

PRIVATE • MULTILINGUAL • CHRISTIAN SCHOOL

EAGLES ON THE ROCK ACADEMY



PARENT & STUDENT HANDBOOK

2026 – 2027 Academic Year

Serving Students 18 Months through 6th Grade

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TABLE OF CONTENTS

<u>Welcome</u>	3
<u>Statement of Faith</u>	4
<u>Mission & Vision</u>	5
<u>Philosophy of Education</u>	6
<u>Daily Operations</u>	6
<u>Early Childhood Procedures</u>	7
<u>Elementary Procedures</u>	8
<u>Universal Policies</u>	10
<u>Before and After Care Program</u>	12
<u>Academic Programs</u>	12
<u>Early Childhood Program</u>	13
<u>Elementary Program (Kindergarten)</u>	14
<u>Enrichment Programs</u>	15
<u>Parent Communication and Involvement</u>	16
<u>Behavior & Discipline</u>	17
<u>Early Childhood Behavior Guidance</u>	18
<u>Elementary Student Code of Conduct</u>	18
<u>Restorative Practices</u>	19
<u>Parent Collaboration</u>	20
<u>Policy Enforcement</u>	20
<u>Conflict Resolution Policy</u>	20
<u>Admission Policy</u>	21
<u>Tuition and Financial Information</u>	23
<u>Health and Safety</u>	24
<u>Early Childhood Health Policies</u>	25
<u>Elementary Health Policies</u>	26
<u>Licensing and Compliance</u>	26
<u>Confidentiality and Records</u>	27
<u>Emergency Preparedness and Safety</u>	27
<u>Sanitation and Prevention</u>	27
<u>Dress Code and Uniforms</u>	28
<u>Early Childhood Uniform Requirements</u>	28
<u>Elementary Uniform Requirements</u>	28
<u>Uniform Purchasing</u>	29
<u>General Dress Expectations</u>	29
<u>Communication and Technology</u>	30
<u>Student Life and Activities</u>	32
<u>Early Childhood Activities</u>	33
<u>Elementary Activities</u>	34
<u>Field Trips and Educational Outings</u>	34
<u>Extracurricular Opportunities</u>	35
<u>Parent Involvement Opportunities</u>	35
<u>Community Outreach and Service</u>	36
<u>Non-Discrimination Statement</u>	36

<u>Appendices</u>	36
<u>Liability and Authorization for Participation</u>	38
<u>Photography and Media Policy</u>	39
<u>Signature Section</u>	40

QUICK GUIDE — WHICH SECTION APPLIES TO ME?

This guide helps you quickly find what applies to your family. Every section of the handbook indicates whether it applies to Early Childhood, Elementary, or the whole community.

Applies to All Families	Early Childhood (18 months–Pre-K)	Elementary (Kindergarten–6th)
Statement of Faith	EC Schedule and Procedures	Elementary Schedule and Procedures
Tuition and Financial Information	Nap and Quiet Time	Grading System
Health and Safety	EC Uniform	Elementary Uniform
Admission Policy	EC Behavior Guidance	Elementary Code of Conduct
Communication and Technology		Homework Policies

WELCOME

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

We are honored that you have chosen Eagles on the Rock Academy to fulfill your child’s developmental needs. We understand that we are with your child a good part of the day and that makes it essential that your scholar learn more than just academics from us. We promise to teach to the whole child; guiding their social, emotional, and cognitive development as well as health and environmental awareness. It is our goal to provide a safe, loving, Christ centered environment in which your child can learn and develop.

This handbook is meant to serve as a guide to our policies and outlines what you can expect from us and what we expect in return. We want to work with you to provide the utmost care for your child. While no one knows your child better than you, it is imperative that we work together. If you have any questions or concerns, please let an Eagles on the Rock Academy staff member know. We thank you for the opportunity to make your child feel connected, capable and cared for.

Pastor Jorge H. Cardenas

Head of School, representing Church on the Rock Katy

Evelin Durango

Assistant Head of School

Jorge F. Cardenas

School Board President

STATEMENT OF FAITH

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

The following foundational truths are held in common at Eagles on the Rock Academy. These beliefs guide our mission, educational philosophy, and daily practices. We uphold the authority of Scripture and strive to reflect the love and truth of Jesus Christ in all we do.

The Bible

We believe that the Bible is the inspired, infallible, and authoritative Word of God. It is the final authority in all matters of faith and life. (2 Timothy 3:16; 2 Peter 1:20–21)

The Trinity

We believe in one God, eternally existent in three persons: Father, Son, and Holy Spirit. These three are co-equal and co-eternal. (1 John 5:4–7; Matthew 28:19)

Jesus Christ

We believe in the deity of our Lord Jesus Christ, His virgin birth, sinless life, miracles, atoning death through His shed blood, bodily resurrection, ascension to the right hand of the Father, and in His personal return in power and glory. (John 3:16; 1 Peter 2:21–24; 1 Corinthians 15:3–4)

Salvation

We believe that all people are born sinners and are in need of salvation. Salvation is by grace alone, through faith alone, in Christ alone. Regeneration by the Holy Spirit is essential for the salvation of lost and sinful humanity. (Romans 3:21–30; Galatians 4:4–7; Ephesians 2:8–9; Titus 3:5)

The Holy Spirit

We believe that the Holy Spirit indwells, equips, convicts, comforts, and empowers believers for godly living and service. (John 14:16–17; Acts 1:8; Galatians 5:22–23)

Human Dignity and Identity

We believe that God created each person in His image, uniquely and immutably as male or female. These two distinct, complementary sexes together reflect the image and nature of God. (Genesis 1:26–27; Psalm 139:13–16)

Marriage and Sexuality

We believe that God designed marriage as a sacred covenant between one man and one woman, and that marriage reflects Christ's relationship with the Church. We affirm that all sexual activity is to be expressed only within the boundaries of this marital union. Any sexual activity outside of this context is contrary to God's design and is considered sin. (Genesis 2:18–25; Matthew 19:4–6; Romans 1:26–27; 1 Corinthians 6:9–10; Hebrews 13:4)

The Church

We believe that the Church is the Body of Christ, composed of all believers who are united by faith in Him. The Church is called to worship God, disciple believers, serve others, and proclaim the gospel to the world. (Ephesians 4:4–6; Acts 2:42–47)

MISSION & VISION

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Mission

To provide a Christ-centered, multilingual education that nurtures the heart, mind, and spirit of each child — equipping them to grow in faith, excel academically, and lead with character and purpose. Our school challenges and motivates students in an academically and spiritually stimulating environment to become imaginative, critical thinkers and people turned towards others. We believe each student has the capacity to choose what is morally and ethically right. We are committed to creating an environment that balances responsibility and freedom, in which students can grow in honesty, integrity, and respect for themselves and others.

Vision

Eagles on the Rock Academy aims to spark the imagination and diverse interests of our students while developing their character as they:

- Fortify a personal relationship with God
- Cultivate unique intellectual and physical capacities
- Develop moral integrity and character
- Become responsible, informed citizens
- Embrace creative expression
- Develop a respect for all people

To raise a generation of confident, compassionate, and Christ-filled leaders who impact the world through wisdom, love, and integrity — standing firm like eagles on the rock. English and Spanish are the school's primary languages of instruction across both programs. It is Eagles on the Rock Academy's goal to provide a nurturing, godly, and challenging learning environment, in order to shape tomorrow's citizens of the world. We seek to develop initiative, integrity, imagination, an inquiring mind, self-knowledge, interpersonal skills, and the ability to feel and recognize truth on different levels.

We use the best holistic approaches and recognize that children have multiple intelligences. We nurture and encourage the development of five kinds of learning:

- Cognitive intellectual activity, associated with the left brain
- Creative intuitive activity (the arts), associated with the right brain
- Structured physical movement and unstructured, self-directed play
- Handwork — making things that can be useful
- Engagement with God, nature, and community

In the Early Childhood Program, students are additionally introduced to French as a third language, complementing the English-Spanish foundation with a lighter instructional footprint appropriate to early language exposure. In the Elementary Program, English and Spanish continue as the school's recognized and demanding academic languages.

PHILOSOPHY OF EDUCATION

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Our Foundation — Why We Educate

At Eagles on the Rock Academy, we believe that education is a sacred calling. Every child who enters our doors is made in the image of God — uniquely gifted, infinitely valued, and created with purpose. Our mission is to develop the whole child: spiritually, academically, intellectually, and socially for the glory of God and the advancement of His Kingdom.

