have been given to the child.

Please notify the school nurse if your student requires either prescription or over-the-counter medication to be kept at school. Please note, we cannot allow any sharing between students of any medication whatsoever. **Students sharing medication will be considered in violation of school policy and subject to disciplinary action.**

Lice checks will occur on occasion. Students found with live bugs are permitted to remain at school for the remainder of the school day, and they may return to school once appropriate treatment has begun. Students found with nits (lice eggs) may likewise remain at school for the remainder of the school day and return to school once appropriate treatment has begun.

Inclement Weather

In the case of inclement weather that brings about school delays or closures, we will notify families via email and text. Please make sure the office has your most current contact information. Notice of closing will always be communicated as immediately as possible. JECA will close, delay, or remain open independently of any other organizations.

Handgun Carry Policy

In 2016, the State of Tennessee passed a law that allows private schools and universities to set their own campus handgun carry policies. The JECA Board has clarified our policy as follows:

No persons shall be allowed to carry a handgun onto school premises without prior authorization given from the Headmaster of Jonathan Edwards Classical Academy.

The Board of Jonathan Edwards Classical Academy reserves the right at any time to withdraw permission to carry a handgun onto school premises.

Prior authorization must be requested through written application to the Headmaster at Jonathan Edwards Classical Academy and will be issued after careful review and on the basis of a reasonable purpose.

Failure to comply with the terms contained within the application for permission to possess handguns on school premises shall result in the withdrawal of authorization to possess and may result in reporting such non-compliance with applicable local law enforcement.

CONCLUDING REMARKS

Unity

Conflicts come. As conflicts arise, we hope parents and students will address problems following the pattern found in Matthew 18:15-20 or according to other patterns found in scripture as applicable to the context. It will be an enormous triumph of unity if the JECA family will approach each other quickly and in grace so that small offenses remain small.

From Kindergarten through grandparents, we expect the offended party to privately address the offender. If the matter persists, then a brother or sister in Christ should be enlisted to help mediate and observe. Please be willing to address problems, even if the offender is a teacher, administrator, or board member. Let offended hearts be long suffering and patient, discerning and careful, and full of humility. When confronted, please strive to patiently hear and respond in humble thankfulness for the care that was made to restore fellowship. It is ok to crave peace, but peace should come through resolving (not avoiding) the conflict. Let JECA be known for a humble unity.

Because JECA is a covenant school, involving professing believers, we are all admonished by Paul in his first letter to the Corinthians to avoid lawsuits between believers. For the safety and security of the school, therefore, if a parent makes a credible threat to sue the school that parent's students will be immediately withdrawn from the school and the remainder of tuition balance for that academic year will still be collectable. Of course, none of us ever hopes for such a situation to arise, and we are grateful for a community of supportive families who are so evidently happy to cooperate with the school so that we can help young people to see God's glory disclosed in all the subjects we study here.

Partnership with Parents

Scripture admonishes parents, not schools, to raise children up in the fear and admonition of the Lord (Eph. 6:4). At JECA, we consider it a great privilege that parents voluntarily allow us to share in that raising-up process. We know that everything we do at the school is really on loan from parental authority and that our parents have partnered with us because they share our vision of education. If at any time, parents feel themselves to be out of fellowship or out of step with what we do here at the school, they should feel free to be in touch with administration. We are eager to make sure that all we do allows for full freedom of parents to raise their children as they believe scripture teaches them to do.