



LIONHEART
A C A D E M Y
O F T H E T R I A D

Student & Parent Handbook

2022-2023

Lionheart Academy of the Triad
2802 St Leos St. Greensboro, NC 27405
336-646-6075



LIONHEART

A C A D E M Y

O F T H E T R I A D

2022-2023 Calendar

Date

August 17-20	Teacher Workdays
August 22	Open House 5-6:30
August 24	1st Day of School
September 5	Labor Day – NO SCHOOL
September 26-27	Teacher Workday – NO SCHOOL
October 26	End of 1 st quarter
October 27-28	Teacher Workdays - NO SCHOOL – Parent Conferences
November 11	Veteran’s Day – NO SCHOOL
November 23-25	Thanksgiving Holiday – NO SCHOOL
Dec. 16	Early Release
Dec. 19 – Jan. 2	Christmas Holidays – NO SCHOOL
January 3	Teacher Workday - NO SCHOOL
January 4	Students Resume Classes
January 16	Martin Luther King, Jr. Holiday – NO SCHOOL
January 17	Teacher Workday – NO SCHOOL
January 27	End of 2 nd quarter
February 20	President’s Day Holiday – NO SCHOOL
February 21	Teacher Workday – No School
March 29	End of 3 rd quarter
March 30-31	Teacher Workday – NO SCHOOL – Parent Conferences
April 6-14	Spring Break– NO SCHOOL
May 29	Memorial Day – NO SCHOOL
June 2	Early Release - Last Day of School - End of 4 th quarter
June 5-6	Teacher Workdays

168 School Days

INTRODUCTION

This handbook is presented to each student and their parents in order to define some of the policies and procedures of the.

The primary responsibility of Lionheart Academy of the Triad is to provide our students with a specialized education tailored to the needs of students with autism in a safe and encouraging environment.

MISSION

To develop diploma seeking individuals with autism spectrum disorder (ASD) into independent adults through research-based education strategies designed to increase academic and social success.

PURPOSE

- Lionheart Academy recognizes that individuals with autism have different learning needs than typically developing peers
- Lionheart targets those students who are diploma seeking, but have difficulty learning in a typical classroom.
- A traditional diploma track as well as the OCS track will be offered.
- Our education plan for both tracks focuses on the whole child using programming developed to address their specific needs to help facilitate independence post high school.
- Research-based strategies such as Applied Behavior Analysis (ABA) and Social Thinking Methodology (developed by Michelle Garcia Winner) will drive individualized instruction and programming throughout their education.
- With a strong focus on the social environment coupled with targeted behavioral interventions, Lionheart will be better equipped to handle minor offenses without punitive consequences.

SECTION I - ACADEMICS

Individuals with Autism Spectrum Disorder have different learning needs that exceed the typical school environment. Independence can be achieved post high school using programming developed to address their specific needs. Learning is a behavior. As a result, research-based strategies such as Applied Behavior Analysis (ABA) and Cognitive Behavior/Social Thinking will drive individualized instruction and programming used throughout their education at Lionheart Academy of the Triad.

SECTION II - STUDENT ARRIVAL AND DISMISSAL

ARRIVAL AND DISMISSAL PROCEDURES

- Drop off begins at 7:40 a.m..
- Homeroom runs from 7:45-8:00am. Students will be marked Tardy at 8:05am if they have not arrived in their first period class when the bell sounds. The front door to the school will be locked between 8:00-8:05am. We ask that parents come to the door to sign in their student if they are late. In event that a student who transports themselves to school is late, the student will be allowed to sign themselves in as tardy.
- All students will be dropped off using the drop off line through the school parking lot.
- Pick-up will begin at 2:45 P.M.

- Pick up will be conducted the same way as drop off and school staff will be stationed at the pick-up line to assist students and parents.

LATE ARRIVALS/EARLY DEPARTURES

We strongly encourage parents/guardians to be prompt and avoid early departures.

- If you bring your student late, walk them in and sign them in at the front desk.
- If you need to check your student out early, we ask that you notify the teacher or school if at all possible. We will make our best effort to ensure they are ready to go when needed. Please ring the bell and someone will come to assist you. Parents are not allowed to go to their child's classroom to get the student without signing in as a visitor and receiving a badge.

ABSENCES

Please let your child's homeroom teacher know if they will be absent via dojo or e-mail. This written communication will serve as school notification. If you fail to notify your teacher, please send a note upon student return. Absences without explanation will be marked as unexcused.

Excessive absences may negatively impact graduation or promotion. North Carolina maintains state compulsory attendance laws as outlined in North Carolina General Statute 115C-378. Lionheart Academy of the Triad will follow the policies and procedures as outlined in said statute in the event a student misses more than the statutorily allowed days without intervention.

INCLEMENT WEATHER

Weather conditions may make it necessary to close the school or change the time schedule. When inclement weather occurs, Lionheart Academy will email all families as well as post our Delay/Closing/Early Dismissal on: **our Facebook page, WFMY News 2, Fox 8 News, and WXII News**. If you do not get these news channels, you can download their app and monitor closings from the News app on your phone.

