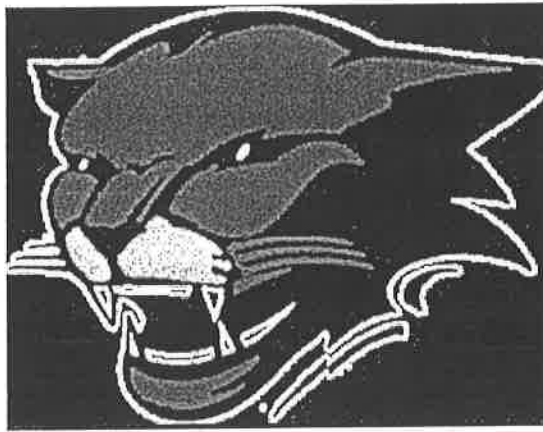


Vision

Casper Classical Academy strives to be an excelling school community that fosters physical, emotional, and social health of all students with an emphasis on classical education to create lifelong learners prepared for a successful future as responsible, service-minded citizens.



Mission

Casper Classical Academy engages learners in a challenging classical education that fosters excellence, character, and independence.

What this means...

- We hope to reach the vision and mission as a team through collectively promoting the safety, respect, and learning of each student.
- We hope that students will own virtue, work habits, and academic excellence as they prepare for success in life and future career.



Parent/Student Handbooks are Available Online

District and School handbooks can be viewed online at
natronaschools.org/handbooks

After your review of both the District and your child's school handbook,
please sign in the blanks below and return to your child's school.

Acknowledgement of Receipt Parent/Student Handbook

I have received and reviewed the Natrona County School District Student/Parent Handbook and my school handbook. I agree to follow the handbook rules. I understand that my failure to follow the handbook rules may result in consequences or disciplinary action.

Student Signature _____

Printed Student Name _____

Date _____

I have received and reviewed the Natrona County School District Student/Parent Handbook and my child's school handbook. I understand that the handbook rules apply to my student and that s/he must follow them. I understand that my student's failure to follow the handbook rules may result in consequences or disciplinary action.

Parent Signature

Date

Date Received by School

CASPER CLASSICAL ACADEMY

Contract of Mutual Responsibilities

Student

As a student at Casper Classical Academy, I agree to:

1. Support the school community by setting an example of good citizenship for myself by exhibiting positive character qualities and encouraging my fellow students to do the same.
2. Arrive at school on time and attend all my classes prepared to work.
3. Remain highly motivated and aspire to reach beyond my potential while participating in class discussions and school activities.
4. Complete my homework assignments thoroughly and turn them in on time.
5. Seek help when I do not understand what is taught or what is required of me.
6. Progress report will be available on Infinite Campus and the weekly newsletter will be sent home electronically.
7. Read and abide by the guidelines and regulations listed in the Parent/Student Handbook.
8. Behave appropriately in school.
9. Be held accountable as a student at the school by accepting responsibility for my actions.

Signature

Parent

As a parent at Casper Classical Academy, I agree to:

1. Recognize that as a parent at Casper Classical Academy, it is my responsibility to be actively involved in my student's school and their education. This includes reading and responding to any school correspondence. I will attend at least two PTO meetings (only one representative needed per family).
2. Partner with the school by instilling in my child a lifelong understanding of the importance of education.
3. Maintain high standards of academic excellence and expectations for my child and communicate them to my child on a regular basis.
4. Make sure my child arrives at and is picked up from school on time and attends all classes prepared to work.
5. Take an active role in my child's education by ensuring that homework assignments are completed and turned in on time.
6. Communicate regularly with my student's teachers regarding their academic and behavioral performance.
7. Progress report will be available on Infinite Campus and the weekly newsletter will be sent home electronically.
8. Attend the fall Parent Orientation/Back-to-School Night, parent/teacher conferences, and other scheduled conferences.
9. Read and abide by the guidelines and regulations listed in the Parent/Student Handbook.

Signature

Teacher (Signatures are on file in the office.)

As a teacher at Casper Classical Academy, I agree to:

1. Model and teach character development as outlined in the Parent/Student Handbook.
2. Inspire my students to have a knowledge and appreciation for the various disciplines.
3. Convey to my students the importance of education.
4. Provide an academically rigorous learning environment which appropriately challenges the students.
5. Assess regularly, fairly, and constructively the efforts and work of my students.
6. Communicate regularly with parents regarding student's academic and behavioral performance.

