



## **2025-2026 Family Handbook:**

### **High School**

Welcome to Elevate Enrichment Center LLC! We are very excited to be starting our sixth year of providing high quality enrichment opportunities to White House and the surrounding communities. We offer homeschool enrichment classes, elective courses, camps and tutoring services for students in kindergarten through high school. We look forward to getting to know your family!

#### **Registration**

A completed online registration form and a yearly registration fee are required for enrollment in our high school enrichment classes. Registration fees are \$100 for the first child and \$75 per additional sibling living in the same household. Fees are non-refundable.

#### **High School Classes**

We are excited to continue to grow our high school enrichment program! This year we are adding English & Language Arts, Algebra 1 and Algebra 2 to our available classes. Each class is taught by experienced, high school teachers and planned to be completed over two semesters. Classes will meet in-person every other week with coursework assigned to be completed at home. Classes are a combination of in-person instruction and online support between classes. Engaging activities will be sprinkled in throughout the year and teachers will offer “office hours” for students to reach out for additional assistance. If the full course (both semesters) is completed, parents may use the suggested grade provided by the teacher to satisfy the course credit toward graduation requirements. Students may sign up for one or more classes. Parents are responsible for reporting credits and grades to their umbrella school or county.

Algebra 1: Meets every other Tuesday, 9:00-12:00

Algebra 2: Meets every other Friday, 9:00-12:00

English & Language Arts: Meets every other Friday, 9:00-12:00

\* See High School calendar for exact meeting dates. Additional weekly support is provided between classes.

Elective courses will be offered throughout the year as well.

#### **Class Fees**

Each course is \$350 per semester. If enrolling for just one class, full payment for the semester is due before classes begin in August. If a student is enrolling in more than one class a payment plan may be requested. Refunds are not given if a course is dropped or a student withdraws.

Refunds are not given for sick or snow days. We follow Sumner County Schools' snow closing schedule. However, if Sumner County Schools announce a delay, the decision will be made by the director if Elevate will remain open or be delayed. Delays and closings will be posted on the Facebook page and sent through the Remind App. Parents are asked to give a written notice of at least two weeks if withdrawing a child from an enrichment class at Elevate Enrichment LLC.

#### **Arrival and Dismissal**

Please make every effort to have your student to class on time. Class begins promptly at 9:00. All cars dropping off students should enter the parking lot from the back entrance off Meadowlark Drive. We will begin dismissal each day by 11:55. Please be courteous to our teachers and arrive on time to pick up your student. A

charge of \$1.00 a minute will be charged for parents arriving after 12:00. If you plan to pick your student up early during class time for any reason, please let the teacher know. Students driving themselves to class may park in our lot or use the church's lot next door.

### **Class Rules and Behavior Expectations**

Each teacher will relay class rules and behavior expectations. Students are expected to be prepared for class, participate in discussion and activities, and be respectful to the teacher and their peers. If a student has continued disrespectful behavior the teacher or director will reach out to parents. Ongoing and/or severe behavior problems (i.e. bullying, disrespect, etc.) will result in dismissal from Elevate Enrichment Center LLC. Bullying and disrespect are not tolerated. Students may not bring any weapons, firearms, lighters, etc. onto the property. Severe behavior or outbursts may result in immediate dismissal. Refunds will not be given if your child is dismissed from the program due to behavior.

Dress Code: Our classes may go outside as well as participate in active, hands-on activities inside, and we want appropriate clothing to foster such participation. No short shorts or skirts. No mid-drift shirts or strapless tops. No clothing with inappropriate images or text are permitted.

Cell Phones: Students are not to have phones or smartwatches out during the class day. All phones and smartwatches are to remain in students' backpacks on silent and only taken out with the teacher's permission. Failure to do so will result in the student not being allowed to bring the device to class. In the event of an emergency, parents are to call or text Elevate Enrichment Center LLC.

### **Parent Involvement**

While the instructor will provide in-class teaching and support throughout the week, parents are expected to be involved in their student's learning and be sure the student is staying on-track with coursework. Parents are encouraged to discuss progress with their student and connect with the instructor should they have questions.

### **Communication**

We will use the Remind App to communicate with parents. The app is free and is required to have if your student is enrolled with us. If you need to contact your child's teacher during the day about a dismissal change, please text using the app. Teachers will not be answering calls during the day. In the event of an emergency, please contact the center at 615.308.8793. Individual class instructors may have additional methods of communicating with students and parents throughout the week.

### **Health and Safety**

Please let us know if your child has any specific medical needs (i.e. allergies, asthma, chronic illness) that we should be aware of. We will have a first aid kit for minor mishaps. We will not administer any type of medicine without written consent. Please make us aware if your child has any medicines in his/her backpack such as an inhaler or EpiPen. Please label these items with your student's first and last name.

If your child has a fever, vomiting, diarrhea, persistent cough, runny nose or other illness symptoms, we ask that your child stay home until symptoms subside. Students must be free of fever, vomiting or diarrhea for a full 24 hours before returning to class. Parents will be contacted if a student shows symptoms of illness while at Elevate Enrichment.

*Special needs:* While we would love to be able to provide an appropriate learning environment for students of all needs, we do not have the additional support staff available found in public and private schools. We do have students with a variety of special needs that are thriving in our program! Parents will need to make Elevate Enrichment aware of any learning or behavioral needs before enrollment to determine if we can provide the support needed for your student.

### **Other Opportunities**

In addition to homeschool enrichment, Elevate Enrichment Center LLC is also a full tutoring center after classes complete throughout the week. If your child needs extra learning support, feel free to reach out. We also offer Dyslexia Therapy, summer camps and elementary and middle school enrichment classes.

*We are thankful to partner with you during your homeschool adventure!*