Family Handbook
2026-2027



Jacksonville Classical Academy

Learn the Truth. Do the Good. Love the Beautiful.

Welcome to Jacksonville Classical Academy 4
About Jacksonville Classical Academy (JXC) 5
Background 5
Mission 5
Vision 5
Pillars of Virtue 5
Completing the JXC Course of Study 5
Respect and Pluralistic Sensitivity 5
Education Philosophy 6
Grammar Stage, Elementary 6
Logic Stage, Middle School 7
Academics 8
English for Speakers of Other Languages (ESOL) 9
Students with Disabilities and Students Needing Additional Support 9
Attendance 9
Guidelines 9
Excused Absences 10
Unexcused Absences 10
Family Vacation 10
Tardiness 10
Early Removal / Dismissal 11
Carpool Drop-off/Pick-up 11
Student Drivers 11
Student Walkers 12
Extended Day 12
Contact Information 13
School Emails 13
Parent Involvement 15
Expectations for Parents 15
Volunteer Hours 15
Fundraising 15
Parent Communication 16
Homework 16
Past Due Assignments 17
Grading & Instruction 17
Grading 17
State Assessments, Promotion, and Retention 18
Teacher Conferences 18

Academic Textbook and Supplies 18
Uniforms, Dress Code, and Property 18
Shoes 20
Tuesday through Friday Uniform Requirements 20
Water Bottles 21
Cell Phones 21
Search and Seizure of Property 21
Health and Medications 21
Administration of Medications 21
Student Medical Records 22
Medical Operations 22
CPR and First Aid Instruction; AEDs 22
Medical Records and Enrollment 22
Food Allergies 22
Student Illness 23
Students with Epilepsy or Seizure Disorders 23
Health Screenings 23
Student Information Release 23
Extracurricular Activities 24
Attendance Required for Extracurricular Participation 24
Eligibility for Athletic and Extracurricular Activities 24
Field Trips, Off Campus Events 24
Behavioral Exclusion 24
Financial Limitations 24
Chaperones 24
Bullying and Harassment 25
Discipline 25
General Policies: 25
Grievances 25
Reporting Child Abuse, Abandonment, or Neglect 25
Pledge of Allegiance and Instructional Exemptions 25
Alcohol, Tobacco, and Drug-Free Campus 25
School Breakfast and Lunch Program 26
Parent Review of Records 26
Backpacks 27
Visitors 27
Billing 27
Information Security 27

Welcome to Jacksonville Classical Academy

Dear Families,

It is with great pride that we welcome you to Jacksonville Classical Academy. This Family Handbook will introduce you to much of the practical information about the operation of the schools, and serves to deepen your understanding of the mission at JXC.

We are honored that you've chosen to trust Jacksonville Classical Academy with the education of your child. Every decision we make as a school is centered on the best interest of your child and toward development into virtuous citizens. We believe classical liberal arts is the most excellent form of education in our current times as it addresses students in the depth and breadth of humanity. We ask the perennial questions that remain at the heart of life: What constitutes a just society? How do I lead a good life? What is good, true, and beautiful? Virtue is taught at JXC through classical literature, Socratic discussion, student life events, and a culture of behavioral and academic excellence.

This handbook contains information that serves as your parent guide regarding important rules and procedures to be acquainted with and adhered to as a Jacksonville Classical family member in the best interest of all children.

Please take the time to read through this handbook carefully and keep it on hand throughout the year to reference as needed.

To best keep up to date we encourage you to continually visit our website at www.jaxclassical.org.

Sincerely,

The Jacksonville Classical Academy Board of Directors

About Jacksonville Classical Academy (JXC)

Background

Our Riverside campus, located near Downtown Jacksonville, opened in 2020 with the goal of offering a classical education to Jacksonville's families. Jacksonville Classical Academy Riverside opened with grades K-6 and has expanded by one grade per year. This year, as a PreK-12th grade school, we celebrate our first graduating class!

In 2022, we opened our second school, Jacksonville Classical Academy Fort Caroline, which is located in the Arlington neighborhood of Jacksonville. JXC Fort Caroline is a true elementary school serving PreK through 5th grade. Beginning in 6th grade, graduates from our Fort Caroline campus will be offered the opportunity to transfer to the Riverside campus to attend middle and high school.

Mission

The mission of Jacksonville Classical Academy is to sharpen the minds and improve the hearts of young people through a content-rich classical education in the liberal arts and sciences, with instruction in the principles of moral character, civic virtue, and knowledge of the truth.

Vision

Jacksonville Classical Academy envisions having a citizenry worthy of the legacy of our country's founders and the continuation of our American experiment, developed through a classical, great-books curriculum designed to engage the students in the highest matters and the deepest questions of truth, justice, virtue, and beauty.

Pillars of Virtue

- Integrity: We will do right without fear because our name is attached to our work and actions.
- Responsibility: We will do our duty and accept the consequences of our actions.
- Self-Government: We will use self-control in our actions and our interactions with others.
- Respect: We will respect ourselves, others, and our opportunity to build a life through learning.
- Courage: We will do the right thing even when it's unpopular or difficult.
- Perseverance: We will be persistent in our efforts despite difficulty or delay in achieving success.
- Humility: We will not think less of ourselves, but we will think of ourselves less.

Completing the JXC Course of Study

Students completing the JXC course of study will be well-established on the path to developing scholarly habits and noble virtues. They will receive a comprehensive foundation in language through stories, poetry, and music; in thought and expression through grammar, composition, mathematics, and visual art; and in the knowledge of the world around them through science and history. As a graduate of JXC, the students are prepared for every career, every course of advanced or specialized study, and every kind of leisure. In short, the JXC graduate is ready to live a lifetime of learning and is prepared to be a knowledgeable citizen, productive member of society, and a virtuous human being.

Respect and Pluralistic Sensitivity

JXC is a public, non-sectarian institution serving a diverse population. All members of the JXC community - the administration, teachers, parents, and students - should show profound respect for the religious, political, and cultural traditions and perspectives of others. Teachers are not

permitted to encourage a religious or political perspective in the courses they teach. Rather, they encourage a civil and respectful discussion of ideas when such topics naturally arise in class or on campus.

JXC does not discriminate based on race, color, national origin, sex, disability, age, religion, marital status, or any other grounds required by law, in its programs and activities and provides equal access to the designated youth groups. All inquiries regarding non-discrimination policies should go to the Head of School. The Head of School serves as the school's coordinator for compliance with Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Florida Educational Equity Act, and may be contacted at [insert name/title, mailing address, telephone number, and email address].

Education Philosophy

True education has always rested on two presuppositions. The first is that truth is desirable for its own sake. It is good not only for what it does, but also for what it is. The second is that knowledge consists not in bending the truth to ourselves, but in conforming ourselves to truth. We can only conform ourselves to truth by freely embracing and loving it, and we can only love truth if we are enticed by its beauty. Love of beauty has therefore always been integral to the discovery of truth and true education has always sought to form the heart and mind, reason and will, desire and knowledge. In short, education forms the whole person in light of truth, beauty, and goodness.

