# Table of Contents

**Logos Academy Mission, Vision, Values**  
5

**Board of Directors and Administration Listing**  
6  
   Board of Directors  
   Administration  
6

**Admissions and Re-enrollment**  
7  
   Admissions Policies  
   Yearly Re-enrollment and Financial Aid Application  
7

**Tuition and Scholarships**  
7  
   Tuition Procedures  
   Late Admissions and Withdrawals  
   Scholarship Policy  
   Academic and Behavioral Performance  
   Financial Hardship Policy  
8  
9

**Communication Channels**  
9  
   Online Accounts for Parents/Guardians (ParentsWeb)  
   Report Cards and Other Student Records  
   Weekly Email Updates and Class Newsletters  
   Weather Closings and Parent/Guardian Text Alerts  
   Sending Material by Student Backpack  
   Student Support and Consultations  
10  
11

**Parent/Guardian Engagement**  
11  
   Parent/Guardian Conferences  
   Grievance Policy  
11  
12

**Academic Assessment**  
12  
   Report Cards and Standards for Passing Grade Levels  
   Honor Roll  
   Standardized Testing  
12  
13

**Homework**  
14

**Student Technology Policy**  
14  
   Student Google Account and Email  
   Technology Use Guidelines  
   Monitoring and Privacy  
   Misuse of Technology  
14  
15

**Senior Trip, Privileges and Graduation Distinctions**  
15  
   Senior Trip  
   Valedictorian and Graduation Honors  
   Additional Senior Privileges  
15  
16

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2019-2020 Family Handbook  
Page 2 of 49
High School Internships and External Study 16

Code of Conduct and Cumulative Points 17
  Student and Family Involvement 17
  Foundational Expectations 17
  Grades K-5 Code of Conduct 18
  Grades 6-12 Code of Conduct 19
  Consequences of Cumulative Points 21
  Student Discipline Records 22
  School Dance Rules 22

Uniform Policy 23
  Uniform Financial Assistance 23
  Enforcement 23
  General Guidelines 24
  Grades K-5 24
  Grades 6-12 26
  Grades 6-12 Physical Education/ Athletics Uniform Policy 29

School Supplies 30

Protection of Students While at School 30

Photo and Video Release Policy 30

Emergency Response 31

Health/Medical Incidents 31
  Prescription Medicine and Pain Medication in School 31
  Special Medical Needs 32
  Allergies 32
  Lice and Bed Bugs 32

Food Program 32

School Hours 33

Attendance and Truancy 33
  Excused Absences 34
  Unexcused and Unlawful Absences 34
  Extended Absences 35
  Excused and Unexcused Tardies 35
  Individual Student Early Dismissal 35
  Making Up Work 36

Arrival and Dismissal Procedures 36
  Transportation Options 36
    School Bus 36
    Parent/Guardian-Provided Transportation (or Car Line) 36
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walkers and Bicycle Riders</td>
<td>37</td>
</tr>
<tr>
<td>Student Drivers</td>
<td>37</td>
</tr>
<tr>
<td>Arrival Procedures for Car Line</td>
<td>37</td>
</tr>
<tr>
<td>Staggered Dismissal Schedule for Car Line</td>
<td>38</td>
</tr>
<tr>
<td>Full Day Schedule</td>
<td>38</td>
</tr>
<tr>
<td>Early Dismissal Schedule</td>
<td>38</td>
</tr>
<tr>
<td>Staggered Dismissal Procedures for Car Line</td>
<td>38</td>
</tr>
<tr>
<td>Parking and Additional Information Regarding Arrival and Dismissal Procedures</td>
<td>39</td>
</tr>
<tr>
<td>Dismissal with Visiting Parents/Guardians</td>
<td>39</td>
</tr>
<tr>
<td>Extra-Curricular Activity Dismissal</td>
<td>39</td>
</tr>
<tr>
<td>School Closing</td>
<td>40</td>
</tr>
<tr>
<td>Logos Academy Portrait of a Graduate</td>
<td>41</td>
</tr>
<tr>
<td>Logos Academy Beliefs</td>
<td>41</td>
</tr>
<tr>
<td>Logos Academy School Prayer</td>
<td>42</td>
</tr>
<tr>
<td>Logos Academy Declaration</td>
<td>42</td>
</tr>
<tr>
<td>Foundational Scriptures</td>
<td>42</td>
</tr>
<tr>
<td><strong>Appendix: School Forms</strong></td>
<td>45</td>
</tr>
<tr>
<td>Parent/Guardian Covenant</td>
<td>46</td>
</tr>
<tr>
<td>Logos Academy Dance Guest Pass Form (Page 1 of 2)</td>
<td>48</td>
</tr>
<tr>
<td>Logos Academy Dance Guest Pass Form (Page 2 of 2)</td>
<td>49</td>
</tr>
</tbody>
</table>
Logos Academy Mission, Vision, Values

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

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

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

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

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

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

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

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

Board of Directors

Connie Rae, Chair
Dave Krenkel, Vice Chair
Lisa Bornt-Davis, Treasurer
Todd Allen
Matt Carey

Natalee Colon
Traci Foster, Co-Founder
Eve Gardner
Glenda Harvey
Pastor Carlos Kelly

Administration

Aaron Anderson, CEO/Head of School
Lisa Amspacher Work, Assistant Head of School
Otto Monroy, Director of Advancement
Sara Myers, Human Resources

Angeline Clark, Grammar School Principal
Michael Hornbaker, Upper School Principal
Bryan Wade, Director of Student Formation

Carolyn Butera, Admissions Director
Sharmini Goins, School Food Service and NSLP manager
Lisa Knier, Business Manager
Teresa Rufo, Office Manager
Bryan Platania, Operations Manager

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

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

Admissions Policies

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

Admissions procedures are found here on our school website:

https://www.logosyork.org/admissions/how-to-apply

Yearly Re-enrollment and Financial Aid Application

Each year, families must re-enroll their student(s), and all those receiving a scholarship must re-apply for financial aid. To re-enroll each year, families must:

- Ensure that tuition payments are current
- Ensure that student(s) maintains satisfactory academic work and conduct
- Complete re-enrollment process each year (with fee payment)
- Submit any required records (such as immunization records)
- Complete a financial aid application (with all required documentation)

Directions for completing re-enrollment and the financial aid application are available under the Family Resources section of our school website (https://www.logosyork.org/).

Tuition and Scholarships

Full tuition for the 2019-20 school year at Logos Academy is $9530 per student. Logos Academy provides substantial scholarship support to our students and families. Tuition costs remaining for each family, after scholarships are awarded, are calculated before the beginning of each school year. This cost is based on the information received from the Financial Aid Application submitted electronically through our online financial aid assessment and tuition management system (FACTS Management). The full tuition will be assessed if the family chooses not to complete the Financial Aid Application (which includes submission of requested documents). Tuition may be invoiced in a one-time, 10-month, 11-month, or 12-month payment schedule (either electronically online or in person at Logos Academy).
Tuition Procedures

- A 10% prepayment discount is granted to all families who pay their entire annual tuition prior to July 31st for the coming school year.
- Families with more than one student enrolled receive a multi-child discount: 10% discount for second student and 15% discount for third student or more (with the total cost to each household capped at 10% or 12% of household income, depending on financial aid application).
- Families will receive notifications from FACTS (including emails, letters, and phone calls) regarding tuition accounts.
- If families fall behind in tuition payments, they should contact Mrs. Teresa Rufo, teresa.rufo@logosyork.org immediately to explain the situation and work out a plan to bring their account balance up-to-date.
  - When families are 30 days behind in tuition, contact will be made, via FACTS, to remind them that tuition is due.
  - When families are 60 days behind in tuition, they will receive notifications via FACTS and a phone call from a Logos Academy representative.
  - When families are 90 days behind in tuition, students will be unable to attend school until a payment is made or a written agreement is reached to bring tuition up-to-date. If the agreement is not kept, the partnership will be terminated.
  - If a student is asked to leave Logos Academy due to financial reasons and the previous year’s tuition has been paid in full prior to open enrollment, that student may re-apply for the next school year during open enrollment.

Late Admissions and Withdrawals

If a student enrolls after the school year has begun, tuition will be prorated according to the actual number of days the student will be enrolled.

