



Parent-Student HANDBOOK

2022 - 2023

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Nathanael Greene Academy Mission Statement

Nathanael Greene Academy encourages students to be followers of Christ, equipping them with a biblical and academic foundation to prepare them for adult lives lived in excellence to the glory of God Almighty.

Alma Mater

*Nathanael Greene Academy, we
Love your dear name,
Like Patriots of old we will
Hold high the flame
Of knowledge and truth, and
Of freedom and right,
We'll stand by your colors
Of green and of white.*

*Your ideals are worthy,
Your standards so grand,
The noblest, the greatest in all
Our fair land.
True daughters and sons, we
Always will be,
To you Alma Mater, we
Pledge our loyalty.*

School Colors

Kelly Green and White

Mascot

Patriots

School Purpose

Nathanael Greene Academy is a Christian school. The purpose of the school is to grow its students, parents, and faculty into a closer relationship with Christ our Lord and Savior. This will manifest itself into a school becoming the hands and feet of Jesus serving the community with the love of Christ. We will steadfastly adhere to our core beliefs.

Core Beliefs

While we seek to be respectful of minor differences in theology, these are our non-negotiable beliefs regarding the Christian faith:

- The 66 books of the Bible are the inerrant word of God.
- God exists in union with the three divine persons of the Godhead, God the Father, God the Son, and God the Holy Spirit.
- Each of us is born with a sin nature which separates us from God.
- Jesus Christ came to earth, was born of a virgin, lived a sinless life, and died a substitutionary death for our sins. He rose from the dead on the 3rd day, defeating sin, death and hell for those who believe. He ascended into Heaven and sits at the right hand of the Father.
- The gift of eternal life with God is given freely to those who believe that Jesus' sacrificial death and resurrection paid for all our sins and gave us a right standing with God. Our salvation is a gift of God given by grace through faith alone and not by our works.

Nathanael Greene Academy Notice of Nondiscriminatory Policy as to Students

Nathanael Greene Academy admits students of any race, color or national origin to all the rights, privileges, programs and activities generally in accorded or made available to students at the school. It does not discriminate on the basis of race, color or national origin in administration of its educational policies, scholarship and loan programs, and athletic and other school- administered programs.

Nathanael Greene Academy's Board of Trustees and Administration reserve the right to dismiss at any time any student who in the opinion of the Board of Trustees and Administration does not meet the academic standards established by the Academy or has become a disciplinary problem or will not abide by the rules and regulations set forth in the NGA Student-Parent Handbook and other school policies. Upon dismissal, the student forfeits all fees and tuition.

Accreditation

Nathanael Greene Academy is a member of the Georgia Association of Private and Parochial Schools (GAPPS) and is accredited by the Georgia Accrediting Commission (GAC).

Board of Trustees

A Board of Trustees govern the school. The members of the Board of Trustees are elected by parents for staggered three-year terms to serve as representatives of the families whose children attend the school and to govern and establish policies for Nathanael Greene Academy. The election for available seats on the Board of Trustees is held each year during the Fall Open House. The Board of Trustees meets the third Thursday of each month. Parents or interested parties wishing to bring an issue before the Board of Trustees must provide a written request to the Head of School or Chairman of the Board at least one (1) week prior to the next scheduled Board meeting. The request should include specific information on the topic to be addressed to the Board of Trustees.

School Office

The school office is open from 7:30 am until 3:30 pm Monday through Friday during the school year. Nathanael Greene Academy's telephone number is 706-467-2147 and the fax number is 706-467-3771. The school's mailing address is P.O. Box 109, Siloam, GA 30665. The school's physical address is 4731 Hwy. 15 South, Siloam, GA, 30665. Nathanael Greene Academy's website address is www.nathanaelgreeneacademy.com.

School Hours

The school day officially begins at 7:50 am and ends at 3:06 pm. Students are tardy if they are not in their homeroom (not just in the building) by 7:50 am. Students should arrive between 7:30 am and 7:45 am. Arriving on time should be a priority for each parent. Preschool and Kindergarten dismiss at 2:45 PM. Elementary students are dismissed at 2:55 to facilitate car line.

Please do not contact your child's teacher after 8:00 PM.

**NATHANAEL GREENE ACADEMY
SCHOOL CALENDAR 2022-2023**

August 5, 8, 9	Teacher Pre-Planning
August 8	NGA Open House
August 10	First Day of School
September 5	Labor Day Holiday
September 8	End of Grading Period (4wks/1 st Qtr.)
October 6	Grandparents' Day
October 7, 10	NGA Fall Break
October 12	End of 1 st Qtr. Grading Period
November 10	End of Grading Period (4wks/2 nd Qtr.)
November 10	Fall Sports Program 6 PM
November 17	NGA Thanksgiving Together Meal 6 PM
November 21-25	Thanksgiving Holidays
December 1	Pre-School Christmas Program 7 PM
December 13, 14, 15	M/H School Exams ½ Day Dismissal
December 16	End of 2 nd Qtr. Grading Period
December 16	NGA Christmas Together Program
December 17-January 1	Christmas Holidays
January 2	Teacher Workday
January 3	Students Return
January 16	MLK Holiday
February 1	End of Grading Period (4wks/3 rd Qtr.)
February 17, 20	NGA Winter Break
March 6	End of 3 rd Qtr. Grading Period
March 9	Winter Sports Program 6 PM
March 13	NGA Weather Make-up Day
March 25	NGA 5K Race
April 3-7	NGA Spring Break
April 17-21	NGA Testing Week (1 st -8 th grades)
April 20	End of Grading Period (4wks/4 th Qtr.)
April 15	Early ½ Day Dismissal @ 11:30 Good Friday
April 19	Elementary/Middle Honors Program 6pm
April 26	High School Honors Program 6pm
May 6	Kindergarten Graduation
May 8	High School Baccalaureate
May 9	High School Graduation
May 11, 12, 13	M/H School Exams ½ Day Dismissal
April 25	Spring Sports Program 6 PM
April 27	Elementary/Middle Honors Program 6 PM
May 2	High School Honors Program 6 PM
May 5	Kindergarten Graduation
May 7	High School Baccalaureate
May 8	High School Graduation
May 10, 11, 12	M/H School Exams ½ Day Dismissal
May 12	Last Day of School/End of 4 th Qtr.
May 13	Spring Auction
May 15	Teacher Post Planning

General Information

Student Drop-off and Pick-up Procedures

Students should arrive at school no earlier than 7:30 A.M. each school day. Supervision for all students begins at that time. All students should arrive no later than 7:45 A.M. each day. Students must be dropped off at the front entrance to the school. Pre-School students must be dropped off at the front of the school or enter through the gym and dropped off at the door of the Pre-School building.