The Vision Statement seeks to root a comprehensive understanding of education in a compelling and beautiful vision of reality worthy of student's love. This vision is intended to govern every facet of school life. Its aim is twofold: first, to communicate a certain body of knowledge; and second, to cultivate a certain kind of person, to develop as far as possible what is uniquely human in him, and so to equip him or her with the skills, habits, and aptitudes necessary to embrace truth and to become the person he or she was truly created to be. At JXC, we believe that no aspect of a school's life is truly "extra- curricular" or falls outside of its core mission of education, because every aspect of its life - from the books we read, to the dress code of students and staff, the arrangement of furniture in the classroom, the paint and posters on the wall, the activities during recess, the way technology is used, and the songs the children sing - reflect the school's judgments and priorities about the meaning of the educational mission. Every aspect of a school serves to educate. It is the responsibility of the school to cultivate and maintain policies, procedures, pedagogical methods, and a culture that are not at cross purposes with the vision.

Curriculum, pedagogical methods, and all the details of the school life should therefore be constantly assessed both in light of the conviction that knowledge and love of truth, beauty, and goodness are ends in themselves and in light of the twofold goal of the Vision Statement. Every activity, program, policy, method, or proposal should be tested by the following criteria, which follow from this vision, though not all are equally applicable to each of these facets of school life.

Grammar Stage, Elementary

In JXC grammar school years, we seek to fan the flickers of those early yearnings to learn, discover, and love. We long to develop in each child a love of learning, a love and respect for neighbors, with a sense of wonder and adventure about discovering the world around them. We desire to nurture a love of the good, true, and beautiful with a joy for living a full and happy life. Above all, we strive to cultivate a heart for learning within our children which serves to heighten their sensitivities and respect for the world around them.

A lifelong love of learning develops when the earliest experiences of a child's education are positive and rewarding. In order for these years to provide such experiences, the natural development of the

students must be understood. Kindergarten through fifth grade is called the grammar stage. Just as the study of grammar provides the foundation for understanding language. These early childhood years develop the essential building blocks necessary for more multifaceted, complex, and analytical learning that will occur in the logic (sixth through eighth grade) and rhetoric (ninth through twelfth grade) stages and throughout life. Curiosity abounds in a child during these grammar years - their minds want to absorb and learn information about the world past, present, and future. Singing, reciting, and much laughter can be heard emanating from the classrooms of the grammar school as students learn about the world around them through activities such as discovering the rules of phonics, listening intently to stories from history, identifying the parts of a plant, an animal, or the body, and authoring their own stories. None of these experiences would be possible if it weren't for the committed and enthusiastic faculty members who guide and instruct the students each day.

We know that grammar school students learn best when the information is delivered through multisensory approaches. Therefore, JXC is committed to a classical curriculum that is intricately woven and integrated across all subject areas. Educator and author Susan Wise Bauer wrote, "because it [classical education] uses real, living books and hands-on experimentation rather than relying on textbooks and canned presentations, classical education is a matter of exploration, of reading, thinking, and talking, and of discovery - not of rote memorization and regurgitation."

Logic Stage, Middle School

The liberal art of dialectic is the skill of thinking. It is the skill of reasoning, questioning, and arguing in a way that intentionally recognizes grammatical and logical rules and honestly seeks what is true.

All students are thinkers. From the time children can speak at all, they express a desire to know. Filled with wonder, they are inquisitive and like to ask the question "Why?" As students approach their teens, though, this inquisitiveness becomes more pronounced. They realize that not all reasons are equally reasonable. They want verification, demonstration, and justification that a suggestion or explanation is correct. They begin to enjoy arguing. While this intellectual attribute can manifest itself as an irritation or even as disrespect, it is properly part of maturing and needs to be nourished.

In the logic school (sixth through eighth grades), one of our chief aims is to nourish our students' minds by training them to find arguments and distinguish the ones that are sound from the ones that are not. One way of accomplishing this is to give them formal training in Logic, teaching them how to discern fallacies and how to construct valid arguments. More pervasive in our curriculum during these years, though, is a method of teaching and learning that focuses on training the student to ask and to follow questions. This method is commonly called "Socratic," named for one of the earliest philosophers, Socrates, who used questions both to learn and to instruct. Beyond simply asking "why?", we want our students to habitually ask and follow questions that concern more particular categories, such as definition, comparison, cause, and purpose.

This skill of asking and following questions is prevalent in all of the courses in the logic school. In every class, the student is exposed to teachers who model Socratic instruction and to assignments that are intentional in requiring that they find and follow the most significant questions of the discipline. The skill of dialectic is a major source for integration across the curriculum in these grades.

We do not engage in "busy work" in the logic school. There are no assignments that are meant simply to give the students something to do to keep them quiet and behaving properly. Too often, it is the case with sixth through eighth grade instruction that it is focused on delivering information but does not instruct in how to question. Students may learn facts and collect data from this

approach, but they will not learn how to find and understand the arguments that would give any enduring meaning to those facts. It does not take long for teenage students to become cynical about this type of education, and rightfully so, as it stunts their intellectual maturity.

Rhetoric Stage, High School

Ninth through twelfth grade at JXC is referred to as the rhetoric school, because during these years, the liberal art of rhetoric is the most emphasized of the verbal arts. As the fundamental skills of writing and speaking, it is taught, practiced, and refined throughout every subject and class. Relying on the skills of grammar and logic, rhetoric is the skill of finding the best means of persuasion in order to lead others toward what is true, good, and beautiful. Speech, whether written or spoken, is never neutral, but always comes from and leads to a particular situation, or vantage point. Therefore, the speaker always has a responsibility to use his or her words to instruct, move, and delight others in ways that are truthful and ethical.

Students in rhetoric school are old enough to begin to understand that life is not simplistic. It is filled with complexity, nuance, and variation. They are ready to engage in deeper thinking and want to express their thoughts with more accurate analysis and more interesting style. They desire to participate in activities that are meaningful and productive. Due to two hallmarks of our classical, liberal arts model of education, we not only meet this capacity in our students, but we set it ablaze.

First, we take a teleological approach when thinking about our curriculum, beginning with what we have in mind for our graduating seniors (class of 2027). What skills and ideas should they have? What should they love and desire? What books should they have read? What theories should they understand? What experiences should they have? Answering these questions helps give our curriculum intentionality and continuity beginning with K-5 but becoming much more detailed and specific in ninth grade. For example, in our Humane Letters sequence of classes, students will engage with some of the greatest thinkers in Western Civilization. Students will read literature in the American tradition, in modern Europe, in Ancient Greece, and from Rome to Modernity. As seniors, students will write a thesis that requires them to pick a topic or theme that runs through some of the major books and defend their thesis before a panel of judges.