We also believe that education is most effective when it equips children not only to know truth, but to carry that truth into the world.

"Train up a child in the way he should go; even when he is old he will not depart from it." —
Proverbs 22:6

Our View of the Child

- Created in the image of God and therefore worthy of dignity, respect, and intentional care
- A unique individual with God-given gifts, learning strengths, and a personal calling
- A spiritual being whose heart and character are being formed alongside their intellect
- A whole person — our approach addresses spiritual, cognitive, emotional, social, and physical development together

The Role of the Teacher

Teachers as Guides

We believe teachers are called to guide students into truth, not simply transfer information.

Teachers as Partners with Families

Scripture affirms that parents are the primary educators of their children (Deuteronomy 6:6–7).

Our Multilingual Identity as an Educational Philosophy

English and Spanish are the school's core academic languages across both programs. In the Early Childhood Program, students are additionally introduced to French, enriching their early language exposure.

"After this I looked, and there before me was a great multitude that no one could count, from every nation, tribe, people and language, standing before the throne and before the Lamb." —
Revelation 7:9

Partnership with Family and Church

"These commandments that I give you today are to be on your hearts. Impress them on your children." — **Deuteronomy 6:6–7**

DAILY OPERATIONS

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Eagles on the Rock Academy operates Monday through Friday, serving students from 18 months through 6th grade. This section outlines our daily procedures, including operational hours, arrival and dismissal processes, and holiday closures. We kindly request that families review the following information to help ensure a safe, structured, and nurturing environment for all students.

Hours of Operation

Academy-Wide Hours: Monday through Friday from 7:00 a.m. to 6:00 p.m.

Early Childhood Program (18 months – Pre-K)

- Core instruction: 8:00 a.m. to 3:30 p.m.
- Staff available to receive students: Beginning at 8:00 a.m.
- Pick-up window: 3:00 p.m. – 3:30 p.m.
- Before Care available: 7:00 a.m. – 8:00 a.m. (additional fee)
- After Care available: 3:30 p.m. – 6:00 p.m. (additional fee)

Elementary Program (Kindergarten – 6th Grade)

- Core instruction: 8:15 a.m. to 3:30 p.m.
- Drop-off window: 8:15 a.m. – 8:30 a.m.
- Pick-up window: 3:30 p.m. – 3:45 p.m.
- Before Care available: 7:00 a.m. – 8:15 a.m. (additional fee)
- After Care available: 3:45 p.m. – 6:00 p.m. (additional fee)

EARLY CHILDHOOD PROCEDURES (18 MONTHS – PRE-K)

APPLIES TO: EARLY CHILDHOOD (18 MONTHS–PRE-K)

Arrival Procedures

Drop-Off Times

- Morning drop-off begins promptly at 8:00 a.m.
- Latest drop-off time is 9:00 a.m. (conclusion of morning snack)

Early Arrival

- Families arriving before 8:00 a.m. will incur an early arrival fee of \$10 per occurrence

Late Arrival

- Students arriving after 8:50 a.m. may not be permitted to attend unless prior communication has been made
- Students arriving after 9:00 a.m. should notify the school in advance via ChildPilot, as staff will already be in classroom rotation rather than at the entrance
- After three late arrivals (post-8:50 a.m.) within the same month, a \$10 fee will be assessed for each additional late occurrence

- For scheduled appointments, please notify school via ChildPilot with supporting documentation

Meal Considerations

Students arriving after 9:00 a.m. must have already eaten breakfast prior to arrival, as we are unable to open breakfast service once morning snack has concluded. In accordance with Texas Health and Human Services Minimum Standards for Child-Care Centers (26 TAC §746.3301(d)), a child in care may not go more than three hours without a meal or snack being offered; the next scheduled meal will be lunch at 11:30 a.m.

Arrival Etiquette

- Parents say goodbyes at the main entrance to promote independence
- Designated staff member escorts each student to their classroom
- Parents not permitted to enter facility during arrival unless meeting is scheduled
- Student temperatures taken only if child shows signs of discomfort or low energy

Dismissal Procedures

- Students may be picked up between 3:00 p.m. and 3:30 p.m.
- Pick-up after 3:30 p.m. is considered After-School Care; students are collected from the After-School classroom
- A 10-minute grace window is provided until 3:40 p.m.; after-care charges apply beginning at 3:40 p.m.

Authorized Pick-Up

- Only designated “Authorized Persons” listed on enrollment form or authorized via text, email, or ChildPilot app
- Verbal authorization not accepted
- Valid photo ID required for unknown individuals or first-time pick-ups

Nap and Quiet Time (Required by DFPS Regulations)

- All children provided with quiet time to rest or sleep (minimum 60 minutes daily)
- Children may bring small blanket, pillow, or stuffed animal (must fit in backpack)
- Avoid large sheets, blankets, or sleeping bags

EC Class Roster

Class	Ages	Lead Teacher
Little Birds	18 months – 2.5 years	Beatriz Ortuño
Little Frogs	2.5 – 3 years	Neydi Blanco
Little Owls	3 – 4 years	Denisse Urbina Montenegro
Little Foxes (Pre-K)	4 – 5 years	Natalie Miranda

ELEMENTARY PROCEDURES (KINDERGARTEN – 6TH GRADE)

APPLIES TO: ELEMENTARY (KINDERGARTEN–6TH GRADE)

Daily Schedule Overview — Kindergarten

Time	Activity	Notes
8:15–8:30	Devotional / Show & Tell	Drop-Off Window (same as Elementary)
8:30–8:40	Pencil Grip / Cut & Paste	Alternating days
8:40–9:00	Snack	Moved to comply with 26 TAC §746.3301(d)
9:00–9:30	Academic Circle Time	AMBROSE: letters, phonics, numbers. Rotation begins immediately after snack
9:30–10:00	Playground #2	Outdoor
10:00–10:30	Pre-K Specials	Science / PE / etc.
10:30–11:00	Learning Centers	AMBROSE: Math manipulatives, reading
11:00–11:30	Phonics / Reading / Sight Words	Core Ambrose Work
11:30–12:00	Math / Learning Center	Saxon Math 1
12:00–12:30	Lunch	
1:10–2:25	Academic Rotations	Science & History (3 stations, 25 min each)
2:30–3:00	Reflection + Project Learning	With Elementary
3:00–3:30	Closure Time	With Elementary
3:30–3:45	Pick-Up Time	Front Entrance

Daily Schedule Overview — Grades 1–6

Time	Activity	Location
8:15–8:30	Drop-Off Window	Front Entrance
8:30–8:45	Morning Games	Room 3 (Game Room)
8:45–9:00	Morning Devotion + Bible Memory	Room 1 (Chapel)
9:00–9:30	Classical Memory Work	Room 1 (Whole Group)
9:35–11:05	Academic Rotations	Room 2 (Stations)
11:10–11:30	Rotations Extension	Room 1 (Whole Group)
11:30–12:30	Elementary Specials	Designated Spaces
12:30–1:20	Recess + Lunch	Outdoor + Lunch Area
1:25–2:40	Academic Rotations	Room 2 (Stations)
2:45–3:15	Reflection + Project Learning	Various Locations
3:15–3:30	Closure Time	Room 1 (Whole Group)
3:30–3:45	Pick-Up Time	Front Entrance

Morning Procedures

Arrival Expectations

- Students in Kindergarten through 6th grade may arrive between 8:15 a.m. and 8:30 a.m.
- Students arriving at 8:31 a.m. or later are considered tardy, and repeated tardiness will be reflected on the student's report card
- Smooth beginning sets tone for student effectiveness throughout the day
- For safety during morning carpool, students not released until teacher on duty is present

Morning Devotions and Chapel

- Daily Bible readings, discussion, and prayer
- Bible reading schedule sent home for family devotional study
- Character development and virtue of the week emphasized

Academic Rotations System

Morning Academic Block (9:35 – 11:05 AM)

- Duration: 3 blocks of 30 minutes each
- Format: Small group rotations with differentiated instruction
- Subjects: Math, Grammar, Composition, Reading/Literature, Spelling & Penmanship

Extension Time (11:10 – 11:30 AM)

- Purpose: Skill reinforcement and assessment
- Activities: Individual practice, skill drills, homework review

Afternoon Academic Block (1:25 – 2:40 PM)

