

HARVEST
HOMESCHOOL
ADVANTAGE

Parent and Student Handbook

**Preschool & K-12
2024-2025**

A Ministry of Harvest Church
831 N Main St. Meridian, ID. Updated August 2024

Table of Contents

Contact Information	4
Mission	4
Introduction to Harvest Schools	4
Parent Involvement	9
Basic Standard of Conduct and Appearance	10
Discipline	14
Illness	16
APPENDIX	
Drop Off and Pick-Up	20
Playground Policy	23
School Closure Days and Inclement Weather	24
Preschool Schedule Change Protocols	24
Medication Management	25
Emergency and Disaster Preparedness	25
Terms of Enrollment	26
Admission Requirements and Enrollment Process	29
School Calendar	31

Contact Information

Harvest Preschool and Harvest Homeschool Advantage (HHA)

Harvest Preschool Hours: Monday-Thursday, 8:30-12:00

Harvest Homeschool Advantage (K-12): Monday-Thursday, 8:30-2:00

Office Phone Hours: Monday-Friday, 8:00am – 3:00pm

Phone: (208) 880-1098

Email: hha@boiseharvest.org

Website: <https://harvestpreschool.tv/>

Director: Carrie Martinez

Director Email: carriemartinez@boiseharvest.org

Mission

Our desire is to educate each child with excellence, strengthen godly character, and develop strong biblical leadership.

Introduction to Harvest Schools

Harvest Schools is a ministry of Harvest Church. It is composed of Harvest Preschool and the K-12 Harvest Homeschool Advantage (HHA). In our pursuit of academic excellence, we provide an environment which promotes godly values in Christ-like character. We partner with each home to cultivate a healthy, Christian family atmosphere so students can be appreciated for their individuality while being equipped and empowered to reach their greatest potential.

In order to make an informed commitment to work and walk together with common purpose, it is important that parents and children understand the principles and philosophy of Harvest Schools prior to submitting an application for enrollment. **Please go over this handbook with your child(ren) to ensure they understand our policies, as some sections may not be appropriate for younger students to read independently.**

Our K – 12th Grades are made-up of children from Christian homes who attend church regularly and are committed to a Bible-believing church in our community. Our school is open to Christian families who share the same basic tenets of the Christian faith, who have strong convictions for the value of family, youth training, and are committed to the academic and spiritual success of their children.

The goal of our school is not to reform the character of children, but to provide an environment where Christian-raised children can be transformed into the likeness of Christ. We exist to see that each child is further equipped and empowered to serve their church, community and world for God's glory.

God's Word is Our Standard

The Bible has established a very clear standard of living with unwavering principles by which we are to establish our lives. Harvest Schools understands that this standard directly opposes our world's culture that is void of standards, specifically moral and relational standards. Our staff uses the standard of God's word as the standard in instruction and character. We are dedicated to becoming students of the Great Teacher, Jesus, and in turn, desires to impart His wisdom and knowledge in our classes.

“All your children shall be taught of the Lord, and great shall be the peace of your children.” *Isaiah 54:13*

“And these words which I command you today shall be in your heart, You shall teach them diligently to your children and shall talk of them when you sit in your house, when you walk by the way, when you lie down, and when you rise up.” *Deuteronomy 6:6-7*

Statement of Faith

We believe in the plenary-verbal inspiration of the accepted canon of the Scriptures as originally given and that they are infallibly and uniquely authoritative and free from error of any sort in all matters with which they deal. *1 Corinthians 2:3; 2 Timothy 3:16*

We believe in the eternal Godhead who has revealed Himself as one God existing in three persons: Father, Son, and Holy Spirit; distinguishable but indivisible. *Matthew 28:19; 2 Corinthians 13:14*

We believe in the literal creation of the existing space-time universe and all of its basic systems as indicated in Genesis. *Genesis 1; Nehemiah 9:6; Isaiah 42:5; John 1:3; Colossians 1:16-17*

We believe in the creation, test, and fall of man as recorded in Genesis and his total spiritual depravity and inability to attain divine righteousness. *Romans 5:12, 18*

We believe that sin is transgressing or falling short of God's standard in action, thought, and character. All individuals are born with a sin nature that affects their motivation, affection, volition, and actions. The results of sin include separation from God and death. *Romans 3:10, 23; 6:23; 14:23; James 4:17; 1 John 5:17*

We believe in the Lord Jesus Christ, the Savior of all, conceived of the Holy Spirit, born of the Virgin Mary, fully God and fully man. *Isaiah 7:14; 9:6; Matthew 1:21; Luke 1:26-35; John 1:18*

We believe Christ died for our sins, was buried and rose again the third day, and personally appeared to His disciples. *Romans 4:25; 1 Corinthians 15:1-8*

We believe in the bodily ascension of Jesus to heaven, His exaltation, and His personal, literal, and bodily coming again the second time for the church. *Matthew 24; Mark 16:19; John 14:2-3; Acts 1:9-11 Philippians 2:5-11; 1 Thessalonians 4:13-18; Hebrews 9:28*