Second, our teachers are tremendously talented and have a deep conviction about teaching as a vocation. Many of our logic and rhetoric teachers have a master's degree in the area of study that pertains to the content of what they currently teach. There is an atmosphere amongst our faculty of passion for their disciplines and personal care for their students. They understand that they are training their students to pursue "higher things," and this happens through relational teaching, where highly trained educators serve as models and mentors of deep thought and ethical practice. The strength of any curriculum certainly rests on the teachers who implement it, but at JXC we would say that our teachers are the curriculum.

Building on a foundation of training in the skills of grammar and logic, our students in the rhetoric school are taught according to a purposefully designed curriculum by stellar teachers and are being prepared for a lifetime of learning and service to the community.

Academics

- JXC students learn under rigorous instruction and curriculum. This may require students to put in additional study time and effort.
- We believe all students, when exercising self-government, can learn and master the material presented in our classroom
- Student support and special education provide services for all students with academic and behavioral needs. Interventions utilized to achieve JXC's expectations are targeted

and specific to each student.

- JXC resists grade inflation and social promotion. Mastery through attention and hard work is attainable and expected for all JXC students.
- Latin is a key element of the classical academic model, and will be taught as part of our curriculum.
- Literacy is taught through an explicit phonics program. JXC students are expected to be at grade level by the end of the third grade.
- Math is taught conceptually using the Singapore math curriculum. We expect all students to meet grade level standards by the end of the third grade.
- The Sciences, Music, and Art classes are offered at all grade levels.
- Teachers frequently employ the Socratic method of discussion, and students are expected to participate in learning through challenging discussion.
- Students will be academically prepared to pursue multiple post-secondary options.

English for Speakers of Other Languages (ESOL)

JXC provides English for Speakers of Other Languages (ESOL) services to English language learners. Students are assessed to determine eligibility, and eligible students receive English language development instruction designed to develop listening, speaking, reading, and writing skills so that they can succeed academically in all classes. Parents of English language learners have the right to participate in the ESOL program and will be notified of their student's placement and progress.

Students with Disabilities and Students Needing Additional Support

A parent of a student who is experiencing learning or behavioral difficulties may contact the Head of School or the student support team to learn about the school's general education intervention procedures, which include tutorial, compensatory, and other academic and behavior supports available to all students. A parent may at any time submit a written request for an evaluation for exceptional student education (ESE) services. Students with disabilities are served in accordance with the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, and chapter 1003, Florida Statutes, and parents will receive a copy of their procedural safeguards at the times required by law. If a parent submits documentation from an appropriately licensed professional demonstrating that a student has been diagnosed with dyslexia, evidence-based interventions will be initiated upon receipt of the documentation as required by section 1003.57, Florida Statutes.

Attendance

Guidelines

Regular and punctual school attendance is essential for successful education. Parents and students are responsible for attendance which shall be required of all students during the days and hours that the school is in session.

Students who are tardy or absent excessively from the instructional program will fall behind in academic achievement. Excessive school absenteeism precedes grade failure and loss of academic credit that must be recovered at the cost of time and financial resources of the student and their parents.

At Jacksonville Classical Academy, being in class daily is the only way to learn. Students are expected to be in class for every day of school - excepting excused absences. If a student has been absent three (3) consecutive days and the school has been unable to ascertain the reason for the absences, the absences shall be investigated by the principal, assistant principal or guidance counselor.

Students may request the make-up assignments for all excused absences/tardies from teachers upon return to school or class within one (1) school day.

Excused Absences

The following will be considered excused absences:

- Religious holidays
- Absences for medical reasons (a doctor's note may be requested)
- Absences for mental or emotional disabilities (with a doctor's note)
- Pre-arranged absences of an educational nature that are approved by the principal
- Attendance at any school-sponsored activity
- An appointment for a therapy service to treat autism spectrum disorder provided by a licensed health care practitioner or a certified behavior analyst
- Bereavement (please notify the school if the absence will extend beyond three days)

Parents must, within 3 school days of the absence, email the principal to explain an absence. If a student misses more than 3 consecutive days for medical reasons, a doctor's note is required. Failure to follow this procedure will result in the absence being considered unexcused.

If an unexcused absence is recorded, the school will contact the student's parent or legal guardian regarding the absence to prevent a pattern of nonattendance.

Unexcused Absences

An excess of school absence may result in the decline of concept understanding, report card grades, and course credit necessary for promotion. Excessive absence may also result in loss of privilege of participation in school related events and activities: athletics, field trips, etc.

If a student has five (5) unexcused absences, or absences for which the reasons are unknown, within a calendar month, or ten (10) such absences within a 90-calendar-day period, the student will be referred to the principal or assistant principal for evaluation.

If truancy is a concern, the child study team (consisting of school staff) may investigate further. If the child study team finds that a pattern of nonattendance is developing, a meeting with the parent must be scheduled to identify potential remedies.

The child study team may implement additional interventions, including notifying the district school superintendent and/or local authorities for further support toward a truancy remedy, and referral to other agencies for family services or recommendation for filing a truancy petition pursuant to s. 984.151.

A student who is found to be habitually truant will be referred to the child study team and to the district school superintendent for enforcement of compulsory school attendance as provided in sections 1003.26 and 1003.27, Florida Statutes.

Family Vacation

All family vacations should be scheduled during school breaks. Absences due to vacations will be considered unexcused absences.

Tardiness

The parent is responsible for their child's school attendance as required by law and stresses the importance of regular and punctual school attendance.

The school day begins at 8:00 am. Arrival time for students begins at 7:30 am. Students should arrive at school no later than 7:55 am. Any student that is not in the classroom by 8:00 a.m. will be considered tardy.

The entrance to the car line opens at 7:20 a.m. and closes at 7:55 a.m. Any student who is not dropped off in the carline must be walked into the Front Office by a parent. Parents who arrive after 7:55 am must park in a designated parking spot, exit their car and walk their child to the front of the school, and sign in their student (s). No students may be dropped off or admitted through the Front Office prior to 7:55 a.m., with the exception of registered Before Care students, who may be dropped off between 6:30 a.m. and 7:30 a.m.

All tardies will be considered unexcused unless a child has a doctor's note. Excessive tardiness may result in the student's report card reflecting insufficient attendance to receive a grade, declination of report card grades, lack of content understanding, and loss of school activity participation privileges.

Early Removal / Dismissal

Students are expected to attend the entire day of school. The early release of students causes disruption to academic performance of all students and may create safety and security concerns. Students who are removed early from school are missing valuable instruction time. If early dismissal is unexcused, makeup work will not be accepted. The Front Office will close from 2 pm to 3 pm daily. All early dismissal check outs must be before 2:00 p.m. or arranged ahead of time with our Front Office Administrator by 12 p.m. on the day of early dismissal. All student drivers are required to have parent permission before being allowed to leave early. Students may not sign themselves out. Students who are 18 years of age may not sign out a sibling.

