



K-8th Grades

POLICY DOCUMENTS

2017-2018

This file includes all policy documents that are listed on the signature form, distributed at Back to School Meet & Greet, and due on the first day of school.

Signing and returning the Student Packet Signature Form, provided at Meet & Greet indicates that you have read, agreed to, and understand the documents.

Documents to review and sign off on your Signature Form:

- Parent Handbook
- K-8 Documents
 - Credo and Mission
 - Parent/Student Agreement
 - Value Statement
 - KidCheck Policy
 - Parent Hour Policy
 - Research Driven School Statement
 - Locks & Lockers (5th-8th grades only)
 - No-Rescue Contract
 - TSFC Community/School Volunteer Policy

Documents to review, print, sign and submit to the classroom teacher on the first day of school.

These documents are available on the Trinity website under Quick Links, Important Documents.

- Signature Form (provided at Meet & Greet-yellow form)
- Promotional Media Release
- Physical Education Release
- Parent Hour Agreement
- Lock & Lockers (5th-8th grades only)



OUR CREDO

What potentialities in human beings – children, teachers and ourselves – do we want to see develop?

- *A zest for living that comes from taking in the world with all five senses alert*
- *Lively intellectual curiosities that turn the world into an exciting laboratory and keep one ever a learner*
- *Flexibility when confronted with change and ability to relinquish patterns that no longer fit the present*
- *The courage to work, unafraid and efficiently, in a world of new needs, new problems and new ideas*
- *Gentleness combined with justice in passing judgments on other human beings*
- *Sensitivity, not only to the external formal rights of the “other fellow” but to him as another human being seeking a good life through his own standards*
- *A striving to live democratically, in and out of school, as the best way to advance our concept of democracy*

Our credo demands ethical standards as well as scientific attitudes. Our work is based on faith that human beings can improve the society they have created.

Lucy Sprague Mitchell
Founder of Bank Street, College of Education, 1916
Adopted by Trinity School for Children, 1999

OUR MISSION

The mission of Trinity School for Children is to “*create a zest for lifelong learning through the developmental-interaction approach based on the Bank Street College of Education Philosophy.*” This mission is achieved through the collaborative efforts of students, parents, faculty and the civic environment creating a mutual respect for each other. In order to implement this mission, the founders of Trinity School for Children sought the State of Florida’s Charter School movement as the vehicle to achieve their goal. Trinity School for Children empowers children and their families to take charge of their education and directly apply it to their own family systems and cultures. Trinity School for Children’s emphasis is on child development and individual learning styles from the early years through the early teen years.

- We understand that the emotional life of children is inseparable from their learning, interest and motivation.
- We strive to create and sustain a loving and nurturing community experience for children fostering their spiritual, intellectual, social, emotional and physical growth.
- We believe that this philosophy will help strengthen the ability for children to grow and become moral and ethical leaders in the greater community.



Parent/Student Agreement 2017-2018

Dear Trinity School for Children Parent(s) and Student,

Congratulations and thank you for choosing Trinity School for Children. Faculty, students and families have worked hard to establish our school as a high quality institution of learning. We are proud of our accomplishments and know that you and your family will contribute to our continued success. The privilege of choice comes with certain responsibilities and understandings. In accepting this charter school placement, you have agreed to conduct yourselves in the following manner.

Students will:

- Be aware of and abide by all school rules, routines and procedures.
- Be aware of and abide by all transportation rules, routines and procedures.
- Arrive on time every day prepared with necessary supplies, books and materials.
- Complete all class work and homework assignments.
- Follow the dress code and uniform requirements established by the school.
- Actively contribute to a positive, safe and cooperative school environment.

Parents and family members will:

- Be aware of and abide by all school rules, routines and procedures, including those stated in the parent handbook.
- Be aware of and abide by all transportation rules, routines and procedures.
- Monitor the timely completion of assignments.
- Assure that students arrive on time every day.
- Assure that students follow the dress code and uniform requirements established by the school.
- Communicate with school personnel in a timely and civil manner.
- Provide accurate and up-to-date contact information.
- Actively contribute to a positive, safe and cooperative school environment.