After-school Pick-up Procedures

All students in grades K3 through Kindergarten will be dismissed at the gym at 2:45 PM. Grades 1-5 will be dismissed at 2:55 PM each day. They will be dismissed to their designated pick-up person from the front circle drive only. Middle school and high school students should be picked up in the front circle at 3:06. Only athletes going to practice should go to the gym parking lot.

Please do not park and leave your vehicle in the car line. Likewise, please do not carry on a conversation while in the car line. Move to a parking space and then walk up to avoid delays in the car line.

If you are picking up a combination of elementary, middle and/or high school students, we ask that you pick-up those students from the front circle moving to the front of the pickup line between the two dismissal times. The speed limit on the school's campus is 5 mph. Your cooperation in this procedure will assist us in ensuring the safe and timely pick-up of your child each day.

Chapel

Chapel will be held monthly on the third Wednesday from 2:30 PM to 3:00 PM, if it will be at a different time or date an email will go home to the parents. Parents are welcome to attend.

Christian Service/Missions

Nathanael Greene Academy is committed to providing Community Service opportunities for our students throughout the year. Each class will determine a Community Service project to be completed by May 1, 2023.

Fundraising

The Head of School must approve all fundraising. All fundraising requests should be made to the Head of School and should be placed on the school master calendar after approval to make sure that there are no conflicts. All fundraisers MUST have a form on file with the NGA Office. All fundraising money must be turned in to the NGA office in a timely manner with a Monies Collected Form.

Student Visitors

Non-NGA students are not allowed on campus during lunch or any time during school hours without prior permission from the Head of School.

GOAL Scholarship Program

NGA is a participant in the GOAL Scholarship Program. For more information about GOAL and how to participate in GOAL, please see the Financial Administrator.

Lunch Procedures

During their designated lunch times, Middle and High School students will proceed to our lunchroom located in the gym. Students may bring their own lunch; we also offer a variety of hot meals from local fast food establishments, however, the lunchroom offers a variety of items for purchase at a reasonable price. Microwavable foods such as pizza, chicken sliders, macaroni and cheese, and hot pockets provide choices for a hot lunch. Snacks and drinks are also available. Arrangements can be made to have lunches refrigerated before school. Elementary students will have the same experience in the Elementary wing in their own lunchroom.

Grievances

If a student is having an academic problem, the parent should first schedule a conference with the teacher of the subject in question to discuss the matter. If further assistance is needed, the parent should contact the school's guidance counselor. If the problem has not been resolved with the previous steps, then the Head of School should be contacted. If after meeting with the Head of School and the problem still is not resolved, then the parent should contact the Chairman of the Board.

Steps for a Grievance:

1. Contact the teacher. All teachers have office hours between 3:06 and 3:25 each day. We ask that parents make appointments to contact teachers during their office hours to discuss their grievance.
2. Contact the Guidance Counselor
3. Contact the Head of School
4. Contact the Chairman of the Board of Trustees

****If the above steps are not followed, then the person will be referred back to the appropriate step in the grievance process.**

Attendance

Students are expected to report to school each day for all classes. Excessive absenteeism by a student may result in the student having to repeat the academic year. **It is the responsibility of the parent to provide the school written documentation stating the reason for the absence. Text messages will not be accepted.** This written note should be provided to the school's office within **two days** upon returning to school. It is the student's responsibility to contact the teachers of the classes missed for any make-up work. **A student should not exceed 10 excused/unexcused days of absences per year.** After **three days of unexcused absences** the parents must come in for a meeting with the teacher and Headmaster. This will be documented in your child's record and you must sign off on it.

All make-up work (including exams) must be completed within **one week** upon the student's return to school.

This policy will be strictly enforced.

Illness - Please note that a student should NOT return to school until they are 24 hours (one full day) fever free without the help of a fever reducer per the Greene County Health Department.

Students may not opt out of a field trip without receiving a grade of 0. If the student is absent for an excused reason, then he/she will be able to make up the field trip by completing an alternate assignment. **Class field trips are mandatory.**

The following reasons will be acceptable for an absence to be considered as an "excused" absence:

- Personal illness or when attendance in school would endanger the student's health or the health of others;
- A serious illness or death in a student's immediate family;
- Celebrating special, recognized religious holidays observed by their faith;
- A court order or an order by a governmental agency, including pre-induction physical examinations for service in the armed forces;
- Conditions rendering school attendance impossible or hazardous to student health or safety;
- Nathanael Greene Academy will allow absences resulting from students visiting prospective colleges to be counted as excused absences if the student completes the form and receives approval from the Counselor prior to the visitation.

The Head of School or a designee will determine if absence(s) are excused or unexcused on an individual basis. **Absences due to out of school suspensions shall be unexcused.** Nathanael Greene Academy will employ the following attendance/awarding of course credit policy: **Any student who has more than ten (10) unexcused absences in a year will not be awarded credit for any course taken in which a passing grade has been attained by the student. This also pertains to Kindergarten and Elementary level students who miss in excess of 10 unexcused days per year.** The student and their parent(s) may appeal

to the Board of Trustees and the Head of School in order to have credits awarded for the semester. The Board of Trustees decision on any appeal is final.

Tardy Policy

Students are expected to be on time to school and to class each day. **Students MUST be IN THEIR HOMEROOM by 7:50 AM.** Nathanael Greene Academy will maintain and enforce the following tardy policy for **ALL** Kindergarten through 12th Grade students:

The first 4 tardies are free per semester. Five or more tardies per semester automatically incur detention **per tardy** to be served afterschool and this may cause your student to miss any afterschool practices. This will restart the beginning of the next semester. Detention will be served on Wednesday afternoon at 3:06 PM. This will end at 3:26 PM.

After 5 tardies, you lose your ability to exempt any exams for the semester.

It is the responsibility of the parent to provide the school written documentation stating the reason for the absence. Text messages will not be accepted. This written note should be provided to the school's office within **two days** upon returning to school. It is the student's responsibility to contact the teachers of the classes missed for any make-up work.

Attendance Policy for Athletic Participation

In order to participate in a competitive event, students must be present the full day before and the full day following the competitive event (athletics, literary, etc.). A student may be excused for up to but no more than ½ day if he/she has a written doctor's or dentist's excuse or prior approval from the Head of School or at the Head of School's discretion. Failure to comply will result in the student being barred from play in the next competition. A doctor's note is required to be excused the day after a competition.