Carpool Drop-off/Pick-up

The Facilities Team along with administration will establish and communicate drop-off and pick-up (carpool) procedures, giving priority to the safety and security of all students. Parents are expected to cooperate fully to ensure a safe and orderly process.

The school will release students only to parents, legal guardians, or previously approved adult designees. Adults should always have a valid ID and car tag when picking up students as those unrecognized by staff will be required to produce identification before students are released.

Students are expected to be picked up promptly as the carline closes at 3:25 pm. Students who are not picked up by the end of carline, will be sent to after-school care and the parents will be charged a drop-in fee of $15 per day.

Car tags will be mailed out prior to the beginning of the school year. Your car tag must be properly displayed on the dashboard of your vehicle at all times during student pick-up and drop-off.
If your car tag is lost or damaged, you may request a replacement from the Front Office during normal operating hours. The first two replacement tags will be provided at no charge. Any additional replacement tags beyond two will be issued at a cost of $5 each.

Only individuals listed on the EMERGENCY CONTACT CARD will be allowed to pick-up students from school. If someone not listed on your emergency card needs to pick up your child, please send an email to the front office and the child's teacher by 12 PM on the day of.

Student Drivers

At Jacksonville Classical Academy, we will offer a limited number of student parking spots for the 2026-2027 school year.

Requirements for Student Drivers

- Valid License: All student drivers must possess a valid driver's license.

- Parking Permit: Display your school-issued parking permit visibly at all times while on campus.
- Designated Areas: Park only in designated student parking areas. Respect faculty and visitor parking spaces.
- Speed Limit: Adhere to the posted speed limits on campus roads and parking lots.
- No Reckless Driving: No speeding, reckless driving, or stunt maneuvers are permitted on school grounds.
- School Grades: All approved student drivers must maintain a 3.0 or higher GPA and an A in academic virtue.
- Seatbelts: Seatbelts must be worn by all occupants of the vehicle at all times.
- Pedestrian Safety: Yield to pedestrians at crosswalks and exercise caution in pedestrian-heavy areas.
- Respect Property: Respect school property and other vehicles. No littering or vandalism will be tolerated.
- Compliance with Staff: Follow instructions from school staff and security personnel at all times.
- Tardiness: If a student driver arrives tardy to school (arrival after 8am), their parents will be notified. Excessive tardiness may result in the revocation of on-campus driving privileges.

Violation of these rules may result in the revocation of parking privileges and disciplinary action.

Student Walkers

Students designated as walkers may only leave campus on foot with prior parent/guardian authorization on file with the Front Office. For student safety, walker status must be submitted and approved by the school before the student may participate in walker dismissal.

Walker dismissal will occur only at the designated walker release area and at the school's assigned dismissal time. Students must leave campus immediately upon dismissal and may not remain on school grounds, in parking areas, or return to campus without authorization.

Parents/guardians are responsible for determining whether walking to and from school is appropriate for their child and for establishing safe arrival procedures. The school is not responsible for students once they have been released through approved walker dismissal.

Students may not change their dismissal method during the school day without written communication from a parent/guardian and approval from the Front Office. Any student not following walker procedures or demonstrating unsafe behavior may have walker privileges revoked at the discretion of school administration.

Extended Day

Details regarding the Extended Day Handbook can be found **HERE**.

Schedule:

	Riverside Campus	Fort Caroline Campus
School Grades (26-27)	**K-12***	**K-5**
Before Care Begins	**6:30 am**	**6:30 am**
Before Care Ends	**7:30 am**	**7:30 am**
Carline Opens	**7:30 am**	**7:30 am**
Drop off Line Closes	**7:55 am**	**7:55 am**
School Day Begins	**8:00 am**	**8:00 am**
School Day Ends	**3:00 pm**	**3:00 pm**
Pick-up Line Closes	**3:25 pm**	**3:25 pm**
After Care Ends	**5:30 pm**	**5:30 pm**

Contact Information

School Phone Numbers

Riverside Campus 904-288-7732
Fort Caroline Campus 904-302-9052

School Emails

Riverside Campus: info@jacksonvilleclassical.org
Fort Caroline Campus: fcinfo@jacksonvilleclassical.org

JXC Faculty and Staff Contact Info
https://www.jaxclassical.org/staff

*Aftercare is only available to students in grades K-5. Before care is available to students in grades K-12.

Add Calendar Here

Parent Involvement

Expectations for Parents

We believe parents are fundamentally responsible for their children's education.
JXC encourages parents to:

- Model virtuous character and hold their children to high standards of virtue and discipline.
- Help their children develop effective study skills.
- Read with their children, especially those in the early grades.
- Cultivate discipline in reading, writing, and mathematics skill development.
- Stimulate discussion and exploration of ideas and events (especially as related to school instruction) with their children.
- Support the school mission through familial rhythms and expectations with emphasis on holding children to high standards and expectations that contribute positively to the student's success.
- Follow carline rules and procedures for the safety of the students and others.

Volunteer Hours

Parents/Guardians are requested to volunteer their time both at school and at home. There are ample opportunities for parents to volunteer throughout the school year.

Suggestions for volunteer hours include:

- Lunchroom/recess monitor
- Volunteering in the classroom
- Chaperoning on a field trip
- Volunteering in extracurricular activities
- Assisting with plays, programs, or exhibits
- Volunteering/chaperoning at school functions
- Assisting teachers/staff with administrative tasks
- School beautification and improvement projects
- Helping with fundraisers

Jets Parent Group

The Jets Parent Group is made up of a group of JXC parents acting under the Student Life Director or their designee. This group meets periodically to discuss parent involvement in furthering the mission of the school. The dues to be a member is $10/year.

The organization's functions are as follows:

- To promote a clear understanding of the shared educational responsibilities of the parents/guardians with the school toward facilitating unity between home and school.
- Cultivation of opportunity for parent investment of time and talents in the school activities and academic pursuits.

Fundraising

Fundraising allows for the school to provide for greater enrichment and educational enhancements for our students that our normal, operating budget may not allow for. This may include expansion of classroom libraries, special events and activities, improving upon existing facilities, etc.

All fundraising must be coordinated through the Operations Director and Student Life Director.

Students of JXC will not engage in door-to-door sales.

Parent Communication

Parents may use any of the following ways to contact or communicate with administration, faculty, and staff of JXC:

- Email faculty and staff members via school email accounts, which are posted on the school's faculty and staff webpage.
- Leave a message with the school receptionist.
- Leave a voicemail.
- Hold a face-to-face meeting (which must be scheduled in advance using one of the means above).

