

TRA First Grade Partnership Agreement 2020-2021

Parents are considered education partners and must read and agree to this contract to participate with The Rock Academy. When you enroll with PRAXI, you will acknowledge that you have read this document and agree to its content.

1. All Enrolled Families:

Enrollment Process

- NEW Families will be sent a link to complete the enrollment process through Praxi. Re-enrolling families use Praxi.
- Documents are on file or will be uploaded to PRAXI.
 - Birth Certificate, School Entry Physical, Current (up to date) Immunization Record (680) or Religious Exemption (681)
- FACTS Account established and current—Registration Fees are PAID.
- For Returning Families—**ALL** obligations for the previous school year are completed and up to date.
- Students cannot attend on-campus classes if these requirements are not completed.

Agreement

- I/We agree with the Foundational Documents, Code of Conduct, and Dress Code.
- I/WE understand that it is my/our responsibility to read the Parent Handbook and abide by the policies and procedures.

Orientation

- Parents are required to attend the Parent Orientation prior to the first day of school.

Communication TRA will make every effort to communicate consistently and effectively with families through the following methods. Parents/guardians are responsible for participation in ongoing communication.

- Monthly newsletter (emailed and posted on the website)
- Website (information, forms, documentation paperwork, training resources)
- PRAXI (grades, progress, teaching communication, important class information)
- Email (most common form of communication)
- Open House (dates to be determined)
- Parent Conferences (scheduled as needed)

2. Attendance

On Campus Attendance Policies

- Students are required to attend class
- Students are scheduled for 180 days with the required instructional net hours required by the Florida Dept. of Education.
- Parents will sign students in and out at the front desk in the foyer.
- Students may only be dismissed to approved family members/friends that have a CAR TAG issued by TRA or have a valid driver's license on file with TRA and are on the parent approved driver list.
- Students are NOT permitted to attend classes if they have a fever, are contagious, have head lice or are too sick to actively participate in class.

Absence—Excused

- Excused absences for on-campus classes include but are not limited to: illness, travel, and emergency.
- Parents/guardians must call the school office ASAP to notify the school that a child will be absent.
- Parents/guardians must contact the teacher(s) to discuss the material missed due to the absence.
- In the case of travel that you know in advance, please contact the teacher ASAP with the details.
 - Parent MUST communicate with the teacher in ADVANCE of a planned absence.

Absence—Unexcused

- Unexcused absences for on-campus classes include but are not limited to: oversleeping, taking the day off, or other absence where the parent/guardian does NOT contact the school the morning of the absence. **This is IMPORTANT!**
- If absences become chronic, a student's enrollment can be terminated.

Tardiness When students are tardy it causes stress for the student and a disruption for the classroom. There will ALWAYS be a lot of traffic, so please leave in time so that being tardy is a rare exception and NOT the rule.

- Students who are chronically tardy may be dismissed from the class.
- If a situation arises (such as a bad accident that causes you to be late), the parent/guardian or student will contact the school to inform them that they will be late and why. (Text or call)

3. Grades and Communication

Praxi School

- The First Grade Teacher will communicate weekly through the take-home folder.
- The First Grade Teacher will provide quarterly progress reports and communicate as needed throughout each quarter.
- BLOOMZ is the mobile app teachers and parents use to communicate regularly.

4. Financial Obligations

- Parents agree to the Enrollment Options Tuition/Fees
- Families pay through FACTS and agree to abide by their rules and policies
- Failure to pay can result in dismissal from the school with the balance turned over to collections.
- All tuition and fees are NON REFUNDABLE. Families will be responsible for the entire contract once they have enrolled.

5. Withdrawal from TRA

Voluntary Withdrawal A family may choose to voluntarily remove themselves from enrollment with TRA.

- Parent/guardian must contact the TRA office and officially withdraw. (Withdrawal Form)
- Records will be transferred upon request by an official school **IF** all financial obligations are met and borrowed materials are returned.
- Records that are incomplete will be marked as such.
- All tuition and fees are NON-REFUNDABLE.

6. Dismissal from TRA

Academic Dismissal A student may be removed from a class or from The Rock Academy due to:

- continued/chronic poor performance.
- lack of parent participation resulting in poor student performance, or
- inability to work within the TRA model for instruction.

If a Student is Failing:

A parent conference will be arranged, and a plan may be developed to work out a strategy to get a student on track. Failure to make the necessary changes or follow through with agreed-upon Plan may result in dismissal from the class or school.

Behavioral Dismissal A student may be removed from a class or from The Rock Academy due to:

- chronic or severe behavior problems that disrupt the class on a regular basis and affect the ability of the class to function and learn.
- violate the Code of Conduct (both on and off campus).

Attendance/Tardy Dismissal A student may be removed from a class or from The Rock Academy due to chronic absences and/or tardies (both excused and unexcused). Students with situations that keep them from attending class need to consider a strictly home-based program or other alternative.

Unresolved Conflict Dismissal A family may be dismissed from The Rock Academy if they are engaging in ongoing conflict with TRA faculty, families, or administration that cannot be resolved and cause discord among the member families and staff.