1. A student must be in attendance for at least a half day in order to participate in a game.
2. A student may not participate in a practice or a game on a day that he/she has served out of school suspension (OSS). (Out-of-school suspension is effective from the time the disposition is assessed until the beginning of the first day that the student is back in school.)
3. A student who goes on a field trip is not considered absent.

Academic Standards (Board Policy 703)

Nathanael Greene Academy seeks to educate today's youth to meet and face challenges of our world. Our goal is to motivate students and help them to perform at their optimum level. We require that ALL students complete assignments for each class, showing their best efforts and showing responsibility for being on time, organized and ready to learn for each and every class.

Therefore, we require the following **minimum** academic standards for all students:

- All students are expected to maintain an overall **70** average for each 8 ½ weeks;
- Any student earning lower than a **70** overall average in a given 8 ½ weeks will be placed on academic probation for the following 8 ½ weeks;
- If a student fails to meet the required **70** average during the probationary 8 ½ weeks, the students and parent(s) must meet with the Head of School to review the problem and discuss a plan of action to improve the student's success. He/She will again be placed on academic probation for 8 ½ weeks and also sign an Academic Contract; and
- If a student has a third 8 ½ weeks in which he does not meet the **70** average, he and the parent(s) must meet with the Head of School to discuss withdrawal or dismissal from the school.

Refund Policy (Board Policy 313)

Refund of payment made to Nathanael Greene Academy may be made only under the following three conditions:

1. The Family moves out of the service area.
2. The Family and the Head of School agrees that a change is best for the child and/or the Academy. This shall be done prior to the withdrawal.
3. Death of the student.

All other requests for refunds shall be taken to the Board of Trustees. An early withdrawal fee of \$300.00 will be assessed each student withdrawing early in the year from Nathanael Greene Academy.

School Closings

In the event of emergency or weather-related situations that would require the closing or cancellation of school, families should listen to DOCK 103.9 FM radio in Greensboro. This information will also be on our school Facebook and Instagram pages as well as an email from the NGA Office. Homeroom teachers will also notify families of a school closing by text or phone call.

In the event of an early dismissal, a telephone calling system, text, and/or email will be used to notify parents to pick up students or make them aware of what pick up procedures and locations the school is using in an emergency evacuation situation.

Severe Weather

Students will not be allowed to leave campus during any active **Severe Weather WARNING**.

Medications

All medications, whether prescription or over-the-counter, may be administered only in accordance with the guidelines set forth by this policy. All medications must be taken by the parent to the school and must be in the original container, clearly labeled as to the name of the student, the name of the medication, the appropriate dosage, and the times for the dosage. Students are not allowed to have prescription or over-the counter medication in their possession during school hours without prior permission as set forth by the following guidelines.

In the event that a student needs to carry an inhaler, wear a medication patch or carry any self-administered medication needed for the management of a chronic disease, such as but not limited to, diabetes or life threatening allergies, a parent must provide: (1) a written statement from the doctor detailing medication administration details and confirming that the student is able to self- inject; (2) permission for the school to talk to the doctor if questions arise, and (3) a release of the school from liability if the student suffers an adverse reaction as a result of self-administration. Parents are encouraged to provide to the school duplicate medication and supplies in the event a student is unable to self-administer or fails to bring the medication or equipment to school.

Any student possessing, misusing or abusing prescription or over-the-counter medication not in accordance with these guidelines will be considered in violation of the school's drug policy and shall be subject to the discipline set forth in the student code of conduct and/or the student/parent handbook.

The office staff will not dispense over-the-counter medication unless the medication is provided to the office by the parent(s) with specific written instructions.

Telephone Use

Students should not use school telephones except in the case of an emergency or a call of extreme importance. Students must have permission from the office staff before using school telephones.

Cellphones, Head Phones and Smart Watches

Cell phones, Head Phones (to include AirPods) and Smart Watches (to include FitBit) are to be turned in to your homeroom and can be picked at 3:06 pm from your homeroom teacher. Your homeroom teacher will turn them in to the office each morning. You must pick them up from your homeroom teacher at 3:06 pm and NOT before.

Cell phones may not be turned on, may not be used and may not be visible for the time the student enters the school building in the morning until he/she leaves the campus that afternoon (7:30 am- 3:06 pm) unless special permission is granted by a teacher or the Head of the School. If a cell phone vibrates, rings or is visible during school hours, then the phone will be taken up and sent to the office. **The phone or watch will be turned over to the Head of School and the parent/guardian MUST pick it up.** During afterschool sports practices/games this applies as well so as not to be a distraction. The school has phones if a student needs to contact parents.

No other electronic devices will be allowed at school by any student K3-12 grades such as, but not limited to, game boys, PSP's, DVD players, CD players, iPods, laptop computers, etc. unless approved by the teacher and must remain in the teacher's possession.

Social Media

Facebook, Instagram, and/or Snapchat are **not allowed** at anytime during school hours and sports practices/games. This is for the protection of our school family.

State Driving Regulations for Students – 15 Years or Older

Under Georgia law, students with ten (10) unexcused absences will be reported to the State Department of Motor Vehicles. Students will lose their license for a period of time or be delayed in the process of obtaining a license.

Attendance Sheets for Drivers License

Students must complete the request form in the Attendance Office. Completed attendance sheets will be available for the students 24 hours after the request and may be picked up in the Office. The first attendance sheet is free. Additional ones cost \$3.00 each. Students must make the request in person.

Student Parking

Parking by students on the school campus is a privilege and not a right. Students who wish to drive a vehicle to school must possess a valid Georgia Drivers' License and have valid motor vehicle insurance in force on the vehicle(s) that are driven to school. Students must park in the designated student parking lot only. **Upon arriving on school campus, students are required to exit their vehicles and report promptly to the school building. Students may not go to the student parking lot during the instructional day without an escort from the office. A student who abuses the driving rules on campus may lose this privilege.**

Any student who chooses to drive to school and park on the school campus at any time should understand and agree that the vehicle may be searched by law enforcement anytime there is a reasonable suspicion that the law is being broken. A student who chooses to park on the school campus will be considered to be in control of the vehicle and all of its contents. Any search of a vehicle on campus is designed to ensure a campus that is free of weapons, alcohol, drugs and other items that may pose a danger or risk to students, faculty and staff or other persons who might be visiting our school.

