



Create Academy

Student Handbook 2017-2018

Mission Statement

Through an arts integrated curriculum anchored in project-based learning, Create Academy will prepare all students for success in college, career, and society by teaching students to collaboratively invent, design, and implement creative solutions that address societal problems and injustices.

2645 N. 24th St.
Phoenix, AZ 85008

(602) 710-1101 (p)
(602) 714-5345 (f)

Academic Program

1. Arts Integration

The arts are an integral part of the mission of Create Academy, and students will learn through arts integration on a daily basis. Students are taught the academic subject standards using the arts, and students also learn the art form through the studio arts class. The arts are critical to a well-rounded education, and through the arts, students learn not only the art form itself, but also transferable skills such as empathy, communication, and discipline.

Create Academy has adopted the Kennedy Center's definition of arts integration: "Arts Integration is an approach to teaching in which students construct and demonstrate understanding through an art form. Students engage in a creative which connects an art form and another subject area and meets evolving objectives in both."

2. Project-Based Learning

Students will embark on three to four major projects throughout the academic year that incorporate multiple standards across the curriculum. Students will have the opportunity to work collaboratively and showcase their learning to the public in a variety of formats.

3. Social Justice

Create Academy seeks to include all voices in the curriculum, by celebrating and encouraging diverse perspectives. Students will learn to exhibit empathy and inclusiveness.

Core Values

1. Collaboration
2. Creativity
3. Expression
4. Justice
5. Reflection

Assessment and Grading

Assessments

Assessment at Create Academy happens regularly through in-class formative assessments. Students will also take diagnostic and benchmark assessments throughout the year. Students will complete the required elements of state mandated testing.

Grading

Report cards will be presented quarterly.

Letter grades will be awarded to coincide with academic proficiency in subject areas:

- A = Highly proficient
- B = Proficient
- C = Partially Proficient
- D = Minimally Proficient
- F = Insufficiently Proficient

It will be at the discretion of each individual teacher to award plus (+) or minus (-) grades.

Fees and requirements

Generally there are no fees for participation in extracurricular activities. Any fees required for a program can be fundraised through the school. Students are subject to removal from an activity by staff, sponsor, administrator, or parent should it be deemed necessary.

School Policies and Procedures**Attendance Policy**

Create Academy has a rigorous educational program, and it is critical that students are present everyday, except for illness that is contagious and family emergencies (i.e. death, etc.). Since it is impossible to gain the full benefit of any class experience through makeup work, we ask that doctor's visits and similar appointments be scheduled during non-school hours (before 8:30 am or after 4:00 pm). Tardies and early release from school count against a student's attendance record. Three tardies or early releases will count as one absence.

According to ARS 15-803 the parent/guardian is responsible for the child's daily attendance and to inform the school of absences in a timely manner. "Absences may be considered excessive when the number of absent days exceeds ten percent of the number of required attendance days," as stated in ARS 15-802. All absences, including illness, appointments, vacations, incomplete days, suspension, etc. count as absences. The school will follow procedures set out in statute for instances of truancy.

Students who are absent from school cannot attend or participate in any school-sponsored activities occurring on the day of the absence, unless the school has given advance permission.

If a student is absent for the first 10 days of school, or ten consecutive days during the school year, and there has been no successful contact between the family and the school to explain his or her absences,

that student may be considered withdrawn from Create Academy. Any desire to re-enroll will require sufficient space within the school and a meeting with the administration.

Communication with Families

Families are an integral part of our Create Academy community. Students will have a “take home folder,” where important school communication will be shared with families. Please make sure to check this folder daily. This year, Create Academy will also use One Call Now to communicate messages and reminders to families through email, phone, and text message.

Please call the front office to schedule an appointment with your child’s teacher at (602) 710-1101.

Disciplinary Policies

The goal of Create Academy is to ensure that all students are provided an education in a safe and supportive environment that is conducive to learning. One way to achieve this goal is through fair and appropriate implementation of student discipline policies and procedures based on research substantiated with evidence. It is critical for all stakeholders - students, parents, teachers, and administrators to play an active role in bolstering the implementation of preventative procedures and programs to reduce the incidences of reactionary discipline.

Disciplinary authorities must consider alternatives to suspension (including classroom suspensions, in-school suspensions and out of school suspensions) or other sanctions that result in removal from the educational setting in all cases except those where the safety of students and/or staff is threatened, and/or the behavior in question is such that the disruption to the educational environment can only be remedied by such a referral, or as required by law.

