

SOCRATES ACADEMY

A North Carolina Public Charter School



Family & Scholar Handbook

2024-2025

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School Essentials

Mission & Vision

MISSION STATEMENT

Socrates Academy is a preparatory school for college and career readiness that works in partnership with our local and global community to inspire scholars to reach their full academic and intellectual potential. Scholars employ intellectual curiosity and engage in critical thinking while adhering to principles of diversity, equity, equality, and empathy. Multicultural competency is enriched with advanced coursework in the Greek language and cultural heritage, the cradle of Western civilization and democracy.

CORE VALUES

Our vibrant school community embodies the following values:

- Filotimo (Greek: Φιλότιμο): Almost impossible to translate sufficiently, as it describes a complex array of virtues that encompass honor, dignity and pride; to always act with righteousness, integrity, and honor.
- Arete (Greek: Αρετή): Excellence of any kind and moral virtue. Fulfillment of purpose or function: the act of living up to one's full potential.
- Philoxenia (Greek: Φιλοξενία): eagerness to show hospitality
- Ethos (Greek: Ηθος): Ethical Behavior
- Personal Responsibility: Each person is accountable for their actions and the welfare of their community.
- Empathy and Kindness: Engaging in cognitive, emotional, and compassionate understanding of others and responding with kindness.
- Respect of Diversity, Equity, and Justice
- Moral Courage: Doing what is right and leading by example
- Strive for Excellence (Greek: Αιέν αριστεύειν): Setting goals and always striving to do one's best and seeking continuous improvement

School Governance

Board of Directors

Socrates Academy is a non-profit organization. As a non-profit, Socrates Academy is governed by a Board of Directors. The Board of Directors has between five and twelve members and the primary responsibilities of the Board include ensuring that the school is achieving its mission, creating and following board policies, overseeing the strategic plan for the school, and approving the annual budget. The Board is also responsible for the hiring and termination of employees at the recommendation of the Principal. The Board meets every month on the second Wednesday of the month. All board meetings are open to the public and the agenda for each meeting is posted on the Socrates Academy website three days in advance of all regularly scheduled meetings. Public comments are allowed at board meetings. Anyone who would like to make a public comment must email 24 hours before a board meeting to request a spot on the agenda.

Board Members and Positions

- John Couchell, President
- Antonis Stylianou, Vice President
- Despina Koumantarous, Treasurer
- Zoi Phiippakos, Member
- Rhonda Patterson, Member
- Brenda Bilal, Member
- Klea Miho, Member
- Janis Dellinger-Holton, Member

Administrative Team

- Vanessa Baker, Principal
- Stefanie Savage, Assistant Principal for Elementary Grades
- Shawana Ford, Assistant Principal for Secondary Grades
- Matthaios Stamoulis, Assistant Principal for Greek Studies and Afterschool Programs
- Demetrios Pourlos, Behavior Specialist

The Board has the following standing committees:

- Executive Committee
- Curriculum & Instruction
- Athletics
- Marketing & Communication
- Facilities & Grounds
- Policies & Procedures
- Grievance & Discipline
- Fundraising

Non-Discrimination

Equal Education Opportunities

The School provides equal education opportunities for all students and does not discriminate on the basis of race, gender, disability, nationality, religious affiliation or any other protected class. The School adheres to the legal obligations and requirements under all state and federal laws, including without limitation, section 504 of the Rehabilitation Act of 1973 and the Individuals with Disabilities Act Amendments of 1997, including identification, evaluation, and provision of an appropriate education.

Compliance with Other Laws

The School shall comply with all applicable federal laws and regulations, including but not limited to such laws and regulations governing employment, environment, disabilities, civil rights, children with special needs, transportation, and student records. The School shall comply with all applicable health and safety laws and regulations, whether federal, state or local. Neither the State Board of Education nor the local board of education assumes the duty to oversee the operations of the School except as may otherwise be required to monitor the charter School for compliance with applicable laws and regulations.

School Campus Expectation Policy

Purpose and Scope

The purpose of the Parent Code of Conduct is to provide a mutual understanding to all parents/guardians and visitors to our school regarding conduct expectations while on school property, at school events, and when interacting with school employees and/or scholars.

Socrates Academy welcomes community participation and values its input. Parents play a crucial role in the academic, social, emotional, and physical development of their children. Parents/caregivers play a formative role in the development of a child's sense of justice, equity, and the dignity and worth of all members of our school community. They act as one of the most influential role models in a child's life. The responsibility for upholding the values of the school in this matter must fall on those with the greatest capacity to reason and control their actions. As such, the adult community of our school is expected to model courteous behavior and treat all members of the school community with respect and consideration.

Our school is committed to ensuring that children feel happy, safe, and secure, and have the maximum opportunity to learn. As members of the school community, parents are expected to conduct themselves in a lawful, ethical, safe, and responsible manner that recognizes and respects the rights of others and the expertise, experience, and qualifications of staff. The Parent Code of Conduct Policy serves as a reminder to all members of the school community of their obligations as a member of the Socrates Academy community. This policy applies to all adults including parents, guardians, step-parents, grandparents, extended family, advocates, and any others involved in activities or communication-related to Socrates Academy.

General Propositions

We expect parents/guardians and visitors to have a fundamental understanding and commitment to the following general propositions:

- Teachers, administrators, and parents/guardians want all children to learn in a safe environment
- Teachers, administrators, and parents/guardians must work together for the benefit of all scholars
- All parents/guardians and visitors, as well as all members of the school community, deserve to be treated with respect
- A collaborative process for resolving concerns within the school community can provide the best results for our scholars. As perfection is rare and situations change, constructive feedback and improvement ideas are always welcome. The school should be provided an opportunity to resolve issues of concern before public criticism.

Conduct Regulations

In order to provide a peaceful and safe school environment, Socrates Academy requires the following of all Socrates Academy parents, guardians, and visitors.

Communication & Engagement

- Use courteous and acceptable written and spoken language in all communications with scholars, staff, and other parents and members of the school community. No profane, insulting, harassing, aggressive, or otherwise offensive language may be used. This includes in-person, by e-mail or text/voicemail/phone, or other written or verbal communication.
- Refrain from disruptive behavior that interferes or threatens to interfere with School operations, including the effective operation of a classroom, campus life, and work (e.g., in employee offices, lobbies and other campus building areas, parking lots, or other school grounds), sporting events, and car-pickup.
- The priority for school staff is the welfare and education of all scholars in the school. School staff are, therefore, not required to respond to emails and telephone calls instantaneously. Responses are not expected outside normal working hours or during school holidays unless it is an emergency. Emails and telephone calls will be returned within 48 hours.
- The time available for parents to meet with staff is limited to teachers' planning times and must not disrupt the classroom. Parents should be mindful of the teacher's time, communicate the reason for the meeting and allow the teacher time to prepare unless there is a genuine emergency.
- In order to help protect peoples' good name, problems, differences of opinion, and personality clashes are not resolved by involving other people in a disagreement or by taking sides in the argument. We will attempt to resolve these issues through calm dialogue between the parties directly involved whilst respecting the dignity of each and every person. Refrain from defamatory, offensive, or derogatory comments regarding the school or school staff, whether made publicly to others or in person. Any concerns that you may have regarding these matters must be made through the appropriate channels and using appropriate communications so they can be dealt with fairly, appropriately, and effectively for all.
- The Socrates Academy community should ensure that everyone within the school community is treated with respect, fairness, and dignity. Respect and treat others fairly, regardless of their race, ancestry, place of origin, color, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability.
- Parents will respect the privacy of other parents' email addresses and will not send unsolicited emails or "spam" to other parents nor forward other parents' email addresses without their permission. The school will not give out the email address of parents without permission. PFI volunteers will not pass on parent email addresses without permission.
- As a volunteer, you are a member of the Socrates Academy team and are expected to contribute in positive ways. If you observe something that makes you uncomfortable, share that with a member of the Leadership Team rather than broadcasting it to others.

School Grounds

- Where possible parents and caregivers are encouraged to be involved in the school community and support school-based events. While on school grounds parents are asked to adhere to the following:

- Treat all school property with care
- Respect school policies that support the safe and effective operations of the school and its community
- Follow the carpool and parking rules
- All visitors to the school during school hours must sign a Visitors' Register located at the school office and parents will comply with all safety and emergency procedures in place at Socrates Academy
- When attending any kind of school assembly or public meeting, parents must listen respectfully, in the same manner, required of scholars and staff and must refrain from disturbance of performances or speeches by scholars, staff or visitors,
- A parent may not interrupt or distract a teacher while classroom instruction or learning activities are underway
- When visiting a classroom, parents accept the authority of the teacher and that they are in attendance on the teacher's terms.
- If you desire a meeting, email or call to set that meeting up to ensure the faculty member is available to meet with you. Do not show up without an appointment and expect to meet as that may not be possible.
- Teachers value parental involvement and assistance, but they may ask a parent to leave for any reason, including:
 - Parental assistance not being required
 - Parental presence in the classroom or at the activity is disturbing or distracting to a scholar or teacher
 - The parent is not in control of their emotions

Consequences

Any parent, member of school staff or scholar may notify the Principal of a possible breach of the Parent Code of Conduct. The principal will conduct an investigation into the possible breach of the Code.

Depending upon the outcome of the investigation and severity of the incident, parents/guardians or visitors may be ejected from or otherwise banned from campus and participation in school-sponsored events under the criminal trespass laws. In situations involving lesser infractions or where remediation is viable, a warning will be given, either verbal or in writing, prior to the filing of trespass and issuance of a formal ban.

Should a parent/guardian or visitor fail to heed the direction issued in the warning, the Principal may request the Board of Directors to exclude the scholar from Socrates Academy (loss of enrollment).

No restriction, however, will prevent the parent/guardian from working collaboratively with the school to meet the child's educational needs, nor will a parent/guardian be excluded from a child's academic meeting.

Parent and Family Engagement with Title I

Parent and family engagement is a priority at Socrates Academy. Parents/guardians are important stakeholders in their child's education. At Socrates Academy, we provided a variety of ways for parents to be engaged and involved. As a public charter school, Socrates Academy receives Title 1 funds. The federal Title I program supports students with economic needs in order to help create an equitable and high-quality education for all students. Parent and family engagement is required as a part of the Title I program. The Title I program also supports the *Every Student Succeeds Act* (ESSA) by supporting students in their academics. Below are the details of how Socrates Academy supports parent and family engagement.

Family-School Compact

The staff at Socrates Academy recognizes the positive effect of parent involvement on scholar achievement. We must work together to help all scholars meet the curriculum and standards. Each person's commitment to supporting learning is imperative.

Teachers will...

1. Create a safe, nurturing, positive classroom environment where students feel supported and encouraged to learn.
2. Engage with and understand each student individually, fostering a sense of connection and care that enhances the learning experience.
3. Recognize students' diverse needs and strive to provide differentiated instruction, support, and feedback tailored to each student's abilities and learning styles.
4. Deliver curriculum content aligned with educational standards and the school's mission while ensuring lessons are engaging and relevant to students' lives.
5. Provide regular communication with parents, including sharing positive progress and areas needing improvement, and involve parents in supporting their child's learning at home.
6. Complete ongoing professional development to improve teaching practices and stay updated with the latest educational trends and methodologies.
7. Hold high expectations for students and themselves, setting clear goals and providing the necessary support to help students meet and exceed these expectations.
8. Ensure a safe and secure learning environment for students - encompassing physical safety and emotional and social well-being.
9. Empower students, respect their diverse backgrounds and perspectives, and foster a culture of inclusivity and mutual respect within the classroom.
10. Support students' social, emotional, and ethical development, aiming to cultivate well-rounded individuals prepared for success in life.

Administrators will...

1. Provide support, resources, and guidance to educators to facilitate their success in educating students in alignment with our school's mission and core values.
2. Ensure the safety and well-being of both students and staff.
3. Effectively communicate with teachers, staff, students, and parents.
4. Provide leadership, direction, and guidance for the school community, including overseeing operations and implementing policies.
5. Support the growth and development of staff through professional development opportunities is seen as essential.
6. Build positive relationships with staff, students, and families to create a supportive and nurturing learning community.
7. Ensure accountability in enforcing policies and providing support to address challenges or concerns.
8. Ensure curriculum and instruction align with educational standards and support student learning effectively.
9. Be adaptable and flexible, able to respond to the changing needs of the school community and adjust policies and procedures accordingly.
10. Provide mentorship, guidance, and support to both staff and students.

Scholars will...

1. Demonstrate respect for our school, its mission, core values, and others, including peers, teachers, and staff, and take responsibility for their actions, learning, and contributions to the school community.
2. Come to school prepared, ready to learn, and actively engaged in their education, showing attentiveness and participation in classroom activities.
3. Follow school rules, guidelines, and expectations, such as attendance policies, dress codes, and classroom rules.
4. Put forth their best effort in all aspects of their education, striving for individual excellence and taking pride in their academic achievements.
5. Effectively communicate with teachers, peers, and caregivers and collaborate respectfully with others.
6. Embrace a growth mindset, being open to learning, seeking help when needed, and continually striving for personal and academic growth.
7. Attend school regularly, actively participate in class, complete assignments, and engage in school activities.
8. Respect cultural, religious, and individual differences, fostering a welcoming and inclusive school environment.
9. Take care of oneself physically and mentally, including managing time effectively, building good study habits, and practicing positive thinking.
10. Maintain a positive attitude, being kind, helpful, and supportive to others, and demonstrate good behavior inside and outside the classroom.

Parent/Guardian will...

1. Work with teachers and staff to ensure the success of their children's education, including supporting learning at home and participating in school activities aligning with the school's mission, vision, and core values.
2. Create a conducive home environment for learning, provide resources and assistance to their children, and actively engage in their academic journey.
3. Communicate openly with teachers and stay informed about school events, policies, and progress.
4. Teach and model respect, responsibility, and positive behavior for their children at home and in their interactions with school staff and peers.
5. Ensure regular attendance, involvement in school activities, and active participation in their children's education.
6. Monitor their children's academic progress, assist with homework and assignments, and provide emotional and educational support.
7. Establish clear expectations, routines, and study habits at home is emphasized to support students' academic success.
8. Ensure their children's physical and emotional well-being, including providing a safe and nurturing home environment and promoting healthy habits.
9. Adhere to and support the school's mission, core values, school policies, and follow guidelines for communication and behavior within the school community.
10. Serve as positive role models, teach essential values, and guide their children's behavior to promote a positive learning environment and success in school.

Academics & Curriculum

Academic Honesty

Academic honesty is required by Socrates Academy and any form of academic dishonesty is a violation of the school's Honor Code and the Student Code of Conduct. Academic dishonesty is defined as cheating; working with another person(s) without permission, copying someone else's work, sharing your work with others, unauthorized use of notes or books on examinations, tests or quizzes; giving or receiving information on examinations, tests, quizzes, classroom assignments, lab assignments, homework assignments or any other work without the approval of the instructor; forging a parent signature; and plagiarism. Plagiarism is defined as intentionally using another person's words, thoughts or ideas as one's own without proper citation. Any act of academic dishonesty could result in loss of credit for the assignment and/or other disciplinary action.

School Honor Code

The purpose of the Honor Code at Socrates Academy is to build a community of honor and trust among administrators, teachers, students, parents, and staff.

School Honor Code

Socrates Academy students are good citizens who value honor and demonstrate integrity in all that they do. They help members of the community by having a positive attitude and by respecting other people and Socrates Academy property.

Honor: Having high moral standards of behavior; Being judged by other people as possessing good qualities or character.

Integrity: Possessing the quality of being honest and fair.

Lying: Purposefully being dishonest or misleading to a fellow student, teacher, or administrator.

Cheating: Receiving unauthorized help on work; copying another person's work or answers on assessments. Asking other students to provide information such as questions posed or material covered on tests, quizzes or other assignments already taken or completed by the other student. Plagiarizing is a form of cheating:

Plagiarism: Passing off another's work or ideas as your own or intentionally failing to cite sources for information that is not widely known. Ignorance of proper citation procedures is not an acceptable excuse for failing to cite sources. Plagiarism includes

- Excessive parental assistance on homework or projects.
- Forgery or falsification of documents.
- Lying, outwardly and/or by omission.
- Aiding others who are violating the Socrates Academy Honor Code.
- Taking property that does not belong to you without permission.
- Not abiding by the rules and/or guidelines outlined by the Socrates Academy Technology Handbook.

Stealing: Taking another person's belongings or ideas (plagiarism) without permission or providing proper citations.

Disrespect of People or Property: Being rude, defiant, or unkind to another person; vandalism or misuse of school property.

Inappropriate Use of Technology: Loading unauthorized programs or viewing non-approved websites on school laptops.

Reporting of Honor Code Violations

Each Socrates Academy student is honor bound to report immediately all violations of the Honor Code of which the student has first-hand knowledge; failure to do so is itself a violation of the Honor Code. All students, staff, and other employees of Socrates Academy are responsible for familiarity with and support of the Honor Code. Any staff member may charge a student with a violation of the Honor Code. Charges are presented to the Principal.

Consequences for Violating the Honor Code

Cheating on any assignment, quiz or exam will result in a zero entered for the grade and parent will be contacted by the teacher.

Subsequent cheating will be handled by the administration.

Students found plagiarizing will be given a zero for the assignment. In the case of the first offense, the student will be given the opportunity to rewrite the assignment for half the credit. Upon subsequent offenses, the student will receive a zero with no opportunity to make up the assignment.

The Use of Artificial Intelligence (AI)

Artificial Intelligence (AI) has emerged as a key tool in the realm of education, supporting students in various ways, such as homework assistance, problem-solving, language learning, and so forth. However, with its growing role in education, we must address how AI interacts with our school's policies on academic integrity.

ROLE OF AI IN LEARNING

AI can be a potent tool in your learning journey. It can offer personalized learning materials, help you understand complex topics, and give you access to a wealth of knowledge. It can facilitate studying and make learning more interactive and engaging. However, while using AI, it's essential to ensure that your actions remain within the framework of academic integrity.

GUIDELINES FOR AI USE AND ACADEMIC INTEGRITY

- Understand the Difference Between Assistance and Cheating

AI can assist in finding information and explaining concepts, which is very much like a tutor assisting you. However, you should never use AI to complete your assignments, tests, or any form of graded work entirely on your behalf. This would be equivalent to cheating.

Cite AI-Sourced Information

When using AI for research or gathering information, ensure that you properly cite the sources provided. Not doing so could result in plagiarism. AI is a tool to find information, but that does not exempt you from acknowledging the original creators of that information.

- Do not Use AI to Circumvent Learning

AI is here to complement your learning, not replace it. Using AI to bypass understanding concepts or doing the work yourself defeats the purpose of education, which is to develop your knowledge, skills, and competencies.

- Understand the Limitations of AI

While AI can be very helpful, it's not infallible and shouldn't be wholly relied upon for accuracy. Always cross-verify information from multiple sources and don't hesitate to ask your teachers if you're unsure about something.

CONSEQUENCES FOR MISUSE OF AI

The misuse of AI, such as using it to cheat on tests, plagiarize work, or misrepresent one's understanding, will be treated as a serious violation of our school's honor code (as described in the prior section).

We encourage you to use AI as a learning tool, but to do so responsibly and ethically. Remember, the goal of your education is not just about earning grades; more importantly, it's about learning, growing, and preparing yourself for the future. The responsible use of AI aligns with these goals and helps you become a better learner and future leader.