Parents are expected to schedule, in advance, a phone call or meeting with a teacher. Teachers are not expected to accommodate immediate requests for meetings or phone calls. Parents who are in the building for volunteer involvement and/or on staff at JXC should not use their access to faculty to circumvent the normal means of contacting a teacher unless that teacher clearly invites such a conversation.

JXC teachers and administrators will respond via phone call or email to parents within forty-eight hours of initial contact, excepting weekends and holidays.

Homework

We seek to prioritize the class (room) in Classical Education. Students at JXC do the heavy lifting of learning in the classroom. To this end, we demand a high standard of our teachers and students through challenging lessons, thoughtful engagement, and excellence in rigor in all classwork. In prioritization of in-class learning, we assign a minimal, purposeful amount of homework as deemed appropriate by the teacher. It is the desire of JXC that each student have the opportunity and energy to participate in learning through extra-curricular activities: athletics, clubs, etc. Hard work in class results in less homework. This provides students with more time to pursue extra-curricular opportunities. At JXC, the educational purpose of homework is as follows:

- To reinforce skills, concepts and knowledge learned in class.
- To develop disciplined habits of study.
- To practice skills and reinforce knowledge in ways that are not readily accomplished in the classroom.
- To work on assignments and prepare for exams that require a great deal of sustained, individual attention.
- To prepare for the following day's work so that class time may be excellently redeemed.
- To involve parents in what is being taught in the classroom.

In addition to regular classroom assignments, we expect each child to read, or be read to each day at a Lexile level appropriate to the student.

While not an absolute requirement or rule, parents can expect assigned homework to require no more than the amount of time per grade level as shown in the chart below. Students taking AP, Honors, or collegiate courses should expect an increased amount of homework. Parents and students should also anticipate increased study time during testing seasons.

Grade	Homework Time Allotment
Kindergarten	10 minutes plus family reading time
Grade 1	20 minutes plus family reading time
Grade 2	20 minutes plus reading time
Grade 3	30 minutes plus reading time

Grade 4	40 minutes plus reading time
Grade 5	50 minutes plus reading time
Grades 6-12	60 minutes total for all classes plus reading time

The designated times serve as guidelines and may vary depending on the work assigned on a given day, the schedule, the student's organizational skills and study habits, the varying abilities of the students, and the nature of the assignments. Students are expected to learn how to use their time effectively to complete the required work at each grade level. Parents are expected to support their children in this endeavor.

It is the responsibility of the student to promptly make up missed work after any absence. If a student is unable to attend school and seeks his or her assignments, the parent or student should contact only the teacher(s) for that information. For each excused absence, one day missed translates to one day allowed for makeup.

An absence on the due date of a major assignment or exam may not extend the due date of that assignment. The student should expect to submit the work and/or makeup the exam on the day of his or her return. Likewise, absences during the preparation time of a major assignment may not extend the due date. Please contact your child's teacher regarding make-up work following absences.

For poor or incomplete work, teachers may require students to redo an assignment. Whether such work is given any credit is left to the discretion of the teacher.

Past Due Assignments

If homework is turned in late, the grade the student receives shall be reduced as per the policy of the teacher for each day late. Students who have an excused absence will have the number of days equal to the number of days absent to make up class and homework without penalty up to 7 days.

At the discretion of the teacher, students who fail to turn in an assignment may be subject to reduced or no credit.

Grading & Instruction

Grading

JXC uses a 4.0 grading scale for grade 2-12. Parents and students should be regularly informed of the student's progress. The letter and numerical grades for this system are listed below:

Second Grade through Twelfth Grade

A:	90-100%	4.0
B:	80-89%	3.0
C:	70-79%	2.0
D:	60-69%	1.0
F:	0-59%	0.0

The grades used for primary students (K-1) measure academic performance and are used as a means of reporting achievement relative to Florida Standards and other curriculum objectives. Students in Kindergarten and first grade are assessed using the following grading scales:

Kindergarten and First Grade

S:	Satisfactory
N:	Not Demonstrated
U:	Unsatisfactory

Progress reports and report cards will be posted in the Focus Parent Portal each nine weeks.

State Assessments, Promotion, and Retention

In addition to classroom measures of achievement, students participate in Florida's statewide assessment program, including the Florida Assessment of Student Thinking (FAST) in English Language Arts and Mathematics in grades 3-10 and statewide end-of-course assessments in courses such as Algebra 1, Biology 1, Civics, Geometry, and U.S. History. By law, a student in grade 3 must demonstrate proficiency in reading to be promoted to grade 4, subject to the good-cause exemptions provided in section 1008.25, Florida Statutes. To earn a standard high school diploma, a student must earn a passing score on the grade 10 English Language Arts assessment and the Algebra 1 end-of-course assessment, or approved concordant or comparative scores, and end-of-course assessment results constitute 30 percent of the final course grade in the applicable courses. Parents will be notified of assessment results and of any remediation or retention decisions.

Teacher Conferences

Arrangements for conferences may be made with your child's teacher. Please email the teacher to arrange a conference.

Academic Textbook and Supplies

Students will receive a variety of books and materials. Materials that are loaned or given to students are to be treated with respect and care. Students are responsible for these materials. If materials given or loaned to a student are lost or damaged, the student's family is responsible for replacement.

Students in 6th-12th grade will have an annual book and locker fee of $65 to cover the cost of literature books and locker locks/maintenance. This fee will be due by the first day of school. The fee will be reduced or waived for students from low-income families, and no student will be denied access to required instructional materials based on inability to pay.

Uniforms, Dress Code, and Property

At JXC, students wear uniforms to eliminate distractions and appearance comparisons, and to demonstrate the value of our opportunity to learn.

The spirit of the uniform policy is that students will dress and groom themselves in a manner that is traditional, non-obstructive, and non-distracting.

All uniform items, with the exception of khaki shorts, pants and skirts, must be purchased from the Poindexter's Uniform Company. Students will dress according to the mandatory and optional items listed on the board-approved uniform and dress code. Purchasing uniform items from outside vendors and having them embroidered with the JXC logo is a violation of JXC's agreement with Poindexter's Uniform Company and is not permitted. Any non-approved embroidered uniform items may be deemed out of dress code and students may be required to replace them with approved uniform items.