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

Scholarship Policy

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

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

**Academic and Behavioral Performance**

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

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

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

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

**Financial Hardship Policy**

Families who have a change in income or other financial hardship that interferes with their ability to make regular tuition payments should contact the principal immediately. Financially responsible parents/guardians will be supported in submitting a signed hardship application letter with documentation of their current financial needs (such as pay stubs or doctor’s notes). This documentation will be specific to your situation. The principal will work with the family to develop an alternative payment plan to keep students in school and will make every effort to keep these circumstances from interfering with a student’s enrollment.

However, if an account becomes past due without a hardship agreement in place, the school will not allow the student(s) to attend until such a resolution is reached. If no resolution is reached within a maximum of ten school days, the family-school partnership will be ended and the student will be withdrawn.

**Communication Channels**

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

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

Please contact the school office <admins@logosyork.org> if you wish to setup a ParentsWeb account or if you are having any trouble accessing and using the features in your account. Instructions are also available under the Family Resources section of our school website (https://www.logosyork.org/).

Report Cards and Other Student Records

Report cards and other student records are communicated via email as the default method. A printed copy of the student’s report card will be sent home via the “return to school” folder. The parent/guardian must return the folder with the signature sheet within 3 school days.

Scholarship and tuition payment records can only be requested by the financially responsible parent/guardian, and no academic records (report cards, transcripts, or diplomas) are released to any students or parents/guardians when tuition payments are not current. (Note that although academic records are withheld from families who are not current on tuition payments, these records will be released directly to other schools so that the student’s continuing education is not adversely impacted.)

Weekly Email Updates and Class Newsletters

During the school year, the Logos Academy office updates families in a weekly email with school information as well as relevant community news. (Look for the subject line “Wednesday Weekly Update!”.) Any family who cannot access this weekly update via email may request a paper copy at the front desk.

Students in grades K-5 will also receive a weekly or bi-monthly class newsletter or email from their teachers. This includes highlights from the classroom, as well as reminders about upcoming field trips, volunteer opportunities, and other events. Some grammar school classrooms also utilize various phone apps designed for parent/guardian-teacher communications.

Weather Closings and Parent/Guardian Text Alerts

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

**Sending Material by Student Backpack**

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

A “Return to School” folder will be sent home from time to time with items (such as report cards and other important documents) that require a parent/guardian signature. This folder will need to be returned to school within 3 school days.

**Student Support and Consultations**

Brief times of individual or small-group student support (with teachers or administrators) are part of our regular school practice and culture. During these times of support, if students divulge any information that parents/guardians might not have, the school communicates this information to all parents and guardians who are immediately involved.

**Parent/Guardian Engagement**

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

**Parent/Guardian Conferences**

Parents/guardians may request conferences with teachers or other school personnel at any time, and parents/guardians are expected to attend any conferences that are requested by school staff. If parents/guardians are unable to attend for any reason, they should seek to reschedule as promptly as possible. Parents/guardians are welcome to bring family members to a scheduled meeting/conference. Any non-family member planning to attend a meeting must be approved by school administration (i.e., friends, legal representative, etc).
Grievance Policy

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

Academic Assessment

Report Cards and Standards for Passing Grade Levels

Report cards are issued four times per school year at the end of each quarter. They will be available on ParentsWeb, emailed, and sent home in the “return to school” folder. Parents/guardians are required to sign the signature sheet and return it and the folder back to school within 3 days. Midway through each quarter, parents/guardians are notified of all students who are at risk of earning below a 70% (C) and are invited to attend a conference regarding how to best support the student. Parents/guardians are also invited to schedule a conference with their child’s teacher(s) at any time.

Three subjects in the grammar school (grades K-5) receive a percentage grade on the standard scale: reading, composition, and mathematics. All other grammar school subjects are graded on an O-S-N-U scale and/or through narrative reports. These narrative reports address curricular goals alongside student virtues such as diligence, respect, and intellectual curiosity. Most courses in the upper school (grades 6-12) receive a percentage grade on the standard scale, while some half-credit enrichment classes use the pass/fail scale. Students may also receive an incomplete (I) on any course at the discretion of the principal.

<table>
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<tr>
<th>Standard Scale</th>
<th>O-S-N-U Scale</th>
<th>Pass/Fail Scale</th>
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<tbody>
<tr>
<td><strong>Passing Grades at Logos Academy:</strong></td>
<td><strong>O: Outstanding (+,-)</strong></td>
<td><strong>P: Pass</strong></td>
</tr>
<tr>
<td>A: 90%-100%</td>
<td>S: Satisfactory (+,-)</td>
<td>F: Fail</td>
</tr>
<tr>
<td>B: 80%-89%</td>
<td>N: Needs Improvement</td>
<td></td>
</tr>
<tr>
<td>C: 70%-79%</td>
<td>U: Unsatisfactory</td>
<td></td>
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<tr>
<td><strong>Not Passing at Logos Academy:</strong></td>
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<td></td>
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<tr>
<td>D: 60%-69%</td>
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<tr>
<td>F: Below 60%</td>
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If a student in grades K to 8 fails to pass (69% or below) in two or more classes at the end of each school year, the principal will consider if Logos Academy’s academic program is a good match for the student and if the student should be given the option of returning in the following school year with their scholarship. If the student is offered the option to return, they will be required to do one of the following:

1. For grades K to 8:
   a. Repeat the grade level.
   b. Pass placement testing requirements administered by Logos Academy in the first week of August.

2. For grades 6 to 8, pass a summer course with an external educational program in the same subject (pre-approved by the principal).

If a high school student (grades 9 to 12) fails to meet a graduation requirement in any required course (by earning a final grade lower than 70%), the principal will consider if Logos Academy’s academic program is a good match for the student and if the student should be given the option of returning in the following school year with their scholarship. If the option to return to school is granted, the student must repeat the failed course in the next school year (if the schedule allows) or earn an equivalent credit at the family’s expense before the next school year. See graduation requirements listed under the Academics tab on our school website (https://www.logosyork.org/). Note: grades of 60% to 69% (D) that do not meet our Logos Academy graduation requirements will still be recorded on the student’s high school transcript and can be transferred to other schools (in keeping with the policies of the school receiving these credits).

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

**Honor Roll**

We recognize academic achievement in the upper school (grades 6-12) with an Honor Roll and a Distinguished Honor Roll:
- Honor Roll: 90%-94%
- Distinguished Honor Roll: 95% or above
- Lowest grade: 79.5% or above

**Standardized Testing**

Logos Academy uses the following outside measures to assess our academic program and the individual performance of each student:
- MAP testing for grades K-11 at the beginning and end of each school year
- PSAT scores, SAT/ACT scores, and college acceptance records of our high-school graduates
- Screening of individual students for remedial needs using a variety of additional assessments at specific grade levels
Homework

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

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

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

Teachers may assign penalties for missing or late homework, including zero academic credit for late work. Students cannot receive academic credit for work turned in more than two weeks past a deadline (accounting for deadline extensions).
**Student Technology Policy**

**Student Google Account and Email**

Students in grades 6-12 will be provided with a Google user account and email address that is managed by Logos Academy. Students are encouraged to email staff concerning school-related content and questions only. Students in grades 6-11 cannot email or receive email from anyone outside the school domain (logosyork.org). Seniors are granted permission to email individuals outside of the Logos Academy domain for school related purposes only, such as college and career preparation, Senior Thesis, or other school-related projects. Students may be requested to copy teachers on emails for particular assignments.

The accounts of senior graduates remain active until the end of August, after their graduation, when those accounts are deleted. All files that graduates want to keep must be downloaded or saved prior to August 31. We invite graduates to share updated contact information (including a personal email address) with the upper school principal prior to graduation. The email accounts of any students who unenroll will be deleted.