- Duration: 3 blocks of 25 minutes each
- Subjects: Science, History, Latin
- Integration: Cross-curricular connections emphasized

Lunch Procedures

- Students bring lunch; family members and visitors encouraged to join (signup system TBA)
- Prohibited items: Carbonated beverages, powdered mixes, glass containers, food containers with sharp edges, candy
- Student name should be written on lunch container

Specials / Enrichment Schedule

- Mondays: Lego Education & Basic Coding
- Tuesdays: Sports Academy (PE)
- Wednesdays: Music
- Thursdays: Sports Academy (PE)
- Fridays: Fine Arts

Dismissal Procedures

- Classes conclude at 3:30 p.m.
- Students may be picked up between 3:30 p.m. and 3:45 p.m.
- Pick-up after 3:45 p.m. is considered After-School Care; students must be collected from the After-School classroom and applicable fees will apply

UNIVERSAL POLICIES (ALL AGE GROUPS)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Entrance and Safety Guidelines

- All families must use designated Drop-Off and Pick-Up entrance
- Speed limit: 10 mph within school premises
- Parents must park in designated spots during pick-up and drop-off
- Brief but reassuring goodbyes encouraged

School Year: August 12, 2026 – May 28, 2027 (both programs, shared calendar).

Holidays and Closures

Student and Staff Holidays (School Closed)

- September 7: Labor Day
- October 12: Columbus Day
- November 23–27: Thanksgiving Break
- December 21–25: Christmas Break
- December 28–31: New Year's Break
- January 1: New Year's Holiday
- January 18: Martin Luther King Jr. Day
- March 8–12: Spring Break
- March 26: Good Friday
- May 31: Memorial Day

Teacher Training Days (Student Holidays)

- October 9
- February 15
- April 9

Special Celebrations and Events

- October 26–30: Crazy Week
- November 20: Thanksgiving Celebration
- December 18: Recital
- February 12: Valentine's Celebration

- February 26: Rodeo Day (themed dress; instructional day)
- March 1–5: Dr. Seuss Week
- May 7: Mother’s Day Celebration
- May 28: Last day of school & Graduation

Holiday Care Available

- November 23–24: Thanksgiving Break
- December 21–22: Christmas Break
- December 28–29: New Year’s Break

Summer Programs

- June 7: Beginning of Summer 2026–2027
- July 31: End of Summer Camp
- August 3–11: Teacher Orientation & Training

Emergency Closures and Inclement Weather

Eagles on the Rock Academy follows Katy Independent School District (Katy ISD) inclement weather closures.

Communication Methods

- ChildPilot app notifications
- Email updates
- Phone: 281-945-4540
- Email: info@academyontherock.org

Emergency Procedures

- In case of mechanical failure, natural disasters, or immediate danger situations, school reserves right to close immediately
- Parents contacted without delay for child pick-up
- Emergency contacts called if parents unreachable

BEFORE AND AFTER CARE PROGRAM (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Availability: Upon request with advance notice to Head of School.

Fee	Amount
Before Care	\$10.00 per day or \$100.00 per month
After Care	\$15.00 per day or \$200.00 per month
Before & After Care	\$250.00 per month

- Before hours: 7:00 a.m. to 8:00 a.m.
- After hours: 3:30 p.m. to 6:00 p.m.

- Must be communicated in advance for proper staffing
- All school policies remain in effect during extended hours

ACADEMIC PROGRAMS

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Eagles on the Rock Academy provides a comprehensive educational experience that grows with your child from their earliest developmental stages through elementary mastery. Our programs are designed to prepare students academically, spiritually, and socially for lifelong learning and service.

Educational Philosophy

Classical Christian Foundation: Our educational approach combines the time-tested classical methodology with a Biblical worldview. We believe education should develop the whole child — mind, heart, and character — preparing them to think critically, communicate effectively, and live purposefully.

Multilingual Excellence: English and Spanish are the school’s core academic languages across both programs. In the Early Childhood Program, students are additionally introduced to French, preparing them to be effective communicators and global citizens in an interconnected world.

Developmental Progression: Our curriculum acknowledges that children learn differently at various stages of development, progressing from concrete experiences to abstract thinking as they mature.

EARLY CHILDHOOD PROGRAM (18 MONTHS – PRE-K)

APPLIES TO: EARLY CHILDHOOD (18 MONTHS–PRE-K)

Philosophy and Approach

Developmental Foundation: Our early childhood program recognizes that young children learn best through play, exploration, and meaningful relationships.

- Language and communication skills
- Mathematical thinking and reasoning
- Scientific observation and inquiry
- Creative expression and fine arts appreciation
- Social and emotional development
- Physical coordination and health

Curriculum Overview

Language Arts Development

- **Multilingual Immersion:** Daily exposure to English, Spanish, and French through songs, stories, and conversation
- **Pre-Reading Skills:** Phonemic awareness, letter recognition, print concepts
- **Communication:** Vocabulary development, listening skills, verbal expression

- Storytelling: Bible stories, classic literature, and multicultural tales

Mathematical Foundations

- Number Concepts: Counting, quantity recognition, one-to-one correspondence
- Patterns and Relationships: Sorting, classifying, comparing, sequencing
- Spatial Awareness: Shapes, sizes, positions, measurement exploration

Scientific Exploration

- Botanical Biome: Hands-on gardening and plant life cycles
- Nature Studies: Weather, seasons, animal life, environmental awareness
- Sensory Learning: Experiments using safe, organic materials

Assessment and Progress Reporting

- Ongoing observational assessments of developmental milestones
- Portfolio collection of student work and photographs
- Quarterly developmental reports
- Twice yearly parent-teacher conferences focusing on developmental goals

ELEMENTARY PROGRAM (KINDERGARTEN – 6TH GRADE)

APPLIES TO: ELEMENTARY (KINDERGARTEN–6TH GRADE)

Classical Christian Curriculum

The Classical Method: Our elementary program follows the classical trivium, recognizing that elementary-aged children are in the “Grammar Stage” — the time when they naturally love to memorize, chant, and absorb foundational knowledge.

Biblical Integration: All subjects are taught from a Biblical worldview, helping students understand God’s truth in every area of learning.

⚠ *PENDING (on Jorge's pending-items list): exact scope of BJU Press curriculum integration — which subjects it replaces or complements alongside Saxon Math and Ambrose.*

Core Academic Subjects

Language Arts

- Grammar: Systematic study of English grammar, parts of speech, sentence structure
- Composition: Progressive writing skills from sentences to paragraphs to essays
- Reading/Literature: Phonics, fluency, comprehension, classic literature study
- Spelling: Systematic phonics-based spelling program
- Penmanship: Cursive handwriting instruction beginning in 2nd grade

Mathematics

- Mathematical Reasoning: Problem-solving strategies and logical thinking
- Computational Skills: Mastery of basic facts and operations

- Real-Life Applications: Practical application of mathematical concepts

Science

- Creation Science: Study of God's natural world
- Scientific Method: Observation, hypothesis, experimentation
- Life Science: Plants, animals, human body, ecosystems
- Physical Science: Matter, energy, simple machines, weather

History

- Classical Timeline: Ancient civilizations through modern times
- Geography: World cultures, maps, landforms, climate
- Historical Thinking: Cause and effect, chronological reasoning

Latin (3rd–6th Grade)

- Classical Foundation: Beginning Latin vocabulary and grammar
- English Enhancement: Understanding Latin roots in English
- Memory Work: Recitation and chanting for retention

Homework Policies

Philosophy: Homework reinforces classroom learning and develops study habits, responsibility, and time management skills.

Grade	Daily Homework
Kindergarten	5–10 minutes (reading practice, simple review)
1st Grade	10–15 minutes daily (reading practice, simple review)
2nd Grade	15–20 minutes daily (reading, math practice, memory work)
3rd Grade	20–30 minutes daily (increased independence, projects)
4th Grade	30–40 minutes daily (research skills, essay writing)
5th Grade	40–50 minutes daily (preparation for middle school workload)
6th Grade	50–60 minutes daily (continued preparation for middle school workload)

Grading System

- A (90–100%): Excellent — Exceeds grade-level expectations
- B (80–89%): Good — Meets grade-level expectations
- C (70–79%): Satisfactory — Approaching grade-level expectations
- D (60–69%): Needs Improvement — Below grade-level expectations
- F (Below 60%): Unsatisfactory — Well below expectations

Additional Indicators: E (Excellent effort and participation), S (Satisfactory effort and participation), N (Needs improvement in effort or participation).