Other rules that apply to students while driving on or parking on the school campus are as follows:

1. Reckless driving will not be tolerated. Such actions will be reported to proper law enforcement officers and, at the Head of School's discretion, the student may also be subject to appropriate school disciplinary action. This may include the revocation of on campus driving privileges to a student.
2. The speed limit on campus is 5 mph. This will be a ZERO TOLERANCE policy. This applies to after-school activities as well.

Parent – Teacher Organization (PTO)

The Nathanael Greene Academy PTO serves as an organization to assist the school in various ways. The organization serves as the major fundraising group for the school through the sponsorship of several major fundraising activities throughout the school year. It also serves as the sponsor organization for the grade mothers program. This program provides adults (parent/guardians) for each grade level to assist with parties, fundraising, etc. for that grade. The PTO also coordinates the parent volunteer program to recruit individuals to assist teachers with a wide variety of identified tasks.

The PTO is an integral part of the school as a support organization. Membership in the PTO is encouraged in order to identify individuals and families who wish to become involved in the overall school family and those who wish to volunteer their time in a wide variety of ways. All parents and teachers are strongly encouraged in joining our PTO.

Spirit Wear

The NGA Athletic Department and PTO will have Patriot spirit wear and spirit items available throughout the year.

Grandparent's Club

The Grandparent's Club is a support organization formed by grandparents of NGA students and it supports the school in a wide variety of ways. Any grandparent who wishes to become a part of this organization should contact Mrs. Beth Crumbley.

Academics

Nathanael Greene Academy is committed to providing a rigorous academic curriculum that will challenge students to reach their intellectual potential. A rigorous curriculum is reflected in high expectations for students and teachers to design and deliver instruction that reflect: (a) meaningful standards for learning, (b) consideration for individual student needs, (c) providing students with positive learning experiences in order to promote intellectual and social progress and (d) a requirement of the mastery of content and objectives by students.

General Academic Policy Information

All secondary students at Nathanael Greene Academy will study a rigorous college preparatory curriculum. All colleges and universities emphasize the following three (3) criteria for admission consideration: (1) grade point average, (2) a rigorous college preparatory curriculum, and (3) SAT or ACT scores. The curriculum at Nathanael Greene Academy is designed to enhance each student's opportunity to gain admittance to a post-secondary school of their choice upon satisfactory completion of the established course of study.

All rising Seniors and their parents may schedule an academic conference with the Head of School and/or Guidance Counselor in August of their Senior year. The purpose of the conference is to review and discuss the student's academic progress toward graduation and post-secondary options. Also, high school students and parents are encouraged to attend the High School Information meeting held in the fall of each year.

Parent Conferences

It is the desire of Nathanael Greene Academy's administration and faculty to have strong parental involvement in their child's education and that parental involvement is a part of a team effort between the school and home. Parents are encouraged to seek conferences with their child's teachers in order to monitor their academic progress.

The faculty of Nathanael Greene Academy will be available for parent conferences by appointment by contacting the individual teacher.

Standardized Testing

In April, students in 1st – 8th grade will take the Iowa Test of Basic Skills. In October, our 9th – 11th grade students will take the PSAT. These are nationally norm-referenced achievement test that will allow our administration and faculty to determine the achievement levels of our students in reading, math and other subject areas as compared to students across the state and the nation. In addition, this will allow our administration and faculty to assess both areas of strengths and weaknesses in our instruction and curriculum.

Grading Scale

Letter Grade	Numerical Scale
A	90 – 100
B	80 – 89
C	70 – 79
F	69 and below
I	Incomplete

Final Exam Exemption Policy

Students in grades 6th through 12th who have a “90” average or above in any subject, no serious discipline reports, have fewer than 5 tardies, and do not exceed 10 days of unexcused absences for the year may be exempt from the final exam at the end of the school year.

Eligible students who wish to take the final exam to increase their yearly average in a particular subject may do so. It is to be understood that if a student chooses to take a final exam when they have exempted it, the grade they earn on the final will be included in their final grade whether it increases or decreases their final grade. Documentation will have to be signed by both the student, parent/guardian, counselor and Head of School acknowledging this when the final exam is taken.

Valedictorian

The Valedictorian is the senior with the highest GPA in grades 9-12. The Valedictorian's classes must fulfill the requirements of the Distinguished College Prep tract. The valedictorian must have attended Nathanael Greene Academy for a minimum of the final two years of high school.

Salutarian

The Salutarian is the senior with the second highest GPA in grades 9-12. The Salutarian's classes must fulfill the requirements of the Distinguished College Prep tract. The salutarian must have attended Nathanael Greene Academy for a minimum of the final two years of high school.

HOPE Scholarship

In order for a student to be eligible for the HOPE scholarship a student must carry a 3.0 GPA on all high school course work taken in Language Arts, Mathematics, Science, Social Studies and Foreign Language. The HOPE calculations are computed based on the official transcript grades reported by the school to the Georgia Student Finance Commission.

Dual Enrollment Policy

Nathanael Greene Academy offers qualifying juniors and seniors the opportunity to participate in dual enrollment program that allows students to accumulate college credits while completing their high school course of study. In choosing to participate in this program, the parent needs to be advised of the following:

Participation in the dual enrollment program is a choice. A student can meet all graduation requirements without participating in this program; however, the student is challenged by taking the dual enrollment courses and will enter college on par with many other college freshmen who have received these credits.

All courses will count towards Nathanael Greene's GPA. A weight of .5 on the 4.0 GPA scale will be added to the student's final grade. The GSFC also adds a weight of .5 to the student's GPA not to exceed 4.0.

While dual enrollment offers a variety of courses, and each student is encouraged to individualize their course of study, Nathanael Greene reserves the right to approve the courses taken that apply to their high school credits. Also note that dual enrollment classes at NGA are taken in addition to their regularly scheduled classes, not in place of them (unless, as a transfer student, the counselor advises differently).

Students withdrawing from a dual enrollment course will be subject to the college policy which allows students to withdraw from two courses before being made ineligible for the program (HB Bill 444 - effective 2020); however, the withdrawal will not count against their NGA standing, and it will also not count against their HOPE GPA except as follows: If the withdrawal affects their SAP (satisfactory academic progress) standing, it can affect their HOPE eligibility. To prevent such an occurrence, students must obtain approval from the counselor before withdrawing from a class.

Dual enrollment students must have dependable access to the internet at home as they should plan on a substantial amount of additional hours at home per week as well. They will **not** be able to complete a course using only one hour of class time per day.