Philosophical Groundings:

- Students deserve clarity, consistency, and dignity.
- Behavior that interferes with others’ learning is always inappropriate.
- “Praise in public, critique in private.” Teachers give *public* “Chameleon Cards” but *private* consequences. Calling out any negative behavior in public can be harmful to students. Students should be acknowledged for making strong choices, and quietly addressed for making weak choices.
- We strive for consequences that aim to change student behavior, not punish.

Commonalities Across Classrooms:

- Reward/Acknowledgement System: Teacher has an explicit system for rewarding and acknowledging strong choices
- Reflection Desk: Teacher has at least one reflection desk in the classroom
- Reflection Templates: at each reflection desk, there is a template for reflection that students always have to complete.

- Parent contact: If a student receives a referral, the classroom teacher will contact the parent or guardian of a student.

Expectations and Rules for student Conduct Standards of Safety and Security

Rules and expectations covered in this section are designed to meet the following goals:

1. Maintain an orderly school operation.
2. Maintain optimal learning opportunities for students. School facilities and classrooms must be free of behaviors that interfere with teaching and learning.
3. Help students develop skills and behaviors necessary for healthy social interaction, both present and future.
4. Help students learn how their decisions affect the quality of their and others lives.
5. Help students develop responsibility and character.

The school Board has set forth the rules and expectations addressing student safety and security. Much like the rules that govern our cities, violations of these rules carry penalties, fines and consequences, etc. that are prescribed by law. The purpose of penalties under those federal, state, and local laws is to ensure an orderly and safe society.

The Board sets the standards for safety and security and has set penalties for violation of those standards. These standards address the safety and security of both children and school staff. They are not up for interpretation at the local school level, just as the laws for our state, city, and/or county statutes are not up for interpretation or revision by local school administrators.

Charter Rules

The following is a list of rules established by the Board. The penalties or consequences for violating these rules cannot be excused or changed by local school administrators or staff.

Safety and Security Rules

- Possession, Usage, or Distribution of illegal drugs or alcohol
- Acts or threats of violence
- Possession of weapons
- Possession or use of dangerous articles
- Possession and/or distribution of pornography
- Acts or threats of bullying
- Acts or threats of sexual harassment
- Repeated extreme disrespect towards students or staff

Penalties for Violation of Charter Rules

The following penalties have been established by the Board as defined in A.R.S. section 13105 and A.R.S. 15841: suspension, expulsion, contact with local authorities/criminal charges, restitution, referral to local authorities.

§ First Instance: Minimum – In-School Suspension (2-5 days) and Referral to Substance Abuse or other applicable Counseling; the school reserves the right to impose a longer suspension or expulsion in this instance.

§ Second Instance: Minimum – Expulsion

If at any time a student or parent disagrees with a disciplinary action, a due process hearing may be requested. A due process hearing does not need to be formal in nature. It is simply a time for concerned individuals to meet and share information related to the situation in question. In the event that this discussion provides additional information that sheds different light on the situation, or shows the consequences to be unfair, the consequences may be changed or eliminated to better fit the unique situation.

Behavior	Definition The following definitions are examples, but not limited to what is stated below.	Possible Consequences*
1. Ignoring Adult Request	If an adult has made a reasonable request of a student, and that student has failed to respond to the request multiple times and after several teacher interventions, then as a last resort, they may send a student to the office.	A, B, C
2. Inappropriate Tone or Attitude	This is tone that any adult staff may find disrespectful or lacks integrity.	A, B, C
3. Inappropriate Touching/ Horseplay	This is unwelcomed advances and other verbal or physical conduct of an inappropriate, offensive, or aggressive nature.	A, B, C
4. Bus Infractions	Constantly standing up, talking back to the driver, hitting other students, throwing objects, unacceptable use of technology (as stated on page 8)	A, B, C
5. Repeatedly Engaging in Behaviors 1-4	Continual engagement in the above activities.	D, E,
6. Cell Phone Violation	No student should have a cell phone out during any time during the day, unless it teacher directed for academic purposes.	A, B, C or Student phone is confiscated and parent picks up phone after school.
7. Fight with another Student	Verbal or Physical fight with another student	D, E, F

8. Bullying/ Cyberbullying	Systematically and chronically inflicting physical hurt or psychological distress on one or more students. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance.	A, B, C, D
9. Use of inappropriate Images or Video	See Definition in Create Academy's Handbook Technology section	D, E, F
10. Weapons	See definition in Create Academy's Handbook, Charter Safety Rules	D, E, F

**Formal documentation will be made in for all discipline incidents. This will be entered as a formal permanent discipline record for the student.