Promotion and Retention Policy and Academic Standards

All students will be expected to master the grade-level material each year. The teachers at Socrates Academy will be responsible for assessing each student throughout the school year in order to track their progress toward mastery. All data, work samples, and other pieces of academic evidence will be kept in each student's individual student portfolio. If a teacher has a concern about a student's academic progress or behavior they will bring the concern directly to the Student Assistance Team, which is called the Multi-Tiered System Support (MTSS) Team. The MTSS Team includes the Principal, the School Counselor, the Intervention Facilitator, the Exceptional Children's Lead Teacher, and the grade-level Assistant Principal. The MTSS Team will discuss the teacher's concern and will then create an intervention plan. The teacher will communicate the details of the plan with the parents. If a teacher has a concern about the promotion of a student, the teacher will communicate their concern to the Intervention Facilitator by following the required steps. If necessary, the teacher, parent, student, and Intervention Facilitator will meet to discuss the details of the student's academic progress and an additional intervention plan will be put in place. Any student being considered for retention must have already been referred to the MTSS Team. At the end of the school year, the Principal will review all of the data in the student's file and a final decision will be made about the promotion or retention of the student.

Pursuant to state law, third graders who fail to achieve reading proficiency may not be promoted unless a statutory exception applies. Parents of impacted students will be informed of the law's application. Any parent who wishes to learn more about this law and its application should contact the Elementary Assistant Principal.

State Testing

All School students in grades 3-12th will take the North Carolina required state tests. These tests include the following:

3rd Grade

- Reading BOG (takes place before the 20th day of school)
- Reading EOG
- Math EOG

4th Grade

- Reading EOG
- Math EOG

5th Grade

- Reading EOG
- Math EOG
- Science EOG

6th & 7th Grade

- Reading EOG
- Math EOG

8th Grade

- Reading EOG
- Math EOG or Math I EOC if taking Math I in 8th Grade
- Science EOG

High School

- English II EOC
- Math I EOC
- Math III EOC
- Biology EOC
- Pre-ACT (10th grade)
- ACT (11th grade)

ESL Students Only (Grades K-12)

- ACCESS

Greek Benchmarks

Elementary

Scholars in grades 3-5 will take a Greek benchmark 3 times a year (fall, winter, and spring). This benchmark will be used to ensure scholars are progressing on the Greek language standards. The 5th grade spring benchmark will be used to place scholars into their 6th grade Greek Language class.

Middle and High School

Scholars in grades 6-12 will take a Greek benchmark 3 times a year (fall, winter, and spring). This benchmark will be used to ensure scholars are progressing on the Greek language standards. The spring benchmark will be 25% of the final grade for the Greek Language class. MS scholars cannot be exempt from this exam.

Schedule Changes

Middle & High School

All requests for schedule changes must be made in writing to the Secondary Assistant Principal within the first ten (10) days of school. The requests will be reviewed and any changes will be made based on the academic reason for the requested change, student data, and space availability in a class.

Withdrawal Procedures

If a parent would like to withdraw their child from Socrates Academy, they must fill out the online Student Withdrawal Form. Parents are required to list their student's next school on the form at the time of withdrawal. If the student will be homeschooled, the state-issued homeschool identification number must be provided for the student to be withdrawn. A records request for one of our current students from a new school is considered a request for withdrawal. When a records request is received the records will be sent and that student will be withdrawn from Socrates Academy.

Student Files

- Socrates Academy adheres to federal laws governing student file maintenance. The Family Educational Rights and Privacy Act (FERPA) protects the privacy of student education records. This law applies to all schools receiving U.S. Department of Education funds. Parents and eligible students have rights to inspect and request corrections to education records. Written permission is generally required to release records, though FERPA permits disclosures to certain parties or under specific conditions without consent. More information is available on the US Department of Education website at <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.

Right to Know Under the Every Student Succeeds Act

Parents of students have the right to know the professional qualifications of the Socrates Academy's classroom teachers. Parents can ask for certain information about their child's classroom teachers, and Socrates Academy will give this information to parents in a timely manner if they ask for it. Specifically, parents have the right to ask for the following information about each of their child's classroom teachers and Socrates Academy:

- Whether the State Department of Education has licensed or qualified the teacher for the grades and subjects he/she teaches
- Whether the State Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances
- The teacher's college major
- Whether the teacher has any advanced degrees and, if so, the subject of the degrees
- Whether any teachers' aides or similar paraprofessionals provide services to their child and, if they do, their qualifications
- The School Improvement Plan
- Qualifications of your child's teachers
- Professional development opportunities for teachers and assistants to ensure highly qualified personnel
- Opportunities for parent involvement and input
- The Title I Parent Involvement Plan and School Parent Involvement Plan
- School Report Card

The Protection of Pupil Rights Amendment

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights concerning student privacy, parental access to information, and administration of physical examinations to minors. These include the right to:

- Consent before students are required to submit to a survey, which is funded in part or in whole by a program of the U.S. Department of Education, that concerns one or more of the following protected areas ("protected information survey"):
 1. Political affiliations or beliefs of the students or student's parent
 2. Mental or psychological problems of the students or the student's family
 3. Sexual behavior or attitudes
 4. Anti-social, demeaning, illegal, or self-incriminating behavior
 5. Critical appraisals of others with whom respondents have close familial relationships

6. Legally-recognized privileged relationships, such as with lawyers, doctors, or ministers
 7. Religious affiliations, beliefs, or practices of the students or parent
 8. Income, other than as required by law, to determine program eligibility
- Receive notice and an opportunity to opt a student out of the following:
 1. Any other protected information survey, regardless of funding
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the School or its agent, and not necessary to protect the immediate health and safety of the students (except for hearing, vision, scoliosis, or any other physical exam or screening permitted or required under state law)
 3. Any activity involving the collection, disclosure, or use of personal information or the marketing, selling, or distributing of such information to others
 - Inspect the following, upon request and before administration or use:
 1. Surveys created by a third party before their distribution by a School to its students
 2. Instruments used to collect personal information from students for marketing, sales, or other distribution purposes
 3. Instructional material used as part of the educational curriculum

Socrates Academy has adopted policies to protect student privacy in surveys and the use of personal information. Parents will be notified annually and after any changes via U.S. Mail, email, parent meetings, or the Parent and Student Handbook. They will also be informed of specific or approximate dates of these activities and given the opportunity to opt their student out if desired. Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue SW
 Washington, D.C. 20202-5920

Exceptional Children

The mission of Socrates Academy's Department of Exceptional Children is to ensure children and youth with disabilities receive an education that supports their academic, social, emotional, and vocational development in the least restrictive environment. We provide a free, appropriate education and related services, supporting students to achieve their full potential through advocacy and support.

Socrates Academy offers a free appropriate public education to students with special needs through the Individual Education Program process. This includes Occupational Course of Study courses for high school students, determined appropriate by the student's IEP Team. For more information, visit the OCS website maintained by the North Carolina Department of Public Instruction.

Instruction: <https://ec.ncpublicschools.gov/disability-resources/intellectual-disabilities/occupational-course-of-study>.

Child Find

Socrates Academy participates in Project Child Find, an effort coordinated with the Exceptional Children Division of the State Department of Public Instruction, to locate and identify children and youth ages birth through 21 with disabilities who are in need of special education and related services. Socrates Academy informs parents and/or guardians of the services available from Socrates Academy as well as other state and community agencies. The children who qualify for these services have been diagnosed or are suspected to have intellectual, physical, or emotional disabilities and are unable to benefit from a regular school program without special assistance. Socrates Academy identifies these students through our Multi-Tiered System of Support (MTSS) as well as from parent and teacher referrals and provides the following help:

- A complete evaluation, and if appropriate and within the guidelines of eligibility in NC, eligibility in one of the 14 disabling conditions
- An Individualized Education Program for children with a disability
- A referral to other agencies when needed.

Grading at Socrates Academy - Elementary

We utilize Standards-Based Grading in grades K-5. Standards-based grading (SBG) is an intentional way for teachers to track their student's progress and achievements while focusing on helping students learn and reach their highest potential. It is based on students showing signs of mastery or understanding of various skills. Standards-based grading is a way to view student progress based on proficiency levels for identified standards rather than relying on a holistic representation as the sole measure of achievement.

More information can be found in the Parent Guide to Standards-Based [Grading](#).

Grading at Socrates Academy - Middle & High

The long-term success of our students at school is of the utmost importance to us as a school. In keeping with our mission to develop productive citizens that take responsibility for their future, our grading policy requires student accountability. We believe that our students should be expected to put forth their very best effort in the classroom every day. For consistency and fairness within the school, we believe it is essential to have a clear set of grading expectations clearly understood by students, teachers, administrators, and parents. Each grade level will communicate its grading policy to the students and parents at the beginning of the year.

Grading Scale for Grades 6-8:

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59%

Grading Scale for Grades 9-12:

A	90-100% = 4.00
B	80-89% = 3.00

C	70-79% = 2.00
D	60-69% = 1.0
F	0-59% = 0.00

All Honors level courses will be awarded .5 quality points when calculating each student's GPA. All AP courses will be awarded 1 quality point when calculating GPA.

Promotion from 9th – 10th grade: Student must successfully complete 6 credits, including English I and a minimum of Math I. In addition, at least one science or social studies credit.

Promotion from 10th – 11th grade: Student must successfully complete 12 credits, including English II, Math I, and 3 science/social studies credits.

Promotion from 11th – 12th grade: Student must successfully complete 18 credits, including English III, a minimum of Math II, and 5 additional science/social studies credits including Biology.

If a student fails a course they must retake the course for full credit. All EOC courses must be retaken at Socrates Academy during the school year. If a student fails a non-EOC course they can request to retake it over the summer at a school-approved vendor at the parent's expense. If a student retakes a course their new grade will replace the failing grade.

Socrates Academy Graduation Requirements

Total credits required: 30; Global Studies Diploma: +2		
Course of Study	Socrates Academy Global Studies Diploma Requirements	Socrates Academy Traditional Diploma Requirements
English	4 Credits English I, II, III, IV	4 Credits English I, II, III, IV
Math	4 Credits Math I, II, III and another advanced math course	4 Credits Math I, II, and III and another advanced math course*
Science	3 Credits - A physical science course; Biology; and an Earth & Environmental Science Course	3 Credits - A physical science course; Biology; and an Earth & Environmental Science Course
Social Studies	4 Credits – Founding Principles of the US of America and North Carolina: Civic Literacy; Economics and Personal Finance; American History; World History	4 Credits – Founding Principles of the US of America and North Carolina: Civic Literacy; Economics and Personal Finance; American History; World History
Global Studies	8 Credits	6 Credits
Electives	6 Credits	6 Credits
Health	1 Credit	1 Credit
Total Credits Required	30	28

*Foundations of Math I can be substituted as the advanced math course at the Principal's discretion. Students taking Foundations of Math I as the advanced math substitute will not be eligible to attend a four-year school without attending community college first.

Four Elective credits from the following:

1. Career and Technical Education (CTE)
2. Arts Education (e.g., dance, music, theater arts, visual arts)
3. World Language (i.e., Greek, Spanish, or Chinese)
4. Any other subject area or cross-disciplinary courses (e.g., mathematics, science, social studies, English, and dual enrollment courses)

Global Studies credits include the following (two additional credits are required for the Global Studies Diploma):

1. Greek I-V
2. Greek Heritage I
3. Greek Heritage II

Grade Calculation High School

Scholars take semester-long courses. Semester grades are calculated as shown below.

$$\text{Final grade} = (\text{Quarter 1} \times 37.5\%) + (\text{Quarter 2} \times 37.5\%) + (\text{Final Exam}^* \times 25\%)$$

*If a student is exempt from the final exam, then the final year grade will be calculated as follows:

$$\text{Final year grade} = (\text{Quarter 1} \times 50\%) + (\text{Quarter 2} \times 50\%)$$

Final Exam Exemption

Students in grades 9-12 may be exempted from the final exams in a non-EOC class. Scholars cannot be exempt from final Greek exams.

- A grade of "A" with no more than 2 unexcused absences during the semester
- A grade of "B" and no more than 1 unexcused absence during the semester
- A grade of "C" and zero unexcused absences during the semester

High School Honors Classes

Students may elect to take honors level classes in high school. To qualify for honors classes, students must have passed all prerequisite classes.

Transcripts

Official transcripts may be requested in person at the main office and require 72 hours advance notice.

Electronic transcripts will be provided free of charge. Each scholar is entitled to 3 hard copies furnished by the

school. After 3 copies, they will be provided for a fee. Contact gkastanas@socratesacademy.us to request a transcript.

Student Letters of Recommendation

Students requesting a letter of recommendation must request them a minimum of two weeks prior to the date needed. Staff are not required to write the letter of recommendation but if they agree to do so, they will be expected to furnish the letter to the appropriate party within two weeks.

Day-to-Day School Operations and Procedures

Elementary & Middle School Attendance

Daily attendance is very important for children to make adequate progress in school. Being on time helps to maximize instruction. Attendance records, including absences and tardies, become a part of each scholar's permanent school file. Parents/guardians are asked to send to the school a written note **within 48 hours** of an absence that states the date and the reason for the absence. Excuse notes will not be accepted after 48 hours. Parents should complete an absence excuse form [for each absence] found on our website. Per North Carolina State Board of Education guidelines, and the North Carolina Compulsory Attendance Law, absences must fall into one of the following categories to be considered excused:

1. Illness or injury
2. Quarantine
3. Death in the immediate family
4. Medical or dental appointments
5. Court or administrative proceedings
6. Religious holidays or observances
7. Valid educational opportunity with approval prior to the absence (up to 5 school days)

Absences that have been documented but not within the above categories may be considered unexcused.

Undocumented / Unexcused Attendance Policy

After 3 accumulated undocumented unexcused absences, teachers will contact parents for the reason as to why their scholars are absent and to request written documentation explaining the absences. If no documentation is received, then the absences are considered unexcused.

After 6 accumulated unexcused absences, teachers will notify parents of the unexcused absences in writing. If written documentation for the absences is not received and approved, then the parents/guardians will be required to meet with the school-based Attendance Committee.

After 10 accumulated unexcused absences, teachers will notify parents, administrators, and the school-based Attendance Committee of the unexcused absences in writing. If written documentation for the absences is not class received and approved, the principal will notify the district attorney and the director of social services of the county where the child resides. Any parent, guardian, or other person who violates the Compulsory Attendance Law may be guilty of a Class 1 misdemeanor (N.C.G.S. 115c-380).

Maximum Number of Absences

At the elementary and middle school level, any student with 20 or more absences (excused and unexcused) in one or more classes during a school year is subject to failure of the grade. If the presiding administrator determines that retention is necessary based on attendance, the parent/guardian and student will be notified in writing. The parent/guardian or student shall have ten (10) school days from the date of receipt of such notification to appeal to the principal's for final decision.

Educational Leave of Absence Policy

A planned absence that extends beyond five consecutive scheduled school days requires a formal application process in advance according to the Educational Leave of Absence Policy. The formal request must be made to the Principal or his/her designee 30 days prior to leaving and must include the dates, destination, and purpose of the trip, a description of the educational value, specific plans for enrichment, and arrangements that have been made for making up missed classroom work. **Planned absences that shorten the Academy year by coinciding with either the beginning or the end of the Academy's extended school year are not permitted.** Educational leaves of absence will only be approved for a limited number of days not to exceed five days.

Tardiness

Daily attendance will be taken. If a student is not with his or her class at this time, he or she will be considered tardy to school regardless of the time of entry into the building. Parents/guardians must sign their children into school if they are late. Parents/guardians may not accompany students to their classrooms. Accumulation of 5 unexcused tardies or 5 unexcused early dismissals will result in one unexcused absence.

Early Dismissals

Early dismissals may be requested for funerals, medical appointments, and court appearances. Tardies and early dismissals are combined under the tardies column in PowerSchool. Early dismissals are strongly discouraged. If a student has a need for a standing early dismissal, (e.g., weekly medical or therapy appointment), the parent must submit a written request to the Principal. These requests will be handled on a case-by-case basis. Children must be picked up before 2:30 p.m. to prevent interference with the carpool.

Safety Related to Dismissal

No child is ever dismissed from school without the parent/guardian present. Verbal dismissals (by phone) and emails are not permitted.

High School Attendance

In grades 9-12, students who have more than thirteen (13) absences in a course during each semester term may not receive credit for that course. Any student whose academic standing is adversely affected by the attendance policy has the right to appeal.

1. It is the responsibility of the student to gather and complete all assignments and classwork missed during their absence. All classwork missed due to absences may be made up within three days of returning to school.
2. Any time a student arrives late to class or leaves class early it will be coded as tardy. Four tardies (unexcused late arrivals to class or early checkouts) = 1 absence. A student must be present a minimum of $\frac{1}{2}$ the period to be considered in attendance for that class.


3. Students missing 13 days or more may receive an FF for the course and will not receive credit for the course regardless of the final grade.
4. Students missing more than 13 days cannot participate in sports.
5. Upon return to school, the parent/guardian should complete the absence excuse form found on the Socrates Academy website. Notes will not be accepted at the end of the semester during the absence appeals process. Notes will be reviewed by administration and attendance codes will be changed according to North Carolina attendance law.

Bell Schedule

Grade Levels	Staff Arrival	AM Carpool	School Day	PM Carpool
Elementary (K-5)	8:00 am	8:05 to 8:23 am	8:25 am to 3:45 pm	3:45 pm
Middle (6-8)	7:25 am	7:30 to 7:48 am	7:50 am to 3:10 pm	3:10 pm
High School (9-12)	7:25 am	7:30 to 7:48 am	7:50 am to 2:40pm	2:40 pm

HIGH SCHOOL SCHEDULE

Homeroom	7:40 - 7:50
1st Period	7:50 - 9:20
2nd Period	9:25 - 10:55
Lunch	11:00 - 11:30
3rd Period	11:35 - 1:05
4th Period	1:10 - 2:40
Dismissal	2:40



MIDDLE SCHOOL SCHEDULE

Homeroom	7:40-7:50
WIN	7:50-8:12
1st Period	8:15-9:05
2nd Period	9:08-9:58
3rd Period	10:01-10:51
4th Period	10:54-11:44
Lunch & PA	11:45-12:30
<i>6th & 7th Lunch > PA</i>	
<i>8th PA > Lunch</i>	
5th Period	12:33-1:23
6th Period	1:26-2:16
7th Period	2:19-3:09
Dismissal	3:10



Classroom Interruptions

Every minute of instructional time is valuable at Socrates Academy so we do not allow class time to be interrupted for any reason. If you need to speak to your child's teacher you must make an appointment ahead of time. No visitors will be given access to any classroom unless the visitor has made prior arrangements for their visit.

Tardy/Early Dismissal Procedures

Late Arrival to School

Students are expected to arrive at school on time. Students are considered tardy if they are not in their classroom by the beginning of homeroom. Tardiness is only excused for medical and dental appointments or to comply with court-ordered attendance at a legal proceeding. In all such instances, for the tardy to be excused proper documentation is required within 48 hours. **Students tardy due to illness will only be excused with parent communication** – in writing via email to gkastanas@socratesacademy.us

Early Dismissal from School

Early dismissals are only excused for medical and dental appointments or to comply with court-ordered attendance at a legal proceeding. Early dismissals for athletics are considered excused. Please remember, teachers are still instructing in the classrooms until the end of the school and early dismissals interrupt instruction.

Early dismissals are classified in PowerSchool as tardies in the same way that a late arrival to school appears. Early dismissals are only excused for medical and dental appointments or to comply with court-ordered attendance at a legal proceeding. In all such instances, for the early dismissal to be excused, proper documentation from the doctor/dentist's office is required within 48 hours. Early dismissals due to illness will only be excused with parent communication – in writing via email to gkastanas@socratesacademy.us.