Academic Support and Intervention

Academic Probation: Students may be placed on academic probation if receiving D or F grades in multiple subjects, consistently failing to complete homework, or demonstrating lack of effort or engagement.

Testing and Assessment

△ PENDING: Elementary will use the Iowa Test; the specific grade levels have not yet been finalized (to be confirmed with Stacy May, Elementary Director).

Classroom Assessments: Formative (ongoing checks for understanding), Summative (end-of-unit tests and projects), and Authentic (real-world application of learning).

Google Classroom Digital Communication Folders

Student Access: Grades 3–6 can submit assignments; Grades 1–2 parent-managed.

ENRICHMENT PROGRAMS (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Specials Schedule

Early Childhood Weekly Activities

- Arts & Crafts: Creative expression with non-toxic materials
- Physical Education: Gross motor development in main gym
- Music: Rhythm, instruments, singing, and movement
- Gymnastics: Flexibility, coordination, balance on soft mats
- Science: Hands-on experiments with organic materials

Elementary Weekly Rotation

- Mondays: Lego Education & Basic Coding
- Tuesdays: Sports Academy (Physical Education)
- Wednesdays: Music
- Thursdays: Sports Academy (Physical Education)
- Fridays: Fine Arts

Multilingual Education

- English: Primary language of instruction
- Spanish: Daily instruction and conversation
- French: Cultural exposure and basic vocabulary (Early Childhood)
- Latin: Cultural exposure and basic vocabulary (Elementary)

Fine Arts Integration

Visual Arts — Early Childhood: Exploration of color, texture, and form. Elementary: Technique development, art history, cultural studies.

Music Program — Early Childhood: Movement, rhythm, and singing. Elementary: Music theory, instrument instruction, performance.

Character Development

Weekly Focus: Specific character traits emphasized, with Biblical integration and age-appropriate service learning opportunities.

PARENT COMMUNICATION AND INVOLVEMENT

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Academic Communication

Early Childhood

- Daily Reports: ChildPilot updates on activities and development
- Photo Sharing: Pictures of learning activities and milestones
- Developmental Conferences: Focus on growth and readiness

Elementary

- Google Classroom: Digital folders with assignments and graded work
- ChildPilot: Weekly behavior updates and quick communications
- Progress Reports: Mid-quarter academic updates
- Academic Conferences: Detailed discussion of academic progress

Family Engagement

Volunteer Opportunities

- Classroom Support: Reading to students, craft assistance
- Special Events: Field trip chaperones, celebration helpers
- Academic Support: Tutoring, enrichment activities

Parent Education

- Workshops: Understanding child development and learning
- Resource Sharing: Books, articles, and educational materials

BEHAVIOR & DISCIPLINE

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

At Eagles on the Rock Academy, we believe that true discipline involves teaching children to make wise choices, develop self-control, and understand the consequences of their actions. Our approach to

behavior guidance is rooted in Christian principles, emphasizing grace, truth, and the development of godly character in age-appropriate ways.

Foundational Principles

- Love and Respect: Treating others as we want to be treated (Matthew 7:12)
- Self-Control: Developing fruit of the Spirit (Galatians 5:22–23)
- Responsibility: Understanding that choices have consequences
- Restoration: Forgiveness, reconciliation, and learning from mistakes
- Authority: Honoring parents, teachers, and God (Ephesians 6:1–3)

Prohibited Behaviors (All Ages)

- Physical Aggression: Hitting, kicking, biting, pushing, or any harmful physical contact
- Verbal Aggression: Yelling, name-calling, threats, or hurtful language
- Disrespect: Defiance toward authority, inappropriate language, or disruptive behavior
- Property Damage: Intentional destruction or misuse of school or personal property
- Unsafe Actions: Any behavior that endangers self or others

Absolutely Prohibited

- Weapons or dangerous items of any kind
- Inappropriate touching or behavior
- Bullying or harassment in any form
- Profanity or inappropriate language
- Dishonesty or lying

EARLY CHILDHOOD BEHAVIOR GUIDANCE (18 MONTHS – PRE-K)

APPLIES TO: EARLY CHILDHOOD (18 MONTHS–PRE-K)

Progressive Response System

Level	Response
1 — Prevention and Teaching	Positive attention, clear directions, natural consequences, emotional coaching, redirection
2 — Active Intervention	Gentle correction, brief loss of privilege, change of environment, adult support
3 — Intensive Support	Individual attention, parent communication, behavior plan, professional consultation if needed
4 — Administrative Intervention	Parent conference, evaluation of program fit, outside referrals, transition planning

Specific Guidance for Common Issues

Biting

- Immediate safety intervention
- Comfort for child who was bitten
- Simple, clear message: “Biting hurts. Use words.”
- Teaching alternative communication strategies
- Shadowing for repeated incidents

Tantrums

- Ensure child’s safety during outburst
- Remain calm and provide comfort when child is ready
- Identify triggers and work on prevention
- Teach coping strategies and emotion words

ELEMENTARY STUDENT CODE OF CONDUCT (KINDERGARTEN – 6TH GRADE)

APPLIES TO: ELEMENTARY (KINDERGARTEN–6TH GRADE)

Progressive Discipline System

Level	Response
1 — Classroom Management	Verbal reminder, natural consequences, brief loss of privilege, reflection time, restorative action
2 — Intensive Classroom Intervention	Written reflection, parent contact, loss of privilege for remainder of day, behavior contract
3 — Administrative Involvement	Office referral, parent conference, suspension from activities, behavioral improvement plan
4 — Serious Disciplinary Action	In-school or out-of-school suspension, probationary status, evaluation of continued enrollment

Specific Disciplinary Measures

Detention

- Duration: 15–30 minutes during recess
- Activities: Reflection writing, missed work completion, service
- Parent notification: 24-hour advance notice required

Probation

- Duration: Typically one quarter with specific behavioral goals
- Monitoring: Weekly progress reviews with administration

Major Disciplinary Infractions

Immediate Administrative Response Required (students & staff):

- Physical violence or fighting
- Weapons or dangerous objects brought to school
- Inappropriate sexual behavior or harassment
- Theft of school or personal property
- Vandalism or intentional property destruction
- Profanity directed at other students and staff
- Bullying or threatening behavior
- Severe or persistent defiance or disrespect toward authority — meaning conduct that continues or escalates after Level 1–2 interventions have already been attempted, or a single incident so serious in nature that it endangers the safety or order of the classroom

Academic Integrity Violations

Cheating

- First Offense: Zero on assignment, parent contact, conference with student
- Repeated Offenses: Additional consequences, possible course failure

Plagiarism

- Consequence: Assignment must be redone properly, grade reduction
- Teaching Moment: Instruction on proper citation and research methods

RESTORATIVE PRACTICES (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

- Understanding impact of choices on others
- Taking responsibility for actions
- Making amends when possible
- Apologizing sincerely to those affected
- Peer mediation for conflict resolution

PARENT COLLABORATION (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Regular Updates

- Early Childhood: Daily behavior reports via ChildPilot
- Elementary: Weekly behavior updates via ChildPilot, digital communication folders via Google Classroom for academic work, immediate contact for serious issues

POLICY ENFORCEMENT (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Appeal Process

- Informal Resolution: Discussion with teacher or administrator
- Formal Appeal: Written request to Head of School
- Final Decision: Head of School determination with board consultation if needed

No Tolerance Policy

Corporal Punishment: No form of corporal punishment will EVER be used or tolerated at Eagles on the Rock Academy. All discipline will be administered with dignity, respect, and the goal of restoration and learning.

CONFLICT RESOLUTION POLICY

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Eagles on the Rock Academy is committed to maintaining a Christ-centered school community where relationships are characterized by grace, respect, and biblical reconciliation. This policy provides a clear, structured process for addressing concerns among students, families, staff, and administration, guided by Matthew 18:15.

Communication Expectations: all parties are expected to communicate with honesty and respect, pursue direct conversation before involving other parties, maintain confidentiality, and respond to meeting requests or written communications within five (5) school days.