General uniform and grooming criteria:

- All students must always be in uniform (unless approved by administration). No clothing other than uniform tops and bottoms is permitted. No non-uniform tops, jeans, bottoms, or outerwear are permitted in the building.
- Students may wear their own outerwear (coats, sweaters) outside of the school building and on the playground. If they are cold in the classroom, they are required to wear one of the uniform jackets or long-sleeved shirts that can be purchased at the uniform provider.
- Uniform shirts must always be tucked in.
- Skirts, skorts, and shorts shall be no more than 3 inches above the knee. Pants and shorts must not wear tightly to the body.
- Hair must be clean, neat, and styled traditionally.
    a. Neat bows, barrettes, headbands, and "scrunchies" are permissible so long as they coordinate with the uniform (white, blue, or gold).
    b. Hair must be natural looking and conservative in its color and style and will be determined at the discretion of school leadership.
    c. Students' hair must be kept neatly groomed and should not cover the face, as it can obstruct vision and distract from learning.
- All girls and boys shirts may have the top button unbuttoned. All other buttons must be buttoned.
- Modest jewelry is allowed, including a watch (no smart watches). If jewelry becomes a safety hazard or overly distracting, students will be asked to remove it.
    d. One small necklace, limited in length to the neckline is allowed
    e. Bracelets should be limited to two per arm to prevent distractions.
    f. An object that has a purpose other than jewelry cannot be worn as jewelry (i.e., chains or collars).
    g. Earrings must be worn on the earlobe, should be dainty in size and non-distracting. No stretched piercings (gauge) or holes may be visible.
- Tattoos must always be covered.
- Makeup must look natural and is not permitted in grades K-5.
- Nail Polish: Girls may wear light colors (No dark or neon colors) or clear nail polish. Nail polish is not permitted for boys.
- No hats or sunglasses permitted in class. Hats include visors and bandanas.
- Good personal hygiene is always required. This includes wearing neat, clean clothing. Strong/offensive body odors or excessive use of perfumes or cologne are inappropriate.
- All items should be labeled with the student's first and last name.
- Should a student require reasonable uniform alterations based on religion, disability, or medical condition, please contact administration.

It is the responsibility of parents and students, in cooperation with office staff, to search for items in the Lost and Found. Unretrieved items are donated regularly.

Additional Uniform Requirements

Formal Dress Uniform Days are every Monday during the school year. All uniform items must be purchased from Poindexter's Uniform Company (except for the boys/girls khaki bottoms). All pieces of the formal uniform are required for Formal Dress Uniform Day. There may be other events requiring formal uniforms during the year with advanced notice.

Girls Formal Dress (every Monday)

- PreK-3rd grade: plaid jumper with white Peter Pan collar button down shirt or the plaid skort with a JXC polo shirt (navy or light blue). The white Peter Pan collar button down may not be worn with a skirt, it should only be worn under the jumper.
- 4th-5th grade: plaid skort with a JXC polo shirt (navy or light blue).
- 6th-10th grade: plaid skirt with light blue button-down oxford shirt with plaid cross tie (mandatory).
- 11th-12th grade: plaid skirt with light blue button-down oxford shirt with plaid cross tie with school blazer (mandatory)
- Blue or black shorts should be worn under all skirts, dresses, and jumpers.
- Navy, black or white socks, any length. White, black or navy stockings with tights or leggings are allowed under skirts.
- Solid black or brown, leather/canvas, solid black or brown soles are preferred shoes for Formal Day OR sneakers in black, blue, white, gray, or navy.

Boys Formal Dress (every Monday)

- PreK-5th grade: khaki shorts or pants with white button-down short-sleeve oxford shirt with JXC logo (tie optional).
- 6th-10th grade: khaki shorts or pants with light blue button-down oxford shirt with plaid necktie or bowtie (mandatory).
- 11th-12th grade: khaki shorts or pants with plaid necktie or bowtie and light blue button-down oxford shirt with plaid necktie or bowtie with school blazer (mandatory).
- Navy, black or white socks, any length
- A solid colored black, navy, or dark brown belt must be worn with pants (optional for PreK-1st grade).
- Solid black or brown, leather/canvas, solid black or brown soles are preferred shoes for Formal Day OR sneakers in black, white, blue, gray, or navy.

Shoes

- Students may wear athletic or formal style shoes. Shoes must be black, white, grey, brown or blue (any shade - navy, light blue or royal blue). Shoes may be a combination of these colors.
- High top sneakers are allowed.
- Athletic shoes/sneakers are required on PE days.
- Shoes must be closed-toe. Shoes with bright colors, light up soles, or wheelies are not approved.
- No boots, sandals, crocs of any length or style may be worn.

Tuesday through Friday Uniform Requirements

- Students may wear Formal Dress any day of the week
- Socks or tights/stockings are required daily. Navy blue, black, or white crew, ankle or knee socks are allowed.
- Solid black, navy, or white long sleeve t-shirt may be worn under uniform shirts in cold weather.
- Hoodies are not permitted.

Girls Tuesday through Friday Dress Options

- Navy or light blue JXC polo tops
- Khaki bottoms – pants, shorts, skirts, or skorts - may be purchased at Poindexter's or another store

- Skorts/shorts/skirts/dresses must be no more than 3 inches above the knee.
- Navy Polo dress or jumper with white peter pan collar button down shirt (PreK - 3rd only)
- Navy blue or black shorts should be worn under all skirts, dresses, and jumpers.
- Solid black, navy, or white leggings may be worn under dresses and skirts in cold weather.

Boys Tuesday through Friday Dress Options

- Navy or light blue JXC polo.
- Khaki bottoms, pants or shorts may be purchased at Poindexter's or another store.
- Solid colored black, brown, or navy belts must be worn with pants or shorts (optional for K-1st grade).

PE Uniform

- A PE uniform is required for all students in grades 6–12 enrolled in a PE elective.
- Students must change into their PF uniform daily for the PE class. Changing will take place in the gym locker room facilities.
- Approved PE uniforms (branded Jets athletic shorts and Jax Classical Physical Education t-shirt) must be purchased at Poindexter's.
- Athletic uniform shoes/sneakers must be worn with the PE uniform.

Water Bottles

Students should use a reusable water bottle at school. Squeeze or squirt bottles are not allowed. There are fountains on campus available for drinking and re-filling of water bottles. Water bottles should be labelled with the student's name.

Cell Phones

Cell phones will be turned off and stored in the students' backpack or locker. If a cell phone is used during the school day, it will be confiscated and held by the principal or principal's designee until the end of the day, at which time the student's parent or guardian must pick up the phone. Inappropriate use of a cellphone during the school day may result in a disciplinary action. Smart watches and Bluetooth headphones are not to be used during the school day. In accordance with section 1006.07(2)(f), Florida Statutes, students in grades PreK-8 may not use a wireless communications device at any time during the school day, and students in grades 9-12 may not use a wireless communications device during instructional time unless expressly directed by a teacher solely for educational purposes. Exceptions will be made where use of a device is expressly provided for in a student's Individualized Education Program (IEP) or Section 504 plan, or where a device is needed to manage a documented medical condition.