**Technology Use Guidelines**

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

- Do not share your password, and never use an account or email address other than your own
- Communication must not include malicious content, spam, or viruses
- Technology use, including web activity, must be for school-related activity only
- Students may not use personal devices without administrative permission and a signed release form

**Monitoring and Privacy**

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

**Misuse of Technology**

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

Senior Trip

Seniors who are in good standing will be invited to participate in a Logos Academy senior trip. Families are asked to contribute $250, which covers approximately 20% of the overall cost of the trip per student. In order for the students to be eligible for this trip, they must meet the following requirements:

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

Valedictorian and Graduation Honors

The selection of the valedictorian(s) will take place at the end of the third quarter (once grades are finalized and report cards are sent out). Valedictorians are honored as a part of graduation and are invited to prepare a speech to be delivered at commencement. In order to identify only one recipient for this honor (with rare exceptions possible), valedictorians will be determined based on multiple criteria (in the following order of priority with each subsequent criteria used only in the case of a tie):

1. Highest cumulative GPA (9th grade through the end of the 3rd quarter in 12th grade).
2. Lowest number of points from Code of Conduct infractions.
3. Highest level of participation in student leadership opportunities (determined by estimated numbers of hours invested in both leadership opportunities internal to Logos Academy as well as qualifying leadership development opportunities outside of Logos Academy).

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

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

Additional Senior Privileges

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

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

- Be written by each student individually
- Include signatures by the student and their parents/guardians
- Include clear time frames (dates and times of day) that do not interfere with more than the last period of instruction within the Logos Academy school day (2:16 PM to 3:05 PM)
- Include specific transportation plans approved by parents/guardians
- Be presented to the school administration at least two weeks in advance of the start date
- Provide specific information regarding any credit that is being requested for transfer to the student’s Logos Academy transcript upon successful completion of the course:
  - Each course credit is subject to pre-approval by the Logos Academy principal as a dual-enrollment course with an accredited college or university or as a formal course of study and assessment with a qualified teacher (at a secondary school level).
  - Must be equivalent to the standard of 120 instructional hours per high school credit (or 3 college credits from an accredited college or university).
  - Credits must be communicated to Logos Academy on a transcript by the institution or instructor with a passing final grade.

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

**Code of Conduct and Cumulative Points**

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

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

**Student and Family Involvement**

Students and their families play a significant role in the enforcement of the Code of Conduct. Not only do we expect students to live by the code, we ask students and their families to uphold the Code of Conduct in a cooperative spirit.
The Code of Conduct is intended to be a positive reinforcement in a student’s life, not a negative burden. It is worded, structured, and enforced to encourage students to live in dependence upon the Holy Spirit, with honor, integrity, and Christian character. The strength and success of the Code of Conduct depend on the commitment of our students and their families to uphold it.

**Foundational Expectations**

Because we are accountable to God and parents/guardians to provide a safe and orderly environment where students can thrive academically, emotionally, and spiritually, we follow a Code of Conduct. To apply this Code of Conduct in age-appropriate ways, teachers are careful to support and guide younger students (in grades K-5) using proactive and preventive measures that teach, model, and help students develop habits of respect, responsibility, and repair. Because we value our family partnerships, we communicate with parents/guardians any time that students do not uphold the Code of Conduct. Parents/guardians may review behavior records at any time by contacting their student’s principal.

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

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

Failure to uphold this Code of Conduct results first in respectful verbal redirection within the classroom (with the exception of designated behaviors that require immediate response and support) as well as structured opportunities for private reflection. If the behavior continues, students receive a 1st and 2nd formal warning in their record each school year for most categories before all subsequent incidents start to earn a cumulative record of points during that school year. Below, please also note the cumulative consequences attached to the points earned within the student’s yearly record.

**Grades K-5 Code of Conduct**

<table>
<thead>
<tr>
<th>Virtue</th>
<th>Examples</th>
<th>Consequence If Not Upheld</th>
</tr>
</thead>
<tbody>
<tr>
<td>I show respect for God.</td>
<td>● I respect God’s name.</td>
<td>Logical consequence and 1 point</td>
</tr>
<tr>
<td></td>
<td>● I listen respectfully during chapel.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● I use appropriate language.</td>
<td></td>
</tr>
<tr>
<td>I show respect for learning.</td>
<td>● I pay attention in class. (This includes not disrupting).</td>
<td>Logical consequence and 1 point</td>
</tr>
<tr>
<td></td>
<td>● I raise my hand for permission to speak.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● I turn in homework assignments and signed papers on time.</td>
<td></td>
</tr>
</tbody>
</table>
- I follow the uniform policies.
- I work alone on assignments that are to be done independently.
  - I use only allowed materials on assignments, tests, or quizzes.

**Logical consequence and 1 point (or 3 points for grades 4-5)**

### For grades 4-5 only:

- I arrive in class before the late bell.
- I keep my cell phone turned off and out of sight, and I do not use it without permission from the time that I arrive at school until after I exit the building at dismissal.
- I follow school policies for technology use.
  - I do my own work (This includes not plagiarizing—using the words or thoughts of someone else without clear documentation.)

**Logical consequence (including confiscation of cell phone to be picked up by a parent/guardian) and 3 points with no warning**

**Logical consequence (including loss of technology use privileges for a limited time) and 3 points**

### I show respect for adults and authority.

- I follow directions.
- I request permission before leaving class.
- I remain in authorized areas.
- I tell the truth.
- I act with integrity.

**Logical consequence and 1 point**

### I show respect for fellow students.

- I speak respectfully (without name-calling, gossip, or destructive criticism).
- I keep my hands to myself.
- I am polite in the cafeteria.

**Logical consequence and 3 points (or 6 points for grades 4-5)**

### For grades 2-5 only:

- I do not fight or bully* (including cyber-bullying). [See definition of bullying below these tables.]

**Grades 2-3: Logical consequence and 3 points (or 6 points for grades 4-5)**

**Logical consequence and 1 point (or 3 points for grades 4-5)**

### I show respect for the property of others, our building, and school resources.

- I do not chew gum during any school functions.
- I do not take food or drink out of the cafeteria without permission.
- I keep things clean and orderly.
- I respect the property of others by not taking/using things without permission.

**Logical consequence and 1 point (or 3 points for grades 4-5)**
## Grades 6-12 Code of Conduct

<table>
<thead>
<tr>
<th>Virtue</th>
<th>Examples</th>
<th>Consequence If Not Upheld</th>
</tr>
</thead>
<tbody>
<tr>
<td>I show respect for God.</td>
<td>• I respect God's name with all my words and actions.</td>
<td>Logical consequence and 1 point</td>
</tr>
<tr>
<td></td>
<td>• I listen respectfully during chapel.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I use appropriate language (for example, I do not curse or swear).</td>
<td>Logical consequence and 1 point</td>
</tr>
<tr>
<td></td>
<td>• I do not curse God or show blatant disrespect for God.</td>
<td>Logical consequence and 6 points</td>
</tr>
<tr>
<td>I show respect for learning.</td>
<td>• I arrive in class before the late bell, fully prepared and with all of</td>
<td>Logical consequence and 1 point</td>
</tr>
<tr>
<td></td>
<td>the materials expected of me.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I pay attention in class. (This includes not disrupting.)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I raise my hand for permission to speak.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I turn in homework assignments and signed papers on time.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I follow the uniform policies.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I refrain from public displays of affection.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I keep my cell phone turned off and secured in my locker (with a school-</td>
<td>Logical consequence (including confiscation of cell phone to be</td>
</tr>
<tr>
<td></td>
<td>issued lock), and I will not use it without permission from the time that</td>
<td>picked up by a parent/guardian) and 3 points with no warning</td>
</tr>
<tr>
<td></td>
<td>I arrive at school until after I exit the building at the end of my school</td>
<td></td>
</tr>
<tr>
<td></td>
<td>day.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I follow school policies for technology use.</td>
<td>Logical consequence (including loss of technology use privileges</td>
</tr>
<tr>
<td></td>
<td>• I work alone on assignments that are to be done independently and look</td>
<td>for a limited time) and 3 points with no warning</td>
</tr>
<tr>
<td></td>
<td>only at my paper during tests or quizzes.</td>
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</tr>
<tr>
<td></td>
<td>• I use only allowed materials on tests or quizzes.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I do my own work. (This includes not plagiarizing—using the words or</td>
<td>Logical consequence and 6 points with no warning</td>
</tr>
<tr>
<td></td>
<td>thoughts of someone else without clear documentation.)</td>
<td></td>
</tr>
<tr>
<td>I show respect for adults and</td>
<td>• I follow directions.</td>
<td>Logical consequence and 1 point</td>
</tr>
<tr>
<td>authority.</td>
<td>• I request permission before leaving class.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• I remain in authorized areas.</td>
<td></td>
</tr>
<tr>
<td>I show respect for fellow students.</td>
<td>I show respect for the property of others, our building, and school resources.</td>
<td>I act responsibly</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>I tell the truth.</td>
<td>I do not chew gum during any school functions.</td>
<td>I do not fight, haze, or bully* (including cyber-bullying). [See definition of bullying below this table.]</td>
</tr>
<tr>
<td>Logical consequence and 6 points</td>
<td>I do not take food or drink out of the cafeteria without permission.</td>
<td>I do not possess or use tobacco, illegal drugs, or alcohol.</td>
</tr>
<tr>
<td></td>
<td>I keep things clean and orderly.</td>
<td>I avoid sexual immorality including harassment, sexting, or possessing/viewing pornography.</td>
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<tr>
<td></td>
<td></td>
<td>I do not engage in vandalism or breaking and entering.</td>
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<tr>
<td></td>
<td></td>
<td>I do not bring to school anything that could present a danger to staff, students, or visitors.</td>
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<tr>
<td></td>
<td></td>
<td>I do not threaten others.</td>
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<td></td>
<td></td>
<td>I do not leave school grounds without parental/guardians and administrative approval.</td>
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<tr>
<td></td>
<td></td>
<td>I avoid group-initiated violence.</td>
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<td></td>
<td></td>
<td>I do not flagrantly disregard the Code of Conduct.</td>
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<td></td>
<td></td>
<td>I do not deface or deliberately destroy school property.</td>
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<td></td>
<td>Logical consequence, 12 points, and in-school suspension or expulsion</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Consequence would include payment, points (as assigned), and possible in-school suspension or expulsion</td>
</tr>
</tbody>
</table>