We believe in the salvation of sinners by grace, through repentance and faith in the perfect and sufficient work of the cross of Calvary by which we obtain remission of sins. *Romans 5:11; Ephesians 2:8-9; Hebrews 9:12, 22*

We believe in the necessity of water baptism by immersion in the name of the eternal Godhead in order to fulfill the command of Christ. *Matthew 28:19; Acts 2:38-39; 19:1-6*

We believe in the baptism of the Holy Spirit as a distinct aspect of the Christian foundational experience with the primary evidence of speaking in tongues as well as evidences such as empowerment to witness, to conquer sin, and to live a holy life. *Acts 2:1-4; 8:14-17; 19:6*

We believe in the Spirit-filled life, a life of separation from the world and the perfecting of holiness in the fear of God as an expression of Christian faith. *2 Corinthians 6:14; 7:1; Galatians 5:16-26; Ephesians 5:18*

We believe that since the Bible is the inspired Word of God, it is authoritative in all areas of human behavior, including marriage, family, sexuality, morality, and ethics. *2 Timothy 3:16*

We believe that the Bible defines marriage as the covenant relationship between a man and a woman. The importance of this union to society requires that we support and protect marriage as the Word of God does. *Matthew 19:4-6*

We believe in the operation of the gifts of the Spirit as manifested in the Early Church and enumerated in 1 Corinthians 12-14.

We believe in divine healing in its varied aspects, including the healing of the body by divine power, as seen in the Early Church. *Isaiah 53:4-5; 1 Peter 2:24; Acts 3, 5, 9, 28*

We believe in the Table of the Lord, commonly called Communion or the Lord's Supper, for believers. *1 Corinthians 11:24-32; Matthew 26:26-29*

We believe in eternal life for believers and eternal punishment for unbelievers. *John 3:16; 5:24* We believe in the reality and personality of Satan and eternal judgment of Satan and his angels. *Matthew 25:41; 2 Peter 2:4*

Key Values

An integration of biblical truth will be an inseparable and primary part of the total educational process. Christian concepts will be unified with, inseparable from, and central to the academic education. *Proverbs 1:7, Deuteronomy 6:6-9*

Parents and marriage: If children reside with two parents or guardians, we believe it is a biblical requirement that the parents be legally married, as one man and one woman. We believe that marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has commanded that no sexual activity be engaged in outside of marriage. *Genesis 2:18-25, Ephesians 5:22-33, 1 Corinthians 6:9, 18, Hebrews 1:3-4*

We believe that God has divinely created each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a rejection of the image of God within that person. *Genesis 1, Romans 1*

Parents are encouraged to be involved in the instruction and training of their children in the educational setting. *Deuteronomy 6:4-7, Ephesians 6:4*

The peer environment is godly, and problems can be dealt with and solved biblically. *Matthew 18:15, 1 Corinthians 5:11, Galatians 6:1*

Staff, parents and other workers all strive for godly character and have the same basic values and commitments. *Psalms 1:1*

We are a family. *Philippians 2:4*

Excellence and character, environment and academics are our overall commitment. *Colossians 3:17*

We are a ministry of Harvest Church. For our complete Statement of Faith we invite you to visit our website at boiseharvest.org.

Staff

All staff are dedicated Christians and consider employment at Harvest Schools as a calling and ministry. Our teachers are highly qualified and have been selected because of their Christian character, educational experience, favorable reputation, and instructional abilities. Teachers are required to adhere to the policies and code of conduct within the Harvest Schools handbook. Our teachers regularly attend trainings, meetings, and other professional development opportunities.

The Bible and Religious Activities

In choosing Harvest Schools, parents agree to have their children participate in curricula that is based on biblical truth and in religious activities that are a product of that truth. Outward expressions of this Bible-based curriculum include praying during the day and before meals, singing songs to and about God, memorizing Scripture, teaching biblical character traits, and celebrating Christmas, Easter and other events relevant to the Christian faith. Halloween will not be celebrated in any form.

Classrooms, Curriculum and Outdoor Play

Our classrooms are set up to meet the needs of children in each grade level. We are currently integrating a music arts program for the entire school.

In our preschool classrooms, the curriculum follows a weekly plan. Class themes continue throughout the week so that students attending limited days will not miss vital content.

In our K-5th grade classrooms, we use a variety of teaching strategies including teacher-led small group lessons and whole group lessons. Grades one through five use Accelerated Christian Education (ACE) curriculum.

Our upper grade classrooms use various teaching strategies, labs, computers and in-person live elective courses while using ACE as our foundational curriculum.

Students will have several scheduled recesses per day. Most days, recess will be outside on our school's playground. Students will go outside for recess year-round and should dress accordingly. When temperatures are below 30°, students may be kept inside rather than being released for recess. When the air quality index exceeds the moderate level (101) teachers will use discretion on the amount of outdoor play. Please refer to our Playground Rules handout for the expectations for your student while on the playground during school hours.