Administrator (Signature is on file in the office.)

As an administrator at Casper Classical Academy, I agree to:

1. Uphold the guidelines and policies as set forth in the Parent/Teacher/Student Handbook.
2. Encourage parents, students, and teachers to fulfill their respective commitments.

DRESS CODE

***NCSD implemented new Administrative Regulations around student dress code during summer 2015. Our policies follow the district policies, or are more rigorous.

CCA has demonstrated by observation that a student's performance and self-esteem are greatly enhanced when his/her clothing is neat, clean, and modest. Therefore, it is expected that the students of Casper Classical Academy shall maintain their appearance and clothing in a manner consistent with the dress code policy established by our parents and compatible with the high standards of our educational program. Parents may be required to bring appropriate attire if the student does not adhere to the dress code. The faculty, staff, and administration are expected to set good examples of appropriate dress.

In order to ensure that proper appearance of students is maintained, the principal or principal's designee will make the final determination as to appropriate apparel and appearance in a questionable circumstance. The principal or designee also has the right to modify the dress code within NCSD policies.

The dress code is as follows:

All students are expected to maintain their appearance and will wear clothing that is neat, clean, and conservative so as not to attract undue attention. Students are expected to follow the dress code while under the supervision of any staff member, including off-campus locations and before or after school while still on campus while waiting for rides home.

Styles and specifications:

- All shirts/tops will be appropriately-sized, not too baggy, not too tight. Sleeveless shirts/tank tops must have straps that cover the majority of the shoulder and cover all undergarments; sleeves should not be cut off nor show excess skin under the arm. Shirts cut too low or exposing midriff and cleavage will not be permitted. When arms are held up, no midriff may show. If in question, policy compliance will be determined by office personnel.

- Shirts, clothing, jewelry/accessories or attire with suggestive words or phrases, pictures and advertisements of cigarettes, narcotics, alcoholic beverages, violence (weapons, bullets, etc.), any sort of emblems, pictures or writing that is not appropriate for school are not allowed. Shirts displaying concert or music logos are acceptable only if they are not distracting, immodest, obscene, suggestive, or lewd.
- Clothing may have small holes from normal wear and tear. Pants, shorts, and skirts will not have any holes above mid-thigh. Clothes that have **small** holes **will not** show skin or undergarments. Excessive amounts of holes will not be allowed.
- Pants, shorts, and skirts are to be normal fitting, neither sagging below the waist, nor being over or undersized. The office may provide zip ties through two adjoining belt loops to correct the fit of sagging pants. Shorts are to be mid-thigh length or longer. Skorts (shorts with a skirt front) are to be mid-thigh length. Skirts and dresses are to be $\frac{3}{4}$ thigh length or longer. Tights or leggings must be worn with a shirt, blouse, or tunic that are mid-thigh length or longer all the way around. (Transparent-type or see through leggings, nylons, and tights must be covered by $\frac{3}{4}$ length tops, dresses, or skirts.)
- Appropriate shoes are to be worn at all times; they must have a sturdy sole and be appropriate for outdoor use. Slippers are not to be worn at school.
- All caps, hats, visors, bandanas, and scarves must be removed while in the building. The hood on any garment may not be worn on the head. Tiaras may not be worn at school, nor any other distracting head adornment, including decorative headbands (cat ears, unicorn horns, etc.). Barrettes and regular headbands are acceptable to be worn on the head.
- Coats and outdoor jackets will be removed and put in lockers during school hours with the exception of lunch. NORMAL FITTING jean and outfit jackets, hoodies, and polar fleece jackets are permitted.
- Natural hair color and style are expected; for example, colors like blues, greens, pinks, and fire engine red are not naturally occurring hair colors, but a shade of auburn would be considered acceptable. Styles will not be distracting (e.g. Mohawks). The length of hair will not impair vision, including bangs hanging in the eyes.

- Writing on oneself or others (skin or clothing) is not permitted. This includes wearing clothes that have been written on, drawn on, or illustrated in a distracting manner. Sharpies and white-out are not to be used on oneself either.
- Makeup will be moderate and not distracting.

The following items are not allowed:

- Shirts or clothing with suggestive words or phrases, pictures and advertisements of cigarettes, narcotics, alcoholic beverages, or any type emblems, pictures or writing that is not appropriate for school. Shirts displaying concert or music logos are acceptable only if they are not distracting, immodest, obscene, suggestive, or lewd.
- When students attend school field trips where swimming is allowed, suits must be modest; no bikinis allowed.
- No objects worn in body piercings are allowed other than earrings in ears. Gauges are not considered earrings.

