

GREYFRIARS

CLASSICAL TUTORIALS

Mission Statement

We are a ministry of Greyfriars Classical Academy to home-schooling families. Partnering with parents, we are committed to helping and encouraging them to rear their children to be lifelong learners who, with wisdom and beauty, shape and influence their world for Christ.

Purpose

Greyfriars Classical Tutorials exists to strengthen families as they educate their children and train them up in godly wisdom. GCT is not an umbrella organization, nor is it a school. Parents are expected to conduct regular home schooling duties, including the following: keeping necessary records, conducting end-of-year testing, and determining when a child has attained mastery of a subject.

“Education is the nurture and development of the whole man for his proper end.” R.L. Dabney

Homework Policy

GCT tutors assign instruction to be conducted at home to reinforce concepts taught in the classroom as well as to prepare students for class time. GCT is a one-day-a-week tutorial service. While the at-home instruction is primary, the in-class and at-home teaching times are complementary. Together they will enable a student to master his/her subject areas. Teaching instructions and written assignments are provided so parents can continue instruction begun at GCT in accordance with their home school program. Completion of these assignments allows the student to participate in classroom discussion, etc. Below are the primary reasons homework is assigned:

- Students benefit from routine practice in new concepts, skills, or facts.
- Repeated, short periods of practice or study of new information is a better way to learn than one long period of study.
- Parents will be able to keep informed of the current topics of study in the class.
- Tutors assist families in fulfilling their legal obligation to conduct regular and thorough instruction.

During scheduled breaks (Fall Break, Thanksgiving, Christmas, Spring Break and Easter), no homework is to be assigned. If a student has fallen behind in certain subjects, then the breaks can be utilized to catch up without violating this policy. Because we meet for only 30 weeks per year, each class meeting is

precious. We urge tutors to jump into teaching on the first meeting day of the year. In order to accomplish this, tutors are permitted to assign advance reading or other assignments to be accomplished during the week before GCT begins.

Parental Involvement

Although GCT, on behalf of the parents, has employed tutors to help meet our goals, parents retain the sole responsibility for the education and upbringing of their children. In order for GCT to provide a quality of service which best glorifies God, parents need to do their best to make sure that each student is prepared and able to fully participate in each GCT meeting time. Each family is committing to be a contributing and supportive member of the GCT community in the following ways:

- Maintain a way to receive homework and other assignments and announcements via e-mail.
- Arrive at GCT on time.
- Attend Orientation session each year. If you are providentially hindered from having one parent attend, you will be responsible for obtaining information delivered at that meeting.
- Attend any parent-tutor conferences that may be called. Informal conferences may be held any time at the parent's request and tutor's convenience.
- Promptly address requests for remediation that are offered by the tutor or administration.
- Supervise and ensure that assigned home teaching is faithfully completed within the assigned time frame and following the instructions specified by the tutor. (Should you elect to complete the assignment in a manner different from that specified by the tutor, you must communicate this to the appropriate tutor.)
- Closely monitor grades and encourage your child's progress by reading all notes from tutor and all papers sent home.
- Know what the assignments are and when they are due.
- Participate on a Volunteer Parent Team to assist in the operation of GCT.
- Conduct regular home-schooling duties, including the following: keeping necessary records, conducting testing, and determining when a child has attained mastery of a subject.

Each parent(s) must indicate that they will comply with the Family Commitment Statement and submit it with the Registration for admission or re-enrollment.

Medical Policy

In order to minimize the spread of any infectious diseases within GCT, and to ensure the health and safety of all children and tutors, we have adopted the following policies and procedures. Please do not bring your child to GCT if he or she is sick or has exhibited any of the following symptoms within the past 24 hours:

- Rash
- Runny nose with colored discharge
- Discharge from eyes or ears
- Communicable diseases (chicken pox, roseola, conjunctivitis, mumps, measles, influenza, etc.)
- Fever (100o or higher without treatment by fever-reducing medicines)

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- Diarrhea
- Vomiting
- Head lice or their nits within the past 72 hours without first discussing the treatment with the administrator.