We encourage parents to make appointments for their child outside of school hours; however, if you must pick your child up from school early please notify the teacher in advance. Parents must sign students out in the main office. Students will only be released from school to authorized drivers for the student. Those NOT listed as an authorized adult on the list can only pick up a student if the school has received a written and signed note from the parent/guardian giving permission for that person to pick up the student. **Proof of identity is required in order to pick up a student.**

High School students who drive themselves to school must bring a note signed by the parent, including a contact number for the parent, to the office before school begins to be released for appointments during the school day. A dismissal slip will be issued to the student after the parent has been contacted and the early dismissal has been verified.

The latest time a child may be picked up for early dismissal is 3:00 pm.

Partial Attendance for Extracurricular, Athletic, and Special Event Participation

Students must be counted as present for the day in order to participate in any school-sponsored activity/event including extracurricular, music performance, athletic, or special event activities.

Grades K-5 – Arrive before 12:30 p.m. or leave for early dismissal after 12:30 p.m.

Grades 6-12- Arrive before 12:00 p.m or leave for early dismissal after 12:00 pm

Make-Up Work for Absences

Students are responsible for, and they are permitted to, make up all work missed during absences. All work must be made up according to the course syllabus unless the teacher or an administrator determines that extenuating circumstances might support an extension of time. In grades 6-12, **the student is responsible for finding out which assignments, quizzes, and exams were missed and completing them within the specified time period.** The teachers will work with the student in this process and provide the student with make-up assignments or exams as needed. Detailed information about makeup work can be found in each course syllabus and should be referenced in the event of an absence. Students who are absent due to a suspension from school will be provided an opportunity to complete work and take any examinations missed.

Middle School and High School students are given 3 days to make up work from when they were absent.

School Hours

Grades K-5

Drop off: 8:05 - 8:23 a.m.

School hours: 8:25- 3:45 p.m.

Grades 6-8

Drop off: 7:30 - 7:48 a.m.

School hours: 7:50 a.m. - 3:10 p.m.

Grades 9-11

Drop off: 7:30- 7:48 a.m.

School hours: 7:50- 2:40 p.m.

Before School Care

Before school care will be available from 7:15-8:05 a.m. every morning. Any students in grades K-8 dropped off before the morning carpool time begins will be required to go to Before School Care.

Before Care will be run by the same provider as our After Care. Students must be registered before attending Before Care. The cost of Before Care is \$240.00/month if purchased in advance. If Before Care has not been paid for by the 1st of the month, parents will be charged the day rate of \$5/day when dropped off.

After School Care

After School Care is available for students in grades K-8 between the hours of 3:15 p.m. and 6:00 p.m.. Families electing to participate in the After-School Care program will be expected to follow all policies and procedures as provided by ASEP. Any questions or concerns can be directed to asep@socratesacademy.us.

High school students need to leave campus by 2:35 pm unless they have an extracurricular activity under the supervision of a staff member.

Learn more regarding Before and After School Care [HERE](#)

Arrival and Dismissal

Arrival Procedures

Car Riders

Students may not be dropped off before their designated drop-off time unless they are going to Before School Care or scheduled tutoring. Please make sure that your child enters the school safely and that he or she is supervised as he/she is crossing streets, parking lots, etc. **All car riders must be dropped off in the carpool line. Students may not be dropped off in parking lots or on side streets.**

Walkers

Students may only be considered “walkers” if they live within a one-mile radius of the school. Parents of students that walk from nearby neighborhoods are responsible for the safety of their children until they arrive on campus. If a parent would like their child added to the walker list, you can fill out the form on ParentSquare.

Dismissal Procedures

Walkers

To be a walker you must live within 1 mile of Socrates Academy and fill out a walker request form on ParentSquare. A staff member will send you a Walker Approval.

All K-5 walkers must be picked up by an authorized adult. If a student is being picked up by someone who is not on the student’s authorized list, the parent must authorize the pickup in writing by sending an email to the office. K-5 Walker Pickup is located outside of the Kindergarten Hallway on Weddington Rd. Students in grades 6-10 are permitted to walk home alone at dismissal time. Walkers are not permitted to be dismissed for ‘early dismissal’ and walk home.

Grades 6+ CarRiders

Morning Carpool begins at 7:30 am and ends at 7:48 am. Students who are not in their homeroom by 7:50 am will be marked tardy.

Afternoon Carpool begins at 3:10 pm and parents are expected to be in line at that time. Scholars will be dismissed to the front of the middle school building for pickup. Scholars not picked up by the time the line has cleared will be considered a late pickup and sent to Emergency AfterSchool Care for a late charge of \$1.00 per minute.

K-5th Grade Car Riders

Morning Carpool begins at 8:05 am and ends at 8:23 am. Students who are not in their homeroom by 8:25 am will be marked tardy.

Afternoon Carpool begins at 3:45 pm and parents are expected to be in line at that time. Scholars will be dismissed by their car tag number. Scholars not picked up by the time the line has cleared will be considered a late pickup and sent to Emergency AfterSchool Care for a late charge of \$1.00 per minute.

Car Line Procedures

Families dropping off and picking up scholars are asked to adhere to the following:

- No cell phone use during carpool.
- Pay attention to and follow the directions of carpool staff
- Display courteous and respectful behavior towards our carpool staff

Lot Definitions:

Upper Lot: First campus entrance on Weddington Rd. when coming from the direction of McKee Rd. (second if coming from Chestnut Ln). Turn into the lot and loop around the middle school building to the front.

Lower Lot: Second campus entrance on Weddington Rd. when coming from the direction of McKee Rd (First if coming from Chestnut Ln). Enter the lot and circle around the high school building and zipper merge to continue through the lower lot.

High School and Middle School Procedures

- High School and Middle School Parents should enter the upper driveway (Upper Lot)(Near the Middle School) off Weddington Road according to their assigned schedule. Upon entering, parents will follow the drive around the Middle School Building in two (2) lines. Once parents reach the entry from Simfield Church Road, they will continue South across the site towards the gymnasium and turn left to go behind the gym/modular buildings, circling around to the front of the gymnasium. Once they reach the corner of the gym, vehicles will zipper merge into a single line as directed by school personnel and proceed through the circular drive at the front of the elementary school where they will be directed by school staff to stop and drop off students.
- Parents will then be directed down the drive past the Elementary School where they will exit onto Weddington Road (Lower Lot)(Right Turn Only).
- School officials will supervise loading to ensure the students safety and help make this loading process perform as quick as possible.
- If a student needs extended time to load or the student is to be picked up early, then the parents are encouraged to use the short term visitor parking spaces.
- Drivers CANNOT enter from Simfield Road

Elementary Procedures

- Elementary School Parents should enter the lower lot from Weddington Road and proceed down the drive (forming 2 lines) and around the gymnasium.
- When directed to proceed, parents will zipper merge into a single line and proceed through the drive at the Elementary Bldg. entrance where school personnel will direct them to stop and drop off students.
- Once the student has safely left the drop off area, school staff will direct parents to exit the campus at the same entry point onto Weddington Road (Right Turn Only).
- Drivers CANNOT enter from Simfield Road

Student Drivers

High School

Students are permitted to drive to/from campus in their junior and senior years. Driving to school and parking on school property are privileges. All student vehicles parking on school property must be registered with the school office and park in designated parking for students. All fees must be paid PRIOR to receiving a parking

pass. Information on purchasing a parking pass will be communicated during the summer. Parking violations will result in detention, suspension, and/or the loss of driving privileges for an amount of time deemed appropriate by the school administration. All vehicles parked on school property are subject to search by the administration. Speeding and reckless operation of a motor vehicle are prohibited and will result in disciplinary action and the loss of driving privileges for an amount of time deemed appropriate by the administration. Students are not permitted to loiter in or go to their car without permission from a school official. Students that leave campus during the day will not be permitted back into the parking lot. A \$25 annual fee is required to register a car for parking on school property. Students that park at school without purchasing a parking pass will be subject to disciplinary consequences.

Third-Party Transportation Providers (Uber/Lyft)

Consistent with Socrates Academy's carpool procedures, any person picking up a student in the carpool line must provide Socrates Academy with the physical carpool tag listing the student's carpool number. If the carpool tag is not physically with the driver, they must park and walk into the office to request a pick-up of the child and provide the office with their State or Federally issued ID. If the adult picking up is not listed as a parent or guardian on the child's records nor as an emergency contact, the child will not be released until the front office staff has been able to reach the parent by phone to confirm the pick-up.

Socrates Academy does not condone students leaving campus in third-party car services (outside of child aftercare providers) and, specifically, ridesharing services whose own policies explicitly prohibit minors from using them such as Uber and Lyft. Socrates Academy will not allow any student to be picked up from school in a third-party car service, such as Uber or Lyft, and will turn away such ride-sharing services from the school.

School Communication

Socrates Academy is committed to communicating with its school community on a regular basis. Parents can expect the following communication plan to be followed throughout the school year.

- All parent communication will come through Parent Square and PowerSchool (student schedules, grades, and attendance).
- All messages/emails sent to staff that require a response will be returned within 48 business hours. Phone calls will be returned within 48 business hours. If a parent has an urgent or time-sensitive matter to discuss with a teacher or administrator, it is recommended that they call the front office and leave a message. Our teachers and administrators are not consistently on their email during the instructional day as teachers are expected to be teaching, not on their email while students are in class.
- The school does not communicate through Facebook, or any other social media sites, regarding personal matters, questions, or concerns. All school-related questions must be asked in person, over the phone, message in ParentSquare, or in an email.
- ParentSquare is the school's main source of information. Please refer to ParentSquare first with any questions regarding policies, procedures, or dates of school functions.
- Schoolwide email newsletters will go to ALL parents via ParentSquare approximately once a week on Sundays.
- Elementary teachers post a weekly newsletter. Middle school teams post a monthly newsletter. High school teachers communicate via ParentSquare posts as needed. It is critical that you engage with communication so that you can stay current with information.

- Student communication will come through Google Classroom for grades 3-12. Socrates Academy encourages students to handle any questions or issues directly with their teacher either in person or via messaging in Google Classroom. Parents are expected to encourage their student to take personal responsibility for their learning.
- Parents should ONLY communicate with members of the school staff through their school email address, via Parent Square, over the phone, or in person. School staff members are not permitted to communicate directly with parents through direct text messaging. We ask that all parents please respect the staff by not communicating late in the evenings or on the weekends. A healthy work/life balance is as important for the Socrates Academy staff as it is for our Socrates Academy families.

PowerSchool Access

Powerschool is North Carolina's required student-information system, storing student data and providing real-time access to grades, attendance, progress reports, and report cards via the Powerschool Parent Portal. Parents are responsible for regularly logging in to monitor their scholar's progress, offering support, and accessing electronic reports. Printed copies can be easily obtained by clicking the printer icon in the Parent Portal.

POWERSCHOOL ACCESS

Log-in information will be provided at the start of the year; parents/guardians should remember their username and password for Powerschool. For forgotten credentials, use the "Having trouble signing in?" link on the Powerschool parent portal page at <https://socratesacademy.powerschool.com/public>. Allow several hours for a password reset email; contact gkastanas@socratesacademy.us if needed, allowing 24 hours for manual resets.

School Uniform Policy

Students are required to follow the Uniform Policy as in the table below unless specified by an administrator. The entire uniform code can be found [here](#).

Grade Level Specific Uniform Chart

Grade Level	Monday – Thursday		Fridays Only*
Grades K-5	Tops	<ul style="list-style-type: none"> ● Hunter Green or White uniform tops. ● Tops must have collars (turtlenecks are permitted) and short or long sleeves (no sleeveless), and must bear the Socrates Academy logo. Tops should be tucked in at all times. 	<p>School spirit shirt/sweatshirt with any pants, skirt, or shorts that are at least finger tip length and have a minimum of a 5” inseam</p> <p>The shirt/sweatshirt cannot be longer than the bottoms.</p>
	Bottoms	<ul style="list-style-type: none"> ● Solid Khaki uniform bottoms should be worn by scholars. Acceptable pieces include: <ul style="list-style-type: none"> ○ Long pants, shorts, tailored non-baggy cargo style pants and shorts; shorts, ● Sweatpants and leggings are NOT permitted. ● NO denim, Jean style, or laced (strings) uniform bottoms are permitted. ● Bottoms should be at least finger tip length and have a minimum of a 5” inseam. The shirt cannot be longer than bottoms. 	
	Dresses	<ul style="list-style-type: none"> ● Acceptable pieces include <ul style="list-style-type: none"> ○ Skirts, skorts, and jumpers (jumpers must have the Socrates logo on them). 	
	Jackets/ Outerwear	<p>Sweaters and Jackets worn in the classroom must bear a Socrates logo. All sweaters and jackets must be worn over an approved uniform shirt. The following are approved sweaters and jackets to be worn in the classroom:</p> <ul style="list-style-type: none"> ● Knit sweaters and vests in Hunter Green or White. ● Hunter Green fleece sweaters with the Socrates Academy logo are permitted but must be a vest, v-neck, or crew styling and can have a zipper. ● Jackets are allowed that are fleece and/or sweatshirt material in Hunter Green or White with the Socrates logo. Hooded jackets and sweatshirts are permitted, but must have a full zipper. ● Sweaters/Jackets not bearing the Socrates Academy logo may not be worn in the classroom. ● Socrates Academy Sweatshirt 	
	Shoes	<ul style="list-style-type: none"> ● Shoes must be closed-toe and closed-back. ● Solid-colored shoes and shoelaces in neutral colors. Acceptable neutral colors include all shades of the following: Black, White, Brown, Gray, Navy Blue, and 	

		<p>Tan. A simple stripe, brand logo, or design is permissible.</p> <ul style="list-style-type: none"> • Distracting elements such as lights, brightly colored shoelaces, charms or beads, and cartoon or pop-culture characters are NOT allowed. • Socks/tights must be worn at all times and the visible part must be a neutral color. Acceptable neutral colors include all shades of the following: Black, White, Brown, Gray, and Tan. • Sandals and Boots may NOT be worn. 	
	Headwear and accessories	<ul style="list-style-type: none"> • No hats or headbands with items protruding from the head • No accessories, including masks with slogans or symbols that disrupts the educational process, including political messages. • Belts are not mandatory, however, neutral-colored belts may be worn. • Jewelry and hair accessories should be modest. If these items become a distraction in class, they may be asked to be removed at the Teacher's or Administrator's discretion. 	
	PE Uniform	<ul style="list-style-type: none"> • PE uniform purchased through the school. • PE uniform can be worn on the day of PE. 	
Grades 6-8	Tops	<ul style="list-style-type: none"> • Light Blue, Hunter Green, or White uniform tops. • Tops must have collars (turtlenecks are permitted) and short or long sleeves (no sleeveless), and must bear the Socrates Academy logo. Tops should be tucked in at all times. 	<p>School spirit shirt/sweatshirt with any pants, skirt, or shorts that are at least finger tip length and have a minimum of a 5" inseam</p> <p>The shirt/sweatshirt cannot be longer than the bottoms.</p>
	Bottoms	<ul style="list-style-type: none"> • Solid Khaki or Navy uniform bottoms should be worn by scholars. Acceptable pieces include: <ul style="list-style-type: none"> ○ Long pants, shorts, tailored non-baggy cargo style pants and shorts; shorts, • Sweatpants and leggings are NOT permitted. • NO denim, Jean style, or laced (strings) uniform bottoms are permitted. • Bottoms should be at least finger tip length and have a minimum of a 5" inseam. The shirt cannot be longer than bottoms. 	
	Jackets/Outerwear	<p>Sweaters and Jackets worn in the classroom must bear a Socrates logo. All sweaters and jackets must be worn over an approved uniform shirt. The following are approved sweaters and jackets to be worn in the classroom:</p> <ul style="list-style-type: none"> • Knit sweaters and vests in Hunter Green or White. • Hunter Green fleece sweaters with the Socrates Academy logo are permitted but must be vest, v-neck or crew styling and can have a zipper. 	

		<ul style="list-style-type: none"> Jackets are allowed that are fleece and/or sweatshirt material in Hunter Green or White with the Socrates logo. Hooded jackets and sweatshirts are permitted, but must have a full zipper. Sweaters/Jackets not bearing the Socrates Academy logo may not be worn in the classroom. Socrates Academy Sweatshirt 	
	Shoes	<ul style="list-style-type: none"> Shoes must be closed-toe and closed-back. Solid-colored shoes and shoelaces in neutral colors. Acceptable neutral colors include all shades of the following: Black, White, Brown, Gray, Navy Blue, and Tan. A simple stripe, brand logo, or design is permissible. Distracting elements such as lights, brightly colored shoelaces, charms or beads, and cartoon or pop-culture characters are NOT allowed. Socks/tights should be mostly solid-colored when worn. Acceptable colors are: Hunter Green, Navy Blue, Light Blue, and the following neutral colors in all shades of Black, White, Brown, Gray, and Tan. Sandals and Boots may NOT be worn. 	
	Headwear and accessories	<ul style="list-style-type: none"> No hats toboggans, beanies, bandanas, or headbands with items protruding from the head No headphones in the ears during the school day No accessories, including masks with slogans or symbols that disrupts the educational process, including political messages. 	
	PE Uniform	<ul style="list-style-type: none"> PE uniform purchased through the school. Scholars will change into PE uniforms at the beginning of PE. 	
Grades 9-12	Tops	<ul style="list-style-type: none"> Collared Shirt with Logo (white, dark blue, colors from MS and Elementary) 	<p>School spirit shirt/sweatshirt with any pants, skirt, or shorts that are at least finger tip length and have a minimum of a 5" inseam.</p> <p>The shirt/sweatshirt cannot be longer than the bottoms.</p>
	Bottoms	<ul style="list-style-type: none"> Black or khaki pants, shorts, or skirt. No leggings SA PE sweatpants are permissible (these are the ones purchased through the SA PE department) Bottoms should be at least finger tip length and have a minimum of a 5" inseam. The shirt cannot be longer than bottoms. 	
	Jackets/Outerwear	<ul style="list-style-type: none"> Sweaters and Jackets worn in the classroom must bear a Socrates logo. All sweaters and jackets must be worn over an approved uniform shirt. 	
	Shoes	<ul style="list-style-type: none"> Shoes must be closed-toe and closed back. Solid-colored shoes and shoelaces in neutral colors. Acceptable neutral colors include all shades of the 	

		<p>following: Black, White, Brown, Gray, Navy Blue, and Tan. A simple stripe, brand logo, or design is permissible.</p> <ul style="list-style-type: none"> • Distracting elements such as lights, brightly colored shoelaces, charms or beads, and cartoon or pop-culture characters are NOT allowed. • Socks/tights should be mostly solid-colored when worn. Acceptable colors are: Hunter Green, Navy Blue, Light Blue, and the following neutral colors in all shades of: Black, White, Brown, Gray, and Tan. 	
	Headwear and accessories	<ul style="list-style-type: none"> • No hats toboggans, beanies, bandanas, or headbands with items protruding from the head • No headphones in the ears during the school day • No accessories, including masks with slogans or symbols that disrupts the educational process, including political messages. 	
	PE Uniform	<ul style="list-style-type: none"> • PE uniform purchased through the school. • Scholars will change into PE uniforms at the beginning of PE. • Scholars will change into PE uniform at the beginning of PE. 	

Consequences for Violating the Uniform and Dress Code Policies

Failure to comply with the school’s uniform policy and/or dress code are violation of the Student Code of Conduct. Please see the Student Code of Conduct section in the handbook for the full list of consequences; however, the following are specific to violations of the dress code only:

- First Violation: Student will receive a warning and parents notified of violation
- Second Violation: Any student out of uniform/dress code will be sent to the office to contact a parent/guardian to bring in appropriate clothing. The student will not be allowed to return to class until he/she is in uniform/dress code.
- Third Violation: Upon the second uniform violation, the student will receive a write-up for not following school rules. Please see the Student Code of Conduct for the consequences of receiving write-ups.
- Should a student continue to violate the dress code policy, more severe consequences will be imposed, as per the Student Code of Conduct.