* Key for Consequence Codes	
A	Referral to office & reflective conversation with Principal or Assistant Principal that is solutions-based. Call home by admin.
B	Reflective Consequences (i.e. Loss of privileges; lunch recess, after school clubs, fun Fridays, field trips, etc.)
C	Individualized Behavior Plan
D	Suspension (In or Out)
E	Recommendation for expulsion
F	Phoenix Police Department Report

Technology

Acceptable Use

The Internet is a global network linking computers around the world. Internet use provides valuable opportunities for research, curriculum support, and career development. Create Academy offers Internet access to students and staff. The primary purpose of providing access to the Internet is to support the educational mission of the school. The school expects that scholars and staff will use this access in a manner consistent with this purpose.

While the Internet is a tremendous resource for electronic information, it has the potential for abuse. The school makes no guarantees, implied or otherwise, regarding the factual reliability of data available over the Internet. Users of the school's Internet service assume full responsibility for any costs, liabilities, or damages arising from the way they choose to use their access to the Internet. Technology resources covered by this policy include commercial, governmental, and private telecommunications-accessible networks (such as the Internet), local networks, databases, and any computer-accessible source of communication or information, whether from or to file servers, hard drives, tapes, compact disks, floppy disks, or other electronic storage or retrieval means.

Unacceptable Use

The following is a list of prohibited behaviors. The list is not exhaustive but illustrates unacceptable uses of the school's Internet service:

- disclosing, using or disseminating personal identification information about self or others accessing, sending or forwarding materials or communications that are defamatory, pornographic, obscene, sexually explicit, threatening, harassing, or illegal;
- using the Internet service for any illegal activities such as gaining unauthorized access to other systems, arranging for the sale or purchase of drugs or alcohol, participating in criminal gang activity, threatening others, transferring obscene material, or attempting to do any of the above;
- using the Internet service to receive or send information relating to dangerous instruments such as bombs or other explosive devices, automatic weapons or other firearms, or other weaponry;
- vandalizing school computers by causing physical damage, reconfiguring the computer system, attempting to disrupt the computer system, or destroying data by spreading computer viruses or by any other means;
- copying or downloading of copyrighted material without authorization from the copyright holder, unless the copies are used for teaching (including multiple copies for classroom use), scholarship, or research. Users shall not copy and forward or copy and upload any copyrighted material without prior approval of the CEO;
- plagiarizing material obtained from the Internet. Any material obtained from the Internet and included in one's own work must be cited and credited by name or by electronic address or path on the Internet. Information obtained through E-mail or news sources must also be credited as to sources;
- using the Internet service for commercial purposes;
- downloading or installing any commercial software, shareware, freeware or similar types of material onto network drives or disks without prior permission of the CEO; and
- overriding the Internet filtering software.

Safety Issues

Use of the Internet has potential dangers. The following are basic safety rules pertaining to all types of Internet applications.

- Never reveal any identifying information such as last names, ages, addresses, phone numbers, parents' names, parents' employers or work addresses, or photographs.
- Use the "back" key whenever you encounter a site that you believe is inappropriate or makes you feel uncomfortable. Immediately tell a teacher if you receive a message that you believe is inappropriate or makes you feel uncomfortable.
- Never share your password or use another person's password. Internet passwords are provided for each user's personal use only.
- If you suspect that someone has discovered your password, you should change it immediately and notify a teacher.

Privacy

Users should not have an expectation of privacy or confidentiality in the content of electronic communications or other computer files sent and received on the school computer network or stored in the user's directory or on a disk drive. The school reserves the right to examine all data stored on any medium involved in the user's use of the school's Internet service. Internet messages are public communication and are not private. All communications including text and images may be disclosed to law enforcement or other third parties without prior consent of the sender or the receiver. Network administrators may review communications to maintain integrity system-wide and ensure that users are using the system responsibly.

Violations

Access to the school's Internet service is a privilege not a right. The school reserves the right to deny, revoke, or suspend specific user privileges and/or to take other disciplinary action, up to and including suspension, expulsion (students) or dismissal (staff) for violations of this policy. The school will advise appropriate law enforcement agencies of illegal activities conducted through the school's Internet service. The school also will cooperate fully with local, state, and/or federal officials in any investigation related to any illegal activities conducted through the service.

