



HRM Elementary Academy Policies

While we desire that those who attend HRM Secondary Academy demonstrate Godly character and behavior at all times, the following policies have been written to outline the consequences that will be enforced in the event of infractions.

Absences

Students who have a fever of 100 degrees or higher or experience symptoms of illness like vomiting, diarrhea, discolored mucus, excessive coughing/sneezing, bad headaches, pink eye, or any other contagious symptoms need to be kept home to recover rather than brought to school. Students must be fever-free for 24 hours without fever-reducing medication.

In the event of absence for any reason, parents should notify the school office first by message to both the Elementary Director (NancyByrd@homerunministries.com) and the student's teachers or by telephone (281-533-3599).

Students missing an excessive of classes will not make sufficient progress in those classes. Accordingly, students missing more than 25% of the class meetings may not be eligible to proceed to the next level.

Arrivals and Dismissals

Students may arrive as early as 8:30 for first period (or 10 minutes before subsequent class periods) and wait for the bell in the downstairs foyer area. Parents may walk their child to the door or drop them off at the walkway in front of the double-door entrance. For dismissal, parents may walk up to the entrance for their child or drive up to the walkway in front of the double-door entrance. Children will not be released into the parking lot. Afternoon pickup will be conducted "curbside". Please create a paper or poster sign for your car that clearly states your child(ren)'s name. Please let the office know if another adult or sibling will be picking up your child. If you are running late, please text (832-233-7557) and let me know. Parents arriving 15 minutes after their child is dismissed from class may be charged.

Tardiness

Although certain events outside the student's control sometimes cause tardiness, out of respect for the teacher and classmates' time, students need to arrive on campus on time for classes consistently. The arrival goal should be at least 5-15 minutes before class begins, depending on the distance of the commute. Classes begin at the following times: 1st – 8:45 am, 2nd – 9:50 am, 3rd – 10:55 am, Lunch 11:55 and Afternoon Block – 12:30 pm.

Dress Code

Students are to wear neat, modest attire in good repair. Shorts, skirts, and dresses must be at least as long as the end of that student's fingertips when holding her hands straight down. Shorts must be worn under skirts/dresses. Slits in dresses and skirts or rips in clothing must go no higher than fingertip length. No clothes bearing inappropriate graphics or messages, bare feet, or tight, revealing clothing may be worn to/in school. Shirts must completely cover the midriff, regular undergarments, and anything resembling undergarments. The staff reserves the right to determine dress and style infractions at any time, including anything that may distract others.

Facility Usage

Students, teachers, and administration are guests of Kingwood Bible Church and are to keep the building clean and in good repair at all times. Students who write on or otherwise damage furniture, walls, fixtures, or any other parts of the building will be held responsible for repairing or replacing damaged property at their own expense. Home Run Ministries pays rent for the use of certain parts of the building on certain days and at certain times. The areas of the building that may be used by HRM Elementary Academy students are the specified classrooms, the HRM office, the gym, connecting hallways for passage purposes, and the Connections Café for waiting between classes and at dismissal. Our students may use no other portion of the building without prior permission from the administrator. The elevator is for use by teachers only unless the administrator has given permission due to a medical condition.

Items Brought to School

All electronic equipment, including cell phones or ear devices, are to remain in the OFF position in the student's bag (backpack) and be used during class or lunch only with the teachers' or administrators' permission. If a wrist device is worn, it must not be synced to a phone during class or lunch.

During school hours, phone messages and texts may be quickly checked in the hall only between classes as long as the student is on time for the next class. If calls need to be made or the student needs an extended time to make contact, they must report to the office until they are finished. Devices misused will be confiscated. Parents needing to make contact during classes or lunch may call the office (281-533-3599) to relay messages to the students.

No weapons, or anything easily used as a weapon, or in any way deemed dangerous, may be brought into the building or on the premises. Teachers will confiscate forbidden items brought to school or items inappropriately used at school—for instance, cell phones seen or ringing/binging during class or lunch. Parents may collect confiscated belongings from the office.

Medicines the student needs to take while on the premises must be delivered in original packaging with a parent note to the administrator rather than left in the possession of the student. Taking or using drugs of any sort without assistance of the administration, including prescriptions, over the counter, alcohol or nicotine, will be reason for expulsion without a refund. Vaping is not permitted with or without nicotine and is subject to the same consequence.

Lunch and Classroom Behavior

Each teacher will explain expected classroom behavior and consequences for misbehavior within their classroom. However, disobedient and disrespectful behavior toward another student, the teachers, the administrators, or the parents will not be tolerated. Students are expected to act and speak in a manner that reflects the HRM Statement of Faith, Gender, and Sexuality while on campus. Bullying and other demeaning behaviors towards others will require a written apology from the individual and/or group to which the offense occurs. Parents will be contacted, and the administration will determine if further action is warranted based on the severity of the offense. Students should follow the teachers' and administrator's directions the first time given and be respectful at all times. Public displays of affection and/or romantic relationships are inappropriate at HRM Elementary Academy.

Lunch

Teachers will review expected lunch behavior at the beginning of each year. Students are to remain in the gym during the lunch period unless a monitor is available outdoors (weather permitting). Students staying for lunch must pack a sack lunch that does not require heating or preparation. All students should bring their own water bottle. We are a NUT-FREE program, so pack accordingly. Electronic devices are not permitted during lunch.

Study Hall

We do not offer a study hall in the Elementary Academy. If your child has a gap in his schedule, the parent will need to meet their child and provide supervision between classes.

Discipline Procedures

At the time of the student's first offense of any conduct code, the student will be sent to the director. The student will be counseled about expected changes in behavior, and their parent will be called. If a second offense occurs, the student will be suspended for one class period, and their parent will be called. At this time, a behavior plan may be made to help the student succeed. Any subsequent offenses or more serious behavior infractions may result in the child's removal from the program without a refund. Home Run Ministries reserves the right to determine the consequences based on the circumstances.

I understand that by checking the HRM Elementary Academy Policies agreement box on the website, I am signifying that I have read and reviewed the above policies with my student(s) and agree to support the teachers and administration in enforcing them with the students. I understand that these are represent behavior situations that may arise but that additional policies may need to be adopted or may not have been specifically expressed on these pages. I will support the teachers and administration in enforcing policies as required.