Dress Code for Non-Uniform Days & Special Events

The purpose of the dress code is to clearly identify appropriate attire for all of our students when attending **any school-related event (athletic events are the exception) or on a non-uniform day**. In keeping with our school mission, the board and administration of the school believe attire should be modest, not offensive to others, and not disruptive to the learning environment while on school property or out at a Socrates Academy event or field trip. We believe it is important for all of our students to learn the importance of presenting themselves well and that they should begin learning those habits while at school. Students must exert a certain amount of judgment in their choice of clothing to wear to a school event.

Some examples of attire that cannot be worn:

- Mesh shirts

- Attire with a slogan or symbol that disrupts the educational process
- Hats, beanies, toboggans, bandanas, or headbands with items that protrude from head (unless for religious reasons, and with admin permission)
- Clothing that exposes bare midriffs or backs, or plunging necklines
- Clothing that displays any suggestive or objectionable material.
- Clothing advocating drug, alcohol, or tobacco use
- Clothing with inappropriate or suggestive language and/or pictures
- Clothing that defames, degrades, or is offensive to a gender, race, color, religious group, sexual orientation, national origin, ancestry, age, a physical or mental impairment or culture.
- Leggings or yoga pants unless they are under a skirt
- Tank tops with straps that are less than 1" wide or that don't cover all undergarments.
- Clothing that exposes bare midriffs or bare backs
- Jeans and pants with holes
- Pants worn that are excessively sagging
- Pajamas and slippers
- Sheer or see-through clothing
- Clothing that allows undergarments to be visible
- Halter tops and strapless tops
- Pants with writing across the backside
- Facial piercings (beyond earrings and nose studs)

This list is not all-inclusive and is subject to change at the Administration's discretion. Failure to comply with the school's uniform policy and/or dress code are violations of the Student Code of Conduct.

Middle School & High School Special Event Attire Guidelines

Socrates Academy recognizes the need for guidelines as it pertains to attire for special events such as school dances or Honor Society Inductions. Students must adhere to the following guidelines:

- 2 Straps are required on dresses – no requirement for the width of the strap.
- Excessive cleavage is not allowed.
- Dresses must not have a slit that comes higher than the knee.
- Dress length must be at minimum natural fingertip length - both in the front and the back.
- No bare-skin midriffs permitted.
- Pants should be sized appropriately and should not sag below the hips.
- Shirts must remain buttoned up to the second button from the collar at all times.

If students have questions regarding the attire they would like to wear for an upcoming event, they may bring a photo of the front and the back of the outfit to their grade-level Assistant Principal for approval prior to purchasing their prom dresses, suits, or sports coats.

Lunch and Snack Guidelines

Students will have time for a snack once a day. Please pack one snack, a lunch, and a reusable water bottle every day. Please make sure you label your child's water bottle and lunch box with their name. We encourage

students to pack fruits or vegetables for their snack. Please pack a healthy lunch for your child, including a drink separate from their water bottle.

The following items are not allowed for a snack or for lunch:

- **Gum**
- **Candy**
- **Soda**

Food for School Events

School Events

When bringing food for school events, all food must be purchased at the store.

Classroom Events

Consideration for any additional classroom allergies must be given if outside food is to be used or eaten in the classroom by the whole class.

Student Celebrations

Please do not send in snacks or desserts for your child's birthday.

Graffiti Rock

The Graffiti Rock may be used to display messages that are in good taste (birthday announcements, congratulations, etc.).

- Reservations are required
- Cost is \$25 for one day (5pm-5pm) (Maximum 48 hours)
- No refunds will be given
- You may paint the rock starting at 5pm the day before your reservation, so it will be ready for the morning carpool line of your reserved day. For example, if your scholar's birthday is April 15th, reserve April 15th. You may begin painting the rock on April 14th at 5pm in order for it to be ready for the morning carpool on the reserved date.
- No advertising
- No political messages
- Paint must be kept away from building and sidewalks
- Bring your own water (i.e., gallon jug) for clean-up
- Do not dispose of any paint products or tools at the school
- Administration reserves the right to remove/cover any messages deemed inappropriate for the school campus.
- To schedule the Graffiti Rock, contact gkastanas@socratesacademy.us

Student Event and Field Trip Fees/Payments

Throughout the year, the school holds several sponsored events as well as field trips. Parents will be required to RSVP by the designated date for their child to be able to attend. In addition, payment for the field trip must be made by the deadline. If a parent RSVP's that their child will be attending the trip, they will be liable for the full cost of the trip. There are no refunds and full payment will be expected by the payment deadline as the school is expected to pay for tickets well in advance of field trips and is unable to get a refund. Field trip/Overnight Trip fees must be paid by the deadline and the permission slip must be signed for the student to be able to attend the trip. There will be no exceptions to this. All payments are done through ParentSquare. Cash payments can be made in the front office prior to the deadline if needed.

Financial Assistance

If there is a financial hardship in the family, the parent/guardian should contact the finance office to request a financial assistance application. The Finance Director will communicate directly with the parent/guardian regarding financial assistance that can be provided for each event, fee, or trip. Requests for financial assistance must be received at least two weeks prior to the payment deadline to allow for adequate planning. Any partial payment that is required for those with financial assistance will still be due by the payment deadline.

School Event Eligibility

Students may not attend a school-sponsored event (clubs, field trips, overnight trips, dances, athletic games etc.) if they have any outstanding fees due – including but not limited to technology, device repairs, club dues, athletic fees, etc. Seniors will not be eligible to walk at graduation unless all fees have been paid.

Field Trips and Overnight Trips

Field trips at Socrates Academy enhance learning and community-building. They are a privilege subject to eligibility requirements. Students must stay with the group for the entire trip, except in emergencies or for disciplinary reasons. Additional children not in the designated class or course cannot be accommodated due to chaperone responsibilities. Participating students may be subject to searches if there's reasonable suspicion of policy or law violations, with possible involvement of local law enforcement. Serious disciplinary actions may result in loss of future field trip opportunities within the school year.

All final decisions regarding student participation on overnight trips are at the discretion of the administrative team.

Overnight Trip Parent and Student Expectations

Overnight trips are optional for all students. Students not in good academic and behavioral standing will not be able to attend trips as they are offered. Deposits and payments made towards trips are nonrefundable as vendors are paid well in advance of trips and will not refund the money to the school. Student accommodations will be made on trips per the student's IEP or 504 Plan, but special accommodations for dietary requests, rooming preferences, and parent or student desires will not be honored.

Personal Items

Socrates Academy will not accept responsibility for the personal items of students. We expect students to leave belongings that are not necessary for their education at home. Any personal items that staff members judge to be unsafe, inappropriate for school, or interfering with students' educational focus will be confiscated and held in the office or remain in the possession of a staff member until the parents retrieve them. Such items may be subject to search. The school shall not be responsible for any items lost or damaged while in its possession.

Middle School Lockers

Students will have the opportunity to apply to use a locker during different times of the year. Information about lockers will come out during the school year. All items stored in lockers on the school campus are subject to search at any time.

Destruction of School Property

A student shall not intentionally cause or attempt to cause substantial damage, as determined by school officials, to school property or steal or attempt to steal school property either on school grounds or during a school activity, function, or event off of school grounds. Damage or theft involving school property will result in disciplinary action up to and including exclusion from school. The parents or guardians will be asked to pay for the property that the student has damaged or destroyed. Students who have outstanding fines may be prohibited from all non-required activities (i.e. athletics, dances, parking, field trips, etc.)

Student Deliveries

To protect the integrity of the classroom environment, we do not accept the delivery of flowers, food, or gifts for students in the main office. Parents who deliver items for students (lunches, athletic equipment, etc.) should be aware that we do not deliver items to students (with the exception of elementary students), they may pick up items in the office at lunch and after school. **Every effort should be made to refrain from dropping off forgotten items.** Only lunches, athletic uniforms on game days, and eyeglasses will be accepted in the front office. We believe in encouraging student responsibility and would ask parents not to come back to the school with forgotten items.

Inclement Weather Procedures

The Board of Directors in collaboration with the Principal will make all decisions regarding school delays or closures due to inclement weather and does not necessarily follow the local school district. School cancellation or a delayed opening will be communicated through an email to all parents and staff, via text through Parent Square, and social media sites. The information will also be posted on our website.

Additionally, the Principal has the ability to call for an early dismissal if there are concerns about the road conditions or the safety of the children. Parents should ensure that their emergency contact information is updated for communication regarding inclement weather delays.

Emergency Data

Every family must provide Emergency Contact Information to the school. Please communicate any changes to the information throughout the year by emailing gkastanas@socratesacademy.us.

Visitors

All visitors must sign in at the front office. All visitors are required to wear a visitor tag while on campus. Once a visitor has checked in, they will then be escorted to their destination. All visitors must abide by the policies set forth in this handbook at all times.

Volunteers

Parents are encouraged to be an active part of our school community. Socrates Academy will match interested parents with needs both within the building and at home. We understand that work schedules and community commitments may prevent some parents from being available during school hours, so it is our intention to work out jobs and schedules that are mutually beneficial.

Socrates Academy's Volunteer Commitment

North Carolina charter schools receive state and federal funding for each student; however, total funding for charters is still significantly less than public school funding. However, state educational funding across North Carolina has declined year over year since 2009, and total funding for charters is still significantly less than for public schools.

In order for Socrates Academy to continue to provide an exceptional educational experience for all of our scholars, we must seek creative ways to bridge that gap. Volunteering makes a huge difference in this area while increasing family engagement in the school and strengthening the Socrates community. This is why the volunteer requirement is included in the enrolment paperwork for all Socrates scholars.

What constitutes a Socrates Academy volunteer hour?

A volunteer hour is an hour spent at the request of the school (Leadership Team, teachers, BOD, Foundation, PFI) engaged in an activity in support of the school mission. Examples include:

- Participating in Committee work
- Joining a Socrates Volunteer Team or Group
- Serving on the Board of Directors, Foundation or PFI
- Attending Town Hall meetings
- Weekend Workdays
- Planning, setting up, and/or breaking down for meetings/events
- Work for school at home (worksheet cut-outs, scholastic flyers, etc.)
- Working a special event
- Fulfilling duties for committees

What does not constitute a Socrates Academy volunteer hour?

- Eating lunch with your scholar
- Attending parent/teacher conferences
- Attending as an observer at BOD, Leadership Team, PFI, or other meetings or events

Volunteers are asked to give special attention to the following procedures:

- The Leadership Team is responsible for the overall supervision of volunteers.
- For security reasons, the office/school staff needs to know who is in the building at all times. All Volunteers must sign in and out of the office using the computer check-in system – there are no exceptions. Volunteers are required to wear name tags any time they plan to be on campus.
- Socrates Academy is a non-smoking facility. Smoking is not permitted in any of the Schools' facilities or campuses.
- Any volunteer who is injured while on school property shall report to a member of the Leadership Team immediately, so that an incident report may be filed.
- Please ask and observe the school and classroom rules and regulations at all times.
- Please be respectful and protect our learning environment

Siblings:

- Siblings may not attend parent volunteer sessions when held during the school day.
- Students may not be pulled from class during instruction to have lunch with a sibling unless their lunch schedule is the same.

Can other family members, (Grandparents, Aunt, or Uncles) volunteer?

We love to see the whole family involved with the school! Additional family members are welcome to volunteer their time and talents with us. We are appreciative of each and every hour they volunteer.

How will my hours be tracked?

If you are coming to school to volunteer you will need to check in as a volunteer in the main office. Volunteer hours are logged through ParentSquare.

How can I be expected to volunteer if I work full-time?

Socrates Academy has many opportunities for volunteer hours that fall outside the normal school/work day. Special events that fall on weekends, committees that meet one evening a month, and work that can be completed at home are just a few examples. To learn more about ways to volunteer, visit our website.

Parent-Faculty Involvement Association (PFI)

Socrates Academy employs the help of a volunteer network of the families in our school and active community members. The organization is composed of an executive board and its members, mainly the parents of Socrates Academy students.

The Socrates Academy Parent-Faculty Involvement Association or PFI has been established to promote excellence in the education of our children by:

- Supporting the mission of Socrates Academy
- Fostering open communication between parents, faculty, and school leadership
- Working to enrich and improve academic and social programs and services at Socrates Academy
- Encouraging and coordinating parent involvement in appropriate aspects of Socrates Academy
- Plan and organize social activities on and off campus which provide small sources of funding to special projects around campus

The Socrates Academy Parent-Faculty Involvement Association or PFI is organized exclusively for charitable, scientific, literary or educational purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code or corresponding Section of any future Tax Code (hereinafter “Internal Revenue Code”)

The Executive Board of Officers of the PFI can be found on the Academy’s website.

Parent Concerns

Socrates Academy encourages the involvement of parents in their child’s education. If you have a concern regarding your child, please contact your child’s teacher first. As a parent, you may request a conference with the teacher at any time. Please make these arrangements directly with your child’s teacher. If you feel that your concern has not been handled by the appropriate teacher, then you can contact your child’s Assistant Principal.

Resolution of Student Issues

If a parent wishes to meet to resolve a classroom/student issue, we require them to contact the following in this order:

1. Student’s Classroom Teacher
2. Assistant Principal
3. Principal

Custody Arrangements

If there is a legal arrangement of custody concerning your child, there must be a copy of that **court document** on file at the Academy. A note saying that an individual is not able to have contact with your child is not sufficient. The Academy is required, by law, to have our own copy of court orders and custody arrangements for reference. The same rules apply to all Protection From Abuse orders. Otherwise, both legal guardians will receive school communication.

Who to Contact

PowerSchool Access	Georgia Kastanas gkastanas@socratesacademy.us
Educational Expenses	Lena Bakis lbakis@socratesacademy.us
Athletics	Coach Ashley Minda aminda@socratesacademy.us
Before & After School Care	Dr. Matthaios Stamoulis asep@socratesacademy.us
Volunteering	Janice Soucey jsoucey@socratesacademy.us
Attendance	Sabrina Howland (Elementary) showland@socratesacademy.us Taylor Britt (Middle) tbritt@socratesacademy.us Elizabeth Power (High) epower@socratesacademy.us
504 Plans	Sabrina Howland (Elementary) showland@socratesacademy.us Taylor Britt (Middle) tbritt@socratesacademy.us Elizabeth Power (High) mcarr@socratesacademy.us
Special Education	Shawana Ford sford@socratesacademy.us
Carpool Tags	Jerrica Rivas jrivas@socratesacademy.us
Parent Faculty Involvement	socratespfi@socratesacademy.us
Classroom Questions or Concerns	Scholar's Teacher

School Parent/Student Grievance Procedures

Our Grievance procedures can be found [here](#).

Technology Use at School

While at Socrates Academy, students will have access to a variety of technology. While we do not ask our families to provide or pay for their devices, we do ask that all students and parents sign and adhere to the Technology Acceptable Use Policy.

Video Monitoring

Socrates Academy recognizes that the use of video monitoring/surveillance systems is warranted to maintain campus security, increase student and employee safety, and assist with the enforcement of the school's policies and rules concerning student and employee conduct, safety, and security.

School buildings and grounds may be equipped with video monitoring devices, but such devices shall not be placed where there are reasonable expectations of personal privacy such as in locker rooms, changing rooms, nursing and health room areas, or bathrooms.

Use of Video Recordings

- Video recordings will only be utilized for official School business.
- A video recording of actions by students may be used by administrators or the Board as evidence in any disciplinary action brought against students arising out of the student's conduct on or about school property.
- The video surveillance recordings may not be used in connection with instructional observations of professional staff. This policy does not prohibit the administration from establishing other methods of videotaping lessons for the purpose of instructional observation.
- Video surveillance recordings of students, staff, and/or others may be reviewed for the purpose of determining adherence to school policy and rules.
- Such recordings may be used to detect or deter criminal offenses that occur in view of the camera(s) and may be shared with law enforcement officials.
- Video surveillance recordings will be released to others only in accordance with applicable state and/or federal law or regulation.

Headphone and Cell Phone Usage

Cell phones, headphones, and all other electronic devices must remain turned off and in backpacks throughout the School day (including before care, aftercare, and carpool) unless authorized by a staff member. Socrates Academy will not be responsible for lost, stolen, or broken items.

The possession of such electronic devices at school or during school events constitutes the consent to the search (either in the presence of the students possessing the device(s) or outside that student's presence) and confiscation of the device(s) by school personnel.

Parents of scholars, please do not call or text your child's cell phone as it is against school policy for students to use them during school hours.

Students who disregard the cell phone/headphone policy during the school day are subject to disciplinary actions, including but not limited to the following:

1st offense: The phone/headphones will be held in the office for the student to retrieve at the end of the school day.

2nd offense: The student will get a write-up and the parent will receive communication regarding the infraction. The phone/headphones can be picked up in the front office by a parent by 4PM.

3rd offense and on: Students will receive consequences as stated in the Student Code of Conduct.

Additional consequences for violations of this policy may be administered at the discretion of the administration.

If during state testing a student is found to be in possession of ANY electronic device, it will be reported to the Regional Accountability Office and the device will be held until their investigation is completed.

Student Technology Acceptable Use Policy

Purpose

Socrates Academy issues Chromebooks to students for school use, with middle school students allowed to take them home daily. Families must sign and return the Student Chromebook Policy before receiving their Chromebook. Students must use the computer responsibly by accessing only school-appropriate websites.

Student and Parent Responsibilities

I hereby acknowledge that I have signed and agree to abide by the Socrates Academy Computer and Technology Acceptable Use Policy for students, as outlined in the parent handbook. Additionally, I agree to adhere to the following guidelines for the use of technology equipment provided by Socrates Academy.

I understand:

- The equipment is the property of Socrates Academy.
- I must bring my device fully charged to school daily, as additional chargers may not be available.
- The equipment supports educational goals, and I agree to use it responsibly by following internet guidelines and avoiding downloads.
- Only authorized personnel can install software on the device.
- Damage caused by normal use is the school's responsibility; negligence or misuse may require payment for repairs.
- Violating the Acceptable Use Policy may lead to disciplinary action, including expulsion for serious offenses.
- Borrowing or using another student's laptop, adapters, or batteries is prohibited.

- Teachers and authorized staff may inspect my device and files.
- Internet use is at my own risk, and the school isn't liable for charges or damages.
- I must comply with all copyright laws for hardware and software.
- Computers must be treated carefully; I won't leave them in extreme temperatures, unattended, near food or drink, attempt repairs, or download unauthorized software.
-

Parents will be billed for damage to the device beyond minor issues. Students may face disciplinary consequences for negligent damage. Regardless of responsibility, parents are liable for restoring the device. Students must return the same device and accessories with serial numbers issued at the start of the year. Claims of another student's involvement do not exempt repair or replacement costs.

Cost per Repair (includes parts, labor and tax)

- Broken Screen: \$50
- Broken keyboard or keys missing: \$20
- Lost or missing charging cable: \$20
- Broken bottom/side outer casing: \$40

A replacement fee will be charged if the device is lost or stolen. The replacement cost for a lost or stolen device is \$210.

Outstanding fees must be paid before students can attend school events, field trips, overnight trips, including Graduation. Violations may result in:

- - Revocation or limitation of technology access
- - Temporary or permanent confiscation of student devices
- - Disciplinary action per the student handbook
- - Other legal sanctions or remedies

Internet Safety Policy

Internet Safety Policy for Socrates Academy

Policy Statement:

Socrates Academy is committed to providing a safe and secure online environment for all students, particularly minors, and ensuring their protection while using the internet and electronic communication platforms. This Internet Safety Policy addresses the following concerns: access to inappropriate content, safety and security when using electronic mail and chat rooms, prevention of unauthorized access and unlawful activities, protection of personal information, and measures to restrict access to harmful materials. By implementing this policy, Socrates Academy aims to promote responsible internet usage and safeguard the well-being of its students.