Electronic Devices

Electronic devices, such as cell phones or tablets may not be taken out or used on campus unless specific permission is given by the administration. Students should leave cell phones at home whenever possible. If a student must bring a cell phone to campus per parent request, the cell phone must remain in a backpack or turned into the front office when the student arrives, where it will be locked until the end of the day. If a cell phone is brought into class, it will be confiscated by a staff member and turned into the office. A parent must pick up the cell phone from campus. Create Academy is not responsible for lost, stolen, or damaged electronic devices.

Dress Code

Create Academy does not have a uniform policy. We expect our students to make good choices about what is appropriate to wear in an elementary school environment. Because our program of instruction is more active and movement based than a typical traditional classroom, students should be dressed in clothing they can move in. Closed toed shoes are highly recommended. This dress code may be updated as needed throughout the year.

Harassment

Create Academy is committed to maintaining a school environment free of harassment based on race, color, religion, national origin, age, gender, sexual orientation, or disability. Harassment by administrators, certified and support personnel, students, vendors and other individuals at school or at school-sponsored events is unlawful and is strictly prohibited. Create Academy requires all employees and students to conduct themselves in an appropriate manner with respect to their fellow employees, students and all members of the school community.

Definition of Harassment

In general, harassment includes communications such as jokes, comments, innuendoes, notes, e-mails, text messages, social media messages, display of pictures or symbols, gestures, or other conduct that offends or shows disrespect to others based upon race, color, religion, national origin, age, gender, sexual orientation, or disability.

By law, what constitutes harassment is determined from the perspective of a reasonable person with the characteristic on which the harassment is based. What one person may consider acceptable behavior might reasonably be viewed as harassment by another person. Therefore, individuals should consider how other individuals might reasonably view their words and actions. It is also important for individuals to make it clear to others when a particular behavior or communication is unwelcome, intimidating, hostile or offensive.

In addition, retaliation against any individual who has brought harassment or other inappropriate behavior to the attention of the school or who has cooperated in an investigation of a complaint under this policy is unlawful and will not be tolerated by Create Academy.

Persons who engage in harassment or retaliation may be subject to disciplinary action, including, but not limited to reprimand, suspension, termination/expulsion or other sanctions as determined by the school administration and/or Governing Board, subject to applicable procedural requirements.

Hours of School Operation

The school day begins at 8:30 a.m. and ends at 4:00 p.m. every day Monday-Thursday. Friday hours are 8:30-1:00. Breakfast is served between 8:30 and 8:45 am. Students arriving after 8:35 a.m. may not be provided breakfast. Students may be dropped off as early as 7:30 a.m. and be picked up as late as 4:00 p.m. Monday-Thursday and 1:00 pm on Fridays. Students who are **consistently** not picked up by the times listed above **Phoenix Police Department** will be contacted to take a student home.

Late students must check in at the main office before reporting to class. Students leaving early must check in with the main office before leaving, and a parent/guardian must sign out the child in person.

Health Services

Create Academy does not have a school nurse on site. Students must have a permission to treat form signed by a parent/guardian for all travel and for daily attendance at Create Academy. This form must be updated with medications, allergies and emergency info. Any student having health conditions, such as diabetes, asthma, seizures, dietary restrictions, or allergies (especially wasp/bee stings); will need to declare this on the registration paperwork. The school will share information regarding the health condition of students with the necessary school staff, volunteers and trip coordinators to insure the safety of all students. When necessary a 504 plan will be developed to assist in handling medical conditions appropriately.

Illness:

Contact with a parent/guardian must be made prior to sending an ill student home. Students are expected to call their parents/guardians from the front office when reporting illness. For documentation reasons, students should NEVER use their cell phone to contact parents/guardians regarding illness or injury without first notifying the office and receiving permission.

Immunizations:

Students must present an up to date and completed Certification of Immunization form, as required by State Law, or a statement of exemption. Although the law allows exemptions, the County Health Department may tell us to exclude your child from school if there is an outbreak of disease. It is the responsibility of parents/guardians to insure that all immunization schedules are followed.

Medications:

Whenever possible, the schedule of medication administration should be arranged to allow a student to receive all medication, prescribed and otherwise, at home. If, under exceptional circumstances, it is necessary for a student to take medication during school hours, the medication must be provided to the Create Academy office in accordance with state law:

ORIGINAL BOTTLE: Medication must be in the original bottle showing the student's name and the name of the medication, how often it is taken, amount of dosage, and physician's name and pharmacy information on the label. Parents who know their students need to take medication at school can request a second bottle from their pharmacist to send to school.