*Note: The definition of “bullying” from the U.S. Department of Health and Human Services website (stopbullying.gov) is: “unwanted, aggressive behavior that involves a real or perceived power imbalance [and that] is repeated, or has the potential to be repeated, over time.”
If a student’s behavior suggests use of non-prescribed medications or mood-altering substances, Logos Academy may require a professionally administered drug test, to be completed at the family’s expense within 24 hours of the request. Continued enrollment depends on compliance and a negative result.

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

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

**Consequences of Cumulative Points**

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

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

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

- **3 Points:** In-school restoration
- **6 Points:** After-school restoration
- **12 Points:**
  - Parent/guardian conference with the teacher(s) and/or division principal
  - Saturday restoration or all day in-school restoration
- **18 Points:**
  - Parent/guardian conference with the teacher(s) and/or division principal
  - Consideration of an individualized behavior plan (possibly with a term of probation)
- **21 Points** (reviewed by Student Support Team with every additional point as long as the student remains enrolled):
  - Parent/guardian conference with principal
  - Review of individualized behavior plan
  - Consider expulsion or out-of-school suspension
  - Consider loss of scholarship funding
  - Student placed on behavioral probation for the following school year. If the student reaches 21 points again while on this probation, the student will lose his/her scholarship
- **35 Points** will result in expulsion
Expulsion and/or withdrawal is always at the discretion of the assistant head of the school. Teachers and division leads may communicate additional classroom expectations and consequences that support and align with the gospel-driven and trauma-informed practices of this Code of Conduct. Administrators may also develop individualized student plans to incentivise exemplary behavior so students who uphold the Code of Conduct for a certain number of consecutive days may have positive rewards and/or cumulative points expunged.

**Student Discipline Records**

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

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

**School Dance Rules**

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

- Doors will lock 30 minutes after the dance begins and no one will be admitted after that time (including no readmittance).
- Abide by Logos Academy Code of Conduct (with the exception of the use of cell phones and chewing gum).
- Abide by all decisions and directions of the school’s designated chaperones.

**Dress Code**

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

**Student Guest Policy**

- All guests must be a current high school student.
- Middle school students from another school are not permitted to attend.
- Guests must present a picture ID for admittance into the dance.
- Guests must comply with the guidelines of being a Drug Free School Zone.
- Guests must comply with the above Code of Conduct and dress code for the dance or they will not be permitted to enter the dance.
- The Logos Academy Dance Guest Pass Form (in appendix to this handbook) must be filled out and returned to Logos Academy at least 10 days before the date of the dance.

**Uniform Policy**

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

**Uniform Financial Assistance**

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

**Enforcement**

- Students must be in uniform to attend class. The first occurrence of a uniform violation will result in the teacher contacting a parent/guardian.
- The second occurrence of any violation will result in a restorative conversation with the student, teacher, and division principal. A phone call will be made to parent/guardian. The student will receive the appropriate warning or point according to Code of Conduct. Any second occurrence of a primary violation (shirt, bottoms, shoes) will result in a student being referred to the office and will be recorded in the student’s record (with an appropriate warning or point according to Code of Conduct). Parents/guardians will be required to provide the missing uniform item or to have their student picked up from school until the uniform items can be provided.
- In the event of an accident or spill, students may be sent to the office for a replacement uniform (shirt, pants, or skirts). The uniform worn to school that morning will be sent home in an envelope along with instructions for returning the provided uniform. The parent/guardian has five school days to wash and return the school’s uniform. If the uniform is not returned within this time frame, a $5.00 fee will be charged to the student’s tuition account at which point the uniform no longer needs to be returned.

**General Guidelines**

- All students are expected to be in school uniform at the start of the school day and to remain in school uniform throughout the day.
- Logos Academy does not permit clothing that is excessively tight/ill-fitting or that is revealing (showing cleavage, back, chest, stomach, or underwear)
- Logos Academy requires that uniform polo shirts be ordered only through Lands' End (school number #900156738) or Susquehanna Apparel (online store open for orders only at limited times each year, see uniform ordering information under “Family Resources” on the Logos Academy school website). Since students and families have freedom in choosing a supplier of other uniform items, it is critical to carefully read all the details in the charts below.
- Logos Academy strives to ensure a comfortable temperature in all classrooms but, because preferences vary, each student is encouraged to have an appropriate uniform sweater. Students will not be permitted to wear jackets inside the building during the school day.
- The uniform policy is enforced in the context of a relationship of respect between faculty and students. Students should accept the judgment and interpretation of the uniform policy by faculty in a cooperative manner. Parents/guardians may appeal to the division principal for questions or concerns regarding the enforcement of the uniform policy.
### Grades K-5

<table>
<thead>
<tr>
<th>Grades K-5</th>
<th>Shirts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Style:</strong> short-sleeved or long-sleeved polo&lt;br&gt;<strong>Color:</strong> burgundy or navy&lt;br&gt;(white polo is no longer sold, but may be worn during 2019-20)&lt;br&gt;<strong>Logo:</strong> embroidered logo required&lt;br&gt;<strong>Ordering:</strong> Susquehanna Apparel or Land’s End&lt;br&gt;<strong>Notes:</strong> solid burgundy, navy, or white long-sleeved shirts may be worn under Logos Academy polo shirt</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades K-5</th>
<th>Sweaters</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Style:</strong> crew neck, V-neck or cardigan (button up or zip-up permitted)&lt;br&gt;<strong>Color:</strong> navy&lt;br&gt;<strong>Ordering:</strong> family’s choice&lt;br&gt;<strong>Notes:</strong> navy only, other colors are not permitted; solid color with no large emblems or designs; simple, solid weave; waist-length</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades K-5</th>
<th>Sweaters Not Permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Explanation:</strong> not a sweater, fleece material&lt;br&gt;<strong>Explanation:</strong> too long, waist length only&lt;br&gt;<strong>Explanation:</strong> no large cable weave&lt;br&gt;<strong>Explanation:</strong> no patterns, designs, or logos&lt;br&gt;<strong>Explanation:</strong> not a solid weave</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades K-5</th>
<th>Bottoms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Style:</strong> shorts, pants, capris, or skorts, jumpers, skirts (with shorts underneath)&lt;br&gt;<strong>Color:</strong> khaki or navy&lt;br&gt;<strong>Ordering:</strong> family’s choice&lt;br&gt;<strong>Notes:</strong> bottoms should be khaki-style material; denim in any color is not acceptable; shorts, skorts, jumpers, and skirts must be uniform length (longer than fingertips when arms are straight at the sides); no leggings, jeggings, yoga pants, or other tight fitting styles.</td>
</tr>
</tbody>
</table>
Grades K-5