1. Access by minors to inappropriate matter on the Internet:
 - a. Socrates Academy employs internet filtering and monitoring tools to restrict access to inappropriate or harmful content.
 - b. The school provides guidelines and training to students on responsible internet usage and the identification of inappropriate material.
 - c. Teachers and staff supervise and monitor internet usage during school hours to prevent access to inappropriate content.

2. Safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications:
 - a. Students are educated about the importance of maintaining online privacy and the potential risks associated with electronic communications.
 - b. Socrates Academy enforces the use of secure communication platforms and educates students on responsible and ethical behavior when using electronic communication tools.
 - c. Students are encouraged to report any instances of online harassment, bullying, or inappropriate conduct to teachers or school administration.

3. Unauthorized access, including so-called "hacking," and other unlawful activities by minors online:
 - a. Socrates Academy implements security measures to protect its network infrastructure and user accounts from unauthorized access.
 - b. Students are educated about the legal and ethical implications of unauthorized access and prohibited activities online.
 - c. Any instances of unauthorized access or unlawful activities will be promptly reported to appropriate authorities and dealt with according to school policies.

4. Unauthorized disclosure, use, and dissemination of personal information regarding minors:
 - a. Socrates Academy follows applicable laws and regulations, including the Family Educational Rights and Privacy Act (FERPA), to protect the privacy and confidentiality of students' personal information.
 - b. The school obtains appropriate consent from parents/guardians before collecting, using, or disclosing any personal information of minors, in accordance with its Privacy Policy.
 - c. Students are educated about the importance of safeguarding personal information and instructed not to share sensitive information online without proper authorization.

5. Measures restricting minors' access to materials harmful to them:
 - a. Socrates Academy implements age-appropriate internet filtering systems to block access to materials that are deemed harmful or inappropriate for minors.
 - b. The school regularly reviews and updates its filtering systems to ensure their effectiveness in restricting access to harmful content.
 - c. Teachers and staff actively monitor student internet usage to identify and address any attempts to access harmful materials.

Review and Compliance:

This Internet Safety Policy is regularly reviewed and updated by Socrates Academy to align with best practices, technological advancements, and legal requirements. All students, parents/guardians, teachers, and staff members are expected to comply with this policy and take responsibility for promoting a safe and secure online environment.

School Brand Procedures

Media (Utilizing the School name or brand)

All media utilizing the Socrates Academy name or brand (e.g. logo, mascot, etc.) must have approval by the School's Board of Directors and shall be linked to the Socrates Academy's official website.

Misuse of the Brand (Defined):

The Board of Directors encourages parents and students to voice their concerns. It is important that any concerns you may have are made through appropriate channels as set forth in the student/parent handbook which includes speaking to the class teacher, the principal or the Board of Directors, so they can be dealt with fairly, appropriately and effectively for all concerned. We consider the use of social media websites used to fuel campaigns and complaints against the School, board, staff, students, and in some cases other parents, not in the best interest of the children or the whole Socrates Academy community.

In the event that any staff member, pupil or parent/guardian of a child/ren being educated at Socrates Academy is found to be posting libelous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site and may be disinvited or otherwise prohibited from the Socrates Academy's official social media pages, including Facebook.

All social network sites have clear rules about the content, which can be posted on the site and they provide robust mechanisms to report content or activity which breaches this. Socrates Academy will also expect that any parent/guardian or pupil removes such comments immediately.

In serious cases, Socrates Academy will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly, is the issue of cyberbullying and the use by one child or a parent to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of Socrates Academy bullying in accordance with the student/parent employee handbook and any other School policies.

We may take any of the following steps if a parent/guardian or visitor does not follow the policy:

1. Request a parent meeting on campus.

2. Ban the parent from campus for a period of time.
3. Contact the appropriate authorities.

Parents or visitors that receive consequences based on their behavior shall follow the Socrates Academy's grievance process as set out in the student/parent handbook or any other policy established by Socrates Academy. Students engaged in such activity will be addressed in accordance with the Socrates Academy student handbook.

We trust that parents/guardians and visitors will assist Socrates Academy with the implementation of this policy, and we thank you for your continuing support of Socrates Academy

Nothing in this policy is intended or should be construed to interfere with or infringe upon any rights, obligations, or responsibility under state or federal law, including but not limited to free speech rights. Furthermore, nothing in this policy is intended or should be construed to discourage or interfere with any individual's right or decision to participate in a proceeding with any appropriate federal, state or local government agency, or to prohibit any individual from cooperating with any such agency in its investigation.

Student Health and Wellness

Prevention and Control of State Reportable Communicable Diseases

Students with reportable communicable diseases must be excluded from school until verified and treated by a healthcare provider. Parents can request the list of reportable diseases from the school nurse. Students showing symptoms should not attend school temporarily. Readmission criteria include the ability to participate in school activities. Students with disabling, non-contagious diseases may qualify for Section 504 services.

A list of unvaccinated students for religious or medical reasons, or those with immunosuppressive illnesses, is kept in the health office to protect them during serious outbreaks. The school promotes cleanliness, handwashing, and proper decontamination to reduce disease transmission, though school-age children often spread common illnesses not requiring mandatory isolation per CDC guidelines followed by the state Division of Public Health.

- **Chickenpox (Varicella):** The student is excluded until all blisters have formed scabs.
- **Fever:** The parent/guardian of any student with an oral temperature >100.4 degrees will be notified and asked to pick up their child. The student should remain at home until fever-free for 36 hours without medication.
- **Head Lice (Pediculosis):** The parents/guardians of any student found with lice will be notified and asked to pick up their student. If the student is unable to be picked up and must remain at school, he/she will remain in the nurse's office until a parent can pick up. The parent/guardian may consult their medical provider or treat with an over-the-counter product. The student may return to school after receiving treatment for lice and removing nits.

- **Impetigo:** Student is excluded from school if he/she has more than three to four sores until seen by a medical provider and treated with a prescription antibiotic for a minimum of 24 hours.
- **Measles (Rubeola/Rubella):** The student is excluded until the physician's approval is given and the student is no longer contagious.
- **MRSA (Methicillin Resistant Staphylococcus Aureus):** All suspected cases should be referred to their healthcare provider and if possible, lesions should be kept covered while at school. Exclusion from school and sports activities should be reserved for those with wound drainage that cannot be covered and contained with a clean, dry bandage and for those who cannot maintain good personal hygiene.
- **Nausea, Vomiting, Diarrhea:** The parent/guardian of any student experiencing nausea, vomiting, or diarrhea will be notified and asked to pick up their child. The student may return to school 36 hours after the symptoms have abated.
- **Pink Eye (Conjunctivitis):** A student who is exhibiting symptoms of pink eye should be evaluated by their medical provider. The student is allowed to return to school on approval of a physician. May return when treatment has begun, has minimal drainage & student is able to keep hands away from eyes.
- **Scabies:** Student is excluded until one (1) treatment with prescription medication has been completed for at least 24 hours.
- **Strep Throat (Streptococcal and Staphylococcal Infections):** Student is excluded from school until treated with a prescription antibiotic for 24 hours and has been fever free for 36 hours.

If a student has a communicable disease, including HIV/AIDS, hepatitis B, tuberculosis, etc.; the parents are encouraged to notify the school nurse. This information will be kept confidential in accordance to the law.

If notified that a student suffers from such immunodeficiency, the school nurse will request that the notifying party provide information about what types of exposures might put the student at risk and what reasonable practices can be taken in the school setting to minimize the risk to the student. Whenever possible, the school nurse will notify the parents or guardians (or the student himself where appropriate) of an infected or immunodeficient student of the existence of chicken pox, influenza, meningococcus, measles, tuberculosis, or other contagious diseases occurring in the school that may represent a serious threat to the student's health. Students who are removed from school as a result of such conditions will be provided instruction in an appropriate alternative educational setting.

Immunizations

North Carolina law requires immunizations for every child present in this state. Every parent, guardian, or person in loco parentis is responsible for ensuring that their child(ren) receive required immunizations. It is the responsibility of the parent, guardian, or person in loco parentis to provide the immunization record of each

school-age child to the school ***no later than 30 days*** after the child enters school or the child will be suspended from school until a valid immunization record can be provided.³

EFFECTIVE JULY 1, 2015, THE FOLLOWING ARE REQUIRED IMMUNIZATIONS:

Kindergarten Required Vaccines

Vaccine	Number Doses Required Before School Entry*
Diphtheria, tetanus and pertussis	5 doses*
Polio	4 doses*
Measles	2 doses*
Mumps	2 doses*
Rubella	1 dose*
Haemophilus Influenzae type B (Hib)	4 doses*
Hepatitis B (Hep B)	3 doses*
Varicella (chickenpox)	2 doses*

* Please contact your child's healthcare provider for further information.

7th Grade Required Vaccines

Adolescents should be up to date on all the vaccines required for kindergarten entry.

In addition:

- Meningococcal conjugate vaccine (MCV) – 2 doses
 - One dose for individuals is required entering the 7th grade or by 12 years of age whichever comes first.
 - Booster dose for individuals is required entering the 12th grade or 17 years of age beginning August 1, 2020.
 - If the first dose is administered on or after the 16th birthday the booster dose is not required
- Tetanus, diphtheria, and pertussis (whooping cough) – Tdap
 - A booster dose of Tdap is required for individuals who have not previously received Tdap and who are entering 7th grade or by 12 years of age, whichever comes first.
 - School Entry from 6th to 7th Grade

If you have specific questions regarding your child, please contact the school nurse, your child's health care provider, or your local health department.

Contact Information for School Nurse:

Nurse Sara

SCAGGIANO@SOCRATESACADEMY.US

Garrett's Law

North Carolina law mandates that at the beginning of every academic year, local boards of education shall provide parents and guardians with information about meningococcal meningitis, influenza, Human Papilloma

Virus (HPV) and their vaccines. This important information is available online for parents/guardians on our website.

Medication Administration

The needs of students who require medication during school hours to maintain and support their health and well-being during the educational day should be met in a safe and prudent manner.

Rationale

- Implementation of the IDEA (Individuals with Disabilities in Education Act), and its amendments since its enactment, has led to an increased number of children whose health problems require medication to be given while at school.
- Students with chronic illness may be dependent on routine medications, which enable them to participate more fully in all aspects of school activities and to minimize their absences.
- Students may require the administration of controlled substances during the school day in order to maximize their classroom performance.
- Some students with infections and communicable diseases are able to resume school attendance based on the continuation of their medication regimen.

North Carolina State Recommendations

- All medications administered by school personnel during school hours must be prescribed by a licensed health care provider
- All medications administered at school must have a written request/permission signed by the parent or legal guardian
- Students with asthma and/or at risk for anaphylactic allergic reaction, may possess and self-administer medication on school property within certain parameters.

School personnel **will not administer any medication** to any student unless they have received the “**School Request for Medication Administration in School**” form properly completed and signed by the doctor. The medication must be received in an appropriately labeled container. To protect your student’s well-being, there will be no exception to this policy. If you have any questions about this policy or other issues related to the administration of medication in school or during school-sponsored activities, please contact the school nurse. Thank you for your cooperation.

Self-Administration of Medications in School

In accordance with North Carolina state law, there are a **limited number** of health conditions that may require the student to carry medications at all times. These include asthma (inhalers), diabetes (insulin or source of glucose), and severe anaphylactic allergies (EpiPen). In addition, learning to care for one’s health and well-being is an important developmental milestone for all students. Parents should be informed that students who are approved to self-carry medications while at school and during school-sponsored activities are independent in the management of their medication with no oversight from school staff.

In order for a student to self-carry a medication, the following **requirements must be met annually**:

- A. The student’s parent/guardian must submit a written treatment plan prepared by a healthcare provider for managing asthma, anaphylaxis, or diabetes. Examples include an asthma action plan, a diabetic treatment plan, etc. The plan must state:
 - a. The student has a diagnosis of asthma, anaphylaxis, or diabetes
 - b. Self-administration of required medications is part of the student’s treatment plan
 - c. The student has been instructed in and has demonstrated to the healthcare provider, the skills necessary to self-administer the medication
 - d. The name or type of medication that the student may self-administer while in school or during school-sponsored activities
- B. The student’s parent/guardian must submit a completed “**School Request for Medication Administration in School**” form
- C. The parent/guardian must provide to School backup medication that will be kept in the health office to which the student has immediate access in the event the student does not have the required medication.
- D. When medication such as asthma inhalers, diabetes medications, and emergency medications will be self-administered, an appropriate “Individualized Health Care Plan” (IHCP) will be completed by the school nurse in partnership with the parent/guardian and student.
- E. The student must demonstrate to the school nurse the knowledge, competence, and skills necessary to self-administer medication.
- F. Students will be required to sign a “**Student Agreement for Self-Carried Medication**” form acknowledging their role in self-carrying as well as a commitment to communicate to school staff when he/she is experiencing difficulty or adverse reactions. The student will agree to keep their medication secure.
- G. Students must dispose of contaminated sharps in accordance with OSHA guidelines.

School Counseling Services

The fundamental role of school counselors is to assist all students in the areas of academic achievement, social-emotional learning, and career development. Counselors work collaboratively with school staff to foster a positive learning environment and support student growth. Through a comprehensive counseling program, school counselors.

- Advise students, parents, and staff on topics related to academic success
- Assist students in selecting appropriate courses to support their educational and career goals. Counsel with students, individually and in groups, on normal developmental issues
- Help students transition from different grade levels
- Assist students and parents with attendance and behavioral concerns
- Facilitate parent-teacher communication as necessary
- Serve as liaisons and supports to connect students, parents, and staff with community resources and opportunities
- Serve as student advocates
- Interpret test results and advises students based on data
- Assist with and respond to students and families in crisis
- Provide prevention and intervention strategies to promote student success

Policies for Snack and Lunch Time

All students at Socrates Academy will be given the time for one snack a day on a full day. Snacks will be eaten in the classroom. Parents and students are encouraged to pack a healthy snack.

There will be space designated for life-threatening allergies for lunch as needed. After lunch, all teachers must wipe down tables and counters with the spray provided by the school.

Teachers and staff must ensure that all students wash their hands before and after lunch. All trash from lunch must be disposed of in the designated classroom trash can.

Student Discrimination, Harassment, and Bullying Policies

Non-Title IX Discrimination, Harassment, and Bullying Complaint Process

The school takes all complaints of discrimination, harassment, and bullying. The process provided in this policy is designed for those individuals who believe that they may have been discriminated against unlawfully, bullied, or harassed in violation of the School's Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy. Individuals who have witnessed or have reliable information that another person has been subject to unlawful discrimination, harassment, or bullying also should report such violations in the manner provided in this policy. Reports may be made anonymously. This policy does not apply where an individual seeks to assert allegations regarding or related to the identification, evaluation, educational placement, or free appropriate public education of a student under Section 504 or the IDEA, such allegations may be raised through the procedures governing such matter. This Policy also does not apply to Title IX complaints, behavior falling within Title IX, or Title VII complaints. Please refer to the School's policies for Title IX and VII matters.

A. Reporting by Employees or Other Third Parties

1. Mandatory Reporting by School Employees

Any employee who witnessed or who has reliable information or reason to believe that an individual may have been discriminated against, harassed, or bullied in violation of the school Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy must report the offense immediately to an appropriate individual designated in subsection B.1., below. An employee who does not promptly report possible discrimination, harassment, or bullying shall be subject to disciplinary action.

2. Reporting by Other Third Parties

All members of the school community including students, parents, volunteers, and visitors are also strongly encouraged to report any act that may constitute an incident of discrimination, harassment, or bullying.

3. Anonymous Reporting

Reports of discrimination, harassment, or bullying may be made anonymously, but formal disciplinary action may not be taken solely on the basis of an anonymous report.

4. Investigation of Reports

Reports of discrimination, harassment, or bullying under this policy will be investigated sufficiently to determine whether further action under this policy or otherwise is necessary, and school officials shall take such action as appropriate under the circumstances. At the option of the alleged victim, the report may be treated as a complaint by the alleged victim under this policy.

B. Complaints Brought by Alleged Victims of Discrimination, Harassment, or Bullying

1. Filing a Complaint

Any individual who believes that he or she has been discriminated against, harassed, or bullied in violation of the School's Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy is strongly encouraged to file a complaint orally or in writing to the following individuals as applicable:

- a. the school counselor, teacher, dean of students, principal or assistant principal of the School for any claim of discrimination, harassment or bullying, including Title VI complaints;
- d. the Title IX coordinator for claims of sex discrimination or sexual harassment;
- c. the Section 504 coordinator or the ADA coordinator for claims of discrimination on the basis of a disability; or
- d. any member of the Board if the alleged perpetrator is the Head of School.

2. Time Period for Filing a Complaint

A complaint should be filed as soon as possible but no later than 30 days after disclosure or discovery of the facts giving rise to the complaint. Complaints submitted after the 30-day period may be investigated at the discretion of school officials and outside the formal process described in Section C of this policy; however, individuals should recognize that delays in reporting may significantly impair the ability of school officials to investigate and respond to such complaints.

3. Informal Resolution

The School acknowledges that many complaints may be addressed informally through such methods as conferences or mediation. The School encourages the use of informal procedures such as mediation to the extent possible; however, mediation or other informal procedures will not be used to resolve complaints alleging sexual assault or sexual violence or complaints by a student of sexual harassment perpetrated by an employee. Informal procedures may be used only if the parties involved voluntarily agree. Any informal process should be completed within a reasonable period of time, not to exceed 30 days unless special circumstances necessitate more time.

C. Process for Addressing Complaints of Alleged Incidents of Discrimination, Harassment, or Bullying

1. Initiating the Investigation

- a. Whoever receives a complaint of discrimination, harassment, or bullying pursuant to subsection B.1. shall immediately notify the Principal who shall designate an individual to conduct an investigation and respond to the complaint, such individual may be a school employee or outside consultant.
- b. As applicable, the investigator shall immediately notify the Title IX, or other relevant coordinator of the complaint, and, as appropriate, may designate the coordinator to conduct the investigation.
- c. The investigator shall explain the process of the investigation to the complainant and the alleged perpetrator.
- d. Written documentation of all formal reports and complaints, as well as the school system's response, must be maintained in accordance with the School's Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy.
- e. Failure to report, investigate, and/or address claims of discrimination, harassment, or bullying may result in disciplinary action.

2. Conducting the Investigation

a. The investigator is responsible for determining whether the alleged act(s) constitutes a violation of the Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy. In so doing, the investigator shall impartially, promptly, and thoroughly investigate the complaint. The investigator shall interview (1) the complainant; (2) the alleged perpetrator(s); (3) individuals identified as witnesses by the complainant or alleged perpetrator(s); and (4) any other individuals, including other possible victims, deemed likely to have relevant information. The alleged perpetrator shall be notified of the general nature of the allegations. The investigation will include a review of all evidence presented by the complainant or alleged perpetrator.

If the investigator, after receipt of the complaint, an interview with the complainant, and consultation with the board attorney, determines that the allegations submitted, even if factual, do not constitute discrimination, harassment, or bullying as defined in School's Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy, the matter will be treated outside the scope of this policy. Information regarding the investigator's determination and the process for addressing the complaint will be provided to the complainant.

b. The complaint and investigation will be kept confidential to the extent possible. Information may be shared only with individuals who need the information in order to investigate and address the complaint appropriately and those with a legal right to access the information. Any requests by the complainant for further confidentiality will be evaluated within the context of the legal responsibilities of the school system.

c. The investigator shall review the factual information gathered through the investigation to determine whether, based on a preponderance of the evidence, the alleged conduct constitutes discrimination, harassment, or bullying, giving consideration to all factual information, the context in which the alleged incidents occurred, the age, and maturity of the complainant and alleged perpetrator(s), and any other relevant circumstances.