Search and Seizure of Property

School administrators may conduct searches of property or persons (clothing, backpacks, lockers) when they have reason to suspect that the health, safety, or welfare of students, faculty, or staff may be at risk. Any item or object that is brought onto the Jacksonville Classical Academy property (including transportation vehicles for trips/events) may be inspected or confiscated where school administrators have reasonable suspicion that the inspection will reveal evidence of a violation of law or school rules, and the scope of any search will be reasonably related to its objective. School-owned lockers and other school-owned storage spaces remain the property of the school and may be inspected in accordance with law.

Health and Medications

Administration of Medications

JXC is committed to the health and safety of its students. Medication and/or medical procedures

required by students should be administered by a parent/legal guardian at home. Under exceptional circumstances, prescribed medication and/or medical health-related procedures may be administered by the school nurse or approved designee, or self-administered by the student per written physician's orders and written parent/guardian authorization. The parent/guardian must complete and sign the Administration of Medication/Medical Procedure form to acknowledge that the school assumes no responsibility for medications or procedures that are self-administered. The office will make this form available to parents/guardians. School certified employees may administer auto-injectable epinephrine to students upon the occurrence of an actual or perceived anaphylactic adverse (allergic) reaction by the student, whether such student has a prescription for epinephrine. Any school employee who in good faith administers or chooses not to administer auto-injectable epinephrine to a student in such circumstances shall be immune from civil liability, pursuant to Florida Statutes section 1002.20(3)(i). In addition, as provided in section 1002.20(3), Florida Statutes, students may, with required parent and physician authorization on file, carry and self-administer asthma inhalers, epinephrine auto-injectors, diabetic supplies and equipment, and prescribed pancreatic enzyme supplements, and students may possess and use over-the-counter sunscreen and headache medication without a physician's note or prescription.

Student Medical Records

Student health records will be maintained in locked or password-protected files in order to maintain confidentiality. All health records will be managed by the principal or principal's designee and any appropriate, designated staff (such as the nurse) and will only be released to service providers as allowed and dictated by DCPS and state regulations.

Medical Operations

Parents will be informed when a student reports to the office with a fever or has been injured seriously. If a parent cannot be reached, school personnel will determine what action needs to be taken. Any child with a fever will not be allowed to remain in the classroom and must be picked up by a parent or designee. If a head injury is sustained or any injury requiring medical attention, the parents will be asked to come to school and determine what action should be taken. In case of more serious injuries, or in case the parent cannot be contacted, the school will immediately call 911 for emergency assistance.

CPR and First Aid Instruction; AEDs

In accordance with Florida law, students receive basic training in first aid, including hands-on practice of cardiopulmonary resuscitation (CPR) and instruction in the use of an automated external defibrillator (AED), once during middle school and once during high school. The school maintains a plan for responding to sudden cardiac arrest and similar life-threatening emergencies and will maintain at least one operational AED on school grounds as required by law.

Medical Records and Enrollment

In order to complete the enrollment process, parents shall submit all required immunization records and health forms. Exemptions from immunization requirements are available as provided by law, including medical exemptions and religious exemptions (DH Form 681) pursuant to section 1003.22(5), Florida Statutes. Enrollment of a student experiencing homelessness will not be delayed due to missing records, consistent with the McKinney-Vento Act, 42 U.S.C. section 11432.

Food Allergies

JXC is not a peanut or tree nut-free school. JXC does not prohibit any foods due to allergy association. The school will, however, take great care and precaution to protect students who suffer

from allergic responses/reactions. Precautions will be taken through communication and cooperation of teachers, staff, and parents and will be unique to the student's needs. Parents and allergy-suffering students are expected to take all necessary precautions to prevent episodes. In accordance with section 1002.20(3)(q), Florida Statutes, the school trains an adequate number of school and contracted personnel serving grades K-8 in preventing and responding to allergic reactions, including recognizing the signs of anaphylaxis and administering epinephrine, and ensures that each K-8 student's emergency action plan for anaphylaxis is in effect and accessible at all times the student is on school grounds during the school day or participating in school-sponsored activities, including extracurricular activities, athletics, school dances, and contracted before-school and after-school programs.

Student Illness

Sick children should not be in school. Any child who has a fever of 100.4 degrees and above or is contagious (e.g., with pink eye, strep, the flu) should be kept at home. Before a student may return to school, fevers must resolve and be symptom-free without medication for 24 hours.

Students who have vomited or had a fever in the night must stay home for 24 hours after onset of symptoms with no recurrence before returning to school. If school personnel learn that this standard has not been followed, the student will be sent home immediately.

Students with Epilepsy or Seizure Disorders

In accordance with section 1006.0626, Florida Statutes, which applies to charter schools, the parent or guardian of a student with epilepsy or a seizure disorder may submit an individualized seizure action plan to the school. Upon receipt of a seizure action plan, JXC will ensure that designated school personnel are trained in seizure recognition and related first aid that the plan is followed while the student is at school, participating in a school-sponsored activity, or being transported by the school, and that seizure first-aid information is displayed as required by law. Please contact the front office or school nurse to submit or update a seizure action plan.

Health Screenings

In accordance with section 381.0056, Florida Statutes, students in designated grades are offered vision, hearing, scoliosis, and growth and development screenings. Parents will receive notice before screenings are conducted and a written referral if a student does not pass a screening. A parent who objects to a screening on religious grounds or otherwise as permitted by law must submit a written exemption request to the principal or designee.

Student Information Release

In accordance with school policy, unless a parent or guardian submits written notification to the school to decline consent, the following student information may be released without prior parental consent: students' names, participation in officially recognized activities and sports, awards received, grade level, dates of attendance, and photographs or video images appearing in school publications. Parents or eligible students who do not wish this directory information to be released must submit written notice to the front office within two (2) weeks of receipt of this handbook. In addition, federal law requires the school, upon request, to provide military recruiters and institutions of higher education with the names, addresses, and telephone listings of secondary students, unless the parent (or a student aged 18 or older) has notified the school in writing that this information may not be released without prior written consent.

Student names and pictures will be included in the school yearbook unless permission is declined in writing. Student names will not be listed with their pictures on the school website or in JXC advertising publications.

No private information regarding a student will be given via any avenue of communication without parent permission, unless required by law.

Extracurricular Activities

Attendance Required for Extracurricular Participation

Students participating in any school sponsored event must have been in attendance at school for a majority of the day of the event.

Additionally, students who are considered truant based on this policy manual may be disallowed from participating in any extracurricular activities sponsored by the school.

Eligibility for Athletic and Extracurricular Activities

Participation in interscholastic or extracurricular activities is a privilege; not a right. Athletic competition and participation in extracurricular activities may be withheld from any student as a means of discipline to be determined by administrative leadership. Furthermore, all policies that apply to the regular school day apply also to interscholastic competition and extracurricular activities. Coaches and sponsors may establish policies for their groups in addition to those set out by athletic associations.

Field Trips, Off Campus Events

Field trips are school-related events for which school staff arrange transportation and ensure an appropriate number of chaperones. All trips shall be subject to prudent safety precautions and conducted according to the rules established by the school and host.