WRITTEN REQUEST: The medication must be accompanied by a written request from the parent that their student should take the medication in school, the dosage given, time of day to give the medication, and specific directions for giving the medication.

PARENT'S' AND PHYSICIAN'S MEDICATION AND AUTHORIZATION FORM: This needs to be completed for the student on medication for extended periods of time or the entire school year. If a student is on a medication for a long period of time, please contact the school for one of these forms.

Promotion Policy

To ensure all stakeholders are regularly aware of student progress and any risk of possible retention, teachers, students, and parents will track student mastery throughout the year using an online learning management system. Parents are invited to attend Academic Parent Teacher Team data meetings, at which time they will be provided with detailed data on their student's academic achievement and have the opportunity to discuss ways to help their student advance towards mastering Learning Goals. All parents will also attend an individual Parent/Teacher conference in October and April to discuss their student's achievement and any possible risk of retention.

Additionally, if, at any time within the school year a student has a Level 1 or lower on Learning Goals, a retention meeting will be held with parents, teachers, and school administration to determine if retention is necessary and in the best interests of the student. Though a student would not be retained for one course or subject, Create Academy's commitment to *all standards for all students* will require any Learning Goal measured at a Level 1 proficiency to continue to be addressed and assessed throughout the following school year until mastery has been demonstrated. Ultimately, a team of individuals, including the parent, school administration, and classroom teachers determine decisions regarding retention.

School Breakfast, Lunch and Snack

Eating healthy is critical for students to have the energy to do the hard work required to learn every day. To ensure every child has access to this, the school participates in the National School Breakfast and Lunch Program, which provides free or reduced price breakfasts, lunches and snacks as well as free milk to eligible students. Students may bring a lunch from home as an alternative to school-provided lunch.

We encourage students to bring healthy snacks such as fruit, vegetables, yogurt, granola bars, etc. Families of students who eat school-provided lunch and have particular dietary restrictions should alert the Office as early in the school year as possible. ***No sharing of food, even between families.**

Create Academy allows whole-class celebrations for birthdays at the teacher's discretion. Families are able to bring in a whole-class snack that is store-bought. Unfortunately, we are unable to serve home-cooked food on campus for safety and food allergy purposes.

School Supplies

All students must arrive at school with their take-home folder and supplies. The school provides a list at the beginning of the school year of all necessary supplies. If a student is unable to purchase the supplies, please contact the Office.

Homework

Homework will be given as a review/reinforcement and will be at the discretion of the teacher.

Toys

The school does not permit personal toys. **If your child brings toys to school these will be confiscated without notice and not returned.** The reason we have this policy is that toys create problems in sharing. Children learn to share things at school and if they bring their own toys, this sharing experience becomes much harder to teach.

School Transportation

Students shall abide by all school rules, which extend to riding the school bus or other school vehicle, and shall obey the directive of drivers. Privileges may be revoked for violations at the discretion of the driver or Create Academy administration. This applies to school vans and any other form of transportation taken for a school-sponsored activity. Disciplinary actions will be taken for any bus issues, even if it is not a Create Academy bus (i.e. city bus).

An adult chaperone must accompany kindergarten students while at bus stops. Drivers are not permitted to leave kindergarten students unattended at a bus stop in the afternoon, and they may return the kindergartener to school at the end of the bus route. In the event that this occurs, Create Academy may require families to pay a late pickup fee, which may increase with subsequent late pickups, or bus transportation privileges may be revoked.

Family and Community Involvement in Create Academy

We look forward to partnering with parents and families to help our students to achieve their best. Below are parent expectations at Create Academy:

<p>...creating an effective learning environment at home</p>	<ul style="list-style-type: none"> · Set a schedule and structure to support your child's study, completion of homework, and meeting of standards. · Limit TV time and engage your child in fun, educational activities. Keep books and other reading material in your home. · Set aside a reading time each day. · Let your child see that you are committed to lifelong learning by letting him or her see you read.
<p>...learning about and supporting our school's values and programs</p>	<ul style="list-style-type: none"> · Commit to allow your child to participate in all fieldwork and extended trips. · Be familiar with and discuss with your child the content of this handbook. · Attend school events and parent evenings, as you are able. · Support the parent organization of the school in any way you can.