3. Notice to Complainant and Alleged Perpetrator

a. The investigator shall provide written notification to the complainant of the results of the investigation within 15 days of receiving the complaint, unless additional time is necessary to conduct an impartial, thorough investigation. The investigator shall specify whether the complaint was substantiated and, if so, shall also specify:

1) reasonable, timely, age-appropriate, corrective action intended to end the discrimination, harassment, or bullying, and prevent it from recurring;

2) as needed, reasonable steps to address the effects of the discrimination, harassment, or bullying on the complainant; and

3) as needed, reasonable steps to protect the complainant from retaliation as a result of communicating the complaint.

b. Information regarding specific disciplinary action imposed on the alleged perpetrator(s) will not be given to the complainant unless the information relates directly to the complainant (e.g., an order requiring the perpetrator not to have contact with the complainant).

c. If the investigator determines that the complaint was substantiated, the perpetrator(s) shall be subject to discipline or other corrective steps, as set forth in School policy. If the corrective steps involve actions outside the scope of the investigator's authority, the Head of School or designee will be notified so that responsibility for taking the corrective steps may be delegated to the appropriate individual.

d. The alleged perpetrator will be provided with a written summary of the results of the investigation in regard to whether the complaint was substantiated, whether the alleged perpetrator violated relevant law or School policies by his or her actions, and what, if any, disciplinary actions or consequences may be imposed upon the perpetrator in accordance with School policy. The perpetrator may appeal any disciplinary action or consequence in accordance with School policy and law. However, an appeal by the perpetrator of disciplinary action does not preclude school officials from taking appropriate action to address discrimination, harassment, or bullying.

4. Appeal

a. If the complainant is dissatisfied with the results of the investigation, he or she may appeal the decision to the Head of School. The appeal must be submitted in writing within ten days of receiving the notice of the results of the investigation. The appeal must state with particularity whether the complainant is appealing (1) the investigator's determination of whether the alleged conduct constitutes discrimination, harassment, or bullying in violation of the School's Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy, or (2) the School's response to any violation, including the appropriateness of any remedial measures taken by the district. If the complainant is appealing pursuant to option (2), he or she must state what additional measures the complainant believes should have been taken by the district. The Head of School or designee may review the documents, conduct any further investigation necessary, or take any other steps the Head of School or designee determines to be appropriate in order to respond to the complaint. The Head of School or designee shall provide a written response within 10 days after receiving the appeal unless further investigation is needed. The Head of School's decision is final.

b. If the alleged perpetrator is the Head of the School or the Head of the School declines to hear the appeal and refers it to the Board of Directors, the complainant may appeal the decision in writing within ten days of receipt directly to the Board of Directors. The appeal must state with particularity whether the complainant is appealing the Superintendent's decision with regard to (1) the investigator's determination of whether the alleged conduct constitutes discrimination, harassment, or bullying in violation of the School's Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy, or (2) the School's response to any violation, including the appropriateness of any remedial measures taken by the School. If the complainant is appealing pursuant to option (2), he or she must state what additional measures the complainant believes the School should have taken. Upon receipt of the appeal, the Board Chair shall appoint a panel of not less than two members of the Board to hear and decide the appeal. The panel shall make reasonable efforts to meet and consider the appeal within twenty days after the chairperson refers the grievance to the panel. The panel shall review the complaint on the record unless it determines that additional information may be presented. No new evidence, written or verbal, may be presented without the prior knowledge and consent of both parties. At the Board Panel's discretion, they may hold a hearing and ask each party to make a brief oral presentation of no more than twenty minutes to summarize his or her position. The panel has the authority to ask questions, extend time limits, exclude extraneous or duplicative information, and otherwise maintain an efficient and fair appeal hearing. If a hearing is held, it will be recorded and shall be held in closed session. The Board panel may affirm, reverse or modify the decision. The Board panel shall use the preponderance of the evidence standard in reaching its decision. The Board panel will provide a final written decision within twenty days after the Board hearing unless the panel determines that additional time is needed for further review. The decision of the Board panel shall be final.

D. Timeliness of Process

If any school official charged with investigating the complaint or reviewing the investigation fails at any step in the process to communicate a decision within the specified time limit, the complainant will be entitled to appeal the

complaint to the next step unless the official has notified the complainant of the delay and the reason for the delay. The school official shall make reasonable efforts to keep the complainant apprised of progress being made during any period of delay. Delays that interfere with the exercise of any legal rights are not permitted.

Failure by the complainant at any step in the process to appeal to the next step within the specified time or to attend a scheduled meeting or hearing under this policy will be considered acceptance of the results of the investigation and the School's response to the complaint, unless the complainant provided notice of the delay and the reason for the delay and the district consented in writing to the delay.

E. General Requirements

1. No reprisals or retaliation of any kind will be taken by the Board or by any School employee against the complainant or other individual on account of his or her filing a complaint or report or participating in an investigation of a complaint or report filed and decided pursuant to this policy. Disciplinary or other action may be taken against the complainant or other individual if the person knew or had reason to believe that the complaint or report was false or knowingly provided false information.
2. All meetings and hearings conducted pursuant to this policy will be private.
3. The complainant may be represented by an advocate, such as an attorney, at any meeting with the School under this policy. Should the complainant choose to be represented by an attorney, an attorney for the School may also be present.
4. Nothing in this policy shall prevent the Head of School or Board from suspending the alleged perpetrator without pay during the course of the investigation or taking any other action deemed appropriate.

F. Records

Records will be maintained as required by School's Non-Title IX Prohibition Against Discrimination, Harassment, and Bullying Policy.

Title IX Discrimination and Harassment Policies For Students and Staff Members

Title IX provides that "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

It is the policy of THE SCHOOL that students should not be subjected to forms of unlawful discrimination or harassment, while at school or school-sponsored activities. Furthermore, the policy's intent is to address the issue in a proactive manner through the establishment of a system for educating students and staff at the School regarding the identification, prevention, intervention, and reporting of such antisocial acts. The School acknowledges the dignity and worth of all students and strives to create a safe, orderly, caring and inviting school environment to facilitate student learning and achievement. The School strives to model an inclusive environment and prohibits discrimination and harassment on the basis of gender or sex, including sexual orientation and LGBTQ+ identification. The School will not tolerate any form of unlawful discrimination or harassment in any of its educational or employment activities or programs based on such protected classifications.

A. PROHIBITED BEHAVIORS AND CONSEQUENCES

1. Discrimination or Harassment

Students, employees, contractors, volunteers, and visitors are expected to behave in a civil and respectful manner. In accordance with Title IX, the School expressly prohibits discrimination or harassment, based on sex or gender and prohibits sexual harassment (including sexual violence) and gender-based harassment. Sexual harassment is unwelcome conduct of a sexual nature. It includes unwelcome conduct on the basis of sex, requests for sexual favors in exchange for benefits (*quid pro quo*), and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual violence is a form of sexual harassment. Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. In accordance with Title IX, the School also prohibits gender-based harassment, which is unwelcome conduct based on a student's sex, harassing conduct based on a student's failure to conform to sex stereotypes.

Sex-based harassment can be carried out by school employees, other students, and third parties. All students can experience sex-based harassment, including male and female students, LGBTQ+ students, students with disabilities, and students of different races, national origins, and ages. Title IX protects all students from sex-based harassment, regardless of the sex of the parties, including when they are members of the same sex.

2. Retaliation

The School prohibits intimidation, threats, coercion, or discrimination against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under Title IX. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, constitutes retaliation. As such, the School prohibits reprisal or retaliation against any person for reporting or intending to report violations of this policy, supporting someone for reporting or intending to report a violation of this policy, or participating in the investigation of reported violations of this policy. After consideration of the nature and circumstances of the reprisal or retaliation and in accordance with applicable laws, policies, and regulations, the Head of School or designee shall determine the consequences and remedial action for a person found to have engaged in reprisal or retaliation.

The exercise of rights protected under the First Amendment does not constitute retaliation. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under Title IX does not constitute retaliation prohibited under this policy, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

B. APPLICATION OF POLICY

This policy prohibits unlawful discrimination or harassment by students, employees, volunteers, contractors, and visitors. This policy is intended to apply to students via other students, faculty, staff, volunteers/visitors, or contractors. This policy also applies to employees, volunteers/visitors, and contractors. This policy applies to behavior that takes place within the School's "education program or activity," which includes, but is not necessarily limited to, behavior:

1. in any school building or on any school premises before, during or after school hours;
2. on any bus or other vehicle as part of any school activity;
3. at any bus stop;

4. during any school-sponsored activity or extracurricular activity;
5. at any time or place when the individual is subject to the oversight and authority of school personnel;
6. at any time or place when the behavior has a direct and immediate effect on maintaining order and discipline in the schools; and
7. while using school or personal electronic communications, including employee and student emails, text messaging, instant messaging, chat rooms, blogging, websites and social networking websites (i.e., Snapchat or Instagram).

C. DEFINITIONS

For purposes of this policy ONLY, the following definitions apply:

1. Discrimination

Discrimination means any act or failure to act that unreasonably and unfavorably differentiates treatment of others based solely on the basis of gender or sex (including transgender and LGBTQ+ identification). Discrimination may be intentional or unintentional.

2. Harassment

Prohibited harassment, including sexual harassment, under this policy means conduct on the basis of sex/gender that satisfies one or more of the following:

1. An employee conditioning the provision of an aid, benefit or service on an individual's participation in unwelcome sexual conduct (i.e., quid pro quo)
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to an education program, employment, or activity (i.e., hostile environment)
3. Sexual assault (as defined by Clery Act), or "dating violence," "domestic violence" and "stalking" (as defined by Violence Against Women Act).

For purposes of this policy, "hostile environment" means that the harassment is objectively severe and pervasive enough that a reasonable person would agree that it is harassment and must be based on sex or gender. A hostile environment may be created through pervasive or persistent misbehavior if sufficiently severe.

Examples of behavior that may constitute harassment include, but are not limited to, verbal taunts, name-calling and put-downs, epithets, derogatory comments or slurs, lewd propositions, exclusion from peer groups, extortion of money or possessions, implied or stated threats, assault, impeding or blocking movement, offensive touching or any physical interference with normal work or movement, and visual insults, such as derogatory posters or cartoons. Legitimate age-appropriate pedagogical techniques are not considered harassment. Harassment, including sexual or gender-based harassment, is not limited to specific situations or relationships. It may occur between fellow students or co-workers, between supervisors and subordinates, between employees and students, or between non-employees, including visitors, and employees or students. Harassment may occur between members of the opposite sex or the same sex.

Examples of sexually harassing conduct includes, but is not limited to, deliberate, unwelcome touching that has sexual connotations or is of a sexual nature, suggestions or demands for sexual involvement accompanied by implied or overt promises of preferential treatment or threats, pressure for sexual activity, continued or repeated offensive

sexual flirtations, advances or propositions, continued or repeated verbal remarks about an individual's body, sexually degrading words used toward an individual or to describe an individual, sexual violence, or the display of sexually suggestive drawings, objects, pictures or written materials. Acts of verbal, nonverbal, or physical aggression, as well as intimidation or hostility based on sex, but not involving sexual activity or language, may be combined with incidents of sexually harassing conduct to determine if the incidents of sexually harassing conduct are sufficiently serious to create a sexually hostile environment.

Gender-based harassment is also a type of harassment. Gender-based harassment may include acts of verbal, nonverbal, or physical aggression, as well as intimidation or hostility based on sex or sex-stereotyping but not involving conduct of a sexual nature.

3. Conduct Not Covered by This Policy

Conduct that does not meet the definitions set forth above in this Title IX Policy are not subject to the School's Title IX Policy or any reporting/grievance procedures that govern Title IX matters. However, such conduct may still constitute a violation of other School policy, including the School's Code of Conduct, non-discrimination policy, and bullying policy. Please refer to and follow those policies for such conduct.

TO REPORT A VIOLATION OF THIS POLICY: PLEASE REFER TO THE SCHOOLS TITLE IX REPORTING AND GRIEVANCE POLICY.

This Policy as it pertains to Title IX shall remain in effect to the extent required by law.

Title IX Coordinator's Duties, Notice, Reporting And Grievance Policy

This Policy sets forth the School's Notice, Reporting and Grievance policy for Title IX matters and should be read in conjunction with the School's Title IX policy. This Policy only pertains to Title IX and alleged violations of Title IX. It does not apply to any other type of discrimination, harassment or bullying. Please refer to the School's other policies, including Non-Discrimination and Harassment Policy, and student conduct policies when Title IX does not apply.

The School's Title IX Coordinator is:

Mrs. Stefanie Savage - ssavage@socratesacademy.us

1. TRAINING AND PROGRAMS

The designated Title IX Coordinator shall establish training and other programs that are designed to help eliminate unlawful discrimination or harassment and foster an environment of understanding and respect for all members of the school community. Information about this policy and the related complaint procedure must be included in the training plan. The training or programs should:

- (1) provide examples of behavior that constitutes unlawful discrimination or harassment;
- (2) teach employees to identify groups that may be the target of unlawful discrimination, or harassment; and
- (3) train school employees to be alert to locations where such behavior may occur, including locations within school buildings, at school bus stops, on cell phones and on the Internet.

In addition, training of Title IX personnel, including the Title IX Coordinator, Investigator(s) and Decision-maker(s), must include training:

1. On the definition of the definitions of prohibited conduct, including sexual harassment;
1. The scope of the school's education program or activity;
2. How to conduct an investigation;
3. The grievance process including appeals, and informal resolution processes;
4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias;
5. Relevance, including how to apply the rape shield protections provided only for complainants.

Moreover, training for Title IX personnel, including the Coordinator, Investigator(s), Decision-makers, and any person who facilitates an informal resolution process, must not rely on sex stereotypes and must promote impartial investigations and adjudications of sexual harassment. The School will post materials used to train Title IX personnel on their websites for a minimum of seven (7) years after posted, if any, or make materials available for members of the public to inspect.

2. NOTICE

The designated Title IX Coordinator is responsible for providing effective notice to job applicants, student applicants, students, parents, and employees of the procedures for reporting and investigating complaints of unlawful sex/gender discrimination and harassment. This policy will be posted on the School's website, and copies of the policy are available at the front office. Notice of this policy will appear in all job applicant information, admissions information, student and employee handbooks, and in any School publication that sets forth the comprehensive rules, procedures, and standards of conduct for students and employees.

3. TITLE IX COORDINATOR

The Title IX Coordinator is responsible for monitoring the overall implementation of Title IX for the SCHOOL and coordinating the institution's compliance with Title IX in all areas covered by the implementing regulations. The major responsibility is the prevention of sexual harassment and discrimination. Other major monitoring duties include, but are not limited to, the following recruitment and admissions, educational programs and activities, hiring and employment. Other areas of consideration include:

- Participating in the development and implementation of the SCHOOL's sexual harassment policy.
- Assisting faculty, counselors and administrators in complying with Title IX, and when a need arises, planning remedial actions.
- Making your presence known in the community by disseminating civil rights information or by speaking at parent-teacher group meetings, social or professional organization meetings, and other community functions.
- Serving as a resource on Title IX/gender issues.
- Monitoring and evaluating the SCHOOL's Title IX compliance efforts and making recommendations for any appropriate changes.
- Providing updated information to schools on Title IX implementation and issues.
- Identifying and disseminating information about Title IX educational resources (organizations, individuals, print, internet, and audio-visual)

4. EVALUATION

The Head of School or designee shall evaluate the effectiveness of efforts to correct or prevent unlawful sex/gender discrimination and harassment and shall share these evaluations periodically with the School's Board.

5. CONFIDENTIALITY

The recipient, whether a School employee, staff member, contractor, or the Title IX Coordinator, must keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA or as required by law, or to carry out the purposes of Title IX, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder. Complaints alleging retaliation may be filed according to the Title IX grievance procedures.

The Title IX Coordinator shall maintain confidential records of complaints or reports of unlawful discrimination or harassment. The records will identify the names of all individuals accused of such offenses and the resolution of such complaints or reports. The Title IX Coordinator also shall maintain records of training conducted and corrective action(s) or other steps taken by the School to provide an environment free of unlawful discrimination or harassment. The Head of School shall report to the Board all verified cases of unlawful discrimination or harassment under the School's Title IX Policy.

6. REPORTING TITLE IX VIOLATIONS

1. For Students:

- a. To report discrimination, harassment, and sexual harassment/misconduct based on sex/gender, students or their parents should contact a trusted teacher or advisor, grade-level Principal, Head of School and/or Title IX coordinator immediately and file a complaint.
- b. Employees are required to report any actual or suspected violations of this policy. When anyone reports harassment and/or discrimination to a school employee, that employee shall notify the Title IX Coordinator, grade-level Principal, or Head of School, as soon as possible and within 24 hours.
- c. If the Head of School is involved in the allegation, then another administrator will immediately inform the Chair of the Board of Directors.

2. For Employees: for discrimination, harassment, and sexual harassment complaints based on sex/gender, employees should contact the Title IX coordinator immediately and follow the School's harassment and discrimination policy as well as its Title IX Reporting and Grievance policy.

3. Students, parents, volunteers, visitors or others are also strongly encouraged to report any actual or suspected incidents of discrimination or harassment based on sex/gender under this policy. Reports may be made anonymously, and all reports shall be investigated in accordance with that policy.

4. Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by e-mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

5. Reporting may be made at any time, including during non-business hours, by using the telephone number or e-mail address, or by mail to the office address, listed for the Title IX Coordinator.

G. DEFINITIONS

As used in this and all other Title IX related policies, the following definitions shall apply.

1. "Complainant" is as an individual who is alleged to be the victim of conduct that could constitute sexual harassment. This means that any third party as well as the complainant may report sexual harassment. While parents and guardians do not become complainants (or respondents), parents and guardians have a right to act on behalf of parties (including by filing formal complaints) in Title IX matters.
2. "Respondent" is as an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
1. "Formal complaint" is as a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school investigate the allegation of sexual harassment and state that at the time of filing a formal complaint, a complainant was participating in or attempting to participate in the education program or activity of the School with which the formal complaint is filed. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator, and by any additional method designated by the school.
2. "Document filed by a complainant" means a document or electronic submission (such as by e-mail or through an online portal provided for this purpose by the school) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or a party during a grievance process, and must comply with requirements for Title IX personnel to be free from conflicts and bias.
3. "Supportive measures" are individualized services reasonably available that are non-punitive, non-disciplinary, and not unreasonably burdensome to the other party while designed to ensure equal educational access, protect safety, or deter sexual harassment. The School's selection of supportive measures and remedies shall be based on what is not clearly unreasonable in light of the known circumstances.

H. MANDATORY RESPONSE AND PROCEDURAL OBLIGATIONS

The School is required to respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment or allegations relevant to mandatory reporting laws in North Carolina. Notice to the Title IX Coordinator or to any School employee, board member, or official with authority to institute corrective measures on the School's behalf, charges the School with actual knowledge and triggers the School's response obligations under Title IX.