Step	Action	Timeframe
1. Direct Communication	Parent contacts the teacher or staff member directly and privately	Within 5 school days of the incident
2. Program Director	Written concern to the relevant program director (EC: Evelin Durango; Elementary: Stacy May)	Meets with all parties within 5 school days
3. Head of School	Formal written complaint to the Head of School	Written decision within 10 school days
4. Board of Directors	Rare cases involving significant policy, staff conduct, or enrollment/welfare	Board decision is final

Eagles on the Rock Academy prohibits retaliation in any form against a student, parent, or staff member who raises a concern in good faith.

ADMISSION POLICY

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

At Eagles on the Rock Academy, we welcome families who seek a high-quality, Christ-centered education rooted in biblical values and academic excellence for children from 18 months through 6th grade.

General Admission Policy

Non-Discrimination Statement: Our school admits students of any race, color, national and ethnic origin, or socioeconomic background to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. We do not discriminate based on race, ethnicity, or national origin in the administration of our educational policies, admissions procedures, scholarship programs, or other school-administered programs.

Christian Commitment: As a private Christian institution, we are committed to providing an environment that honors God's truth as revealed in the Holy Scriptures. We believe that each child is uniquely created by God in His image and is worthy of love, respect, and intentional care. Our admissions process prioritizes families who understand and are willing to support our Statement of Faith, school culture, and spiritual values, regardless of their personal beliefs.

Enrollment Process: Applications are accepted on a first-come, first-served basis. In the event that the program reaches full capacity, a waiting list will be established. This list will be maintained for the current school year only and will not carry over to the following academic year.

Programs and Age Eligibility

Early Childhood (EC) Program

Class	Age Range	Max Enrollment	Notes
Little Birds	18 months – 2.5 years	8 students	Potty training not required
Little Frogs	2.5 – 3 years	10 students	Potty training in transition
Little Owls	3 – 4 years	10 students	Potty trained
Little Foxes	4 – 5 years (Pre-K)	10 students	Kindergarten readiness focus

Elementary Program

Grade	Typical Age	Enrollment Target
Kindergarten	5 – 6 years	5
1st Grade	6 – 7 years	5
2nd Grade	7 – 8 years	5
3rd Grade	8 – 9 years	5
4th Grade	9 – 10 years	5
5th Grade	10 – 11 years	5
6th Grade	11 – 12 years	5

Age eligibility is determined as of September 1st of the academic year of enrollment. Exceptions may be considered on a case-by-case basis by the Head of School.

Required Documentation

All Students Must Submit

- Completed Enrollment Application
- Copy of child's birth certificate
- Current immunization records
- Completed emergency contact information (minimum one emergency contact other than parent/guardian)
- Payment of annual registration and supply fees
- Signed Family Agreement & Policy Acknowledgment
- Previous School Records / Report Card (required for Elementary Kindergarten–6th grade transfers)

Early Childhood Additional Requirements

- Provide a medical form detailing the child's allergies or medical conditions, completed and signed by the primary caregiver
- DFPS-required health documentation

Elementary Additional Requirements

- Academic records from previous school (if applicable)
- Completed academic assessment or placement evaluation
- Student interview with administrator

Enrollment Considerations

Admission Decisions Based On

- Child's developmental readiness for program level
- Available space in desired classroom
- Family's willingness to align with school's philosophy and communication standards
- Child's ability to benefit from the program structure

Grounds for Denial or Revocation

- Child's needs cannot be adequately met within our program's scope and resources
- Conduct or attitudes of parent/guardian are not aligned with the mission, vision, and Christian values of the school
- Compliance with school policies or behavioral expectations becomes an ongoing issue

Priority Considerations

- Siblings of currently enrolled students receive preference when space is limited
- Members of Church on the Rock Katy receive enrollment consideration
- Families demonstrating commitment to school's mission and values

Admissions Process

- Family submits a completed Enrollment Application with the enrollment fee
- The school reviews the application for age eligibility and available space
- The family is contacted to schedule an enrollment meeting or school tour
- All required documents are submitted and verified
- The Head of School or designee approves the enrollment
- The family signs the Family Agreement and receives the Handbook
- The student is officially enrolled and assigned to the appropriate class

Waitlist Policy

When a class or grade reaches maximum capacity, additional applicants are placed on a waitlist by date and time of application. Families have 5 business days to confirm acceptance of an offered space before it is offered to the next family.

Re-Enrollment Policy

Currently enrolled families are given priority re-enrollment each spring for the following academic year.

Withdrawal and Dismissal

Families wishing to withdraw a student must provide written notice to the Head of School at least 30 days in advance. Eagles on the Rock Academy reserves the right to dismiss a student when continued enrollment is not in the best interest of the student or the school community.

TUITION AND FINANCIAL INFORMATION

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Monthly Tuition

	Elementary	Early Childhood
Monthly Tuition	\$1,100.00 per student	\$1,100.00 per student
Registration Fee (annual)	\$200.00 per student	\$200.00 per family
Supply Fee (annual)	\$180.00 per student	\$150.00 per family
Technology & Device Protection Fee (annual)	\$20.00 per student	—

Registration and Supply Fees are non-refundable. Tuition is due the first week of each month regardless of attendance, holidays, or vacations. Thirty (30) days' advance written notice is required to discontinue enrollment; without notice, one month's tuition will be charged, in addition to any outstanding balance.

TEFA Funding

Some families receive up to \$10,474 per student/school year through TEFA. Families are responsible for the difference between total annual tuition and the TEFA award. TEFA benefits do not carry over automatically — families must reapply annually.

Program	Monthly Tuition	Annual Tuition (10 mo.)	Annual Fees	TEFA Award (Max)	Family Balance
Elementary	\$1,100	\$11,000	\$400	\$10,474	\$926/yr
Early Childhood	\$1,100	\$11,000	\$350	\$10,474	\$876/yr

Additional Fees

Fee	Amount
Before-School Care	\$10/day or \$100/month
After-School Care	\$15/day or \$200/month
Before & After-School Care	\$250/month
Summer Camp	\$230/week or \$150 for 3 days
Library Missing Book	\$15/book
Missing Communication Folder	\$30/folder

Discounts (one discount only per family)

- 10% Sibling Discount (applied to 2nd child)
- 15% First Responder Discount — police officers, active-duty military, and firefighters only (current badge/ID required)
- 10% Church On The Rock Katy Member Discount

HEALTH AND SAFETY

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Emergency Information (Universal)

Required Documentation

- Emergency contact information must include name and phone number of at least one emergency contact other than parent/guardian
- Emergency contacts should be available during center operating hours
- Forms updated annually at beginning of each school year
- Parents must notify school of any changes to emergency information

Emergency Preparedness

- Complete Emergency Preparedness plan available for review in Director's Office
- Includes fire safety, severe weather procedures, and lockdown protocols
- Regular drills conducted with students and staff
- Communication through ChildPilot app and emergency contact system

Allergy Management Policy (Universal)

All families must disclose known allergies on the student's Medical Information Form at enrollment, updated annually or whenever a change occurs. For students with severe allergies, the school maintains a

physician-completed Allergy Action Plan and, where applicable, authorization for emergency epinephrine use. Homemade foods are not permitted at school events; all shared food must be store-packaged with visible ingredient labels, and written parent consent is required before sharing food with the class. For anaphylactic allergies, staff are trained to recognize and respond, and 911 is called immediately upon any use of epinephrine.

Medication Administration (Universal)

General Policy

- “Authorization to Administer Medication” form completed by parent; the school will administer prescription medications needed more than twice daily
- “As needed” medications limited to allergy and asthma medications, sunscreen, and topical ointments
- No over-the-counter medications without doctor’s request and specific instructions
- Child must have received first dose at home to ensure no allergic reactions

Safety Protocols

- Medications NEVER left in child’s backpack
- No medications put in child’s food or beverage
- Medications destroyed if left beyond expiration date or end of school year
- Professional medical assistance requires physician’s order

Medication Self-Administration (Grades 3–6)

With written physician authorization and parental consent, students in Grades 3–6 may be permitted to carry and self-administer specific medications (e.g., rescue inhalers). A staff member must be informed whenever self-administration occurs and must document the event.

