



# Journey School Student and Family Handbook - 2024/2025

What an exciting school year stands before us! We count it a privilege and blessing to have your child journeying alongside us for the 2024-2025 school year. We look forward to all the growth that awaits your child this term.

## Our Mission Statement:

### **Empower children to reach their full potential:**

We believe that everyone was created with purpose and that each of our students has the potential for MORE. We believe in their ability to create, communicate, celebrate, and contribute to our community and aim to come alongside them in the journey of reaching this potential.

### **Encourage family involvement in a family environment:**

Unlike most school settings, the classrooms of Journey School will have an open-door policy to allow parents to be as present and as involved as they desire.

### **Educate on an individual basis according to gifts and abilities:**

We aim to meet each and every child where they are, and customize what and how they learn according to their specific skills, interests, and goals.

## **School Contact Information:**

Address: 17102 Theiss Mail Route Road, B2, Spring Texas 77379

Phone Number: 832- 559-2309

Website: [journeyschooltx.org](http://journeyschooltx.org)

## Statement of Faith

- There is one sovereign God in three persons: The Father, The Son, and the Holy Spirit.
- There is one way to Salvation: faith in Jesus Christ, the son of God, who lived as a man, died for the sins of all men, and was resurrected so that all who believe and confess Jesus as Lord with their mouths will be saved.
- There is one book of truth: the Bible, God's written revelation to man, authoritative and inerrant, without the need of any other document to complete his message.
- There is one body: the church, with its many parts acting in unison.

### Guiding Principles

- Love and glorify God in all that we do (1 Corinthians 10:31, 1 Peter 4:11)
- To affirm, encourage, and equip parents in support of their child's unique gifts and abilities.
- To educate on an individual basis, always encouraging our students to reach their full potential and assuming competence in all things.
- To encourage family involvement and a family environment.

### Policies and Procedures:

#### \_\_\_\_\_ Non-Discrimination Policy:

Journey School stands on the Truth of God's Word in our core belief as we welcome all students, faculty, staff, and other community members of any God-given gender, race, color, disability status, social class, religion, and national and ethnic origin. Journey School is wholly committed to making the school a safe and loving environment for all, with the conviction that nurturing differences among people strengthens, broadens, and enriches the community.

#### \_\_\_\_\_ Parent Involvement\*:

I understand that Journey School has an Open Door Policy that encourages parents to be involved in their child's education. I also understand that my role is to be a support to the teachers and their objectives. I understand that I can schedule a time to come as an observer or volunteer, at the discretion of Journey School Administration and/or the Journey of a Joyful Life Board, and that my role needs to be clearly communicated prior to each visit. I agree to be respectful and collaborative with the teachers and paraprofessionals of my child, and if a concern arises, I agree to communicate with the administration prior to addressing the concern directly with my child's teachers and

paraprofessionals. I also understand that I am required to first check in at the office prior to entering my child's classroom, and I will let the staff know if I am observing or volunteering that day. I understand that I will be subject to a background check prior to entering a classroom.

\*Any individual intending to spend time on campus or field trips must pass a background check prior to approval.

\_\_\_\_\_ **Vaccinations:**

Vaccinations are *not* required at Journey School, but if parents choose to vaccinate their children, **those children should not be sent to school within the following 24 hours out of protection for the other students who may not be vaccinated.**

\_\_\_\_\_ **Parent Meetings:**

It is expected that one or both parents attend monthly parent meetings. If unable to attend, a written notice of a conflict is required at least 24 hours in advance. Missing more than two meetings in one semester could result in a scheduled meeting with administration. Lack of involvement in Journey School Parent Meetings could affect scholarship awards for the following school year.

Our parent meetings are held from 6:00 pm to 7:30 pm on the last Thursday of each month, as listed below:

August 29

September 26

October 24

January 30

February 27

March 27

April 24

\_\_\_\_\_ **Sickness Policy:**

Journey School desires to care and love one another and we aim to respond to sickness responsibly. Any student with a temperature of 100.0 degrees or higher will not be permitted to attend school that day and must be fever-free without fever-reducing medicine for a minimum of 24 hours before returning to school.

I agree not to send my child to school with a temperature of 100.0 degrees or higher, OR with two (2) or more of the following symptoms: *cough, shortness of breath, difficulty breathing, fatigue, muscle/body aches, headache, loss of taste/smell, sore throat, congestion or runny nose, nausea/vomiting, diarrhea, and/or pain/pressure in chest.* If any person feels sick enough to wear a mask, we'd ask that person to stay home to give the most protection for our students. Masks can be very distracting and triggering for some of our students, and we feel the safest policy would be to stay home if a mask seems necessary. Journey School reserves the right to request a parent pick up of any student presenting with sickness, with or without fever.

### \_\_\_\_\_ **Field trips:**

We will take approximately one field trip per month. Parents/Guardians will receive a permission slip for each outing in advance. The cost for each field trip is \$15 unless otherwise specified. Every parent and/or guardian will need to submit their information for a background check prior to the first day of school. Each family will be required to volunteer for at least three (3) field trips during the school year. Lack of involvement in Journey School field trips could affect scholarship awards for the following school year.

### \_\_\_\_\_ **Fundraising Volunteer Commitment:**

It is our desire that all our families would be involved in the fundraising efforts supporting Journey School. We ask each family to volunteer for at least one of our fundraisers (Clay Shoot, Gala and Ride-A-Thon) throughout the year. In lieu of volunteer hours, each family can make a \$1000 donation to Journey of a Joyful Life DBA Journey School. Lack of involvement in Journey School fundraisers could affect scholarship awards for the following school year.