The School will respond promptly to Title IX sexual harassment or discrimination in a manner that is not deliberately indifferent, which means a response that is not clearly unreasonable in light of the known circumstances. The School shall also comply with the following mandates:

1. The School will offer supportive measures to the person alleged to be the victim (referred to as the "complainant").
2. The Title IX Coordinator will promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

1. The School will follow the grievance process set forth herein before the imposition of any disciplinary sanctions or other actions that are not supportive measures, against a respondent.
2. The School will not restrict rights protected under the U.S. Constitution, including the First Amendment, Fifth Amendment, and Fourteenth Amendment, when complying with Title IX.
3. The School will investigate sexual harassment allegations in any formal complaint, which can be filed by a complainant, or signed by a Title IX Coordinator.
4. A complainant's wishes with respect to whether the school investigates should be respected unless the school determines that not pursuing an investigation would be deliberately indifferent (or that pursuing an investigation is necessary for community safety or similar reasons), in which case the Title IX Coordinator may sign complaint even if the complainant does not file a formal complaint (doing so will not be viewed as adversarial toward the respondent).
5. If the allegations in a formal complaint do not meet the definition of sexual harassment as defined in the School's Title IX policy, or the alleged conduct did not occur in the School's education program or activity, against a person in the United States, the School must dismiss such allegations for purposes of Title IX. However, the School may still address the allegations in any manner the School deems appropriate under the School's code of conduct or other policies.
6. Treat complainants equitably by providing remedies any time a respondent is found responsible, and treat respondents equitably by not imposing disciplinary sanctions without following the grievance process set forth herein.
7. Remedies, which are required to be provided to a complainant when a respondent is found responsible, must be designed to maintain the complainant's equal access to education and may include supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.
8. All Title IX personnel (Title IX Coordinators, investigators, decision-makers, people who facilitate any informal resolution process) shall be free from conflicts of interest or bias for or against complainants or respondents.
9. There is a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
10. The School's grievance process shall not use, rely on, or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.
11. Any provisions, rules, or practices that a school adopts as part of its grievance process for handling formal complaints of sexual harassment must apply equally to both parties (complainant and respondent).
12. The standard of evidence to determine responsibility is the preponderance of the evidence standard for all formal complaints of sexual harassment, whether the respondent is a student or an employee (including faculty member).

I. SUPPORTIVE MEASURES, REMEDIES AND DISCIPLINARY SANCTIONS

Supportive measures include: services, accommodations, and/or other assistance that the School puts in place for a complainant after receiving notice of alleged sexual misconduct but before any final outcomes – investigatory, disciplinary, or remedial – have been determined. The School wants students and employees to be safe, to receive appropriate medical attention, and to get the help they need to heal and to continue to access their educational opportunities. We also want students and employees to understand their reporting options and how to access available interim measures.

Upon receiving a report of sexual harassment, the School will provide the complainant, or their advocate, with a written explanation of the interim measures available at School and through local community resources [insert name

of local resources] and shall ask complainants, or their advocates, what measures are sought. Some possible interim measures are listed below, and the School determines which measures are appropriate for a particular complainant on a case-by-case basis. Not all of the measures listed below will be necessary in every case to keep victims safe and ensure their equal access to educational programs and activities. If the complainant or advocate identifies an interim measure that is not already provided by the School, the School will consider whether the request can be granted. In those instances where interim measures affect both a complainant and the respondent, the School will minimize the burden on the complainant wherever appropriate while ensuring that the measures are non-disciplinary and non-punitive prior to reaching a determination regarding responsibility.

A complainant or their advocate may request the interim measures listed below. The School – after consulting with the complainant and/or their advocate – will determine which measures are appropriate to ensure the complainant’s safety and equal access to educational programs and activities:

- Academic accommodations, including change in classes, testing, or assignments;
- Medical and mental health services, including counseling;
- Modifications to extracurricular activities, field trips or on or off-campus activities;
- A “no contact” directive pending the outcome of an investigation. Such a directive serves as notice to both parties that they must not have verbal, electronic, written, or third party communication with one another;
- Providing an escort to ensure that the student can move safely between school programs and activities;
- Transportation accommodations; and
- Assistance identifying an advocate to help secure additional resources or assistance including off-campus and community advocacy, support, and services.

Remedies Include:

Depending on the specific nature of the problem, remedies for the complainant may include, but are not limited to:

- Providing an effective escort to ensure that the complainant can move safely between classes and activities;
- Ensuring the complainant and perpetrator do not share classes or extracurricular activities;
- Moving the perpetrator or complainant (if the complainant requests to be moved) to a different residence hall or, in the case of an elementary or secondary school student, to another school within the district;
- Providing comprehensive, holistic victim services including medical, counseling and academic support services, such as tutoring;
- Arranging for the complainant to have extra time to complete or re-take a class or withdraw from a class without an academic or financial penalty; and
- Reviewing any disciplinary actions taken against the complainant to see if there is a causal connection between the sexual violence and the misconduct that may have resulted in the complainant being disciplined.

When a respondent is found responsible for sexual harassment, the School will offer all remedies needed to eliminate the harm to the complainant and the school community and prevent the recurrence of sexual harassment. Simply sanctioning a respondent found responsible, in some cases, may be insufficient to eliminate a hostile environment. Rather, in addition to sanctions, the School may consider offering appropriate remedies for the broader student/staff population after the final outcome, including the following:

- Training or retraining school employees on the school’s responsibilities to address allegations of sexual violence and how to conduct Title IX investigations;
- Developing materials on sexual harassment, which should be distributed to all staff and students;
- Conducting bystander intervention and sexual harassment prevention programs with students and/or staff;
- Issuing policy statements or taking other steps that clearly communicate that the school does not tolerate sexual harassment and will respond to any incidents and to any student who reports such incidents;

- Conducting, in conjunction with student leaders, a School climate check to assess the effectiveness of efforts to ensure that the school is free from sexual violence, and using that information to inform future proactive steps that the school will take;
- Targeted training for a group of students if, for example, the sexual harassment created a hostile environment (i.e., on an athletic team);
- When a school is unable to conduct a full investigation into a particular incident (i.e., when it received a general report of sexual violence without any personally identifying information), it should consider remedies for the broader student population in response.

Disciplinary sanctions include:

- For Students found responsible: verbal warning, written warning, interim suspension, restitution, suspension, required participation in appropriate training, counseling, required completion of a probationary period without additional infractions, or requiring the respondent to stay away from the complainant for a period of time.
- For Employees found responsible: sanctions for violations of Title IX vary depending on severity from formal written warning to dismissal.

J. INVESTIGATIONS

The School shall investigate the allegations in any formal complaint and send written notice to both parties (complainants and respondents) of the allegations upon receipt of a formal complaint.

The School, through the Title IX Coordinator or other authorized School official, shall designate an impartial individual to serve as the Investigator and conduct an investigation. The Investigator may be the Title IX Coordinator. However, the Investigator shall not be someone with a conflict of interest or bias. The School may choose an outside investigator, School employee or contractor to conduct the investigation. During the grievance process and when investigating, the Investigator shall comply with the following:

1. The burden of gathering evidence and burden of proof must remain on the School, not on the parties.
2. The School must provide equal opportunity for the parties to present fact and expert witnesses and other inculpatory and exculpatory evidence.
3. The School must not restrict the ability of the parties to discuss the allegations or gather evidence (e.g., no “gag orders”).
4. Parties must have the same opportunity to select an advisor of the party’s choice who may be, but need not be, an attorney.
5. The School shall send a written notice to the parties (complainant and respondent) of any investigative interviews, meetings, or hearings.
6. The School shall send the parties, and their advisors, evidence directly related to the allegations, in electronic format or hard copy, with at least 10 days for the parties to inspect, review, and respond to the evidence.
7. The School shall send the parties, and their advisors, an investigative report that fairly summarizes relevant evidence, in electronic format or hard copy, with at least 10 days for the parties to respond.
8. The School shall dismiss allegations of conduct that do not meet the definition of sexual harassment set forth in the School’s Title IX policy or did not occur in a school’s education program or activity against a person in the U.S. Such dismissal is only for Title IX purposes and does not preclude the School from addressing the conduct in any manner the school deems appropriate.
9. The School may, in its discretion, dismiss a formal complaint or allegations therein if the complainant informs the Title IX Coordinator in writing that the complainant desires to withdraw the formal complaint or

allegations therein, if the respondent is no longer enrolled or employed by the school, or if specific circumstances prevent the school from gathering sufficient evidence to reach a determination.

10. The School shall give the parties written notice of a dismissal (mandatory or discretionary) and the reasons for the dismissal.
11. The School may, in its discretion, consolidate formal complaints where the allegations arise out of the same facts.
12. The School shall protect the privacy of a party's medical, psychological, and similar treatment records and shall not access or use such records unless the School obtains the party's voluntary, written consent to do so.

K. DECISION-MAKER

The School, through the Title IX Coordinator or other authorized School official, shall designate a Decision-maker with regard to a Title IX complaint. The Decision-maker shall not be the Title IX Coordinator or Investigator, and shall not be someone with a conflict of interest or bias. The Decision-maker shall comply with the following rules:

1. Start with the presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
2. All Complainants are afforded rape shield protections, deeming questions and evidence about a complainant's prior sexual behavior irrelevant, unless offered to prove that someone other than the respondent committed the alleged misconduct or offered to prove consent.
3. Use the preponderance of the evidence standard in reaching her/his decision.
4. Require objective evaluation of all relevant evidence, inculpatory and exculpatory, and avoid credibility determinations based on a person's status as a complainant, respondent, or witness.
5. After sending the investigative report to the parties and before reaching a determination regarding responsibility, the decision-maker(s) must afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party.
6. Issue a written determination regarding responsibility with findings of fact, conclusions about whether the alleged conduct occurred, rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent, and whether remedies will be provided to the complainant.
7. The written determination must be sent simultaneously to the parties along with information about how to file an appeal.

L. GRIEVANCE PROCESS

Prompt Filing. The Complainant must file a formal complaint within a reasonable time, ideally within 10 days of the alleged incident. A complaint will not be disallowed solely because of the passage of time. The Title IX coordinator is charged with ensuring that all such complaints are timely, impartially, and appropriately investigated in accordance with applicable law.

Confidentiality. Every effort will be made to ensure the confidentiality of the complainant. There may be times where confidentiality may not be possible for the School to conduct a thorough investigation. There may also be instances where the School has a legal obligation to report certain information it receives to state or local authorities or to protect the School community.

Timeline. While the timeframe for completing an investigation into individual complaints may vary depending on the circumstances, the Title IX coordinator will ensure that timeframes are reasonable and endeavor to complete any investigation, including any decision, within sixty (60) days of the filing of a complaint. The timeline may be extended

where appropriate at the discretion of the School. Include reasonably prompt time frames for conclusion of the grievance process, including appeals and informal resolutions, with allowance for short-term, good cause delays or extensions of the time frames.

Investigation. The Title IX coordinator or other School official shall designate an impartial Investigator to conduct the investigation. The Investigator shall have full authority to investigate, including the authority to interview witnesses. The Investigator shall follow the guidance/mandates set forth above in this policy in conducting the investigation.

Decision-Maker. The Decision-maker shall follow the guidance/mandates set forth above in this policy and shall use the preponderance of the evidence standard in reaching her/his decision. The Decision-maker shall timely provide written notice of the outcome of the complaint to the relevant parties.

Appeal. Either party may appeal the Decision-maker's decision to the Board of Directors within 14 days after a decision is made or the School dismisses a formal complaint in a Title IX proceeding, on the following bases:

1. Procedural irregularity that affected the outcome of the matter,
2. Newly discovered evidence that could affect the outcome of the matter, and/or
1. Title IX personnel had a conflict of interest or bias, that affected the outcome of the matter.

The Board of Directors will appoint a panel of three board members to serve as the impartial review panel. The review will be conducted in accordance with all applicable laws and the panel may, but is not required to, request information directly from the parties. The three-member review panel will make a decision and will provide written notice of the outcome of the appeal to the parties within fourteen (14) school days, unless circumstances require more time.

M. INFORMAL RESOLUTION PROCESS FOR STUDENTS

After a formal Complaint is filed, the School may, in its discretion, offer and facilitate informal resolution options, such as mediation or restorative justice, so long as both parties give voluntary, informed, written consent to attempt informal resolution. The School will not require participation in an informal process. And, at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

The School does not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to a formal investigation and adjudication of formal complaints of sexual harassment. Any person who facilitates an informal resolution must be well-trained. The School will not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student. Finally, the School may not offer an informal resolution process unless a formal complaint is filed.

N. POLICY APPLICATION

This policy shall remain in effect as long as required by law.

McKinney-Vento

The McKinney-Vento Education of Homeless Children and Youth Assistance Act is the primary piece of legislation dealing with the education of children and youth experiencing homelessness. The Act is also known as Title X, Part C of the Every Students Succeeds Act.

The term "homeless children and youths" is defined by the McKinney-Vento Act as

(A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and

(B) includes--

(i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;*

(ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));

(iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

(iv) migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

Children and youth experiencing homelessness have the right to:

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment, or having missed application or enrollment deadlines during any period of homelessness.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local attendance area school or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is the parent's, guardian's, or unaccompanied youth's preference. If the school district believes the school selected is not in the student's best interest, then the district must provide the parent, guardian, or unaccompanied youth with a written explanation of its position and inform him/her of the right to appeal its decision.
- Receive transportation to and from the school of origin, if requested by the parent, guardian, or local liaison on behalf of an unaccompanied youth.
- Receive educational services comparable to those provided to other students, according to the student's needs.

These rights are established under the McKinney-Vento Homeless Assistance Act. To qualify for these rights, children and youth must be considered homeless according to the McKinney-Vento definition of homeless (see above).

Parent Resources regarding The NC Homeless Education Program (NCHep) can be found [here](#).

Student Resources regarding the rights of Children experiencing homelessness can be found [here](#).

NCHep is dedicated to ensuring that all children and youth experiencing homelessness have access to the public education to which they are entitled under the federal McKinney-Vento Education of Homeless Children and Youth Assistance Act. NCHep works towards this goal by ensuring that North Carolina's state policies are in compliance with federal law, by providing technical assistance to North Carolina's local homeless education

liaisons, and by providing informational and awareness materials to educators and other interested community members throughout North Carolina.

School McKinney-Vento Liaison:

Ms. Stefanie Savage

ssavage@socratesacademy.us

Student Discipline Procedures

Student Code of Conduct

Socrates Academy's expectations for student behavior are based upon the following governing principles:

1. Students will act with courtesy, consideration, tolerance, and patience in all interactions with others both at school and during school-sponsored activities.
2. Students shall treat school property and facilities with care and respect.
3. Students shall treat the property of others with care and respect.
4. Students will follow Socrates Academy's Honor Code and be honest in all academic and social situations.
5. Student behavior will reflect positively upon Socrates Academy and in alignment with Socrates Academy Core Values.

Good discipline is imperative to the success of Socrates Academy: it helps a student adjust to the requirements of their environment rather than punishment for their not having adjusted, it is turning unacceptable conduct into acceptable conduct, and it is not humiliating or embarrassing. The ultimate, unique achievement of good discipline is self-discipline on the part of the student. Each teacher/team has a plan for managing student behavior that incorporates effective strategies consistent with the purpose and principles established by Board policies regarding student behavior. Teachers are encouraged to seek positive, innovative, and constructive methods of correcting and managing student behavior in an effort to avoid repeated misbehavior and suspension.

Consequences for violating the policies in this handbook, teacher/team standards, or rules may include, but are not limited to the following:

- Parental involvement
- Behavior improvement agreements (contracts)
- Individual or small group sessions with an administrator
- Detention during lunch or before/after school
- Exclusion from extracurricular activities
- Suspension or exclusion

Socrates Academy is not required to engage in progressive discipline. Some offenses are so serious they warrant more severe consequences including, but not limited to, immediate suspension and/or recommendation for longer-term consequences.

This Student Code of Conduct is not to be seen as all-inclusive. The administration reserves the right to amend or add to these lists as unique situations arise. The administration further reserves the right to deviate from the stated disciplinary action(s) based on unique or aggravating factors.

Failure to follow the instruction of a teacher, administrator, or other school official and any conduct in violation of any written rule, policy or procedure, or code of Socrates Academy may result in appropriate disciplinary measures.

DEFINITIONS

- **Detention:** An assigned time [either during lunch/PA or after school] in which a scholar completes an assigned reflective activity.
- **Community Service:** Acts of service to the school community (i.e., campus beautification)
- **Short-Term Suspension:** suspension from school, school activities, and school grounds for a period of up to ten (10) school days.
- **Long-Term Suspension:** suspension from school, school activities, and school grounds for more than ten (10) school days, but less than exclusion.
- **Exclusion:** Permanent removal of the student from school, school activities, and school grounds. A charter school student who has been excluded may return to his local educational agency pursuant to North Carolina law.
- **Expulsion:** Permanent termination of the student-school relationship. This applies only to students 14 years of age or older whose continued presence constitutes a clear threat to the safety of other students or school staff.

CLASS I OFFENSES

Result: After School Detention, In School Reflection, Lunch/PA Detention, Community Service, Administrator Conference

- Uniform/Dress Code violations
- Littering on school property
- Repeatedly refusing to complete school assignments
- Violation of the Technology Use Agreement
- Repeatedly neglecting to bring learning materials to class
- Cell phone/headphone use during the school day

CLASS II OFFENSES

Result: After School Detention, In School Suspension or Short/Long-term Out of School Suspension

- Committing repeated Class I offenses
- Failure to comply with other assigned consequences
- Deliberately disrupting the normal educational process in the classroom
- Failure to attend an assigned class without a valid excuse, skipping school
- Use of profanity and/or an obscene gesture
- Use of discriminatory remarks that goes against our Core Values
- Mild horseplay (tripping, pushing, shoving, smacking)
- Play fighting
- Mild teasing
- Lying to or deliberately deceiving a teacher or a staff member
- Willfully leaving the classroom or school grounds without permission
- Inappropriate public displays of affection
- Failure to follow instructions of school staff
- Unauthorized/inappropriate use of any electronic device while on school property not associated with the educational process during normal school hours.

- Throwing objects in the classroom or on school grounds
- Repeated tardiness to a class period(s)
- Use of inappropriate language
- Insubordination
- Repeated violations of the Honor Code such as cheating and/or plagiarism
- Taking unauthorized or inappropriate photos or videos of another individual
- Bullying/harassment (cyber-bullying included)
- Any conduct committed off-campus that (a) if committed on campus would constitute a Class II offense and (b) has a reasonable relationship to school operations
- Causing breakage to another student's school-issued technology

CLASS III OFFENSES

Result: Suspension or possible disciplinary hearing for repeated and/or severe behavior, which could include but would not be limited to a Long-Term Suspension or Permanent Exclusion from attending The School.

- Committing a combination of or repeated Class I and/or Class II offenses
- Using school technology or network to access pornographic, violent or other unacceptable content either at school or at home using school-owned electronic devices
- Accessing, producing, posting, displaying or sending offensive message, music or images, including images of exposed body parts
- Defaming any staff member Trafficking, possessing and/or using tobacco/nicotine products on school property or at a school-sponsored event including the use or possession of electronic cigarettes or paraphernalia
- Stealing or possessing stolen property
- Threatening to physically harm or attack another student, staff member or adult on school property or at a school-sponsored event
- Physically striking or attacking a student, staff member or adult whether as an individual act or with the assistance of others
-
- Possessing, handling, transferring or bringing a weapon or ammunition (including a toy weapon; example – toy gun, toy knife) on school property or at a school-sponsored event
- Creating or encouraging other students to join in a disturbance, so as to cause the disruption of normal school operations
- Accessing or disseminating pornography, graphic content, sexual content or any other inappropriate material on an electronic device or in print
- Possessing, selling, exchanging, distributing, attempting to purchase, using or being under the influence of alcohol, illegal drugs, drug paraphernalia, or any substance purported to be an illegal drug, prescription medicine or alcohol on school property or at a school-sponsored event. This includes the distribution of or purposely taking more than the prescribed amount of medically necessary prescription medication.
- Touching or conduct that is sexual or inappropriate in nature or which is reasonably deemed offensive to that person
- Damage/destruction/vandalism/arson of or trespassing on school property
- Hazing

- Bomb threat/hoax, false alarms
- Possession or use of explosives, fireworks, sparklers, smoke/stink bombs on school grounds or at a school-sponsored event
- Any conduct committed off-campus that (a) if committed on campus would constitute a Class III offense and (b) has a reasonable relationship to school operations
- Creating or encouraging other students to join in a disturbance, so as to cause the disruption of normal school operations

Note: Any student who inadvertently possesses or finds a weapon or illegal substance or stolen property, which may subject the student to exclusion, can be recommended for these sanctions if the student voluntarily surrenders the property to a school staff person prior to discovery by another person. This should be done as soon as the student realizes that he/she is in possession of the weapon or substance or stolen property.