<table>
<thead>
<tr>
<th>Belts</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Style:</strong> leather, leather-style, or canvas</td>
</tr>
<tr>
<td><strong>Color:</strong> black, brown, or navy</td>
</tr>
<tr>
<td><strong>Ordering:</strong> family’s choice</td>
</tr>
<tr>
<td><strong>Notes:</strong> not required, but pants must fit waistline</td>
</tr>
</tbody>
</table>

Grades K-5

<table>
<thead>
<tr>
<th>Shoes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Style:</strong> dress-style shoes or sneakers</td>
</tr>
<tr>
<td><strong>Color:</strong> dress-style shoes must be solid black, brown, or navy; sneakers may be any color</td>
</tr>
<tr>
<td><strong>Ordering:</strong> family’s choice</td>
</tr>
<tr>
<td><strong>Notes:</strong> no light-up style shoes; no boots, ankle boots, clogs, sandals, flip-flops, or moccasins/slippers; no heels over 2 in. high</td>
</tr>
</tbody>
</table>

Grades K-5

<table>
<thead>
<tr>
<th>Socks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Color:</strong> solid or patterned white, navy, burgundy, grey, or black</td>
</tr>
<tr>
<td><strong>Ordering:</strong> family’s choice</td>
</tr>
<tr>
<td><strong>Note:</strong> only patterns and designs that are predominantly white, navy, burgundy, grey, or black are permitted; socks may not contain yellow, orange, red, green, or purple, etc.</td>
</tr>
</tbody>
</table>

Grades K-5

<table>
<thead>
<tr>
<th>Tights, Leggings, Knee Highs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Color:</strong> solid black, white, or navy (solid, single color only; no prints)</td>
</tr>
<tr>
<td><strong>Ordering:</strong> family’s choice</td>
</tr>
<tr>
<td><strong>Note:</strong> leggings must be worn underneath the uniform shorts, skorts, jumpers, and skirts</td>
</tr>
</tbody>
</table>

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

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

### Shirts

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>Style: short-sleeved or long-sleeved polo; short-sleeved or long-sleeved button-down, Oxford-collared dress shirt</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Color:</strong> burgundy or navy polo; white or light blue Oxford (white polo is no longer sold, but may be worn during 2019-20 school year)</td>
</tr>
<tr>
<td></td>
<td><strong>Logo:</strong> embroidered logo required on polo; optional on Oxford</td>
</tr>
<tr>
<td></td>
<td><strong>Ordering:</strong> Susquehanna Apparel or Land’s End</td>
</tr>
<tr>
<td></td>
<td><strong>Notes:</strong> T-shirts or tank tops worn under the uniform polo should be tucked in. Undergarments should not be visible</td>
</tr>
</tbody>
</table>

### Sweaters

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th><strong>Style:</strong> crew neck, V-neck or cardigan (button up or zip-up permitted)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Color:</strong> navy</td>
</tr>
<tr>
<td></td>
<td><strong>Ordering:</strong> family’s choice</td>
</tr>
<tr>
<td></td>
<td><strong>Notes:</strong> navy only, other colors are not permitted; solid color with no large emblems or designs; simple, solid weave; waist-length; polo shirt or collared dress shirt must be worn underneath, with the collar showing; sweaters may be cotton, cotton-blends, or wool; but not fleece; hooded sweaters are not permitted; sweatshirts are not permitted; no blazers may be worn in grades in 6-8</td>
</tr>
</tbody>
</table>

### Sweaters Not Permitted

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

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

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>Belts</th>
</tr>
</thead>
</table>
| ![Belts] | **Style:** leather, leather-style, or canvas  
**Color:** black, brown, or navy  
**Ordering:** family’s choice  
**Notes:** not required, but pants must fit waistline |

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>Shoes</th>
</tr>
</thead>
</table>
| ![Shoes] | **Style:** leather, suede, canvas or similar leather-like, dress-style shoes (including boat shoes, loafers, and flats)  
**Colors:** solid black, tan, brown, gray, navy, or burgundy; shoes must be solid color(s); soles of the shoe and shoelaces must be a neutral color (such as white, tan, brown, or black); no patterns, stripes, sparkles, or sequins  
**Ordering:** family’s choice  
**Notes:** no boots, ankle boots, clogs, sandals, flip-flops, open-back shoes, open-toe shoes, or moccasins/slippers; no heels over 2 inches high; no sneakers |
<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>Shoes Permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="image" /></td>
<td><img src="image2.png" alt="image" /></td>
</tr>
<tr>
<td><img src="image3.png" alt="image" /></td>
<td><img src="image4.png" alt="image" /></td>
</tr>
<tr>
<td><img src="image5.png" alt="image" /></td>
<td><img src="image6.png" alt="image" /></td>
</tr>
<tr>
<td>Explanation: boat shoe</td>
<td>Explanation: loafer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>Shoes Not Permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image7.png" alt="image" /></td>
<td><img src="image8.png" alt="image" /></td>
</tr>
<tr>
<td><img src="image9.png" alt="image" /></td>
<td><img src="image10.png" alt="image" /></td>
</tr>
<tr>
<td><img src="image11.png" alt="image" /></td>
<td><img src="image12.png" alt="image" /></td>
</tr>
<tr>
<td>Explanation: sneaker, not dress shoe</td>
<td>Explanation: sandal, open toe</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>Socks</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image13.png" alt="image" /></td>
<td><img src="image14.png" alt="image" /></td>
</tr>
<tr>
<td>Color: solid or patterned white, navy, burgundy, grey, or black</td>
<td>Ordering: family’s choice</td>
</tr>
<tr>
<td>Note: only patterns and designs that are predominantly white, navy, burgundy, grey, or black are permitted; socks may not contain yellow, orange, red, green, or purple, etc.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>Tights, Leggings, Knee Highs</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image15.png" alt="image" /></td>
<td><img src="image16.png" alt="image" /></td>
</tr>
<tr>
<td>Color: solid black, white, or navy (solid, single color only; no prints)</td>
<td>Ordering: family’s choice</td>
</tr>
<tr>
<td>Note: leggings must be worn underneath the uniform shorts, skorts, jumpers, and skirts</td>
<td></td>
</tr>
</tbody>
</table>

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

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

**Grades 6-12 Physical Education/ Athletics Uniform Policy**

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

**Physical Education Uniform Policy:** Students that are not prepared to change into P.E. uniform will not be permitted to participate in class and will not receive credit. A note from parent/guardian (up to three times per year) or doctor is required to excuse a student from participation.

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>P.E. Shirts</th>
</tr>
</thead>
</table>
| ![Shirt Image] | **Style:** short-sleeved or long-sleeved T-shirt (loose and not tight-fitting)  
**Color:** plain, solid navy, gray or burgundy  
**Logo:** embroidered logo not required  
**Ordering:** family’s choice or Susquehanna Apparel  
**Notes:** Logos t-shirts or Spirit wear t-shirts may also be worn; no low cut or v-neck shirts |

<table>
<thead>
<tr>
<th>Grades 6-12</th>
<th>P.E. Shorts/ Pants</th>
</tr>
</thead>
</table>
| ![Shorts Image] | **Style:** athletic pants or shorts (loose, not tight-fitting)  
**Color:** plain, solid navy, gray, burgundy, or black  
**Ordering:** family’s choice or Susquehanna Apparel  
**Notes:** shorts must be longer than fingertips when arms are straight at the sides; sweatpants are permitted if solid color; no leggings, yoga-style pants, spandex, or compression pants/shorts; no jeans; no uniform bottoms |

**Socks:** solid black, white, or navy (solid colors only; no prints)  
**Shoes:** sneakers (rubber-sole, lace-up sneakers)

**School Supplies**

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

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

**Protection of Students While at School**

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

For student early dismissal, parents/guardians will be required to sign students out at the receptionist desk. Students will be dismissed only to those persons listed on the emergency authorization form. If someone else will be picking up a student, please notify the school by sending in a note or emailing admins@logosyork.org. Logos Academy may request photo identification from individuals picking up students. (Please see expectations regarding parent/guardian requests for student dismissal changes within “Individual Student Early Dismissal” under the “Attendance and Truancy” section.)