Parent Involvement

Harvest Schools is a unique school in that it not only welcomes *but requires* parents play a vital role in their child's education. The first four days of the academic week will provide academic instruction and enrichment on the school campus. For grades K-12, **each Friday is school at home**. This schedule provides students a diverse school campus experience, and at the same time gives parents access to their child's educational content and progress. Harvest Schools provides scheduled parent-teacher meetings but also encourages parents to schedule one-on-one meetings before or after school as needed. Involved parents will want to volunteer, visit the campus, attend field trips, meet with teachers, and observe their child's classroom; we are eager to meet those expectations.

Parent Influences. Harvest Schools encourages parents to know their child's peer group and how he or she relates to them. With this window into their child's education, parents may have a stronger influence on their child's development in all areas.

Service Hours. Parent involvement is also available through service hours. We recommend parents contribute a minimum of 24 hours of school service for each family with children in grades 1-12, 12 hours for families with only a Kindergarten student, and 6 hours for families with only a Preschool student.

Jobs and Work Study for Students. In most cases, it is recommended that parents emphasize the value of education by guiding their children to not hold regular jobs during the school year. School work must take priority over a student's job, and the job must not interfere with school performance. However, in certain circumstances, junior and senior students may be able to count a job as work study for an elective credit upon the approval of the director. The student's education through 12th grade is the foundation of all further education and job opportunities.

Parent Participation. Harvest Schools assumes the parent is responsible for:

- attending parent orientations and teacher conferences
- maintaining open communication with the classroom teacher and school director
- holding their child accountable for their behavior
- daily communication with their child to see if he or she has completed daily goals
- holding their child accountable for schoolwork. If daily work is not completed at school and is sent home, parents will enjoy working with their child to ensure it is completed. Parents should sign and have child return any homework slip (grades 1-12) to the teacher the following day.
- reading daily with their kindergarten - 3rd grade child

Parent Communications

Report cards occur on a quarterly basis. Parent-teacher conferences occur each semester. Our school uses an interactive, administrative management system called FACTS. Parents can access their child's homework assignments, test scores, and daily progress through this website as well as email their child's teacher. General policy and information documents are also posted there. Your child's virtual classroom in FACTS will allow teachers to communicate school closures, emergency information, and time-sensitive announcements. It is expected that parents will check the FACTS family portal often. FACTS is the primary way parents and teachers will communicate during the year.

Basic Standards of Conduct and Appearance

A biblical standard of conduct and appearance will be expected of all students. This requires a high level of commitment by all involved: staff, parents and students. One of the main reasons parents enroll their children in a Christian school is to have better awareness and involvement in their child(ren)'s peer group. By having a basic standard of conduct and appearance, all families know what they can expect from others, and what others are expecting of them. Out of love and consideration for one another, we ask both parents and students who do not hold tightly to these basic standards to not select our school. Students whose actions show disregard for these standards will be promptly corrected and may be asked to withdraw.

Attitudes. We desire for our children to grow in having the mind of Christ as represented by such attitudes as humility, enthusiasm, cooperation, kindness, and respect.

Character. We desire for our children to pursue and grow in genuine faith and righteousness. While we cultivate a grace-filled atmosphere, it is important to understand that students who talk casually or favorably about worldly things will be confronted. "Worldly things" include but are not limited to: cheating, smoking, vaping, drinking alcohol, using illicit drugs, sexual conduct, using foul language, sexual or crude joking, violence, listening to or viewing unwholesome or inappropriate entertainment, and even a pre-occupation with media influences in general. It is our expectation that parents will recognize that today's culture has a strong influence on our children and agree to carefully monitor what their children are allowed to see, hear and speak.

How We Relate. Since our friendship with God was restored by the death of his Son while we were still His enemies, we will seek to extend that same great love to each other. We will make allowance for each other's faults and every effort to keep ourselves united in together with the bond of peace. We as staff, parents and students will endeavor to build each other up with the intent that all should reach their greatest potential. We will be friendly toward all without preferential treatment and avoid the formation of subgroups of friendships in the form of cliques. Bullying in any form will not be tolerated. When conflict arises, we expect all involved to approach one another with respect and grace and follow a

Matthew 18 process. Discipline is administered with this in mind and heart but may result in a request for withdrawal.

Boy-Girl Relationships. We desire for our children to grow up with deep convictions regarding the sanctity and responsibility of marriage. We desire that they understand that God Himself has provided for lifelong companionship between one man and one woman only through the protective covenant of marriage. Additionally, we pray they develop godly habit-patterns for relating as brothers and sisters in the Lord. To provide an environment where these convictions can grow, we ask parents to teach their children to wait until after high school to pursue exclusive relationships beyond that of friendship.

Physical Affection. We value the affection that our students have for one another in the bonds of friendship. In an effort to limit distraction or the appearance of impropriety, students should limit their physical touch with one another in an age-appropriate manner. Students should not tickle, cuddle, embrace, kiss or rough house with one another. This applies to both the opposite and same sex.

Gender. We desire for our children to grow up understanding who God has created them to be in the image of God. We prohibit students expressing an outward rejection of who God has biologically designed them.