Credit Recovery

Virtual High School

Georgia Virtual High School is a Georgia Department of Education Online course program. Students who qualify can take up to one unit per semester during the regular school day. Students who qualify and choose to take an online course through Georgia Virtual High School should plan on a minimum of 8 – 12 hours per week to complete assignments. Nathanael Greene Academy only considers Juniors and Seniors for Georgia Virtual High School courses. For more information see the Counselor or the Head of School for questions about eligibility regarding opportunities with Georgia Virtual High School courses. Parents are responsible for registering their student for these courses.

Foothills

Foothills is a charter high school which offers students an opportunity to earn credit recovery in a non-traditional setting. Students qualify to take 1 unit at a time. Summer is the preferred time for high school students to complete this course. Courses are on-line with person-to-person instruction available in late afternoon and evenings. For more information see the Counselor for questions about eligibility regarding opportunities available through Foothills. Parents are responsible for registering their student for these courses.

After-School Tutorial Program

Nathanael Greene Academy provides tutorial assistance for any student who needs additional academic help in any subject area. All teachers have office hours between 3:06 and 3:25 each day. During that time, students may go to their teacher(s) to receive drop-in tutorial help. We ask that parents make appointments to contact teachers during their office hours to schedule their students daily/weekly tutorial time.

Eligibility for Interscholastic/Extracurricular Activities

Eligibility for Extracurricular (including Literary, Athletics, Choral Productions and Musical)

Elementary, middle and high school students must pass 6 out of 7 academic classes per semester in order to be eligible to participate in any of the following extracurricular opportunities. Athletic Director will provide each student athlete an Athletic Handbook (enclosed in Parent-Students Handbook) containing rules and regulations. Students at Nathanael Greene Academy are provided opportunities to participate in a variety of both scholastic and athletic competition opportunities as follows:

Athletics

All sports listed below are available if we meet participation requirements to fill the team roster.

Boys:

Football (C-Team, grades 1 – 5; Middle School, grades 6 – 8; Varsity, grades 9 – 12);

Basketball (C- Team Intramurals, grades 1 – 5; Middle School, grades 6 – 8; Jr. Varsity, grades 8– 10; Varsity, grades 9 – 12);

Baseball (Varsity, grades 9 – 12);

Track and Field (Middle School, grades 6 – 8; Varsity, grades 9 - 12);

Tennis (Varsity, grades 9– 12)

Girls:

Football Cheerleading (C-Team, grades 1 – 6; Varsity, grades 9 –12);

Softball (Varsity, grades 9 - 12);

Basketball (C- Team Intramurals, grades 2 – 5; Varsity, grades 9 – 12);

Track and Field (Middle School, grades 6 – 8; Varsity, grades 9 - 12);

Tennis (Varsity, grades 9– 12)

Volleyball (Varsity, grades 9– 12)

Scholastic / Literary/Fine Arts

Students may participate in the following scholastic / fine arts opportunities:

One – Act Play; Literary; GAPPS Middle School Spelling Bee, Quiz Bowl, choral productions for elementary and high school students; Spring Musical for elementary, middle and high school students as well as several additional academic and fine arts programs for all grade levels throughout the school year.

Youth Leadership Greene

Youth Leadership Greene (YLG) - 10th grade only- Leadership Program. This program requires that an application be submitted and approved to participate.

Chick-Fil-A Leader Academy

Chick-Fil-A Leader Academy - 12th grade only- Leadership Program. This program requires that an application be submitted and approved to participate.

Beta Club

All students in grades 9 –12 must meet the following criteria for membership in Beta Club:

1. The student must have attained an overall 90 average for one term in their academic courses.
2. The student must maintain an overall 85 average each term in their academic courses to remain a member in good standing.

Members must pay annual dues and maintain a good discipline record to retain membership.

Student Code of Conduct

Nathanael Greene Academy believes that all students should conduct themselves in proper conduct, attitude, work habits and should conform to the school's codes and traditions while on campus as well as off campus. NGA students are expected to recognize that they are responsible for their conduct and that they are at all times ambassadors for the school. Discipline codes are designed to assist young people in making the right choice and decision for their actions. Disciplinary consequences are designed to help students understand that wrong choices do not go unnoticed and seeks to promote growth in understanding how to correct the action. Students should conduct themselves in the appropriate manner at all times because they are representing our school.

Nathanael Greene Academy reserves the right to allow Law Enforcement agents to search/examine lockers, vehicles, bags, cell phones and any other personal items at any time. Drug dogs may be used throughout the year to check vehicles and/or lockers for possible illegal drugs. No weapons, including guns and knives, will be allowed on the NGA campus at any time. The school reserves the right to use discretion in the consequences for an infraction of the following violations for the code of conduct and discipline will be issued on a progressive scale accordingly. Punishments may include, but not limited to, warnings, detention (after school), probation, silent lunch, out of school suspension and/or expulsion.

Behaviors that must be referred to the Administration:

Bullying
Cheating/dishonesty
Disrespect for the dignity, rights, safety and well being of others
Disruption of the school day
Electronic devices
Excessive and unexcused tardies and absences
Fighting
Gambling
Hazing
Harassment
Insubordination
Profanity
Reckless driving on campus
Sexual misconduct on campus
Skipping class/skipping school
Substance abuse (alcohol, drugs, vaping and tobacco)***
Theft***
Truancy of any nature
Vandalism*** (restitution for damages will be required)
Weapons***

*****Law enforcement officers will be notified for serious infractions such as, but not limited to, vandalism, alcohol, drugs and/or weapons. Student(s) who are in possession of, use of or selling of alcohol, drugs and/or weapons or participate in acts of vandalism may be suspended up to 10 days out of school and brought before the Board of Trustees for an expulsion hearing. Students who are suspended out of school may not attend or participate in any school related function or activity during the suspension. If the student is not expelled from the school, the student will be placed on probation with an academic/behavior contract for a minimum of two semesters.**

Student Dress Code

Nathanael Greene Academy seeks to provide the best possible environment for academic achievement and success. We believe that students should dress in a manner that reflects an attitude for success and for learning. Clothing should always be neat, clean and appropriate. The school's administration reserves the right to judge what is and what is not appropriate for school. Students are expected to adhere to dress code for all school events, such as field trips and athletic events, Honors and Athletic Programs or any event that is sponsored by the school, since the students are representing the school in the community and in the state.

NGA will have designated spirit days and fund raising days that may differ from the dress code listed below.

The faculty and administration reserve the right to determine if a student is appropriately dressed, and to ask the student to take corrective action.

Two dress code infractions will be allowed to be corrected at school, but on the third infraction, the student will not be allowed to return to class until the dress code infraction is resolved.

Preschool and Kindergarten

The teachers will send home their dress codes at Open House or before.

