

**HANDBOOK REVISIONS**  
**ADOPTED BY THE CORPORATE BOARD JUNE 2, 2011**

**ELECTRONIC EQUIPMENT/CELL PHONES**

Pagers, "game boys", "walkman", iPods, mp3 players, C.D./DVD players or laptop computers, **are not allowed on campus** unless specific permission is allowed by the Administration. Equipment will be confiscated and returned only to parents. Students may have cellphones but may be used **ONLY** before school, during lunch, recesses and after school. If a phone goes off during class it will be confiscated and a parent will have to come and sign to pick up the phone or device.

**NO TEXTING DURING CLASSTIME.**

**VIOLATIONS WITH PROBABLE CONSEQUENCES**

**SECTION B:** carries a maximum consequence of Expulsion and loss of class credit.

- |   |   |           |
|---|---|-----------|
| *Cheating   | *Lying                                  | *Fighting |
| *Insubordination  | *Forgery                                | *Gambling |
| *Verbal abuse   |   |           |
| *Destruction of Property  | *Theft/stealing                         |           |
| *Disorderly Conduct/Disrupting Classes                                | *Physical Assault                       |           |
| *Harassment/ bullying   | *Internet/electronic abuse              |           |
| *Leaving Campus Unauthorized  | *Pulling fire alarms<br>(legal charges) |           |
| *Plagiarism (from Internet or other)                                  |   |           |
| *Threats; verbal or physical  |   |           |
| *PDA(public display of affection)                                     |   |           |
| *Vulgarity("shut up" or worse)  |   |           |
| *Unauthorized entry into automobiles                                  |   |           |
| *Lewd /pornographic material  |   |           |
| <b>*Unauthorized or excessive absences/tardies</b>                    |   |           |
| <b>*Refusal to do homework is a behavior issue of insubordination</b> |   |           |

**HOMEWORK POLICY**

Those who founded American Heritage Academy hold family time precious. All types of homework, projects, term papers etc., are a portion of the curriculum that reinforces principles, study habits, self-discipline, time-management and educational skills. Autonomy is given teachers to use their wisdom in determining when homework is necessary, and the amount, in order to meet the academic standards of the school. However, **REFUSAL TO DO HOMEWORK IS A BEHAVIOR ISSUE OF INSUBORDINATION** and will subject a student to expulsion from the Academy.

A Teacher/Administration meeting will be held, with parents and student required to attend, to communicate and discuss the importance, necessity and completion of the assignments resolved. If the issue continues, the student and parents will be required to attend a meeting with an appointed "Behavior Review Board" where recommendation of the Administration on the suitability of the students' continuing enrollment at the Academy will be decided. Prior to such hearing, the Administration and Teachers may remove "privileges" such as field trips, after school activities, participation in dances etc.