EARLY CHILDHOOD HEALTH POLICIES (18 MONTHS – PRE-K)

APPLIES TO: EARLY CHILDHOOD (18 MONTHS–PRE-K)

Illness Exclusion Criteria

Immediate Dismissal Required

- Fever of 100°F or higher
- Vomiting
- Diarrhea (liquid stools more than once)
- Acute illness or severe pain
- Suspicious or unusual rash

Return Conditions for Specific Illnesses

- Strep Throat: After 24 hours of antibiotic treatment
- Pink Eye: After 24 hours of antibiotic treatment
- Chicken Pox: When last blister has scabbed

- Pinworm: After 36 hours on medication
- Ringworm: With onset of medication and properly covered
- Lice: After appropriate treatment and free of lice

Health Monitoring

- Temperature taken only if child appears uncomfortable or shows low energy
- Visual assessment for signs of illness upon arrival
- Ongoing monitoring throughout the day

First Aid Procedures

- Minor injuries treated with soap, water, antiseptic cream, and bandages
- Major emergencies: ambulance transport to nearest hospital with immediate parent notification
- Minor emergencies: parent notification and parent transport if medical treatment needed

ELEMENTARY HEALTH POLICIES (KINDERGARTEN – 6TH GRADE)

APPLIES TO: ELEMENTARY (KINDERGARTEN–6TH GRADE)

Health Requirements

Vision, Hearing, and Spinal Screening: In compliance with the Texas Health and Safety Code, Chapter 36 (Vision and Hearing) and Chapter 37 (Spinal Screening), the school facilitates or refers families for required screenings: vision and hearing screening for all 4-year-olds, Kindergarten, and 1st, 3rd, and 5th grade students, as well as any student entering a Texas school for the first time; and spinal screening for girls in 5th and 7th grade and boys in 8th grade. Screenings must be completed within 120 calendar days of enrollment. A general physical examination clearance alone does not satisfy this requirement unless it includes specific visual acuity and hearing results. (26 TAC §746.629; Texas Health and Safety Code Ch. 36–37)

Physical Education & Sports Academy

- Appropriate clothing and shoes required for PE participation
- Health release certificate required for athletic activities
- Medical excuses honored with doctor's note
- Change of clothes and appropriate footwear required

LICENSING AND COMPLIANCE (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Early Childhood Licensing

- Fully licensed by Texas DFPS for children ages 18 months to 12 years
- Annual inspections conducted
- Current licenses, insurance, permits posted in main office

Mandatory Reporting

- All staff are mandated reporters under penalty of law
- Reports made to Texas Department of Family and Protective Services
- Reporting Phone: 1-800-252-5400
- Online Reporting: www.txabusehotline.org

Gang-Free Zone

School located within 1000-foot gang-free zone. Gang-related criminal activity subject to increased penalties under Texas law. Parents informed of this designation and related laws.

CONFIDENTIALITY AND RECORDS (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

- All personal records kept in strictest confidence
- Written permission required from parent/guardian for any disclosure
- FERPA compliance maintained for all educational records
- Student health records are retained for a minimum of three (3) months following the student's last date of enrollment, in accordance with 26 TAC §746.603

Video Surveillance

- Every classroom, hallway, doorway, and playground monitored for safety
- Videos reviewed daily by administration
- May be accessed by Texas Childcare Licensing or law enforcement when necessary

EMERGENCY PREPAREDNESS AND SAFETY (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Eagles on the Rock Academy maintains a comprehensive Safety and Crisis Management Plan, reviewed and approved annually by the Head of School and the EOTRK Board of Directors, and developed in compliance with the Harris County Fire Code (International Fire Code 2021).

- Regular drills throughout the year for fire evacuation, lockdown, shelter-in-place, and severe weather
- Staff training including CPR/First Aid certification, ICS training, and annual mandated reporter training
- Controlled reunification: students are released only to authorized individuals verified by government-issued photo ID against the school's official pick-up list
- Bilingual communication: families are notified within 30 minutes of a significant event, via ChildPilot, email, and phone, in English and Spanish

SANITATION AND PREVENTION (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Eagles on the Rock Academy follows a written, DFPS-compliant sanitation protocol for classrooms, toys, and shared materials, including scheduled cleaning before and after meals, after each use of shared toys and manipulatives, and immediately following any student illness. Toys or materials that cannot be properly sanitized are removed from classroom use.

DRESS CODE AND UNIFORMS

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Uniform Philosophy (Universal)

Eagles on the Rock Academy believes that proper attire fosters a sense of unity while supporting a focused, respectful, and safe learning environment. Our uniform policy promotes equality, reduces distractions, and helps students focus on learning rather than appearance.

EARLY CHILDHOOD UNIFORM REQUIREMENTS (18 MONTHS – PRE-K)

APPLIES TO: EARLY CHILDHOOD (18 MONTHS–PRE-K)

Daily Uniform

- Navy blue clothing with official EOTRK logo
- Girls' option: Navy blue dress with EOTRK logo
- School sweater with Eagles on the Rock logo (required inside building)
- Outdoor jacket: Parent's choice for colder weather

Footwear

- Closed-toe shoes required at all times
- Sandals, Crocs, and open shoes not permitted

Non-Compliance

- Parents may purchase new shirt on-site
- Rent uniform shirt for the day (\$5.00)
- Child cannot attend without proper attire

Change of Clothes (Required for All Students)

- Two sets of pants/shorts
- Two navy blue polo shirts
- Two sets of underwear
- Two pairs of socks
- Items labeled with child's name, stored in Ziploc bag in child's cubby

ELEMENTARY UNIFORM REQUIREMENTS (KINDERGARTEN – 6TH GRADE)

APPLIES TO: ELEMENTARY (KINDERGARTEN–6TH GRADE)

Daily Uniform

Monday – Thursday

- Navy blue polo shirt or navy blue dress with EOTRK logo
- Appropriate pants/shorts/skirts in navy, or khaki
- School sweater with Eagles on the Rock logo when needed
- Closed-toe shoes that provide adequate support

Friday Options

- Regular uniform OR jeans with college shirt or professional sports team shirt

Sports Academy Days (Tuesday & Thursday)

- Students must bring change of clothes and tennis shoes
- Change in designated areas before and after PE

UNIFORM PURCHASING (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Ordering Information

- Scan provided QR code for online ordering
- Payments processed through ChildPilot platform
- Allow 10 business days processing time for logo application

Item	Price
T-Shirts (available at school)	\$20.00
Polo Shirts	\$23.00
Girls' Dresses	\$30.00
Sweaters	\$30.00
Logo Application (parent-purchased shirts)	\$10.00

Summer Uniform Policy

Uniforms optional during summer programs, but students must dress appropriately for activities and represent school values.

GENERAL DRESS EXPECTATIONS (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Safety Requirements

- Clothing must allow free movement for age-appropriate activities

- No loose or dangling items that could pose safety hazards
- Weather-appropriate outerwear for outdoor activities

Labeling Requirements

- Student’s full name clearly marked in permanent marker
- Applies to all clothing, shoes, and personal items
- School not responsible for unlabeled lost items

Self-Help Encouragement

Early Childhood: choose clothing children can fasten/unfasten independently — velcro and elastic preferred over complex fasteners. Elementary: students responsible for managing uniform changes, developing organization skills and preparation for increased independence.

COMMUNICATION AND TECHNOLOGY

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Communication Philosophy (Universal)

Effective communication between home and school is essential for student success. Eagles on the Rock Academy utilizes multiple platforms to ensure families stay informed about their child’s education, development, and daily activities while maintaining appropriate boundaries and professional standards.