Failure on the part of the student or parents and family members to abide by these agreements may result in the revocation of the charter school placement.



Value Statement

Trinity School for Children teaches and expects from our students and families support for the following value statements:

- Respect for oneself and for other people is an essential human ethic.
- Honesty and integrity are important elements of the total commitment and both these qualities will be encouraged and expected.
- Excessive emphasis on materialism and possessions creates a false sense of worth and can distract and misdirect effective learning and understanding.
- Abuse of oneself and others with substances or by destructive behavior is nonproductive and prevents the full potential of the human spirit to be nurtured.

Parents and guardians are the primary educators in teaching these values. Trinity School for Children supports you in your role through our teaching and our policies. Trinity School for Children expects parents to discuss these values with their children.



Parent Hour Agreement

2017-2018

I (We) understand that Trinity School for Children requires participation by the parent(s) in the ongoing, overall operations of the school.

I (We) understand that for the Bank Street philosophy of education to be effective, teachers, administration, students and parents of Trinity School for Children must volunteer time and talent and work together to build a loving, welcoming community in which the students will grow in all areas.

I (We) understand that a minimum of 30 parent hours will be required of each family enrolled at Trinity School for Children. Families that wish to request a reduction in the required parent hours due to a hardship must contact administration, explaining the hardship, by the end of the 1st quarter of school (October 6th), or as soon as possible after the hardship is encountered. Families approved as single parent status during the school year 2016-2017 *need to re-apply* for the 2017-2018 school year by emailing PH@Trinitysfc.com.

I (We) understand that it is my (our) responsibility to enter parent hours into the school's Parent Hour Website and track my parent hours. **Total hours for the school year must be completed and submitted on the Parent Hour Website by May 18, 2018.** Hours accrued after May 18th and throughout the summer will be applied toward the service hour requirement for the upcoming school year.

I (We) understand that non-compliance with this policy may result in a hearing before the School Board and/or Disciplinary Committee and my child's placement being rescinded.

I (We) agree to contribute the required number of parent hours each enrollment year to Trinity School for Children and understand all terms of the Parent Hour Agreement.

Parent Signature

Parent Signature

Date

Student's Name

Grade

Teacher



Research Driven School Statement

A research driven school is one that follows a model of [experiential education](#) and has a connection to a college or university. Trinity School for Children meets these requirements through our partnerships with the University of Tampa and the University of South Florida.

As a student at our school your child may have one or more of the following experiences:

- Interaction with College of Education interns assigned to his/her classroom and supervised by both a university and Trinity faculty member
- Participation in research which seeks to gain greater understandings of child development, student achievement, children as learners, the learning environment, etc.
- Exposure to university faculty and/or students observing in our classrooms



No-Rescue Contract

2017-2018

IN RECOGNITION of the understanding that our ultimate responsibility as parents is to raise our children as responsible young people who will grow to understand that their choices do have consequences, we hereby pledge to support them in these efforts by:

- affirming them as capable young people who can dress themselves, do their own homework, pack and unpack their bags, prepare themselves for their school day, and deal with the consequences of forgotten homework, projects, athletic equipment, supplies, and lunches on their own;
- affirming them as significant young people who are true contributors in our family life, not just objects of our direction or recipients of our rescuing, who can, with our patient assistance, generate ideas on their own on how best to complete their homework, how best to ensure that their clothes are ready in the morning, and how best to remember to bring all their supplies to school;
- affirming them as young people of influence who can make decisions on their own, experience the consequences of those decisions, and work with us to grow in an understanding of why their particular efforts yielded the results that they experienced.

AS PARENTS, we realize that it is far more important that our children make mistakes from which they can learn, rather than give the appearance of perfection. We pledge to support them in both their successes and near-successes. We understand that, just as the teachers are supportive of our discipline efforts at home, we need to be supportive of the teachers' efforts at school without making excuses for our children's behavior. We simply need to support each other in our efforts and dialogue with our children to help them gain a greater understanding of what happened, why it happened, and what they can do next time to ensure the best possible outcome.