	<ul style="list-style-type: none"> · Let a friend or neighbor know about Create Academy. · Attend community gatherings or classes with your child.
...staying informed about your child's progress	<ul style="list-style-type: none"> · Attend your child's student led conferences. · Watch for and review progress reports and report cards. · Attend events where your child's work is publicly exhibited. · Be aware of the expedition being taught and its learning targets. · Read teacher communications and promptly return permission slips and other communications asking for parent response or input. · Communicate regularly with teachers by email.

Volunteer Opportunities

Parent volunteers both enrich the life of our school and provide vital support for our programming. We appreciate any time you might be able to spend supporting our school. Please note that all classroom volunteers must complete the Create Academy volunteer screening process. Contact the Create Academy office for more information and the necessary paperwork.

School Projects	Parents at our school may lead or help with volunteer projects ranging from classroom help to participation in the governance of the school. Their contribution is key to our school's success. Please contact the office if you are interested in learning more.
Classroom Help	If you would like to help out in the classroom, please contact your child's teacher.
Fieldwork and Fieldtrips	We are often in special need of help on fieldwork days. Again, if you are able to volunteer, please contact your child's teacher.
Hospitality	There are numerous times when parents are asked to support events by providing food, drink, or related supplies. Please consider helping out if you are able.
Professional Services/ Expertise	On many occasions, a parent's special skill, expertise, experience, collection, etc., can be brought into the classroom or contribute to a school wide project. Please contact the office if you have something that you would be willing to share.

Parent Events

Student Assemblies - Last Friday of every month
 Breakfast with Parents
 Field Day
 Student Showcase

Visitors

Create Academy welcomes visitors to tour our school, observe our classrooms and activities and learn more about arts integration. Students with a sincere desire to attend Create Academy are welcome to visit for one day. All visitors must abide by school, state and Federal laws while on our campus. This includes appropriate dress and behavior. Visitors must register at the office and wear a visible badge at all times.

Visitors who are a disruption to the educational and academic process will be asked to leave.

Non-Discrimination Policy

Create Academy does not discriminate on the basis of race, color, national origin, gender, age, sexual orientation or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Create Academy also does not discriminate in its hiring or employment practices. This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s).

Tax Credit Donations

Your Tax Credit Donation Costs You Nothing
and Enriches the Lives of our students

Create Academy is a K-5 nonprofit charter school that focuses on the arts and social justice in order to prepare students to become community leaders. Please help us continue in our commitment to education by taking advantage of Arizona's education tax credit. Couples can donate up to \$400, and single taxpayers up to \$200 to Create Academy and taxpayers will receive a dollar for dollar TAX CREDIT- you get every dollar back! Your donation will be used to sponsor activities and programs within the school. It truly costs you **nothing**. Simply complete the form below and include it with your donation. Make Checks Payable to Create Academy. Create Academy educates a student population within Central Phoenix with over 95% of the students qualifying for free/reduced lunch. For more information visit our website at www.createacademy.org

Create Academy Tax Credit Donation Form

Names(s) _____
Address _____
City _____
State _____ Zip _____
Phone _____
Email _____
Signature _____
Donation Amount _____ \$200 _____ \$400 _____ Other (please write specific amount)

Mail form to:
Create Academy
2645 N. 24th St.
Phoenix, AZ 85008

Student Handbook Statement of Understanding

I have received and read a copy of Create Academy's student Handbook. I understand that if I ever have any questions regarding school policies, I can ask a member of the school team for further explanation. Additionally, I understand that my child must adhere to the Acceptable Use policy outlined in this handbook. Failure to adhere to the policy could result in my child losing the privilege of using any technology on campus.

Students, parents/guardians and staff are responsible for reading and following the rules in this handbook. This handbook has been developed within the framework of Create Academy policies and the state approved charter. If you have any questions about this, please call 602710-1101.

PLEASE RETURN COMPLETED FORM TO THE OFFICE

I HAVE READ AND AGREE TO THE STANDARDS, GUIDELINES AND EXPECTATIONS OF CREATE ACADEMY, AS OUTLINED IN THE STUDENT HANDBOOK 2016-2017. MY SIGNATURE BELOW AFFIRMS THIS COMMITMENT:

Student Name

Parent/Guardian Name

Student Signature

Parent/Guardian Signature

Date

Date

If a family has more than one child attending the school, a separate Statement of Understanding must be returned for **each child.*