ChildPilot App (Universal)

Primary Communication Platform — All Families Required to Use:

- Daily attendance and health updates
- Important school announcements
- Emergency communications and weather closures
- Financial account management and payment processing

Early Childhood Additional Features

- Daily activity reports with photos
- Developmental milestone updates
- Meal and nap time documentation

Elementary Additional Features

- Weekly behavior and character development updates
- School event notifications and reminders
- Quick messages between parents and teachers

School-Authorized Technology Platforms

Platform	Program	Purpose
ChildPilot App	All Programs	Attendance, health updates, behavior reports, financial

Platform	Program	Purpose
		management, emergency notifications
Google Classroom	Elementary (K–6th)	Homework, graded work, memory work. Grades 3–6 submit assignments; Grades 1–2 parent-managed
IXL Learning	Elementary (K–6th)	Adaptive practice: Math, Language Arts, Science, Social Studies
Dinolingo	Elementary (K–6th)	Multilingual language practice, including Kindergarten

Student Acceptable Use — Elementary (Kindergarten–6th Grade)

- Each student is assigned a personal tablet for individual use with IXL Learning and Dinolingo only
- Students must use only their own account credentials
- Tablets remain at school unless the Head of School grants specific written permission for home use
- Prohibited: social media, personal email, gaming, private messaging between students, cheating or plagiarism using technology

Violations and Consequences

Level	Violation Type	Consequence
1	Minor misuse: off-task browsing	Verbal reminder, loss of tablet privilege for the session
2	Repeated misuse, academic integrity violation	Parent contact, written reflection, loss of technology privileges
3	Cyberbullying, harassment, privacy violations	Administrative conference, extended suspension of privileges
4	Illegal activity, serious FERPA/COPPA violation	Immediate administrative action, possible dismissal, referral to authorities

Emergency Communications (Universal)

Communication Methods

- Primary: ChildPilot app notifications
- Secondary: Direct phone calls to emergency contacts
- Backup: Email notifications to all families

Response Expectations From Parents

- Check ChildPilot app regularly (minimum twice daily)
- Respond to emergency communications within 30 minutes when possible
- Maintain current contact information and emergency contacts

Parent-Teacher Communication (Universal)

Response Time Expectations

- ChildPilot messages: Within 24 hours during school days
- Email communication: Within 48 hours during school week
- Emergency situations: Immediate response during school hours
- Weekend communications: Limited to urgent matters only

Digital Citizenship and Safety (Universal)

- COPPA compliance for students under 13
- FERPA adherence for all educational records
- Parental consent required for photo sharing and communication platforms
- All student-teacher communication supervised and documented
- No private messaging between students

Family Engagement Opportunities (Universal)

Volunteer Communication

- Early Childhood: Classroom celebrations, reading assistance, craft support
- Elementary: Homework help, field trip chaperoning, special event support
- Volunteer opportunities posted via ChildPilot app
- Background checks required for regular volunteers

STUDENT LIFE AND ACTIVITIES

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Celebrations and Special Events (Universal)

Birthday Celebrations — School-Provided

- Special birthday gift for each child
- Recognition during morning devotions (Elementary) or circle time (Early Childhood)
- Birthday crown or special privileges for the day

Parent Contributions (Optional)

- Store-packaged cupcakes or treats (no homemade foods allowed)
- Goodie bags for classmates
- Advance Notice: 2 days required for any contributions

Early Childhood Birthday Policy

- Celebrations will occur in the afternoon
- Parents not permitted in classroom during celebration
- Written consent required for any shared food items

Elementary Birthday Policy

- Recognition during morning devotions with class singing
- Treats shared during lunch or designated celebration time
- Celebration kept brief to maintain academic focus

Seasonal Celebrations and Themed Weeks (Universal)

Annual Celebrations

- October 26–30: Crazy Week with daily themes
- November 20: Thanksgiving Celebration with family feast
- December 18: Christmas Recital with student performances
- February 12: Valentine’s Celebration with friendship activities
- March 1–5: Dr. Seuss Week with reading focus and character dress-up
- May 7: Mother’s Day Celebration with special presentations
- May 28: End of School Graduation ceremony



Crazy Week

- Monday: Crazy Hair Day
- Tuesday: Pajama Day
- Wednesday: Twin Day (dress like a friend)
- Thursday: Crazy Socks (dress from different eras)
- Friday: School Spirit Day



Dr. Seuss Week

- Monday: “One Fish, Two Fish” — Wear red and blue
- Tuesday: “Green Eggs and Ham” — Wear green
- Wednesday: “Fox in Socks” — Wear crazy socks
- Thursday: “Cat in the Hat” — Wear hats
- Friday: “Oh, the Places You’ll Go!” — Career dress-up day

Each themed week includes character building activities, Biblical integration with fun and educational themes, and community service projects appropriate to each age group.

EARLY CHILDHOOD ACTIVITIES (18 MONTHS – PRE-K)

APPLIES TO: EARLY CHILDHOOD (18 MONTHS–PRE-K)

Daily Enrichment Activities

Creative Arts and Crafts

- Weekly projects using non-toxic, age-appropriate materials
- Seasonal crafts that reinforce learning themes
- Fine motor development through cutting, gluing, and painting

Music and Movement

- Daily singing of educational and worship songs
- Rhythm activities with simple instruments
- Multilingual songs in English, Spanish, and French

Physical Education and Gross Motor Development

- Daily outdoor play (weather permitting)
- Gym activities on mats for safety during indoor play
- Obstacle courses and movement games

Botanical Biome Activities

- Monthly garden visits for hands-on learning
- Planting and harvesting seasonal vegetables and flowers
- Hand washing station available after all garden activities

Science Exploration

- Weekly experiments using organic, safe materials (baking soda, vinegar, milk)
- Safety equipment provided: Goggles, lab coats, aprons for protection
- Teacher-supervised handling of any materials requiring caution

ELEMENTARY ACTIVITIES (KINDERGARTEN – 6TH GRADE)

APPLIES TO: ELEMENTARY (KINDERGARTEN–6TH GRADE)

Academic Enrichment

Classical Memory Work Competitions

- Monthly recitation contests for Bible verses, poetry, and historical facts
- Latin vocabulary challenges with rewards and recognition
- Geography bees covering world locations and features

Project-Based Learning

- Science fair projects with family involvement encouraged
- History timeline presentations covering major civilizations
- Math problem-solving competitions and challenges

Technology Education

Lego Education and Basic Coding (Mondays)

- Engineering principles through hands-on building challenges
- Basic programming concepts using age-appropriate software
- STEM integration with math and science concepts

Digital Citizenship Training

- Appropriate technology use and online safety

- Research skills using approved educational websites
- Critical thinking about online information and sources

Physical Education and Sports

Sports Academy (Tuesdays and Thursdays)

- Fundamental movement skills for all sports
- Team sports introduction: Basketball, soccer, volleyball basics
- Sportsmanship and character development through athletics

Athletic Competitions

- Intramural activities within grade levels
- Field day events with family participation encouraged

FIELD TRIPS AND EDUCATIONAL OUTINGS (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Field Trip Philosophy

- All field trips must directly support curriculum objectives
- Experiences designed to enhance classroom learning
- Safe, supervised transportation and activities

Permission and Safety

- Signed permission slips required for each trip
- Medical information and emergency contacts current
- Safety protocols explained to students and chaperones

Chaperone Guidelines

- Background check required for regular chaperones
- Training session attendance mandatory before first trip
- Communication through designated teacher only

EXTRACURRICULAR OPPORTUNITIES (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Student Leadership Opportunities — Elementary

- Student council representatives from Elementary Program
- Peer tutoring programs for younger students
- Chapel leadership with prayer and scripture reading
- School service projects and community outreach

PARENT INVOLVEMENT OPPORTUNITIES (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Classroom Support

Early Childhood Volunteers

- Reading buddies during story time
- Craft assistance during art activities
- Garden helpers for botanical biome activities

Elementary Volunteers

- Reading mentors for struggling readers
- Academic support during station rotations
- Field trip chaperones for educational outings

School-Wide Events

- Setup and decoration for seasonal celebrations
- Food preparation and serving for school meals
- Fundraising activities and school improvement projects

COMMUNITY OUTREACH AND SERVICE (UNIVERSAL)

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Service Learning Philosophy

Service opportunities teach students to serve others as Christ served, through age-appropriate projects with local community focus and global awareness.

Early Childhood Service

- Cards and artwork for nursing home residents
- Kindness projects within school community

Elementary Service

- Community garden maintenance and produce donation
- Adopt-a-family projects during holidays
- Local mission support and awareness
- Environmental stewardship projects

Global Awareness

- Mission focus highlighting different countries and cultures
- Prayer support for international mission work
- Cultural celebrations and learning opportunities

NON-DISCRIMINATION STATEMENT

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Eagles on the Rock Academy admits students of any race, color, national origin, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, national origin, or ethnic origin in the administration of its educational policies and practices, admissions policies, scholarship and financial assistance programs, athletic and extracurricular programs, and all other school-administered programs and activities.

As a ministry of Church On The Rock Katy, Eagles on the Rock Academy is a Christ-centered educational institution. Consistent with this religious mission and in accordance with applicable law, the school reserves the right to hire faculty, staff, and administrators who share, affirm, and actively support the school's Christian faith and mission; may require all personnel to sign and abide by the school's Statement of Faith; and incorporates religious instruction and spiritual formation as an integral part of its educational program.