Speech. We desire for our children to grow up understanding just how important our words are to Christ. Our children will not lie, swear (including euphemisms), use unseemly or crude speech, gossip, or tear down others with their words. The words we speak should be life-giving. (See Undesirable Language)

Social Media. The students must understand that social media is not a private means of communication and that all social media that is viewed by others must not reflect poorly on Harvest Schools, Christ or the church specifically or by association. Parents should regularly view all social media their children use. The school may address inappropriate postings as a disciplinary issue.

Appearance. We desire for our children to understand how God feels about modesty, how it relates to their attitude toward Him, toward one another, and toward their future spouse. To achieve an environment of modesty and appropriate appearance, Harvest Schools provides dress requirements to which students adhere. Our goal is to provide an environment with a consistent level of modesty, deep and meaningful relationships that focus on who the individual is on the inside rather than what they look like on the outside. This will provide a higher level of performance and morale, both influenced by how we dress.

General Guidelines for Student Appearance and Possessions

Appearance is the individual responsibility of the student and the parents. Teachers and the school director have the authority to interpret and enforce this dress code. If a student does not comply with the dress code, parents will be notified and asked to bring a change of clothes for their child.

All students are to dress modestly. *1 Corinthians 12: 23-25, 1 Timothy 2:9-10*. Lettering and pictures must not be offensive to God or others and must not be derogatory in nature.

Girls are to dress feminine; Boys are to dress masculine. *Deuteronomy 22: 5*

Shoes must be worn at all times and should be properly tied and fastened. It is recommended that students wear flat, comfortable shoes that will be appropriate for the classroom and outdoor activities. Avoid footwear such as flip flops and other loose-fitting shoes to ensure that shoes stay on during active play each day.

Hats and hoods are not to be worn inside school buildings or classrooms. Hats can be worn during outdoor activities or on specific dress up or spirit days.

Dresses and skirts are acceptable. Hemlines must be to the knee area or longer. Dresses and skirts can be shorter if leggings are worn underneath. We encourage compression (bike) shorts under dresses and skirts. No undergarments should be seen at any time.

Shorts are acceptable but must be mid-thigh or longer. Parents are advised to give attention to changes in length as bodies grow. Gym shorts of any length are not allowed.

Jeans, cargo pants, slacks, jeggings and leggings are permitted. Tight-fitting stretch pants may only be worn with a skirt, dress, or a top that remains at or below the mid-thigh length throughout the day's potential activities. Rips in pants are acceptable, but rips must be at or below the mid-thigh. Sweatpants are not permitted. Long gym pants (warm-up or windbreaker style) are not permitted.

Collared shirts, T-shirts, blouses, sweatshirts, sleeveless tops, and sweaters are acceptable. Unacceptable tops include those with low necklines, enlarged armholes, razorbacks, bare backs or midriffs. Tops that show bare midsections are not allowed. No skin should show when arms are raised. No undergarments should be seen at any time.

Students will be asked to wear a coat for outdoor activities when appropriate.

Pierced ears are acceptable, and these only for girls. We recommend stud (post) earrings for safety during active play.

Hair color must be a natural color.

Personal Electronics and Property

All technology is intended for educational purposes. Students and staff are expected to follow the biblical mandate to honor the Lord Jesus Christ in all they do. Our school's policy is "off and away", which means student cell phones, smartwatches, and any other personal electronic devices are to be turned off and kept in backpacks all day. If a student uses any personal electronic device during the school day, it will be confiscated by the teacher and returned to the parent at pick-up time. If a student needs to contact a parent, a teacher will contact the parent for them. This policy includes check-in and check-out times. Parents contact the school office if communication with their child is needed.

Non-essential personal items must remain at home which includes all toys and extra gadgets. It is the teacher's discretion to determine what defines "personal item." If an item is distracting, he or she will be asked to put the item in a backpack.

Preschool Students Clothing

Students will bring a labeled change of clothes to be kept in their backpacks. This provides the ability to clean up after any messy classroom activities or a restroom accident. Parents will be contacted to bring a change of clothes if a restroom accident occurs and the student does not have a change of clothes. Parents should update their child's change of clothes periodically to accommodate growth and change of seasons.

Snacks and lunches

Parents may send a healthy snack for their child. Harvest Schools is not licensed for food handling, therefore students are required to bring their own lunches and lunch boxes with cold packs. There is no option to microwave lunches. We do not provide or have access to utensils; any required utensils should be packed as well.

If a child wants to share a special snack with the class for a birthday, a parent should contact the teacher at least one day prior to the event.

Harvest preschool provides a standard snack available to all students. Parents may send a healthy alternate snack for their student. By law, all preschool snacks brought to share must be store-bought. Food will only be served during the scheduled snack times. Students will not be allowed to finish eating food during check in time.

Gum is not allowed on school premises.

Discipline

Harvest Schools believes parents bear the responsibility of nurturing and disciplining their children in the home. We are honored to assist parents in cultivating Christian character in their children's lives by using the following principles of discipline. We believe that when students understand what is expected of them in the classroom it creates security, freedom, and a rich learning atmosphere.