AS A STUDENT, at Trinity School for Children, I pledge to do my very best at all times, to take responsibility for my behavior and my assignments, and to work cooperatively with my teachers and fellow students.

TOGETHER, we pledge to treat each other respectfully at all times, understanding that respect is not something that we need to earn but is, rather, owed to every person unconditionally.



Promotional/Media Release 2017-2018

During the school year, Trinity School for Children may reproduce or participate in videotape, motion picture or still photograph productions that involve the use of students' names, likenesses or voices. Such productions may be used for educational or exhibition purposes by Trinity School for Children and may be copied, copyrighted, edited and distributed by Trinity School for Children.

News media, including representatives of school publications, television, radio, newspapers, magazines, and websites may be permitted on school property and may take notes, still photos, sound recordings and/or moving pictures that may include your child. These items may appear or be used in news or feature stories by print, television, radio media, websites, or other media production.

You have the right to give permission or deny permission to the use of your child's name, picture or voice in these productions and may do so by checking your preference on the form below and returning it to the school office. If you have any questions, please contact the office at 813-874-2402. Please return this form promptly.

Student's Name

Grade

Teacher

I/We **GIVE PERMISSION** to the use of the name, portrait or other likeness of my/our child for news releases, media and promotional activities by Trinity School for Children.

I/We **DENY PERMISSION** to the use of the name, portrait or other likeness of my/our child for news releases, media and promotional activities by Trinity School for Children.

This consent/objection is subject to renewal at the beginning of each school year. If at any time you wish to change this form, please ask for one in the main office.

Family Name (printed)

Signature of Parent

Date

Signature of Parent



Physical Education Release 2017-2018

Dear Parent(s):

This notice is to inform you that your child will be using Wellswood, a City of Tampa Parks and Recreation facility, on North Howard Avenue, Pin Chasers Bowling Alley on North Armenia Avenue and United Skates on North Armenia Avenue for physical education and other classroom activities. Each of these facilities is within walking distance of our campus. Since your child will be off campus we need a signed release for him/her to be able to participate.

Child's Name

Teacher's Name/Grade

Parent Signature

Parent Name (printed)

Parent Signature

Parent Name (printed)



Locks and Lockers
5th through 8th Graders Only
2017-2018

- All locks and lockers are the property of Trinity School for Children and are subject to a search at the discretion of administration.
- All locks **MUST** be rented from the Trinity School for Children for security purposes.
- Lost or stolen locks are the responsibility of the student and must be replaced at an additional cost to the student.
- The original lock must be returned at the end of the school year in good working condition to avoid an additional cost to the student.
- Lockers must be kept neat. **NO WRITING OR DAMAGE TO THE LOCKERS WILL BE PERMITTED.**
- Backpacks must be kept in the lockers. They will not be allowed in the classrooms.

Parent Signature

Date

Student Signature

Date

Homeroom Teacher's Name

Grade



TSFC Community/School Volunteer Policy 2017-2018

Florida's Jessica Lunsford Act has changed how we must do business in the school setting. Any person coming in contact with students must undergo more scrutiny. We use the Hillsborough County Public Schools Volunteer Application Process.

**Per the Hillsborough County Public Schools,
the volunteer application process is completed online.**

AN APPLICATION MUST BE COMPLETED ONLINE FOR ANY PERSON THAT

WILL:

- Volunteer in a classroom
- Chaperone a field study
- Attend an overnight field study (includes Fingerprinting fees and application)
- Volunteer with the PPA
- Have ANY contact with ANY children, in ANY way.

This process applies to parents, guardians, grandparents, or any friend or relative that might be helping you fulfill your parent hours.

To access the online application:

1. Go to <http://www.sdhc.k12.fl.us/>
2. Click on "Families" menu.
3. Then, click on the "Volunteering in HCPS" link.
4. Click on the Y.E.S Icon or the green APPLY button

NO COMPLETED APPLICATION = NO VOLUNTEER OPPORTUNITY