Since we are called to treat others as more important than ourselves, we ask that you respect this policy. Everyone will benefit from your decision to respect it.

Discipline Policy

Students at GCT are expected to conduct themselves at all times so as to bring honor and respect to Jesus Christ, themselves, their families, and GCT. Respect and obedience to adults are the foundation of our disciplinary code. The Director, tutors and other parents are expected to correct students at any time for misbehavior. Bullying, aggressive verbal contention, or physical aggression will not be tolerated and may result in an immediate dismissal.

Unacceptable Behavior

Disruption in Class

It is important that a safe and friendly learning environment is maintained in the class. Continual disruptions and distractions will not be allowed.

Disrespect

Respect for authority is an important part of character development. Respect for other students is necessary for community relationships. Disrespectful speech and action will not be allowed.

Disobedience

Obedience is a quality that is pleasing to God. Each child will be expected to respond appropriately to instructions given by those in authority over them. Disobedience will not be allowed.

Dishonesty

Honesty is the basis of trust within relationships. Lying and stealing violates this basic trust. Dishonesty will not be allowed.

Destruction of Property

Damaging property, whether personal, program, or church property, is violating the rights of others. In the event that a student inflicts damage (even accidental) to property, an appropriate restitution will be required and given to the owner of the property.

Drop-off and Pick-up Policy

Students are to be dropped off between 8:15 and 8:25 a.m. (Grammar) or between 7:45 and 7:55 (Logic). Grammar students should be safely seen into the building. Parents are to pick up students no later than 3:30pm. If a parent is unavoidably detained, he or she should call the director to inform her of the circumstances. Afternoon jobs must be started immediately at the end of class, and the campus is to be cleared by 4:00pm.

Recitations (Grammar)

Every 10th week tutors will conduct recitations of grade-specific memory work from the previous 9 weeks. The subjects for recitations are Bible, Catechism, Grammar, History/Timeline, Math, Poetry, Geography, Latin and Science. Parents will assist tutors in hearing recitations. Some of the memory work will be recited as a class or in groups.

Kindergarten and Grammar 1: While we urge parents and students to take recitations seriously, we consider the testing at this level to be primarily for practice. Feedback given will be solely for parental benefit and encouragement.

Grammar 2 – 5: Some recitations will take place in groups or as a class, and others will take place one-on-one with a tutor or parent volunteer.

Written, timed math drills and/or tests taken in class will be factored into the recitation grade. Upper Grammar Latin tests will be administered on an independent schedule.

Tutors will assess students and assign percentages, even in group recitations. While listening to group recitations, tutors can require an individual recitation if uncertain of a student's mastery. Each subject will receive a percentage, and all subjects will be averaged for a final percentage "grade." Parents who choose not to have their child(ren) participate in a specific subject must inform the tutor of this decision. They will be given percentages for each subject area, but not an overall percentage.

Recitations are not optional for any student. Parents are encouraged to take this part of the program seriously and help their students master the memory work.

Dress Code: Dressy Casual Attire

Boys - Collared shirts; shorts should be knee-length; closed toe shoes required

Girls - Skirts and dresses must be knee-length and worn with shorts underneath (biking shorts or similar); shorts worn on their own should be long; no leggings worn as pants alone (may be worn with a long tunic or dress). Closed toe shoes required; no tank tops, halter straps or graphic t-shirts.

Snacks are to be in a small, labeled baggie with the emphasis on nutrition and low mess.

Lunch should be brought in a labeled lunch box and left with the tutor in the morning. Lunch will be eaten outside except for in inclement weather, when students may eat in their classrooms.

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Electronic Devices are to be left at home except for tutor or parental use only. If a student needs to call home, he/she may use a tutor or director cell phone.

Inclement Weather Policy

GCT will close at the discretion of the director. An email will be sent by 10 p.m. if possible, and the closing will also be posted on the website. Class days missed due to weather will not be made up unless otherwise notified.

Non-Discriminatory Policy

GCT admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students in the program. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies or any other policy. We do reserve the right to refuse membership based on religious commitment and beliefs.