Staff members ensure that students understand the rules of proper school behavior before discipline is used.

Examples of Unacceptable Behavior

Disruption of school: any conduct that substantially disrupts the school function or is likely to do so, interferes with classroom instruction, or hinders another students learning.

Disobedience: a student who fails to comply with directions of a teacher or staff member.

Undesirable language: Sassing, sarcasm, profanity, hurtful speech, or name-calling.

Damage to property: causing or attempting to cause damage to personal or school property.

Threats, bullying, and assault: causing or threatening any bodily injury to self, another student, or employee.

Discipline Procedures

Harvest Schools believes that, in Christ, our mercies are new every morning. With this in mind, discipline is not carried over from one day to the next in the classroom. Our teachers are very careful to not keep a record of wrongs in their rooms nor their hearts.

Protocol

The first time a rule is broken, the teacher will remind the student of the rule, redirect the student, and issue a warning.

The second time a rule is broken, the teacher will remind the student of expected behavior and apply the disciplinary measure. The teacher will:

- Ask the child to verbalize the offense.
- Explain to the child what discipline is being given.
- Establish and inform the child of the time limit for this discipline.
- Reaffirm the child's expected behavior.

If a problem persists, the teacher will discuss the situation with the school director; parents may be contacted to discuss corrective action and an agreeable solution. Harvest

Schools reserves the right to remove a child from school if a satisfactory solution cannot be agreed upon.

Limitations of Discipline

The child's dignity will be protected when discipline is needed.

No staff member or assistant may use abusive or humiliating language.

Food will not be withheld.

There will be no hitting or spanking of a child at any time.

Illness

Maintaining a healthy environment for all students and staff is a priority. Parents are asked to NOT bring sick children to school. If a child shows signs of illness or is unable to participate in a normal school day routine, they will be asked to stay home.

The staff may discuss any health situations they observe as students arrive. Harvest Schools will not admit nor retain in their care any student who is displaying the following symptoms:

SIGNS AND SYMPTOMS	GUIDELINES FOR RETURNING TO SCHOOL
Fever - axillary temperature of 101.5° or higher	May return to school only when the child's temperature has been below 100° for a full 24 hours without fever reducing medications.
Conjunctivitis (pink eye) - red eyes with itching, tearing or mucus discharge	May return to school after tearing and discharge have ceased and 24 hours of antibiotic treatment.
Contagious skin rash	May return to school after any sores are crusted over and dried, or after a child's doctor has provided written clearance for return to school.
Diarrhea - watery or greenish stools or more frequent stools than usual Vomiting	May return to school 24 hours after all symptoms gone, or after the child's physician has provided written clearance for return to school.
Lice/hair infestation	May return to school after receiving a medicated shampoo treatment and all signs of infection are gone.
Runny nose - green or yellow discharge, or associated with fever or cough with mucus secretion	May return to school after symptoms are gone, or after child's doctor has provided written clearance to return to school.
Child is behaving ill - lethargic, sleepiness, complaints of headache, complaints of stomachache or earache	May return to school after symptoms are gone, or after a child's doctor has provided written clearance for return to school.

Illness at school

In the event of an illness at school, the following procedures will be followed:

- The student will be quarantined (within view of staff) to avoid spreading sickness.
- The student's temperature will be checked. If the temperature is within the normal range, the student will rest in an assigned area and be observed for changes. If the child is not better within 30 minutes, parents will be contacted to pick up their child. If the child's temperature is over 101.5°, parents will be notified to pick up their child.

Decisions to dismiss a child from school will be based on the observations of the child and the best interest of the other children in the class. A child must not be sent back to school unless he or she has been symptom-free without medication for 24 hours. If the parent of the child cannot be reached, the first person listed on the child's emergency contact list will be notified to pick up the child.

Parents should notify the school staff if their child has been diagnosed with a communicable disease. All parents in the school will be notified in the event of a possible exposure to a communicable disease and advised on the appropriate measures to take. Under rare circumstances, per Idaho State law, school may be cancelled if there is a serious outbreak of an infectious illness.

Injury

Minor injury. In the event of a minor injury, staff will administer first-aid as needed and fill out an Accident Report describing the incident. A copy of the report will be given to the parent if desired, and the original report will be filed in the school office. Parents may be asked to sign reports.

Serious accidents. In the event of a serious accident, a CPR/First aid trained staff member will attend to the injured student. And a staff member will:

- inform the school office
- call 911 when determined appropriate
- call parents (or emergency contact) and advise them of the emergency
- stay with the student and administer any first aid possible, pray for the situation
- pull students medical release form to send with the student
- fill out an Accident Report form and provide a copy to the school office
- stay with the student until the parent or guardian has taken them into their care

APPENDIX

Drop-Off and Pick-Up

Harvest Schools has a staggered, drive-thru style drop-off and pick-up for all students. Parents missing a designated time slot will be infrequent, but if it occurs, a text message to the Harvest Schools office phone with an approximate arrival time is appreciated.