**Photo and Video Release Policy**

At enrollment, parents/guardians consent to the use of photos and videos of their children in connection with any publicity for Logos Academy of York, Pennsylvania. Appeals for exceptions to this policy may be raised by contacting the principal. Logos Academy will not use any student names without written approval from a parent/guardian.

**Emergency Response**

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

**Health/Medical Incidents**

A student must remain home for 24 hours after:

- A fever of 99.9 or higher (24 hours from the time the fever broke and student was without medicine for fever reduction)
- Beginning treatment or antibiotics for any contagious diagnosis

If, within five days of returning to school, the student does not bring a note from the parent/guardian or medical personnel explaining the medical reason for the absence, the absence will be recorded as unexcused.
Upon receiving a phone call from the school office for any kind of illness or suspicion of illness, parents/guardians must pick up their students immediately. If the parent/guardian can not be reached, persons listed as the Emergency Contact will be contacted to pick up the student.

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

**Prescription Medicine and Pain Medication in School**

All medication is handled on a case-by-case basis as determined by the assistant head of school:

- Parents/guardians need to request proper paperwork from the administrative assistants (admins@logosyork.org)
- Parents/guardians must drop off any prescription medicine in person. It can not be sent to the school with a student. The medication must:
  - Be in the original prescription bottle
  - Have Logos Academy paperwork and documentation from the student’s physician that matches the prescription bottle
  - We will not accept expired medication
- Empty prescription bottle(s) must be picked up by parent/guardian and will be destroyed if not picked up within 5 school days.
- Acetaminophen may be provided to a student (over age of 12) only in the school office when parental or guardian permission has been given (either during enrollment or by phone at the time of need)
- When medicine is administered to a student, that information will be documented in our School Management System.
- At the end of the school year, all remaining medication must be picked up by a parent or guardian within the first 5 days of summer break.

**Special Medical Needs**

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

**Allergies**

All student allergies must be documented in a Food Allergy & Anaphylaxis Emergency Care Plan that is signed by a physician and approved by the Logos Academy Academic Team each year. These plans are available here in English and Spanish:

- [https://www.foodallergy.org/faap](https://www.foodallergy.org/faap)

If your child has any allergies that may impact his/her health and safety while at school, please download this form, complete it, have it reviewed and signed by a physician, then bring it along with the medication, to the school for review and approval by the Logos Academy Academic Team.

**Lice and Bed Bugs**

If it is suspected that a louse or bed bug is found on a student or a student’s belongings, our staff and faculty will follow these procedures:
Give a specimen to the operations manager for verification along with a report (including time of day, grade level, and/or which student(s) it was on or near).

If it is a confirmed bed bug sighting, an inspection of the classroom in which it was located (and/or the homeroom of the student) will be conducted internally the same day as the sighting.

Appropriate measures will be taken to mitigate the spread of bed bugs or lice based on the sighting and inspection.

Appropriate communication will be sent home with involved students or classes (as deemed necessary by the principal).

Food Program

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

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

Please find our menu and our Wellness Policy on our school website under the Food Services tab. It contains important details regarding the guidelines summarized here:

- Logos Academy is a peanut-free school; no peanut products may be sent to school.
- During the day, students may use clear water bottles that contain only water.
- Packed lunches may not include fast food, soft drinks (including diet drinks), or energy drinks.
- Packed lunches must include some healthy options.
- In-school celebrations that involve food are limited to one per class per month and must include multiple healthy options and no more than one food that does not meet nutrition standards (for example, cupcakes). Parents/guardians are asked to coordinate with teachers who will notify the front desk.
- With the completed Food Allergy & Anaphylaxis Emergency Care Plan that is signed by a physician, the NSL program can make substitutions to your child’s lunch to avoid a food allergy.

School Hours

School hours, for students, are 8:00 AM-3:05 PM, Monday-Friday and 8:00 AM-11:30 AM on Early Dismissal Days. The school opens to students at 7:45 AM, and free breakfast is available from 7:45 AM - 8:00 AM. Students are expected to be in their classes at 8:00 AM, and will be marked tardy if they are not. Please do not drop off your student before 7:45 AM or if a staff member is not at the curb. A fee may be charged if your student is dropped off before 7:45 AM. In case of a two-hour delay, school will begin at 10:00 AM with student arrival beginning at 9:45 AM.
Students must be picked up between 3:05 PM-3:30 PM or 11:30 AM-12:00 PM on Early Dismissal Days. Parents/guardians must contact the office if they will be late for dismissal. Repeated late pick-ups will put your partnership with Logos Academy in jeopardy and could affect your student’s enrollment. Students who are not picked up by 3:30 PM will have a late fee assessed to their tuition invoices according to the schedule below:

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

**Attendance and Truancy**

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

Daily absences should be recorded on our website [homepage](https://www.logosyork.org/) by clicking the grey “Absent Today” button on the top right hand side of the page. Please complete the form that is linked to this button and press submit.

The pre-planned absence request form is provided on the Family Resource page of our school website to submit all future absence requests (i.e. vacations, family events, college visits, etc).

All doctor’s notes should be emailed to <kastin.krupinski@logosyork.org> in the school office or turned in to the student’s homeroom teacher.

**Excused Absences**

Absences for any of these reasons are recorded as excused. Students are allowed a total of 10 excused absences without official documents each year. (Official documents include but are not limited to doctor’s notes, court issued documentation, etc):

- MEDICAL: Medical reasons documented with a parent/guardian or doctor note submitted within 5 days of student return from absence. (For prolonged medical absences, see section regarding “Extended Absences” below.) Medical excuses include quarantine, recovery from an accident, and danger to health from serious exposure.
- SCHOOL HEALTH POLICY: Students sent home sick with a fever of 99.9 degrees or higher are asked not to return to school for a full 24 hours after the fever breaks without medicine.
- DEATH IN IMMEDIATE FAMILY
- OBSERVANCE OF A RELIGIOUS HOLIDAY
- REQUIRED COURT ATTENDANCE
- EMERGENCIES: Logos Academy understands that unforeseen events occur. Family emergencies that center around and specifically include the student may be authorized as a lawful absence at the discretion of the Academic Team (which includes the principals and assistant head of school). Details about the nature of the emergency should be included in the communication to the school.
- PRE-PLANNED ABSENCE: Logos Academy encourages family time as well as educational/church opportunities. Whenever such an opportunity or event arises, parents/guardians are required to fill out the pre-planned absence request form online (at least ten days in advance). Families are asked not to
plan an absence during the last 10 days of the school year. If a student misses the final days of the school year without advance arrangements, the student may not be able to complete the course (for consequences, see “Report Cards and Standards for Passing Grade Levels” under the “Academic Assessment” section). All pre-planned absence requests will be evaluated by the principal on a case-by-case basis, taking into consideration the student's academic/behavioral records, the quality of the experiential learning experience, or the nature of the family event, and the requirements of our course schedules and academic assessments. (Some examples of excused pre-planned absences are an educational trip, college visit, sports participation, immediate family member’s wedding, or church attendance.)

Unexcused (Unlawful) Absences

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

- No parent/guardian communication is provided
- Students are kept out of school to support the needs of parents/guardians or other family members (i.e. babysitting, doing errands)
- Oversleeping
- Job hunting
- Car troubles, lack of transportation to school, missing the bus
- Four unexcused tardies have occurred (each tardy is recorded as 0.25 of an unlawful absence)

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

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

The administration at Logos Academy understands that there may be extreme cases in which a student will be absent for an extended period of time (e.g., severe illness). Parents/guardians should be aware that Logos Academy is not equipped to serve the educational needs of a student who is unable to attend school for an extended period of time, and families may be required to find other educational options. Should such a situation occur, however, Logos Academy will work with the family on a case-by-case basis to accommodate the situation as best as possible, to minimize the disruption of the educational process.

Excused and Unexcused Tardies

Parent(s)/Guardian(s) are required to sign students in at the front desk after 8:00 AM. Four unexcused tardies equals one unlawful absence, and three or more unlawful absences will be treated as truant, as described above under the “Unexcused/ Unlawful Absences” section of this handbook.

Individual Student Early Dismissal

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

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

To accommodate our regular dismissal processes, students will not be dismissed between 2:45 PM and 3:00 PM except for regular dismissal procedures.

