



School Covenant

As a Christ-Exalting School, we are committed to offering our students a Christ-Centered Education and to do so with excellence. It is our hope to offer your child(ren) an education that is meaningful and valuable to their personal development and well-being. Parents, as Truth Spring Academy enters into a commitment with you to help educate our students, this covenant is what we are asking you to take part in with us. This covenant only strengthens our bond and helps our students to thrive.

Attendance Guidelines

Attendance Policy

Regular attendance is essential to students achieving success in school. It is not only important for the student's academic success but also for building proper attitudes toward responsibilities. A doctor's note is required to be given to the office when a student has been absent for medical reasons.

It is our deepest desire to work with the parents in order to provide an opportunity for an honest education to the students we serve. Therefore, it is imperative that we have the support and cooperation from the parents to have their children at school on a daily basis and on time every day.

Attendance Guidelines For Parents

Students can begin arriving at 7:45 and must be present by 8:00 a.m. each day. Late after 8.

Dismissal begins at 2:30 each day.

Tardies are recorded (Arriving late and leaving early count toward a tardy.)
Three tardies count as an absence.

Planned Absence: When a parent knows that their child will be absent from school, Truth Spring Academy's teachers are to be informed by the parent. Any work assigned by the classroom teacher to be done during the absence should be completed at home and returned when the child returns to school.

Sickness: If a child has been out due to sickness for more than one day, then a doctor's note or a written note from a parent/guardian is required. In the event that your child is sick and is vomiting and/or is running a fever, then your child is to stay out of school. They may return 24 hours after all symptoms have subsided.

Attendance guidelines are to be followed by each family. Not adhering to Truth Spring's attendance policy could result in an Administrative Withdrawal from Truth Spring Academy.

If a student(s) has 5 unexcused absences in a given semester, then those students will be considered for an Administrative Withdrawal from Truth Spring Academy.

- 3 tardies equal one absence.

Arrival & Dismissal Procedures

Arrival Procedures

Students begin entering our facilities at 7:45 a.m. As you arrive, please wait with your child until he/she has cleared the "Homework, Uniform, Attitude" (H.U.A.) check by a staff member and then he/she will be able to report to class. The school will not be held responsible for students left unattended before 7:45 a.m. Students who arrive for morning check-in after 8 a.m. will be considered tardy - late after 8.

Dismissal Procedures

Student dismissal will begin at 2:30 p.m. Please make sure you arrive on-time to pick up your child. During dismissal, two staff members will be out front with

radios calling for students as their parents/guardians arrive. Students will remain in the classroom with teachers until their names are called.

Car Riders: Students may only be released to parents or people on their emergency pick-up list. Lists may be updated by parents as needed throughout the year, but it must be documented in writing.

Please park all vehicles on the side of the street closest to the school to cut down on students crossing the street. If for some reason you have to park on the far side of the street, a staff member will assist students crossing the street.

Walkers: Students may walk home with signed permission from parents. Walkers will be dismissed at 2:30 p.m. The school will not be held responsible for student safety after students have left the campus.

Checking Out: Students are encouraged to be in school the whole day. However, if a student needs to be picked up early for any reason, please let the teacher know in advance, if possible, so he/she can have the student ready to go. Students may have an early dismissal before 2:00 p.m. After 2:00 p.m. parents are asked to wait until dismissal at 2:30 p.m. to pick the student up. All dismissals must be done through the front office. If a staff member is not in the office when you arrive, please call the school number for assistance.

Change in Transportation: If your student's mode of transportation changes during the middle of the day, please notify the school by messaging and/or calling the school number. If someone who is not on your child's emergency pick-up list needs to pick your child up, please contact the school directly. Otherwise, we will not release your child to that person. Additionally, the person will have to show his/her I.D. upon arrival to pick up your child.

Uniform Policy

Purpose of Uniforms

The purpose of uniform-wear is to convey a sense of belonging. Uniforms help demonstrate that we are all part of the same Truth Spring Team. Due to the fact that we often spend a great deal of time outdoors, our uniform policy is being updated. Below, here is our updated uniform-policy.

Shirts & Pants

Students of Truth Spring Academy are expected to wear uniforms to school every day. This includes a Truth Spring shirt (polo shirt or T-shirt) and appropriate pant-wear (pants, skorts, or skirts). Leggings for students who are in grades 3rd - 5th without being under a skirt or skort are not considered appropriate pant-wear. Pants must also be appropriately fitting, meaning that they are to properly fit around the child's waist. Belts are required if pants alone are not appropriate in fit.

Shoe Wear

We ask for safety reasons that students not wear flip-flops to school. Students should wear shoes that allow them to move around comfortably during physical education and recess time. Shoes that students are uncomfortable getting dirty should not be worn to school.

"Homework, Uniform, Attitude" (H.U.A.) Check

As parents and guardians arrive to drop off your children, they will be responsible to ensure students have homework, are in uniform and are wearing self-control. Students will not be able to depart from their guardian until these 3 checks have been completed. If during these checks students are not school-ready, then parents will maintain responsibility for their children until each of these areas is satisfactorily completed.

Administrative Withdrawals

Administrative Withdrawals are withdrawals from the office of Truth Spring Academy. Administrative Withdrawals will be issued by the Director of Truth Spring Academy in instances where this School Covenant is broken by a family.