SCHOOL DROP-OFF AND PICK-UP MAP



**** IMPORTANT NOTICE ****

No vehicle may block traffic flow on any street during school drop-off or pick-up times. If the alley or parking lot does not have room for your entire vehicle, please drive around the block until room is available. Our school's penalty this violation is in the realm of tens of thousands of dollars. We cannot stress enough the importance of following this protocol.

Arrival and Departure Procedures

Child Custody

The release of a child to a parent may only be restricted by court custody rulings. Documentation of such rulings must be submitted to the HHA office to ensure proper adherence.

Drop-Off (Preschool – Grade 12)

Last name A-H: 8:10 - 8:20 AM

Last name I-Z: 8:20 - 8:30 AM

As you wait in line, ask your children to unbuckle their seatbelts and be ready for a quick departure from your car.

Preschool – 2nd Grade

Parents enter the property off Main Street and proceed down the alley to the Southwest entrance of the building. Parents will remain in their vehicles while school staff help children from the vehicle. If more time is needed to assist students, parents will be asked to pull forward and park on the west side of the building. ***Use this drop off if dropping off siblings in Preschool or 3rd – 12th grade children as well.***

3rd – 12th Grade

Parents enter the property off Idaho Avenue and proceed north through the parking lot. Follow the traffic flow to drop students off in front of the 3rd - 12th grade building. Parents can remain in their vehicles while school staff help students out of the vehicle.

Pick Up

Preschool

Last name A-H: 12:00 – 12:10 PM

Last name I-Z: 12:10 – 12:20 PM

Students who are not picked up by 12:20 PM will be charged a fee.

Parents enter the property off Main Street and proceed down the alley to the South Entrance of the building. Parents will remain in their vehicle while school staff help students into the vehicle. If more time is needed to assist students, parents will be asked to pull forward and park on the west side of the building.

K-12

Last name A-H: 2:00 – 2:10 PM

Last name I-Z: 2:10 – 2:20 PM

Students who are not picked up by 2:20 PM will be charged a fee.

Kindergarten – 2nd Grade

Parents enter the property off Main Street and proceed down the alley to the South Entrance of the building. Parents will remain in their vehicle while school staff help students into the vehicle. If more time is needed to assist students, parents will be asked to pull forward and park on the west side of the building.

3rd – 12th Grade

Parents enter the property off Idaho Avenue and proceed north through the parking lot. Follow the traffic flow to pick up students in front of the HHA 3rd – 12th grade building. Parents can remain in their vehicles while school staff assists students.

Playground Policy

Playground supervision at Harvest Schools begins at 8:10 a.m. **Students should not arrive on campus before that time.** At the end of the school day, students are expected to leave the school grounds immediately which includes our playground area.

General Rules

- Respond to teachers quickly.
- Respect school property and private property.
- Use equipment appropriately and safely.
- Leave toys, games, and personal items at home or in backpack.
- No hitting, kicking, wrestling, rough-housing and play-fighting/unsafe play.
- Do not climb on or go beyond fence. Do not climb on trees near the playground.
- No one can be excluded from any game unless instructed by the supervisor.
- Use appropriate language; students should only make positive or edifying speech/jokes/comments to peers; no sarcasm, put-downs or joking.
- Disputes resolved by teacher are final.

Bars/Jungle Gym Guidelines

- No jumping off bars.
- Always keep one hand on bar.
- No climbing, sitting, or standing on top of the roof or single bars of the playground equipment.
- Go down slides facing forward on bottoms only.

Four Square Guidelines

- Ball must bounce before person plays it, and hit with one or both hands.
- No overhead slams.
- No teams.
- Re-serve if interference from outside.

Soccer Guidelines

- No hands (except by goalie or for throw-ins) while playing soccer.
- Stop play if someone is injured. Resume play with a throw in.
- Hard kicks may result in player sitting out for recess.

Tetherball Guidelines

- Players are out if they do not stay within their boundaries.
- No touching rope or pushing up rope on the pole at any time.
- Clean hits only; no holding the ball after serve or rope throws.
- No hanging or sitting on tetherball or climbing pole.
- No cutting in line or saving places in line

School Closure Days and Inclement Weather

Harvest Schools will follow the guidelines for the West Ada County School District for school closures due to inclement weather. If school closure is needed, notification will be sent via text and email to each parent.

Preschool Schedule Change Protocols

Contracted Days

Students may only attend on the days included in their contract. This ensures appropriate student to staff ratios. If changes in the attendance schedule are needed, parents must fill out a change of schedule form from the office. Schedule changes are subject to availability of space in the classroom. A request for a schedule change must be turned in by the 15th of the month period parents will be notified once the schedule has been approved and a contract has been updated.