APPENDICES

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Contact Information

Main Office

- Phone: 281-945-4540
- Email: info@academyontherock.org
- Website: www.AcademyOnTheRock.org
- Address: 433 S. Barker Cypress Rd., Houston, Texas 77094

Social Media

- Instagram: [@eotrkaty](https://www.instagram.com/eotrkaty)
- Facebook: [@academyontherock](https://www.facebook.com/academyontherock)

Emergency Contacts

- Texas Department of Family and Protective Services: 1-800-252-5400
- Online Abuse Reporting: www.txabusehotline.org
- Poison Control: 1-800-222-1222

Required Forms

Enrollment Package

- Enrollment Application
- Emergency Contact Information
- Medical Information and Medication Authorization
- Student Media Consent and Release Form

- Statement of Understanding and Agreement

Annual Updates Required

- Updated emergency contacts
- Current immunization records
- Medical condition changes
- Authorized pickup person modifications

Immunization Schedule

Vaccine	EC Program (18 mo–Pre-K)	Elementary (K–6th Grade)
DTaP	4 doses minimum	5 doses (or 4 if 4th dose given at age 4+)
Polio (IPV)	3 doses minimum	4 doses (or 3 if 3rd dose given at age 4+)
MMR	1 dose (12 months+)	2 doses
Varicella	1 dose (12 months+)	2 doses
Hepatitis B	3 doses	3 doses
Hepatitis A	2 doses	2 doses
Hib	Required (up to age 5)	Not required
PCV (Pneumococcal)	Required (up to age 5)	Not required
Influenza	Required per DFPS for under 5	Strongly recommended annually
Meningococcal (MenACWY)	Not required	Required for 7th grade entry (future)

- Medical Exemption: signed physician statement; valid for one year unless a permanent contraindication is specified
- Conscientious/Religious Exemption: notarized DSHS affidavit; valid for two years
- Provisional Enrollment: valid for no more than 30 days with at least one dose of each required vaccine and a completion plan

Resources for Families

- National Center for Missing and Exploited Children: missingkids.org
- Child Welfare Information Gateway: www.childwelfare.gov
- Positive Parenting Resources: Available through school office
- Classical Education Resources: classicalchristian.org/resources

Non-Discrimination — Legal Authority and Governance

This Non-Discrimination Statement is adopted in compliance with Revenue Ruling 71-447 and Revenue Procedure 75-50 of the Internal Revenue Service, which require that schools operating under 501(c)(3) tax-exempt status maintain and publish a non-discrimination policy.

Legal Entity	Church On The Rock Katy, Inc.
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Assumed Name	Eagles on the Rock Academy
Tax-Exempt Status	IRS Section 501(c)(3)
State Incorporation	Texas, January 25, 2021
Principal Address	433 S. Barker Cypress Rd., Houston, TX 77094

LIABILITY AND AUTHORIZATION FOR PARTICIPATION

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

△ NEW DRAFT: no prior text for this section exists in the 25-26 handbook (confirmed — none was found). This is a reasonable first draft for you to review before deciding whether to publish it. RECOMMENDATION: since it includes liability release (waiver) language, please have your legal counsel review it before publishing to families.

Participation Authorization

By enrolling their child at Eagles on the Rock Academy, parents/guardians authorize their child's participation in the school's regular curriculum and activities, including classroom instruction, recess, indoor and outdoor play, Sports Academy / physical education, and school-sponsored events held on or off campus (see Field Trips and Educational Outings).

Health and Safety Commitment

Eagles on the Rock Academy commits to maintaining reasonable standards of care and supervision consistent with DFPS Minimum Standards, ACSI accreditation expectations, and the policies outlined throughout this handbook, including the Health and Safety and Emergency Preparedness and Safety sections.

Supervision and Care Assurance

Students are supervised by staff at all times during school hours, transitions, arrival, and dismissal, consistent with required staff-to-child ratios for the Early Childhood Program and with the supervision standards described in the Child Safety, Protection & Anti-Harassment Policy.

Emergency Medical Care Authorization

In the event of a medical emergency, and if the parent/guardian cannot be immediately reached, the parent/guardian authorizes Eagles on the Rock Academy staff to call 911 and to permit emergency medical personnel to provide necessary emergency care and transportation to the nearest hospital, as described in the Emergency Medical Procedures and First Aid section.

Activity-Specific Authorizations

Certain activities — including Sports Academy, field trips, and special events — may involve physical activity or off-campus travel. Specific permission slips and activity forms will be provided for these occasions and must be signed prior to participation.

Waiver and Release of Liability

Parents/guardians acknowledge that participation in physical activities, sports, and field trips involves inherent risks. In consideration of their child’s participation, parents/guardians release Eagles on the Rock Academy, its board, employees, and representatives from liability for injuries resulting from the ordinary risks of such activities, provided the school has exercised reasonable care as described in this handbook. This release does not apply to injury caused by the school’s gross negligence or willful misconduct.

Special Considerations

Families are asked to disclose any known medical conditions, allergies, or physical limitations that may affect their child’s participation in specific activities, so that appropriate accommodations can be considered (see Admission Policy — Special Needs Disclosure).

Communication and Notification

The school will notify parents/guardians of any significant injury or incident involving their child on the same day it occurs, consistent with the notification timelines described in Behavior & Discipline and Health and Safety.

Acknowledgment and Signature

Parent/Guardian Signature	
Date	
Student Name	

PHOTOGRAPHY AND MEDIA POLICY

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

⚠ NEW DRAFT: I selected the most relevant points so parents can understand them easily, without excessive legal language. The signature form (Student Media Consent and Release Form) is already in the Signature Section — this part is just the explanatory text that goes before it.

Usage Permissions

Eagles on the Rock Academy may photograph or video students during classroom activities, school events, and special programs. Use of these images is governed by the consent choices each family makes on the Student Media Consent and Release Form (see Signature Section): social media and marketing use, and/or private sharing through the ChildPilot app.

Privacy and Safety Protections

Students are never identified by full name alongside a photo on public channels (social media, website, printed materials) without separate written parental consent. Families who decline social media/marketing use on the consent form will not have their child’s image used in those channels.

Third-Party Photography

At school events open to families (celebrations, recitals, field day), parents and guests may take personal photos and videos of their own children. Eagles on the Rock Academy asks that families be mindful of other students who may appear in the background and refrain from posting images of other families’ children on public social media without that family’s permission.

Duration and Changes

A family’s media consent choice remains in effect for the school year and may be updated at any time by submitting a new signed form to the school office.

Special Circumstances

For students with a custody order, safety concern, or other circumstance requiring restricted photo/video sharing, families must notify the Head of School in writing so appropriate accommodations can be made.

SIGNATURE SECTION

APPLIES TO: ALL STUDENTS (18 MONTHS–6TH GRADE)

Handbook Acknowledgment

I have received and have read Eagles on the Rock Academy’s Parent & Student Handbook for the 2026–2027 school year. I understand the content and agree to abide by the terms outlined in the handbook.

I specifically acknowledge understanding of:

- Daily operational procedures and schedules
- Academic program expectations for my child’s age group
- Behavior and discipline policies
- Health and safety requirements
- Communication protocols and technology use
- Tuition and financial obligations
- Dress code and uniform requirements

I commit to supporting the school’s mission and Christian values, maintaining open communication with school staff, ensuring my child’s compliance with all school policies, and participating in my child’s educational experience as outlined in the handbook.

Parent/Guardian Signature	
Date	
Student Name	
Age Group/Grade	

This handbook is effective for the 2026–2027 school year and supersedes all previous editions. Eagles on the Rock Academy reserves the right to modify policies as needed for the safety and benefit of all students and families.

Student Media Consent and Release Form

Throughout the school year, Eagles on the Rock Academy may take photographs and/or videos of students participating in classroom activities, school events, and special programs. Please indicate your consent below for each option.

1. Social Media & Marketing Use

Includes EOTRK’s official social media accounts, website, newsletters, and other promotional materials.
YES ☐ NO ☐

2. ChildPilot Platform Use

Includes photos and videos shared privately with parents/guardians through ChildPilot for classroom updates and documentation of learning. YES ☐ NO ☐

I understand that images and/or recordings will be used solely for educational, informational, and school-related purposes, without monetary compensation. I hereby release and hold harmless Eagles on the Rock Academy, its board, employees, and representatives from any liability related to the use of approved media.

Name of Child	
Grade	
Name of Parent/Guardian	
Signature	
Date	