Behavioral Exclusion

All of JXC's behavioral expectations and standards apply on and off campus during school related activities. If a child has demonstrated an inability to control his/her behavior in school, the student may lose the privilege to attend the field trip. In some cases, the privilege may not be lost, but extra steps may be taken, in partnership with parents, to ensure the student has a successful experience. No refund will be issued for students who have lost an activity privilege if all fees/costs have already been paid to vendors or hosts.

Financial Limitations

JXC may provide scholarships for students whose parents cannot afford fees associated with athletics, field trips, and extracurricular participation. These scholarships are not guaranteed and are available only through fundraising and generous donations of JXC community members.

Chaperones

Chaperones for field trips must follow all volunteer guidelines and policies established by the school. All chaperones must be registered with the school and must pay the required chaperone fee prior to attending the field trip.

In accordance with Florida law and school policy, all field trip chaperones are required to successfully complete a Level II background screening, including fingerprinting, prior to volunteering or supervising students. Chaperones must receive school approval before participating in any field trip activities.

All approved chaperones will be provided with:

- A detailed list of the students they are responsible for supervising;
- Emergency contact information for the teacher in charge; and
- Parent/guardian contact information for assigned students, if needed during the trip.

Chaperones are expected to actively supervise students at all times, follow all school expectations and procedures, and support the safety and well-being of all students participating in the field trip. Selection of chaperones is at the discretion of the classroom teacher and school administration.

Bullying and Harassment

Bullying and harassment of any student or employee, including cyberbullying, are prohibited during any education program or activity conducted by the school, on school property, on school transportation, and through school computer systems, as provided in section 1006.147, Florida Statutes. Reports of bullying or harassment may be made to the principal or the principal's designee, and reports may be made anonymously. The school's complete policy against bullying and harassment, including reporting, investigation, and parent notification procedures, is available from the front office and on the school website.

Discipline

For all discipline and behavioral conduct information, please see the JXC Student Code of Conduct.

General Policies:

Grievances

Please refer to the Grievance Policy located on the website. Complaints of discrimination, harassment, or sexual harassment should be directed to the school's compliance coordinator identified in this handbook and will be addressed under the school's nondiscrimination grievance procedures. A complaint may also be filed at any time with the U.S. Department of Education, Office for Civil Rights.

Reporting Child Abuse, Abandonment, or Neglect

All school personnel and volunteers are mandatory reporters under Florida law. Any person who knows, or has reasonable cause to suspect, that a child has been abused, abandoned, or neglected must immediately report such knowledge or suspicion to the Florida Department of Children and Families central abuse hotline at 1-800-96-ABUSE (1-800-962-2873). A person who is required to report and knowingly and willfully fails to do so, or who knowingly and willfully prevents another person from doing so, commits a felony of the third degree. Sections 39.201 and 39.205, Florida Statutes.

Pledge of Allegiance and Instructional Exemptions

Students recite the Pledge of Allegiance each school day. Upon written request by a parent, a student will be excused from reciting the Pledge of Allegiance, including standing and placing the right hand over the heart. In addition, upon written request to the principal, a student will be exempted from instruction in reproductive health or any disease, including HIV/AIDS, and a parent may request that a student be excused from performing surgery or dissection in biological science classes.

Alcohol, Tobacco, and Drug-Free Campus

Alcoholic beverages are prohibited on school property and at all school-sanctioned activities on or off school property. Students may not possess or use tobacco products, electronic cigarettes, or vapor products in school buildings or vehicles, on or near school property, or at school-related events. The use, sale, possession, or distribution of illicit drugs, look-alike substances, or synthetic substances designed to imitate illicit drugs is prohibited on school premises and at any school activity. Violations will be addressed under the Student Code of Conduct.

School Breakfast and Lunch Program

Breakfast and Lunch are provided for all students at JXC through the National School Lunch Program. This institution is an equal opportunity provider. Menus and additional information may be found on our website.

Students may bring in their own lunch, however, food should not be delivered by a restaurant or food delivery service. Parents who will be eating lunch with their child may bring food into the building for the child.

Parent Review of Records

FERPA (Family Educational Rights and Privacy Act) gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the academy. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct the records which they believe to be inaccurate. If the academy decides a record should not be amended, the parent or eligible student then has the right to a formal hearing. After the hearing, if the academy still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Any parents wishing to review their child's records may submit a request in writing to the front office, and an appointment will be scheduled to do so. Access will be provided within a reasonable period, not to exceed 45 days after the request is received. Parents and eligible students also have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA.
- One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the Duval County school board, Jacksonville Classical Academy Riverside school board, and Jacksonville Classical Academy Fort Caroline school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Backpacks

Backpacks, book bags, and totes are not considered to be a part of the school uniform. However, they are expected to be clean, in good condition, and appropriate for a school environment. For safety and space reasons, wheeled backpacks are not permitted, unless required by a 504 or IEP. Any item which attracts undue or negative attention, or which infringes on the rights or values of others will not be allowed.

Visitors

Any visitors to the campus during school hours must report to the front office and present a valid U.S. government issued photo ID in order to gain admittance through our security system. Any registered offenders will not be permitted to enter. All visitors are required to wear their visitor identification while on school property.

Please remember, all children must be signed out through the front office prior to departure.

Billing

School related fees and purchases will be billed through the Sawyer system. Purchases may also be made at the Front Desk using a debit/credit card through Square.

Information Security

The academy takes precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline. If you are uncomfortable sending records by email, please bring in a hard copy to the front office.

2026-2027 Family Handbook Acknowledgement

By signing below, you indicate your receipt, acknowledgement, and agreement with JXC's high standards and expectations of excellence. Your signature indicates your commitment to adhere to the JXC Family Handbook.

Student Name and Grade (Please Print): _____

Student's Signature: _____

Parent/Guardian's Name (Please Print): _____

Parent/Guardian's Signature: _____ Date: _____

Homeroom Teacher: _____

This signed acknowledgement will be kept on file at the school. You must complete a separate Acknowledgement Form for each child at JXC.

Board Secretary Certificate

I hereby certify that the foregoing Student Family Handbook 2026-2027 for Jacksonville Classical Academy, Inc., was adopted by a majority vote of a quorum of the Governing Board of Directors at a duly noticed meeting held on July 21, 2026.

Signed by:
Daryl Gottlieb
DED569BBC769440...
Board Secretary
Jacksonville Classical Academy, Inc. and Jacksonville Classical Academy East, Inc. (JXC)

Reviewed:

Daniel Woodring: July 10, 2026

Signed by:
Nick Barker
9BFC53A370AC47B...
Nick Barker

Date 07/03/2026

Signed by:
Caitlyn Nemeth
2E31AA7851404E2...
Caitlyn Nemeth

Date 07/03/2026