Drop-In Days

Occasional added school days are available to current preschool students. The requirements are as follows:

- the student is currently enrolled in the school
- there is available space in the classroom
- 24 hours advanced notice is given to the school director (by Thursday for a Monday change)
- a Drop -in-Day form is completed (request from front office)
- \$25 payment is made before drop-in day

Medication Management

Medication should be dispensed before or after school hours under the supervision of the parent. No medication should be brought to school or in the child's possession on the school property at any time, with the exception of life saving medications such as EpiPens, insulin, or inhalers. If a medication needs to be given during school hours, the parent should communicate with the front office and the child's teacher to make arrangements for a parent to administer the medication.

Emergency and Disaster Preparedness

All staff will be trained to follow emergency procedures which include responses to fire, earthquake, other natural disasters, and emergency lockdown.

Terms of Enrollment

Term and Tuition Payment Dates

This year's school term is from August 21, 2024, through May 22, 2025. Tuition payments begin July 1, 2024.

Enrollment Dates

Re-enrollment for current students is available starting February 1, 2025. Enrollment for new students begins on March 1, 2025.

Enrollment Forms

The following forms must be read, signed, and/or on file for a student to be fully enrolled:

- Application
- Scriptures for Parents (K - 12)
- Parent/Student Interview (K-12)
- Student Agreement (Grades 6-12)
- Parent Handbook Agreement
- Pastoral Reference Form (K-12)
- Enrollment Packet Forms
- Up-to-date Transcript (Grades 10-12)
- Immunization Records or Exception Form (Preschool only)

Preschool Requirements for Restroom Usage

All preschool students must be fully potty-trained by the first day of class. Accidents do happen, but they should be the exception. Breaks are taken throughout the day and students will be regularly reminded by the staff to use the restroom. Students should have an extra change of clothing available at school in case of accidents. If an accident occurs and the child is not able to change clothes independently, the parent will be contacted to assist their child. If more than three accidents occur in one month, the parents and the director will discuss if the child is ready for preschool.

Definition of potty-trained:

- communicates when he or she needs to use the restroom
- independently uses the restroom facility without assistance
- wears cloth underwear (pull-ups or diapers are not allowed)
- can independently change clothes in case of an accident

Payment Plan and Fees

Monthly Tuition. All tuition plans begin July 1, 2024.

Kindergarten tuition: \$4000

1st-12th Grade tuition: \$4620

Payment Options and Discounts. Harvest Schools believes in rewarding early payments. For the various options and potential discounts see our website.

Payment and Late Charges. The contracted balance is due (plus any late payment fees) as stated on the tuition agreement beginning on the day stated on the agreement.

If FACTS attempts to charge tuition on the agreed upon date and it is returned, an additional \$20.00 fee will be charged to their account. FACTS will attempt to receive the \$20 fee at the end of two weeks. Then FACTS will attempt another tuition payment receipt one week after the initial agreed upon date. This cycle will continue up to three times before contacting the school office. The \$20 fee is applied for each returned payment.

Tuition not paid after the 30th of the month may forfeit the student's place in the class. Once a late fee is assessed on your account, it cannot be reversed because it is charged by FACTS directly.

Application Fee. There is a one-time, non-refundable enrollment fee of \$22 for new applicants and \$11 for returning students.

FACTS Payment Program Fees. The FACTS program requires a \$25 or \$55 non-refundable fee when applying each year, depending on the chosen package.

Administration Fee: There is a one-time, non-refundable administration fee of \$200.00 per child for K-12, or \$150 per child for preschool.

Vacation, Sick Days, Holidays and Tuition.

If a student will be absent from class, including days missed due to sickness or family reasons, please call or text the school office or your child's teacher. This communication alleviates concern for the student due to absence. Tuition will not be adjusted due to sickness or vacation, and make-up days are not allowed. We do not offer make-up days for shorter weeks due to holiday school closings, breaks, or for inclement weather. Contact the school director if there is a special need or concern in this area.

If you are unable to schedule an appointment or other absence for your child outside of school hours, you may communicate with your child's teacher prior to that absence to receive homework assignments to be sent home. If a child needs to pick up missed schoolwork, your child's teacher would appreciate a day's notice prior to pick up.

Holidays. Harvest Schools follows the West Ada School District schedule for most holidays and breaks. We will be closed for Labor Day, Thanksgiving break, Christmas break, Martin Luther King Jr. Day, President's Day, and Spring Break. See the Harvest School Academic calendar for exact dates.

Terminating Child Enrollment

Harvest Schools reserves the right to remove the child from our school if:

- It is determined that a child is not developmentally ready for a program and cannot adjust to the classroom environment.
- A satisfactory solution cannot be agreed upon when dealing with discipline issues.
- Financial obligations are not current.
- Parents do not respond to communication from the school in a timely manner.

Early Withdrawal

If a parent chooses to withdraw their student from HHA, notification must be submitted in writing. Tuition will not be refunded for the current month.

Harvest Schools is categorized as a homeschool program, therefore our students are considered homeschool students. If public or private schools request academic records, they must be submitted by the parent. We offer resources to parents on how to keep excellent records.

Conflict resolution

Any conflict developing between a family and Harvest Schools should be taken to the school director. Issues will be mediated in a confidential manner.