### \_\_\_\_\_ **Medication:**

I understand that Journey School will accept prescriptions (with doctor's orders) and supplements (recommended to also have doctor's orders, but not required) that need to be taken during the school day. I also acknowledge that staff are willing to apply essential oils, facilitate breathing treatments, manage g-tube feedings/flushes, and other needs to the best of their ability.

\*There will be an additional medical consent form required for enrollment that will be provided.

### \_\_\_\_\_ **Immune Support:**

Journey School recommends (though we do not require) that all families support their children's immune systems and suggests supplements such as daily vitamin C,

elderberry, and probiotics. We also encourage clean eating, getting enough rest, and plenty of exercise.

\_\_\_\_\_ **Consent to On-Site Care:**

The parent/guardian hereby authorizes Journey school staff to provide minor medical care as needed for the student (such as application of essential oils, minor wound care, administration of medications, Epi-Pens, etc. according to the student's prescription from a licensed practitioner) or other minor medical care or emergency as determined to be appropriate by the school Staff. The parent/guardian hereby releases and holds Journey School harmless from any liability which might arise from the provision of such medical care and care provided by any member of Journey School Staff ( an additional informed consent for behavior services and a medical authorization and consent will also need to be signed). I understand that Journey School does have a medical professional on staff or on site, but that, in the event of their absence, administration of the above will be provided by Journey School administration or staff. I understand that if my child requires specialized medical items (such as gluten-free bandages), I must provide them.

\_\_\_\_\_ **Progress Goals/Meetings:**

**New Students:**

After a new student has been enrolled for six (6) weeks, Journey School will set a meeting with the student's parents or guardians to discuss and assign ten(10) individual goals for the student to work toward during the school year. I understand that if I do not respond to schedule the meeting within fourteen(14) calendar days, Journey School will assign ten(10) goals for my student.

**Returning Students:**

If my student meets a goal, the administration will send an email with a copy of my student's goal sheet for me to choose a new goal. I understand that, if I do not respond to the email within fourteen(14) calendar days, Journey School will select the new goal for my student. I will meet with the administration at least one time per school year to discuss my student's progress.

\_\_\_\_\_ **Bathroom Assistance:**

I consent to allow Journey School staff to assist my student in the bathroom with toileting, cleaning-up, changing, etc. as necessary and understand that Journey School will prioritize privacy and respect and will encourage as much independence as possible. I am responsible for sending necessary supplies (feminine products, briefs, wet wipes, any other toileting supplies, and a change of clothes and undergarments) on a weekly basis and/or as needed/communicated by the staff.

\_\_\_\_\_ **Food:**

Journey School believes in the benefit of snacks every two hours - specifically snacks with protein. Parents will be responsible for providing these snacks as well as their child's daily lunches. We ask that these snacks not be "sugary" but rather be healthy options such as boiled eggs, nuts, fruit, vegetables, Lara bars, protein bars, etc. (we do have the ability to refrigerate, microwave, or toast snack items as needed). I commit to sending my child with lunch and two additional snacks every day. I agree to communicate my child's allergies to Journey School, and I understand that my child will be consuming food around others who may be consuming allergens. I agree not to hold Journey School liable for potential accidental cross contamination. Journey School staff will not serve your student any provided snack, lunch, or drink that does not follow our food policy.

\_\_\_\_\_ **Student Dress Code:**

Journey School aims to respect and honor each student and desires that students be casual and comfortable and feel freedom to play and express. Shirt straps need to be at least three(3) finger widths. Girls: There should be no cleavage showing. Shorts and pants need to be comfortable, not too tight, and of no shorter length than three (3) inches above the knee. No tight fitting yoga pants or bike shorts are permitted. Graphics should be appropriate. Each student must either wear or bring a pair of "outside" shoes that are able to get wet/muddy. Each student will also need to purchase a Journey School t-shirt to wear on field trips.

\_\_\_\_\_ **Tardy Policy:**

I understand that, although Journey School is a private educational establishment, daily attendance is required because consistency is key to educational and social growth and success. If I do bring my student late (any time after 8:45 am), I understand that I must come to the front office to meet classroom personnel to escort my student to class. Excessive accumulation of tardies and/or absences will result in a scheduled meeting with school administrators to discuss resolution.

\_\_\_\_\_ **Reporting Absences:**

All student absences must be reported via email as soon as possible. This applies to both scheduled and emergency absences. Please copy your student's homeroom teacher as a courtesy. Please remain in communication with Journey School to advise a return-to-school date.

\_\_\_\_\_ **Reporting Transportation Changes:**

All transportation changes must be communicated via email to no later than 2:30 pm on the day that the change will take place. Students will be released only to those listed on

the Journey School Authorized Student Pick-Up form in the contract. Journey School reserves the right to require identification from anyone unknown to the staff.

\_\_\_\_\_ **Private Nurse/ RBT Policy (If applicable):**

As the Parent/Guardian, I agree that my child's private nurse and myself will be willing to have an introductory meeting with a member of the administration before the first day of school to review the nurse/staff handbook and policies. All private nurses or RBTs will be asked to follow classroom procedures and protocols to ensure the most positive classroom environment for all students and staff. They will also be required to sign a confidentiality agreement.

\_\_\_\_\_ **Paraprofessional Rotation**

Paraprofessionals will work in each classroom on a rotation. This allows all students to work with a variety of people and will help them adapt to change and to work with different people and personalities as they grow.

\*This is a live document and is subject to change\*