Making Up Work

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

Arrival and Dismissal Procedures

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

School Bus
School bus transportation is a privilege provided by the district in which the student lives. To determine eligibility, the family should contact the district's transportation department and provide them with their address and needs. The district's administrator will inform the family if the student qualifies for their free district busing. Once eligibility is confirmed, the parent/guardian must fill out a transportation request form (provided by Logos Academy). Contact kastin.krupinski@logosyork.org to obtain or return a bus form.

Transportation request forms need to be submitted annually, regardless of whether or not the student rode the bus the previous year. In addition, each district has its own discipline policies and can refuse transportation to those students who fail to follow those policies. Parents/guardians may contact the school office (717-848-9835) to obtain the district's contact information if they have any question regarding eligibility or discipline policies.

Students who ride a bus home are not permitted to bring a friend home with them on the bus. Other arrangements will need to be made.

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

To ensure the safety of our students and the efficiency of arrival and dismissal times, the following policies should be observed:
● Do not drop-off student(s) on King St. or in the bus lane.
● Do not get out of the vehicle when in the car line. Logos Academy’s priority is to keep parents/guardians and students safe, and to keep the car line moving.
● Families may use the King St. parking lot if more time is needed to get the student(s) and their belongings in and out of the car. Logos Academy provides a crossing guard who will ensure that the student(s) safely cross King St.
● Please do not honk in the car line out of respect for other parents/guardians and their student(s).

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

● **Walkers:** Walkers are those students who walk to and from school (alone or with a parent/guardian), rather than being picked up in a vehicle. Adults designated to pick up walkers will wait at the flagpole at the front entrance, and students will be dismissed to that area by Logos Academy staff. All parents/guardians meeting walkers are asked to use the school-issued dismissal signs, or they will be asked to produce proper identification.
● **Bicycle Riders:** There are four bike locks, located at the front desk, that students may borrow for the day. Students may sign out a lock at the front desk and return the key to the receptionist once their bike
is locked. At the end of the day, the student can pick up the key at the front desk and return it to the receptionist before leaving.

**Student Drivers**

With written parent/guardian permission and a driver license on file, students may drive themselves to and from school. Students may only drive other students living in their household. They are unable to drive other students home regardless of parent/guardian permission. Students will follow our standard parking directions (see below in this section) and will dismiss with upper school walkers.

Student drivers who are typically bus riders do not need parent/guardian permission to drive home at time of dismissal. They do need to stop by the front desk prior to 2:00 PM to notify them they will not be riding the bus.

**Arrival Procedures for Car Line**

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

**Staggered Dismissal Schedule for Car Line**

In an effort to streamline our dismissal process and avoid congestion on Princess Street, we ask parents/guardians to follow a staggered dismissal process whenever possible. The three time frames in which to pick up students are arranged by the grade level of each family's youngest student:

**Full Day Schedule**

<table>
<thead>
<tr>
<th>Youngest child is in</th>
<th>Pick up between</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades K-3</td>
<td>3:00 PM-3:10 PM</td>
</tr>
<tr>
<td>Grades 4-6</td>
<td>3:10 PM-3:20 PM</td>
</tr>
<tr>
<td>Grades 7-12</td>
<td>3:20 PM-3:30 PM</td>
</tr>
</tbody>
</table>

**Early Dismissal Schedule**

<table>
<thead>
<tr>
<th>Youngest child is in</th>
<th>Pick up between</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades K-3</td>
<td>11:30 AM-11:40 AM</td>
</tr>
<tr>
<td>Grades 4-6</td>
<td>11:40 AM-11:50 AM</td>
</tr>
<tr>
<td>Grades 7-12</td>
<td>11:50 AM-12:00 PM</td>
</tr>
</tbody>
</table>

- Please be aware that Logos Academy uses traffic cones to create a safe loading area for students. Be mindful of traffic cones and follow all directives from school personnel while in the car line.
- If students come out late and need to cross the road, they should only cross at the designated crosswalk closest to our front entrance.
Staggered Dismissal Procedures for Car Line

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

Parking and Additional Information Regarding Arrival and Dismissal Procedures

- All visitors may park in the main parking lot in front of the school entrance. If that lot is full, visitors may park in the lot next to Princess Street, the lot across King St, or in the lot at the corner of West King and Newberry Streets.
- Do not park in the bus lane on West King Streets.
- Any change to your student’s regular pickup schedule must be communicated to the school prior to 2:30 PM (or 10:45 AM on early dismissal days).
- West King Street is a one-way street. Be sure to turn right when exiting the Logos Academy parking lot.
- Driver and passengers should remain in vehicles at all times; staff will escort children to their vehicle. If an adult wishes to speak to someone in the building, they are asked to park their vehicle in the lot; staff may be available after 4:00 PM.
- Bus students will be loaded/unloaded in the designated zone on West King Street.
- All vehicles must pick up students in the car line.
- Do not form a pickup line prior to 3:00 PM (Or 11:20 AM on Early Dismissal Days); police will ticket any person blocking the two-way street and fire lane in front of the school before 3:00 PM (or 11:20 AM on Early Dismissal Days) or after arrival and dismissal times.
- Logos Academy is a smoke-free campus; please refrain from smoking on school premises.
- Parents/guardians may also park in the spaces at 243 West King Street and walk student(s) across the crosswalk for arrival and dismissal. These students will be considered walkers.
- To keep younger students safe, students in grades K-1 are escorted to their cars.

Dismissal with Visiting Parents/Guardians

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

**Extra-Curricular Activity Dismissal**

- Parents/guardians picking up students for any activities outside of the regular school dismissal time (3:05 PM-3:30 PM or 11:30 AM-12:00 PM on Early Dismissal Days) must park in the main parking lot. Students under second grade will be escorted to the parking area by a supervising adult.
- The teacher or adult supervisor must be able to clearly see the adult picking up the child and be completely assured they are on the approved list for dismissal. If there is any uncertainty, the teacher or adult supervisor must get identification and confirm with the front desk.
- Please do not park or leave your vehicle unattended in front of the Logos Academy building. This is a two-way city street (Dublin Street and fire lane), with special permission from the city for one-way traffic only during arrival and dismissal times.
- The same late pickup fees will apply if students are not picked up in a timely manner.

**School Closing**

Logos Academy closings or delays due to inclement weather or other emergencies will be listed/announced on WGAL, the Logos Academy website, the Logos Academy Facebook page, and via parent text alert. Because there may be delays and/or closings for many reasons other than the weather, it is a good practice to check the local media every school morning to ensure that school is in session. In making the wisest decision about inclement weather, Logos Academy takes into consideration several factors: the safety of students and families who walk and drive; the decisions of other school districts, including York City and multiple districts that transport Logos students; staff members who live outside of the immediate area; and, current and forecasted weather conditions. All staff members and families are encouraged to use their best judgment according to individual circumstances before attempting to travel.
Logos Academy Portrait of a Graduate

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

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

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

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

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

Logos Academy Beliefs

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

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

Ephesians 3:14-21
We bow our knees before you, Father, from whom every family in heaven and on earth is named, that according to the riches of your glory you may grant that we be strengthened with power through your Spirit in our inner being, so that Christ may dwell in our hearts through faith—that we, being rooted and grounded in love, may have strength to comprehend with all the saints what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, that we may be filled with all the fullness of God. Now to you who are able to do far more abundantly than all that we ask or think, according to the power at work within us, to you be glory in the church and in Christ Jesus throughout all generations, forever and ever. Amen.

Logos Academy Declaration

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

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

Foundational Scriptures

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

Isaiah 61:1-4
The Spirit of the Lord GOD is upon me, because the LORD has anointed me to bring good news to the poor; he has sent me to bind up the brokenhearted, to proclaim liberty to the captives, and the opening of the prison to those who are bound; to proclaim the year of the LORD's favor, and the day of vengeance of our God; to comfort all who mourn; to grant to those who mourn in Zion—to give them a crown of beauty instead of ashes, the oil of gladness instead of mourning, the garment of praise instead of despair; that they may be called oaks of righteousness, a planting of the LORD, for the display of His splendor. They shall build up the ancient ruins; they shall raise up the former devastations; they shall repair the ruined cities, the devastations of many generations.