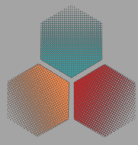
Financial Scholarships

Harvest Schools does not currently have a financial assistance program. Please speak with the school director if there are any questions about tuition.

Admissions and Enrollment Process

Harvest Schools admits students of any race, color, and national or ethnic origin to all the rights, privileges, programs and activities of the school. Due to Harvest Schools' Christian beliefs, transgender students, homosexual students, or students choosing alternative lifestyles in conflict with the Harvest Schools statement of faith will not be admitted. Harvest Schools does not have the specialized staff or resources to provide an IEP, nor do we administrate more specialized special education services.

1. When parents are interested in pursuing enrollment in Harvest Schools they should read the Parent and Student Handbook located on our website.
2. If parents are in agreement with this handbook, the next step is to call the Harvest Schools office and schedule a tour.
3. After the tour, a member of the Harvest Schools staff will lead you through the application and enrollment process.



HARVEST SCHOOLS

PRESCHOOL & K-12TH GRADE
HOMESCHOOL PROGRAM

2024-2025 School Calendar

July 2024							July		January 2025							January	
Su	M	Tu	W	Th	F	Sa	4	Independence day	Su	M	Tu	W	Th	F	Sa	1	No School- Christmas Break
	1	2	3	4	5	6						1	2	3	4	2	No School- Christmas Break
7	8	9	10	11	12	13			5	6	7	8	9	10	11	6	School Resumes
14	15	16	17	18	19	20			12	13	14	15	16	17	18	20	No School- MLK Observance
21	22	23	24	25	26	27			19	20	21	22	23	24	25		
28	29	30	31						26	27	28	29	30	31			
August 2024							August		February 2025							February	
Su	M	Tu	W	Th	F	Sa	5	School Office Opens	Su	M	Tu	W	Th	F	Sa	13	No School- Teacher Inservice
				1	2	3	12	School Staff Return							1	14	Valentine's Day
4	5	6	7	8	9	10	13	Parent Orientation- 6:30pm	2	3	4	5	6	7	8	17	No School- President's Day
11	12	13	14	15	16	17	19	Back to School Night-6-8pm	9	10	11	12	13	14	15		
18	19	20	21	22	23	24	21	First Day of School	16	17	18	19	20	21	22		
25	26	27	28	29	30	31			23	24	25	26	27	28			
September 2024							September		March 2025							March	
Su	M	Tu	W	Th	F	Sa	2	No School- Labor Day	Su	M	Tu	W	Th	F	Sa	6	End of 3rd Quarter
1	2	3	4	5	6	7	17	Constitution Day							1		Parent/Teacher Conferences by Request (K-12)
8	9	10	11	12	13	14	19	No School- Teacher Inservice	2	3	4	5	6	7	8	10-13	School Spirit Days
15	16	17	18	19	20	21			9	10	11	12	13	14	15	17	St. Patrick's Day
22	23	24	25	26	27	28			16	17	18	19	20	21	22	17-20	No School- Spring Break
29	30								23	24	25	26	27	28	29	24	School Resumes
									30	31							
October 2024							October		April 2025							April	
Su	M	Tu	W	Th	F	Sa	17	End of 1st Quarter	Su	M	Tu	W	Th	F	Sa	24	No School- Teacher Inservice
		1	2	3	4	5	30	No School- P/T Conferences			1	2	3	4	5		
6	7	8	9	10	11	12	31	No School- P/T Conferences	6	7	8	9	10	11	12		
13	14	15	16	17	18	19			13	14	15	16	17	18	19		
20	21	22	23	24	25	26			20	21	22	23	24	25	26		
27	28	29	30	31					27	28	29	30					
November 2024							November		May 2025							May	
Su	M	Tu	W	Th	F	Sa	18-20	School Spirit Days	Su	M	Tu	W	Th	F	Sa	1	National Day of Prayer
					1	2	21	No School- Teacher Inservice					1	2	3	11	Mother's Day
3	4	5	6	7	8	9	25-28	No School- Thanksgiving Break	4	5	6	7	8	9	10	15	HS Graduation & Awards Ceremo
10	11	12	13	14	15	16			11	12	13	14	15	16	17	19-21	School Spirit Days
17	18	19	20	21	22	23			18	19	20	21	22	23	24	21	Kindergarten Graduation
24	25	26	27	28	29	30			25	26	27	28	29	30	31	21	Last Day- Early Release 12pm
																22	Teacher Work Day
December 2024							December		June 2025							June	
Su	M	Tu	W	Th	F	Sa	16-19	School Spirit Days	Su	M	Tu	W	Th	F	Sa	14	Flag Day
1	2	3	4	5	6	7	19	End of 2nd Quarter/1st Sem.	1	2	3	4	5	6	7	15	Father's Day
8	9	10	11	12	13	14	23-31	No School- Christmas Break	8	9	10	11	12	13	14		
15	16	17	18	19	20	21			15	16	17	18	19	20	21		
22	23	24	25	26	27	28			22	23	24	25	26	27	28		
29	30	31							29	30							