The following items are totally unacceptable:

- see-through garments
- fishnet tops
- undergarment tee shirts
- any clothing that does not cover the shoulders, such as: tube tops, spaghetti straps, tank tops and strapless dresses
- visible undergarments
- shirts or pants exposing undergarments, midriff and/or cleavage

DRESS CODE ENFORCEMENT:

The dress code applies to all students in CCA and it is understood that there will be disciplinary consequences for students who do not comply with the dress code, **which may include wearing an alternate shirt or belt for the day provided by the school.** All school staff members are authorized to enforce the dress code. Violation of the dress code will result in the following consequences:

- For every second dress code violation an automatic detention will be earned, with the first violation being a warning.
- After 3 detentions over the course of a semester, a conference with the principal and parents may occur, and additional disciplinary action may be determined by the principal, which may include: a written plan detailing the corrective action, detention, automatic community service, or other actions deemed appropriate by the principal.

If students wish to wear clothing that is questionable, they will bring it in for approval by the principal before they wear it to school.

Internet Use

Internet and e-mail access are available to students and staff in Natrona County schools. This service is provided to promote educational excellence in schools by facilitating research, resource sharing, innovation and communication in support of the curriculum and individual academic needs.

Access to e-mail and the Internet will enable learners to explore thousands of libraries, databases and bulletin boards while exchanging messages with Internet users throughout the world. Users are warned, however, that some materials accessible via the Internet are controversial and, by some standards, offensive. We believe that the valuable information and positive interactions available on this worldwide network far outweigh the possibility that users may procure material that is not consistent with the educational goals of our schools. Users are expected to behave in an ethical, responsible, legal manner, accessing information and engaging in activities consistent with the educational goals of the schools.

Responsible users may:

- * Use the Internet for educational research purposes
- * Use the e-mail function to collaborate with others for educational purposes.

Responsible users may not:

- * Purposefully access, send or display offensive or inappropriate messages or pictures.
- * Engage in commercial for-profit activities.
- * Give their password to another person.
- * Use another's password or seek unauthorized access to files or networks.
- * Disrupt or modify any network, software or hardware.
- * Intentionally access, transmit, copy or create material that is illegal (such as obscenity, stolen materials or illegal copies of copyrighted works).
- * Plagiarize
- * Forward any person's e-mail without prior permission.
- * Use obscene or threatening language.
- * Use any electronic communication device to convey a message in any form (text, image, audio, or video) that defames, intimidates, harasses, or is otherwise intended to harm, insult, or humiliate another in a deliberate, repeated, or hostile and unwanted manner under a person's true or false identity.

Responsible users should:

- * Use only assigned accounts
- * Report security risks or acceptable use violations to a teacher or administrator.
- * Communicate only in ways that are kind and respectful
- * Recognize that e-mail is not guaranteed to be private.
- * Download accumulated e-mail or other research files from the fileserver to save storage space.

Responsible users should not:

- * Reveal personal information (age, phone number, address, etc.) about yourself or others.

The school district maintains the network, software and equipment upon which Internet and e-mail access is provided and will assign and have access to all user accounts, including e-mail. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. E-mail or other storage of files, if used to excess, may be cleared as a general maintenance of the network. Use of the Internet, e-mail and other online services through the school district is a privilege; therefore, violations of this agreement may result in the loss of access as well as other disciplinary measures or legal action. Updates and changes in policy may be implemented when needed by publishing modifications on the network system. When not restricted through parental request, student use of online services of the school constitutes acceptance of the conditions within this agreement.

Gross negligence of damage to school technology may result in a fine.

Student Name Printed _____

Student Signature _____

Parent Signature _____



I acknowledge that in order to see my student's grades, receive the school's Thursday Letter, e-mail blasts, etc, that I will need to have access to Infinite Campus Parent Portal (smartphone or computer) and CCA's website at

www.casperclassical.com. (You are more than welcome to use one of the computers that we have set up in the office or a computer at the public library.

Student (written name): _____

Parent signature: _____

Date: _____

Enclosed in the *bag* is your student's school supplies for the year. The teachers have collaborated and have come up with the supplies needed. If your student loses, breaks, or damages these supplies, you as the parent/guardian will be responsible for those lost or damaged items.