Elementary (1st through 5th)

Shirts for all students can either be collared or not, just remember no inappropriate designs. They can have a graphic like a flower, dinosaur or truck, etc. as long as they do not promote alcohol, tobacco, or anything obscene. Crew neck, collared polo or oxford-style shirts are permitted. Shoulders must be covered. Khakis or jeans (no rips!!) are fine. Dresses, skirts, skorts or shorts must be below the fingertips.

NGA school shirts may be worn at any time.

Full zip jackets are acceptable if they are solid color with a small brand emblem, camo or NGA logo. Sweatshirts and hoodies are acceptable if they meet the above criteria and are worn over a dress code approved shirt. ALL hoodies must be taken off the head upon entering the building. Non-hooded ¾ zips are considered the same as a sweater and are acceptable.

Hats should be taken off at the door of the school upon entering and put into your book bag.

Shoes

Sneakers, tennis or running shoes

Dress shoes

Boots

Birkenstock-style sandals and/or crocs

Dress sandals/leather sandals—slip on or lace up

Hair

Girls, neat and well groomed

Boys, neat and well groomed, not in the eyes or below shirt collar.

Piercings

Girls - Earrings must be single in each ear. No top of the ear piercings.

Boys - NO piercings allowed (including earrings).

Boys and girls - NO facial piercing allowed.

Girls – NO belly button or nose piercings.

Students are free to “dress up” at any time as long as the “not allowed” rules are not violated.

Students are to follow instructions to dress for awards/banquet activities, game day dress, etc.

Middle School and High School (6th through 12th)

Hats should be taken off at the door of the school upon entering and put into your locker or left in your vehicle until after school at 3:06 pm.

Allowed:

Shirts for all students can either be collared or not, just remember no designs on these except **small** brand emblems (ex. Izod design). Crew neck, collared polo or oxford-style shirts are permitted. (Small brand emblem only) Shoulders must be covered. Khakis or jeans (no rips!!) are fine.

NGA school shirts may be worn at any time.

Full zip jackets are acceptable if they are solid color with a small brand emblem, camo or NGA logo. Sweatshirts and hoodies are acceptable if they meet the above criteria and are worn over a dress code approved shirt. ALL hoodies must be taken off the head upon entering the building. NO graphic hoodies or sweatshirts with the exception of NGA, GAPPs or Jostens. Non-hooded ¼ zips are considered the same as a sweater and are acceptable.

For girls, leggings are **NOT** pants and are only to be worn under a dress or knee length shirts. If girls wear leggings, the top over them must come 1/2 to 3/4 down the thigh.

Shoes

Sneakers, tennis or running shoes

Dress shoes

Boots

Birkenstock-style sandals and/or crocs

Dress sandals/leather sandals—slip on or lace up

Hair

Girls, neat and well groomed

Boys, neat and well groomed, not in the eyes or below shirt collar. NO facial hair, they must be clean shaven each morning, with sideburns not extending below the lower edge of the ear opening.

Two infractions will be allowed to be corrected at school, but on the third infraction, the student will not be allowed to return to class until the dress code infraction is resolved.

Piercings

Girls - Earrings must be single in each ear. No top of the ear piercings.

Boys - NO piercings allowed (including earrings).

Boys and girls - NO facial piercing allowed.

Girls – NO belly button or nose piercings.

Students are free to “dress up” at any time as long as the “not allowed” rules are not violated.

Students are to follow instructions to dress for awards/banquet activities, game day dress, etc.

Not allowed for girls and boys:

- Girls may NOT wear any attire that is off shoulder at any school event
- No non-NGA, GAPPS and Jostens hoodies or sweatshirts may be worn.
- Dresses, skirts, skorts or shorts shorter than two inches above the knee
- Athletic pants, sweat pant or athletic shorts
- Midriff, cleavage, belly or lower back exposure-all tops must overlap the waistband of the bottom when sitting, standing, bending or moving
- Objectionable words, slogans, pictures or symbols on any article of clothing
- Halter tops, tank tops, spaghetti tops or strapless tops
- Extreme or faddish haircuts—includes no Mohawks and ponytails for boys and NO extreme colored hair for girls or boys
- Exposed piercing other than ears
- No visible tattoos
- Mustaches, unshaven beards and/or beards
- Sideburns below the ear
- Undergarment exposure
- No sagging pants or oversized clothing.
- Beach or sport sandals (No plain flip-flops)

Physical Education Dress Code

All students in grades 6-12 are required to wear appropriate clothing (as defined by the P.E. teacher) for physical education classes. Girls are not permitted to wear extremely short shorts in physical education classes (must be two inches above the knee) and boys are not permitted to wear tank tops or shirts without sleeves in physical education classes. Clothing should not contain any advertisements of alcoholic, tobacco or any distasteful (as defined by Head of School) logos.

Athletic Handbook

Nathanael Greene Academy is a member of the Georgia Association of Private and Parochial Schools and participates in region and state competition in football, softball, basketball, baseball, track, tennis, volleyball, cheerleading, and golf. The following GAPPS and school rules govern participation at Nathanael Greene Academy. Each student-athlete, parent, and coach will adhere to the guidelines in the Nathanael Greene Academy Athletic Handbook. This includes all conduct and attendance policies set by the Board of Trustees and the Head of School.

Mission Statement:

At Nathanael Greene Academy, athletics are a significant part of the educational process. We strive to prepare our students for athletic competition in a Christian environment where integrity and character are the highest of priorities. Our athletic teams will relentlessly pursue victory while displaying good character, strength, and honor at all times.

The coaches at NGA will pass fundamental skills and knowledge to their players so that they will have the opportunity to experience success. This is not, however, the cornerstone of our program. It is our desire for each student-athlete in our program to be a better person for having been a part of our athletic program. Our commitment to our players is for life.

The student athletes at NGA will be expected to compete at the highest level possible while displaying good sportsmanship at all times. Our goal is to be competitive and exciting, year after year. The winning tradition that we develop will be a by-product of all the hard work that our players, coaches, and supporters invest into this program

Spring Sports: Athletes at NGA will be able to run track and participate in ONE other varsity sport (Baseball, softball, tennis, or golf). Each athlete at NGA must participate in at least two (2) meets, matches, or games to be eligible for any post-season tournaments (region or state).

Attendance Policy:

Planned and polished practice is imperative at any sport or skill. Attendance at practice is MANDATORY! Excused absences MUST be cleared with the head coach prior to the absence. The physical part of practice will be made up whether the absence is excused or unexcused. Excused absences carry no further penalty. Showing up late to practice or a game will be considered as an unexcused absence. However, unexcused absence penalties are as follows:

First – Sit out ½ of next competition

Second – Sit out next competition (must attend game)

Third – Sit out next 2 competitions (must attend games)

Fourth – Dismissal from team.