Any student who has been given out-of-school suspension three or more times in the same academic year may be recommended for exclusion.

Socrates Academy and its employees shall follow applicable rules concerning the discipline of students who qualify under relevant special education laws.

Administration shall have the authority to suspend a student for up to ten (10) school days at a time (*i.e.*, a Short-Term Suspension). There are **no appeals** for short-term suspensions of 10 days or less.

For Class III offenses, the Principal may recommend a Long-Term Suspension, and/or Exclusion, and/or participation in a Behavioral Contract. Decisions as to Long-Term Suspensions and/or Exclusion shall be made by the Principal after appropriate written notice to the parties involved and a hearing if one is requested. The Board Chair shall appoint a hearing officer. Student appeals from the decision of the Principal or hearing officer shall be heard by a panel of three Board members who shall be appointed by the Board Chair. Appeals must be made in writing to the Board Chair within ten (10) days of the decision of the Principal or hearing officer. The hearing will be scheduled by the Board Chair.

The School's disciplinary procedures will be exercised in a manner consistent with state and federal law, including the Gun-Free Schools Act, the Individuals with Disabilities Education Act, and the Rehabilitation Act of 1973. The disciplinary procedures applicable to students with disabilities and those who have Section 504 accommodation plans are available on the school's website.

Athletics and Extracurricular Activities

Athletics/Extracurricular Participation Policy

Extracurricular activities include ANY athletic team, Elementary, Middle School or High School club or clubs that represent Socrates Academy in competition. To be eligible to try out and remain eligible to participate for any sport, extracurricular competition, or club leadership role at Socrates Academy, students must meet the following criteria:

- All students must be enrolled in Socrates Academy to participate
- All students must be in good discipline status through the entire time of their respective sport season or extracurricular activity. This means that if a student is suspended for any period of time, his/her status as a team or club member may be revoked by the Coach or Administration. The student is not allowed to participate in or attend any sport or co-curricular events during the time of suspension. Violations of the school's behavior policy are subject to review by the Administration and may cause a student to be placed on probation or removed from the team or club.
- All students absent or removed from school for more than half of the day of a contest for any reason may not be in the contest that school day. In order for a student to be able to participate in a contest, the student must be present for a half day of school. Please review the Attendance section of the handbook for specific times.
- Student athletes must receive a health screening each year (395 days) by a duly licensed physician, nurse practitioner, or physician assistant.
- Any athlete who quits a team voluntarily, not including medical reasons, could potentially forfeit being eligible to participate in athletics for a period of one year as determined by the administration. This one-year period also applies to any athlete who has been dismissed from a team by a coach or administration.
- Parents and students are responsible for monitoring the progress of their grades throughout the quarter.
- Must pay the participation fee (per sport season) prior to the first contest in each sport season.
- Concussion Forms must be completed and on file for each school year.

Middle & High School Athletic Eligibility Requirements

<p>6th Grade</p>	<ul style="list-style-type: none"> • Must meet local promotion standards • A student who is promoted from the fifth grade to the sixth grade automatically meets the requirements for the <u>first semester</u>. • Must have earned an average of 75% across all classes during the previous semester (beginning the second semester). Students must maintain an average of 75% across all classes during the season to remain eligible. • Students with grades that dip below 70% in any class must attend weekly tutoring until their grade is a minimum of 70%
<p>Grades 7 and Grades 8</p>	<ul style="list-style-type: none"> • Must meet local promotion standards • Must have earned an average of 75% across all classes during the previous semester (beginning second semester). Students must maintain an average of 75% across all classes during the season to remain eligible.

	<ul style="list-style-type: none"> Students with grades that dip below 70% in any class must attend weekly tutoring until their grade is a minimum of 70%
High School	<ul style="list-style-type: none"> Must meet local promotion standards Must maintain overall 2.3 or higher (previous semester) During the season, students with grades that dip below 70% in any class must attend weekly tutoring until their grade is a minimum of 70%
Exceptional Children	<ul style="list-style-type: none"> The 75% average or GPA eligibility rule will be waived if (1) I.E.P. goals are being met; (2) satisfactory progress is being made in mainstreamed classes, and (3) has the principal's recommendation

2024-2025 Athletic Offerings

Fall Sports

MS and HS Boys Soccer
MS and HS Girls Volleyball
MS and HS Boys and Girls Cross Country
MS and HS Girls Tennis

Winter Sports

MS and HS Girls Basketball
MS and HS Boys Basketball
MS and HS Cheerleading

Spring Sports

MS and HS Girls Soccer
MS and HS Coed Bowling
MS and HS Boys and Girls Track
MS and HS Boys Tennis

Sports Pre-Participation & Medical Examination Forms

In order to be eligible for practice or participation in interscholastic athletic contests, the student must receive a medical examination once every 395 days by a duly licensed physician, nurse practitioner, or physician assistant, subject to the provisions of G.S.90-9, 90-18.1, and 90-18.2. The recommended Sports Pre-participation and Medical Examination Form can be found at:

<http://www.nchsaa.org/pages/464/health-safety-sports-medicine/>. The student-athlete must submit the physical form along with the concussion statement, NCHSAA athlete participation form (high school athletes only), and the signed student-athlete handbook to the office prior to the first day of practice or tryouts. The

student shall not participate in any tryouts, practice sessions or contests until the completed physical has been turned in.

Medication Responsibilities

School coaches must adhere to the Socrates Academy medication administration policy found in the Student Handbook for all athletic events including tryouts, practices, & contests.

Concussion Awareness

On June 16th, 2011 the Gfeller-Whaller Concussion Awareness Act was signed in an attempt to educate student-athletes, parents, coaches, and first responders on the symptoms and expectations related to concussions. In order to meet these regulations, student-athletes as well as their parent/guardian are required to read and sign the *Concussion: Information for Student-Athletes & Parents/Legal Custodians* document included in this packet. This is an annual requirement for participation in Athletics at School. The document is meant to help educate families on the symptoms and obligations associated with concussions. *Information regarding the Gfeller-Waller Concussion Awareness Act can be found at <http://gfellerwallerlaw.unc.edu/GfellerWallerLaw/gwlaw.html>*

Insurance Coverage

It is recommended that players be covered by adequate medical and accident insurance. A Lifetime Catastrophic Liability Insurance plan is available to middle and high athletes through the North Carolina High School Athletic Association.

Attendance at Athletic Practices and Games/Matches/Meets

Students must attend both contests and practice sessions. To participate on the same day or evening, students must be present for at least half of the school day. Absences due to illness, injury, or required commitments should be arranged with the coach in advance. During regular school vacation periods, students are excused from team activities if notified two weeks in advance.

Failure to attend a practice or contest without excuse may result in missing the next scheduled contest. Additional unexcused absences could lead to dismissal from the team for the season. Excused and unexcused absences may affect playing time, especially for learning new plays, stunts, and formations.

For absences of five or more consecutive days due to illness or injury, students need a medical release from a licensed physician before returning to practice or contests. Those with potential head injuries also require medical clearance before resuming activities.

Uniforms

Student-athletes are responsible for the care, security, and use of uniforms and any sports equipment provided by the school. Athletic participants will be responsible to pay the replacement fee for equipment items issued for use by the school that are deemed abused or not returned. Student-athletes will be withheld from athletics in succeeding seasons and all school events and field/overnight trips until this obligation is met.

Inappropriate Actions, Behavior and Conduct

The Coach, Athletic Director, and Principal reserve the right to deny athletic participation to any student whose inappropriate actions or conduct are not specifically covered in this handbook or individual team rules.

Unsportsmanlike conduct, insubordination, inappropriate behavior/conduct in school or at home or away contests, etc. are not representative of School students, teachers, or families and will not be tolerated. Exemplary actions, behavior, and conduct is expected from all parties in attendance. Any student, parent, or individual that exhibits unsportsmanlike conduct or inappropriate behavior will be barred from any additional athletic events that season. A second offense in subsequent seasons will result in the barring of said individual from any athletic contests involving the school for the rest of the school year.

24-Hour Rule

Socrates Academy parents and coaches will be expected to follow a 24-hour rule in regard to communicating with one another. Socrates Academy coaches are competitive, and Socrates Academy parents are passionate about their children. There may be times when coaches and parents disagree about playing time, position, strategy, or any number of things. The appropriate time to discuss these matters is not immediately following an athletics contest. As a result, parents should not contact a coach within 24 hours of any such contest. Once the 24-hour window has passed a parent may request a meeting with the coach in order to discuss the disagreement. Parents and coaches should remain cordial and respectful during any such meeting.

Travel and Transportation

Coaches will provide parents with expected arrival times for practice, games, meets, and meetings. It is expected that parents will respect the coaches' time and be prompt in picking up their children. Coaches are expected to stay with students no more than ten minutes past the anticipated arrival time that was given to the parents. Any issues with parents failing to pick up their child on time will be handled by the Athletic Director and the student's ability to participate in practice and future games may be jeopardized.

Please note that student-athletes are not permitted to ride with coaches regardless of circumstance.

Participation Fees

Socrates Academy is committed to offering athletic programs to our students. A **\$180.00 participation fee** will be required from all middle school student-athletes **per sport**. This fee is to help cover the costs of officials, field and court rentals and meet entry fees.

There will be no refunds of the participation fee unless the student-athlete suffers a season-ending injury prior to the mid-point of the season, which precludes them from participating in one-half of the regularly scheduled season. A refund will also be granted to students who have been deemed academically ineligible before the mid-point of the season.

A paid fee does not guarantee playing time or control over any conditions of the team. Parents/guardians who need financial assistance or are unable to afford these fees should contact the Head of School.

Athletic Grievance Policy

All problems, concerns, or complaints must be addressed in private at a time previously scheduled with the coach. Concerns should not be addressed in front of the other student-athletes and must first be addressed to the coach at an agreed-upon time and location. If closure is not reached between the parent and coach, then the following grievance address structure should be followed:

1. Coach of Sport
2. Athletic Director, Ashley Minda
3. Principal, Vanessa Baker
4. School Board of Directors

Tryouts

Roster sizes will be determined by the Head Coach of the sport. Students are strongly encouraged to be at each tryout session and must be in attendance for AT LEAST one tryout session to be deemed eligible to make a team. An athlete who does not make a team may try out for another sport provided that the tryout for that sport has not already been completed. Athletes are allowed to play only one sport at a time during a season. Only students who are currently enrolled at Socrates Academy may attend tryouts.

Playing Time

One of the most emotional issues surrounding an athlete's involvement in athletics is playing time. Although attendance, attitude, commitment, effort, and ability all play a role in determining playing time, it is ultimately **the coach's decision**. At Socrates Academy, our sports teams are competitive and playing time is not equal across the team. It is the responsibility of each coach to decide who starts a contest, what position the athletes play, and how long they should play. All students, parents, and community members are asked to respect this model and the coach's decision. If a parent or student has a concern about their playing time in a match, a meeting should be scheduled with the coach to discuss the issue. If the parent or student is not satisfied with the resolution, the parent or student should follow the grievance policy set forth in this handbook.

Inclement/Hot Weather Guidelines for Outdoor Sports

All outdoor sports should follow the Inclement/Hot Weather Guidelines found at:

<http://www.nchsaa.org/page.php?mode=privateview&pageID=575>. These guidelines are reviewed/revised annually by the Sports Medicine Advisory Committee of the NCHSAA.

School Disciplinary Action

Students currently under suspension at school will not be permitted to practice or play in games. Students on their second suspension in the school year will not be permitted to play in the next game. At any point in time, a student may be removed from the team for disciplinary reasons.

Student/Parent/Coach Expectations

Student Responsibilities

1. Come to practice fully prepared and dressed appropriately
2. Come to all practices and games on time
3. Respect the coach at all times
4. Respect your fellow teammates, opponents, and the officials at all times
5. Focus and give 100% effort at every practice and game
6. Represent the school well in all athletic activities
7. Maintain academic eligibility

Parent Responsibilities

1. Ensure your child attends practices fully prepared and dressed appropriately
2. Pick up your child after every practice and game on time. Respect the coaches and their time in this manner
3. Respect the coach's decisions at all times
4. Respect your child's teammates, their opponents, and the contest officials at all times
5. Represent the school well in all athletic activities
6. Volunteer as needed at games and practices

The Coach's Responsibilities

1. Be on time at all practices and events for team
2. Come prepared to run an efficient and effective practice for all of the athletes on team
3. Act fairly without favoring students during practices
4. Develop strategies and formations that will benefit the team as they strive for success
5. Give 100% effort at every practice and game
6. Respect your student-athletes, their opponents, and the contest officials at all times
7. Ensure at least two adults are at every practice or game
8. Escalate parent or student issues to the Athletic Director in a timely manner
9. Confirm officials for all contests hosted by Socrates Academy
10. Stay until the last child is picked up by a parent
11. Monitoring grades per the eligibility requirements. Confirming tutoring has been attended when required.

Extracurricular Substance Abuse Policy

The use and/or possession of tobacco, alcohol, and illegal drugs, including performance-enhancing products, are prohibited. If the use of such substances by a Socrates Academy student club participant or athlete is reported to the school, the following process will occur:

1. An initial meeting will take place with the Athletics Director and/or Principal, the School Counselor, and the student to discuss the violation.

2. The student's parents/guardian will be notified in a timely manner.
3. The Athletics Director will facilitate a meeting of the student, their parents/guardian and a school administrator to determine the validity of the reported violation and discuss consequences.

If the student is found to have violated the Substance Abuse Policy, the following penalties will be imposed:

First Offense: The student will be suspended from active participation with the team for a period of 10 days. The student will attend but not participate in practices/club meetings. Once the suspension has been served, the student will be withheld from participation in the next two athletic contests (if applicable) but will be allowed to practice. The denial of athletic contests cannot be concurrent with the timeframe of the first suspension.

Second Offense: Student is removed from the team or club.

General School Policies

Posting or Publishing Student Pictures and Information

Socrates Academy reserves the right to post pictures and images of current and former students on its website, official Facebook page, or for any other school purpose. Parents who do not wish to allow Socrates Academy to use their child's picture or image must send a letter to the Principal.

Boy Scouts of America Equal Access Act

Socrates Academy does not discriminate against any group officially affiliated with either the Boy Scouts of America or any other youth group listed in Title 36 of the United States Code (as a patriotic society) that wishes to conduct a meeting within an open forum. Socrates Academy does not deny such access or opportunity or discriminate for reasons based on the membership or leadership criteria or the oath of allegiance to God and country of the Boy Scouts of America or the youth groups listed in Title 36 of the United States Code (as a patriotic society).

Gender Equity Policy (Title IX)

Socrates Academy certifies compliance with Title IX of the Education Amendments of 1972, as amended, 20 U.S.C 1681 et seq. (Title IX), and its implementing regulation, at 34 C.F.R. Part 106, which prohibits discrimination based on sex. Socrates Academy, as a recipient of federal financial assistance from the United States Department of Education, is subject to Title IX and does not discriminate based on gender in employment or any educational program or activity it operates.

For complaints or grievances regarding discrimination based on gender, please refer to Socrates Academy's Reporting and Grievance Policy.

Admissions and Enrollment Policy

More information about our admissions and enrollment policy can be found [here](#).

Smoking or Vaping on Campus

Socrates Academy is a smoke-free campus. In keeping with Socrates Academy's intent to provide a safe and healthy work environment, smoking is prohibited on School property at all times. This policy applies equally to all employees, parents, students, volunteers, and visitors. This policy also includes the use of e-cigarettes.

Weapons

Weapons of any kind are expressly prohibited on school grounds or during school events. Weapons are defined to include firearms, knives, destructive devices, and/or any item (regardless of its nature) used to threaten or cause actual harm.

Drug and Alcohol Use

Socrates Academy is dedicated to maintaining a safe educational environment. Thus, Socrates Academy has implemented a drug and alcohol-free school policy, which prohibits anyone from being under the influence of alcohol or illegal/misused drugs on school grounds or attending a school-related event. Alcoholic beverages are never to be consumed on school grounds, or during field trips. Alcoholic beverages are never to be consumed in vehicles of transportation owned or operated on behalf of the school, or by their drivers while they are responsible for the operation of such vehicles. The use, sale, transfer, or possession of alcohol, e-cigarettes, vaping devices, illegal drugs, hallucinogens, stimulants, sedatives, controlled substances, or drug paraphernalia on school property, at school events, or on field trips is prohibited. This includes the misuse of prescription drugs, including medical marijuana, or any mood-altering substances while on school property, at a school event, on field trips, or in circumstances the school believes will adversely affect the school's operation or safety.

Threats and Violence

Our policy is to strive to maintain a school environment that is free from intimidation, threats, or violent acts. This includes but is not limited to, intimidating, threatening, or hostile behaviors, physical abuse, vandalism, arson, sabotage, use of weapons, carrying weapons of any kind onto school property, or any other act, which, in Socrate Academy's opinion, is inappropriate to school. In addition, jokes or offensive comments regarding violent events will not be tolerated and may result in disciplinary measures.

School Safety

Socrates Academy has a Crisis Management Team that will create and manage the following procedures by outlining the actions and responsibilities of staff and administration in addressing the following issues:

- Evacuation Fire
- Evacuation Non-Fire
- Hazardous Materials
- Lockdown-Perimeter
- Lockdown-Full
- Serious Medical Emergency
- Severe Weather (tornado; hurricane; etc.)
- Public Health Emergency
- Student in Crisis

The Principal oversees the Crisis Management Team and it is the responsibility of the Principal to ensure that the procedures are current and applicable and that all applicable parties are aware of the procedures.

The Principal is also responsible for ensuring drills occur on a regular basis. These procedures will be reviewed annually by the Crisis Management Team and any changes or revisions will be made by the Principal. The Principal is responsible for communicating these procedures to the Board of Directors.

Unsafe School Choice Option

Title IX, Section 9532 of the No Child Left Behind Act of 2001 provides that a student attending a "persistently dangerous School" or a student who is a "victim of a violent criminal offense" on school property, as defined by

law, has the right to transfer to another safe school in the district if his/her parent requests a transfer. If there is not another safe school in the district providing instruction at the student's grade level, the school shall contact neighboring districts to request that the students be permitted to transfer to a School in one of those districts.

Asbestos Management Plan

The Asbestos Hazard Emergency Response Act (AHERA) requires us to annually notify parents, students, staff members, and others who regularly occupy the School building of compliance with AHERA. An Asbestos Management Plan (AMP) has been developed for the School and is on file in the School office. Parents may schedule an appointment with the Director if they wish to review the AMP.

Pesticide Notification

Socrates Academy uses an integrated pest management program that minimizes pesticide use. Pesticides are never sprayed in classrooms. Parents can request a 48-hour advance notification of pesticide treatments by letter. Contact the school office to request notification or review our pest management program and records.

Hazardous Chemicals

Socrates Academy will take all necessary steps to protect its students and staff from hazardous chemicals or other potentially dangerous materials, and it will comply fully with all required inspections, laws, ordinances, and regulations regarding hazardous chemicals.

Fire and Safety Regulations

Socrates Academy will submit to all fire and safety inspections by state, county, and municipal authorities as required by law. The School will also obtain all necessary certificates and licenses prior to opening for each school year.