Isaiah 41:17-20
When the poor and needy seek water, and there is none, and their tongue is parched with thirst, I the LORD will answer them; I the God of Israel will not forsake them. I will open rivers on the bare heights, and fountains in the midst of the valleys. I will make the wilderness a pool of water, and the dry land springs of water. I will
put in the wilderness the cedar, the acacia, the myrtle, and the olive. I will set in the desert the cypress, the plane and the pine together, that they may see and know, may consider and understand together, that the hand of the LORD has done this, the Holy One of Israel has created it.

Exodus 33:13-17
“Now therefore, if I have found favor in your sight, please show me now your ways, that I may know you in order to find favor in your sight. Consider too that this nation is your people.” And he said, “My presence will go with you, and I will give you rest.” And he said to him, “If your presence will not go with me, do not bring us up from here. For how shall it be known that I have found favor in your sight, I and your people? Is it not in your going with us, so that we are distinct, I and your people, from every other people on the face of the earth?” And the LORD said to Moses, “This very thing that you have spoken I will do, for you have found favor in my sight, and I know you by name.”

Psalm 23
The LORD is my shepherd; I shall not want. He makes me lie down in green pastures. He leads me beside still waters. He restores my soul. He leads me in paths of righteousness for his name's sake. Even though I walk through the valley of the shadow of death, I will fear no evil, for you are with me; your rod and your staff, they comfort me. You prepare a table before me in the presence of my enemies; you anoint my head with oil; my cup overflows. Surely goodness and mercy shall follow me all the days of my life, and I shall dwell in the house of the LORD forever.

Philippians 4:8
Finally, brothers, whatever is true, whatever is honorable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is any excellence, if there is anything worthy of praise, think about these things.

Matthew 5:1-16
Seeing the crowds, he went up on the mountain, and when he sat down, his disciples came to him. And he opened his mouth and taught them, saying: “Blessed are the poor in spirit, for theirs is the kingdom of heaven. Blessed are those who mourn, for they shall be comforted. Blessed are the meek, for they shall inherit the earth. Blessed are those who hunger and thirst for righteousness, for they shall be satisfied. Blessed are the merciful, for they shall receive mercy. Blessed are the pure in heart, for they shall see God. Blessed are the peacemakers, for they shall be called sons of God. Blessed are those who are persecuted for righteousness’ sake, for theirs is the kingdom of heaven. Blessed are you when others revile you and persecute you and utter all kinds of evil against you falsely on my account. Rejoice and be glad, for your reward is great in heaven, for so they persecuted the prophets who were before you. You are the salt of the earth, but if salt has lost its taste, how shall its saltiness be restored? It is no longer good for anything except to be thrown out and trampled under people’s feet. You are the light of the world. A city set on a hill cannot be hidden. Nor do people light a lamp and put it under a basket, but on a stand, and it gives light to all in the house. In the same way, let your light shine before others, so that they may see your good works and give glory to your Father who is in heaven.”

John 14:12
“Truly, truly, I say to you, whoever believes in me will also do the works that I do; and greater works than these will he do, because I am going to the Father.”

Jude 1:24
Now to him who is able to keep you from stumbling and to make you stand in the presence of his glory blameless with great joy, to the only God, our Savior, through Jesus Christ our Lord, be glory, majesty, dominion, and authority, before all time and now and forever. Amen.

Matthew 6:9-13
Pray then like this: “Our Father in heaven, hallowed be your name. Your kingdom come, your will be done, on earth as it is in heaven. Give us this day our daily bread, and forgive us our debts, as we also have forgiven our debtors. And lead us not into temptation, but deliver us from evil.”
Appendix: School Forms

(Please see forms on subsequent pages.)
Parent/Guardian Covenant

I will comply with all policies in the Family Handbook (found on the Family Resources page of our website).

I understand that my student is being taught in a Christ-centered environment with a faith-based curriculum, daily prayers, and weekly chapel services. I will fully cooperate with the educational program of Logos Academy: supporting the homework, uniform, restorative discipline and Code of Conduct policies (see Family Handbook). I also understand that my student must maintain an adequate academic and conduct record to keep his/her scholarship from year-to-year.

I will make sure my child arrives on time daily, well-rested with necessary materials. I have read and understood the school hour expectations and calendar.

- Students may not arrive before 7:45 AM
- Classes begin at 8:00 AM
- Dismissal time is 3:05 PM and my child must be picked up before 3:30 PM

I will work with my child’s teachers(s) to schedule meetings, home visits and parent/guardian functions, as communicated. I will notify teachers if there are circumstances that could potentially affect his/her attitude and/or behavior at school.

I will adhere to all financial policies and obligations by due dates (providing the Logos Academy Tuition/Scholarship Committee with a completed Tuition Hardship Assistance Application as needed to consider alternative payment plans). Past due tuition accounts may result in a student being withdrawn from Logos Academy.

I give permission:

- for my child to participate in all activities or field trips that are within walking distance to the school (field trips that require transportation will have a signed permission slip)
- for Logos Academy to use photos and videos of my child for any school publicity (student names are only used with written parent/guardian approval and the division principal can be contacted for exceptions.)

I will provide all requested documents (i.e. updated immunization records, physicals, custody agreements, medication consent, allergy forms, etc.)

I will resolve any disagreement or dissatisfaction with any Logos Academy employee directly and in accordance with the Grievance Policy (see Family Handbook).

I acknowledge that it is my responsibility to stay informed of policy and procedure revisions to the Family Handbook, which will be posted on the Logos Academy website.

Printed Student(s) Name(s)___________________________________________________

Parent/ Guardian signature: __________________________________________________

Date _______________________________________________
Medication Administration Consent & Medication Order

All medications must be in **original, labeled prescription bottle/container** from a pharmacy, **hand-delivered by the parent/guardian** to the school. Empty prescription bottle/container must be picked up by the parent/guardian within 5 business days.

Student Name: __________________________  Date of birth: _______ School year: **2019-2020**

Doctor’s Name: __________________________ Dr.’s Phone Number: ______________________

In accordance with state policy, medication(s) must be given at home before and/or after school. However, non-medical personnel is permitted to administer medications in an emergency situation. If your child can self-administer non-emergency medications, his or her physician must affirm below that the child is capable of self-administration. Prior to receiving the medication at school, each student must have on file with the school office the Medication Administration Consent form (below) signed by the student’s parent/guardian and a medication order completed by a licensed prescriber. All medications must be in original, labeled prescription bottle/container from a pharmacy, hand-delivered by the parent/guardian to the school.

**Parent/Guardian Consent**
I give my permission for my child to receive the following medication ordered by a licensed prescriber during the school day. I understand that the medications will be given by school personnel according to my child’s licensed prescriber’s instructions.

Parent/Guardian signature: __________________________  Date: ________________

Parent/Guardian name printed: __________________________ Phone: ________________

**NEW** I request this student be allowed to carry and self administer his/her asthma inhaler ___yes ___no

**Medication Order to Be Completed by Physician/Licensed Prescriber:**

- Name of medication: __________________________  Dose and frequency: ________________
- Time of administration: _________________________  Directions: _______________________
- Patient/Student can self-administer medication?  Yes _______  No _______
- Discontinuation date: ____________________________
- Allergies, other prescriptions or reactions to watch for: ____________________________

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

Licensed Prescriber signature: ____________________________

Phone: ___________________________  Fax: ___________________________
Logos Academy Dance Guest Pass Form (Page 1 of 2)

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

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

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

Logos Student Name & Grade: ________________________________________________

Logos Academy Student Signature: ________________________________  Date__________

Logos Academy Student’s Parent/Guardian:
My son/daughter has permission to bring this guest to Logos Academy’s school dance.

Name of Logos Academy Parent/Guardian: ________________________________

Cell Phone Number: ___________________

Logos Academy Parent/Guardian Signature: ________________________________ Date__________

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

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

Name of Guest: _______________________________________________________________

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

Logos Academy Guest Signature: _________________________________ Date___________

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

Guest Parent/Guardian Name: ___________________________________________________

Cell Phone Number: _________________

Guest Parent/Guardian Signature _________________________________ Date___________

Guest’s School Administrator:
Please indicate the status of this student at your high school, sign and return this form.

Administrator Name & Title: ______________________________________________________

Name of High School: __________________________________________________________

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

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

______ Please contact me regarding this student. Phone: ______________________________

Signature: __________________________________________________ Date________________