Fees will be determined by the Board of Trustees. Fees must be paid before the first game/match. Fundraising will be a huge part of our athletic program.

Physicals and Medications:

Students must have a certificate of an annual physical examination on file at the school prior to participating in any athletic try-outs, practices, voluntary workouts or games that indicate the students are physically approved for participation.

1. Physical examinations will be good for twelve (12) months from the date of the exam. EXCEPTION: Any physical examination taken on or after April 1 in the preceding year will be accepted for the entire next Association school year.
2. The physical exam must be conducted by a licensed medical physician, Doctor of Osteopathic Medicine, nurse practitioner or a physician's assistant.
3. The exam must be signed by an M.D., D.O., or by a Physician's Assistant, or an Advance Practice Nurse who has been delegated that task by an M.D., or D.O.
4. The Association requires that member schools use the latest edition of the pre-participation physical evaluation form approved by the American Academy of Pediatrics, et. al., found on the GAPPs website.

It is the responsibility of all participants who have health conditions that require medications (asthma, diabetes, allergies...) to have their own medication with them at all practices and games.

General Guidelines:

1. Respect and be loyal to all coaches, teachers, staff, and chaperones.
2. Work hard at your academic courses. Participants will be evaluated for eligibility each grading period.
3. Display good sportsmanship at all times. At the end of the games, shake hands with each member of the opposing team.
4. When a team is practicing, no one else is allowed on the field or in the gym.
5. All participants should report for all practices and games on time. Your schedule must be worked around practices and games.
6. Work hard daily without having to be pushed.
7. Be cooperative with your teammates.
8. Be respectful to all officials.
9. Be courteous to visiting teams and spectators.
10. All participants will ride the team bus or school-sanctioned transportation to every away game.
11. Any participant who walks away from the team bench during a contest, unless due to injury, or out of practice without a coach's permission will be dismissed from the team.
12. No parents or spectators are allowed on team benches during games, except in case of injury.

13. No parents are allowed in locker rooms at pre-game, halftime, or post-game team talks except in case of injury.
14. In order to participate in games the participant must arrive at school before 11:30 A.M. on that day.
15. If a participant is injured or ineligible, he/she must sit the bench in street clothes for all home games.
16. In order to receive a varsity letter or an award in any sport, the participant must be an active member of the team, demonstrate good teamwork, team spirit, sportsmanship, and finish the season in good standing with the coach.
17. Doctor or dentist appointments, funerals, or other excused emergencies must be cleared with the head coach.
18. A student has eight (8) consecutive semesters or four (4) consecutive years of eligibility from the date of entry into the ninth grade to be eligible for interscholastic competition. Eligibility in the eighth grade will be for one year only for varsity.
19. A student must not have reached his/her 19th birthday prior to May 1st preceding the school year of participation.
20. Student-athletes must not have failed more than 5 of 7 units in the fall semester to be eligible for the winter/spring semester.
21. Junior varsity, middle school and elementary participants must also meet eligibility requirements.
22. Summer workout policy: All participants must be registered and be in good financial standing with the school in order to attend summer workouts.
23. All athletes are responsible for the care and return of equipment and uniforms that belong to Nathanael Greene Academy.

The Administration reserves the right to handle any and all exceptions to these rules and guidelines on an individual basis.

Practice Policy for Heat and Humidity
(Taken from the GAPPs Constitution & By-Laws)

- Schools must follow the statewide policy for conducting practices and voluntary conditioning workouts (this policy is year-round, including during the summer) in all sports during times of extremely high heat and/or humidity that will be signed by each head coach at the beginning of each season and distributed to all players and their parents or guardians. The policy shall follow modified guidelines of the American College of Sports Medicine in regard to:
 - a. The scheduling of practices at various heat/humidity levels.
 - b. The ratio of workout time to time allotted for rest and hydration at various heat/humidity levels.
 - c. The heat / humidity levels that will result in practice being terminated.
 - All member schools shall utilize and be responsible for managing a scientifically approved instrument that measures WBGT at each practice. WBGT readings should be taken every hour beginning 30 minutes before the beginning of practice. The following WBGT readings determine the corresponding activity, hydration and rest break guidelines apply:
 - a. Under 82.0 - Normal activities. Provide at least three separate breaks each hour of a minimum duration of three minutes each during practice.
 - b. 82.0-86.9 - Used discretion for intense or prolonged exercise. Watch at-risk students carefully. provide at least three separate rest breaks each hour for a minimum of four minutes duration each during practice.
 - c. 87.0-89.9 - Maximum outdoor Practice time is two hours. For football, students are restricted to helmets, shoulder pads, and shorts during Practice. All protective equipment must be removed for conditioning activities. For all sports, provide at least four separate rest breaks each hour of a minimum of four minutes each during Practice.
 - d. 90.0 - 92.0 - Maximum outdoor Practice time is one hour. No protective equipment may be worn during outdoor Practice and there may be no outdoor conditioning activities. There must be twenty minutes of rest breaks provided during the hour of outdoor practice.
 - e. Over 92.0 - No outdoor activities or exercise. Delay outdoor Practice until a lower WBGT reading occurs.
 - Practices are defined as the period of time that a participant engages in a coach-supervised, school- approved sport or conditioning-related activity.
 - Practices are timed from the time the players report to the practice or workout area until players leave that area. If a practice is interrupted for a weather-related reason, the “clock” on that practice will stop and will begin again when the practice resumes.
 - Conditioning activities include such things as weight training, wind-sprints, timed runs for distance, etc., and may be a part of the practice time or included in “voluntary workouts.” 34
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- A walk-through is not a part of the practice time regulation and may last no longer than one hour. This activity may not include conditioning activities or contact drills. No protective equipment may be worn during a walk-through, and no full-speed drills may be held.
- Rest breaks may not be combined with any other type of activity and players must be given unlimited access to hydration. These breaks must be held in a “cool zone” where players are out of direct sunlight. When the WBGT reading is over 86, ice towels and spray bottles filled with ice water should be available at the "cool zone" to aid the cooling process AND cold immersion tubs must be available for the benefit of any player showing early signs of heat illness.

An unlimited supply of cold water or other liquids shall be available to participants during practice games. Coaches shall inform all participating athletes that hydration is available and accessible at any point during practice. Hydration and fluid replacement is an on-going process. Students should hydrate themselves before, during, and after practice. Meals should include an appropriate amount of fluid intake in addition to a healthy diet. Educating parents on proper hydration (water, sports drinks, caffeinated and carbonated drinks) is an excellent heat illness prevention practice.

Give adequate rest periods. Remove excessive equipment or clothing when possible. Exposed skin cools more efficiently. During rest periods, players shall be allowed to remove hats or helmets. Excess pads should be removed if conditions warrant.

Lighting Safety Guidelines for Athletic Events

Due to the alarming rise in lightning casualties in recreational and sports settings in recent decades, the National Athletic Trainers Association (NATA) has released the following guidelines to follow when participating in outside athletic or recreational activities.

Establish a chain of command that identifies who is to make the call to remove individuals from the field. Name a designated weather watcher. (A person who actively looks for the signs of threatening weather and notifies the chain of command if severe weather becomes dangerous.)

Have a means of monitoring local weather forecasts and warnings.

Know weather definitions.

Watch indicates conditions are favorable for severe weather.

Warning means severe weather has been detected in the area and all persons should take the necessary precautions.)

Designate a safe shelter for each venue.

Once activities have been suspended, wait at least thirty minutes following the last sound of thunder or flash of lightning before resuming an activity or returning outdoors.

Avoid being on, in contact with, or in proximity to, the highest point in an open field, or being on or in open water when conditions for lightning are present.

Do not take shelter under or near trees, flagpoles or light poles.

If you feel your hair stand on end, skin tingle or hear & crackling noises, assume the lightning safe position, i.e., crouched on the ground, feet together and weight on the balls of the feet, head lowered, and ears covered. Do not lie flat on the ground.

Observe the following basic first-aid regulations in managing victims of a lightning strike:

- Survey the scene for safety
- Activate local EMS
- Evaluate airway, breathing, circulation and begin CPR if necessary
- Evaluate and treat for hypothermia, shock, fractures and/or burns
- Lightning victims are safe to touch and may carefully be moved to a safer location if necessary

If an individual feels in danger of impending lightning activity, he has the right to leave an athletic site in order to seek a safe structure without fear of reprisal.

The Head of School shall designate a school system employee to be responsible for reading and communicating the lightning distance findings. Once that person has determined the lightning threat, only the Head of School can override the predetermined evacuation guidelines.

Severe Weather Policy (Taken from the GAPPS Constitution & By-Laws)

1. Schools are encouraged to develop their own Severe Weather Policy. In the event of the threat of severe weather (observed lightning or thunder in the area, or weather bureau-announced tornado warnings or watch) during the course of an outdoor sporting event, the game administrator, official and/or coaches of the competing teams, by agreement, have the authority to suspend the event until non-threatening conditions return.
2. Schools are required to have weather detection devices that give warning if severe weather is in the area. Each host school must have a plan for weather if you play off-campus and/or have no dressing facilities or shelter, for players and fans to get out of the weather. Also, you should make the visiting team aware of the dressing facilities plan the week before the game, so the team can make arrangements. If your school is close to the off-campus facility, please help accommodate opposing teams by letting them use your campus.

Lightning Policy

1. Lightning detectors are required for all outdoor GAPPS events.
2. When lightning is detected within a 10-mile range:
 - a. Game Manager notifies game officials
 - b. Game is suspended
 - c. Players, coaches and officials moved indoors
 - d. Spectators given instructions to move indoors
3. Game will be restarted if no lightning has been detected for 30 minutes within the 10-mile range.
4. Game must restart within 2 hours of the first lightning strike.

Student Accident Insurance

NGA does not have accident insurance on individual students. Families are expected to insure their own children. NGA only carries catastrophic insurance on students involved in GAPPS interscholastic activities.

Hints for Success at Nathanael Greene Academy

1. Go to class. Regular attendance is the first and most effective way to help ensure academic success. Absence from class results in missed direct instruction and falling behind on assignments. This can have a negative impact on your grades.
2. If you must be absent from class take the initiative and responsibility to ask your teachers for your make-up work. Complete make-up work within the allotted time so that missed assignments do not turn into zeros.
3. Active participation in class enhances your learning experience and will help you remember content and concepts that are presented by your teacher.
4. Do not hesitate to ask for help. Every student has some material that is difficult to grasp the first time. Your teachers are there to assist you in being a successful student and will gladly provide you with additional help whenever you need it. In addition, your teachers are available for tutoring and additional help before and after school. Our after-school tutorial program may be of assistance as well.
5. Organization is of critical importance to academic success. Use an agenda book to keep up with assignments, projects, tests and important due dates. Keep assignments and notes in a notebook in an organized manner ---- not “stuffed” in your locker, etc.
6. Take 45 minutes to an hour each day to do homework and / or review the day’s class material. This will assist you in understanding material better and it will keep you from having to “cram” for tests.
7. Find out what is your best method to study --- what works for you. Also, when you are studying, find a place that will allow you to focus on your studying without distractions.
8. In testing situations ---- relax. If you have properly prepared for the test you will be ready to answer the questions. Do not rush. Answer the questions that you definitely know first and then go back to questions that you need to think and spend more time on to answer. Trust yourself.
9. It is not uncool to learn and make good grades. Develop healthy “competition” and support with your classmates so that everyone encourages each other to do their best. In this environment everyone will succeed.

TO: PARENTS/LEGAL GUARDIANS/TEACHERS/EMPLOYEES/ORGANIZATIONS

This notification is being sent to you pursuant to the requirements of the Asbestos Hazard Emergency Response Act (AHERA) October 22, 1986; EPA Rule 40 CFR 763, Asbestos Containing Material in Schools, Subpart E, et seq. effective December 14, 1987. These regulations are defined in the United States Environmental Agencies Regulations. Specifically, 40 CFR §763.84 (c) which requires that the local education agency (we) notify you at least once a year of asbestos inspections, response actions and any post-response action activities, including periodic re-inspections and surveillance activities that are planned or in progress at our campus.

We have documented through a thorough asbestos survey, conducted by an AHERA accredited asbestos inspector, where asbestos containing, suspect asbestos containing and/or assumed asbestos containing building materials are located on our campus.

The Asbestos Management Plan documents plans for managing and maintaining the asbestos containing materials in place and/or plans for removal activities. The reports associated with the asbestos inspection, 3-year re-inspections, periodic surveillances and operations and maintenance recommendations are all documented in the Asbestos Management Plan.

The Asbestos Management Plan is available for your review in our office. Should you have any questions or desire further information, please contact the school at 706-467-2147 or come by the school's office.