SECTION III - STUDENT CONDUCT

STUDENT BEHAVIOR

The children will learn vocabulary consistent with the Social Thinking Program (Michelle Garcia Winner) through their Social Skills special/elective and their classroom interactions with teachers. This vocabulary and the accompanying strategies will be used throughout the school day to help students with internalization of social skills, acceptable behavior and self-regulation. Verbal prompting will be used to remind students of social thinking concepts and expected behavior in the classroom as well as the general school environment. Students are expected to adhere to the following:

- Students will follow directions given by all school staff including Head of School, teachers, assistant teachers, substitute teachers and other authorized school personnel.
- Students will be respectful of others and understand expected (acceptable) behavior as it is outlined in the Social Thinking Program (Michelle Garcia Winner).
- Students will not present a danger to school personnel or fellow students.

- Students will not violate any Federal, State or local law including possession and/or discharge of fireworks, discharge of fire alarm, obscene or indecent acts, libelous or slanderous acts toward school staff or other students.
- Students will not willfully or maliciously mark, damage, deface or destroy personal property of another student or staff member or school property.
- Students will not be involved in any form of harassment or bullying. Harassment or bullying including cyber bullying shall be promptly reported to the Head of School. Teachers may be notified to maintain classroom discipline.
- Students will not possess, use, distribute, sell, possess with intent to sell or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, other controlled substance, any alcoholic beverage, malt beverage, wine, liquor, drug paraphernalia, unauthorized prescription drug or any other chemicals with the intention of altering the students' mood or behavior.

WEAPONS ON SCHOOL PROPERTY

Please refer to North Carolina Statute 14-269.2 and any other Federal or State law dealing with weapons on school property. All students shall comply with State and Federal laws governing student conduct and behavior. Weapons of any type are not allowed on educational property including the school building, campus, grounds, or recreational area. Types of weapons include guns, BB guns, rifles, pistols, air rifles, explosives, blackjacks, knives, sling shots, brass knuckles, etc. The Head of School will report any violators to the appropriate law enforcement agency. If a student brings a weapon on school property, they can be suspended for the rest of the year. Possession of a firearm on school campus is a felony. Any "look alike" weapon is a violation of North Carolina Law.

ELOPEMENT

Elopement is defined as leaving the school building unattended. This includes leaving the back or side doors of the school to enter the playground. Elopement possesses a large safety risk to students. Should a student leave the building and then proceed to leave the Lionheart campus, the police will be notified via 911, even if staff is in pursuit of the student. Students will receive one warning, the second offense of elopement is grounds for immediate dismissal.

DRESS CODE

All students are required to wear:

- Lionheart shirt (available at the Back to School sale or on Lands End—see link under Parent section of website to order). Shirts from the Fun Run and other Lionheart Events are also allowed.
- Khaki pants, shorts, or skirt. The length of the shorts or skirt should exceed the length of the longest finger of the hand when the student is standing with their arms are placed straight down at their sides.
- All students are required to wear shoes. Closed toe shoes will be required in physical education class.
- It is our intention to designate Fridays as "dress down" days. The PTO typically uses participation in dress down day as a fundraiser. Students are asked to pay \$1.00 to participate. Students will also be allowed to wear an outfit of their choosing on school picture day. Students may wear jeans and school appropriate shirts. Dress that is deemed by the Head of School or staff as distracting or

inappropriate for the school environment will not be allowed. The Head of School and staff have complete discretion in what is deemed to be acceptable attire. If the Head of School or school staff makes a determination that any attire is unacceptable, disruptive, or inappropriate, to the extent possible the student will be asked to modify their attire so as to minimize any distraction created by the inappropriate attire. If it is not possible to modify the attire as described, then the Head of School or staff reserves the right to remove the student from the educational environment until such time as a parent or guardian can come to the school to modify the inappropriate attire. In the event that violations become routine, dress down days will be suspended.

- OCS students may be given specific dress requirements. OCS students must wear closed-toed shoes to all work sites. If an OCS student fails to meet the dress requirements, the student may not be able to go off campus that day.
- Show your Lionheart pride on theme days! Theme days are traditionally a fundraiser for the PTO. Participation price may increase to up to \$5.00 (Halloween, May the 4th).

PERSONAL PROPERTY/ELECTRONIC DEVICES

Any disruptive or potentially dangerous items are not allowed on school grounds or at school events. All materials brought to school should be for educational purposes only. Items such as cameras, expensive jewelry or large sums of money are not the responsibility of the school. Students are not allowed to use cell phones, tablets, laptops, or personal entertainment devices brought from home during the school day. Additionally, toys, cards and games or other items that in the discretion of the school staff are deemed disruptive, are not allowed. If a device or item is confiscated due to violation of this policy, then a parent is required to pick up the item at the school.

DISCIPLINE PROCEDURES

Lionheart Academy attempts to use deescalation and Social Thinking Methodology to prevent formal discipline. In event a student is being unsafe or disruptive, they may be moved from their classroom into another work space. Students who are unsafe may not be able to go off campus to OCS on the day of the behavior.

Students with behavior problems will have a behavior intervention plan added to the students' school day. If a behavior intervention plan is already in existence, it will be revised. If problem behavior extends beyond what usually exists with children with ASD or is not improving, the following discipline procedures will be executed.

- Student/Teacher Conference
- Notification of the Head of School and RBT for monitoring
- Phone conference with parent to notify of problem and referral to the RBT was made
- The BCBA will observe and provide a written behavior plan
- RBT will send home a copy of the plan and communicate with parents
- Parent/Teacher/RBT Conference may be warranted based on the severity of the problem
- RBT, Teacher, and appropriate staff will receive a copy of the plan and meet regarding implementation. Data collection will occur.
- BCBA will consult and plan will be updated. RBT will continue to share with parents.

Quarterly meetings will be held to review the behavior intervention plan with the student's parent unless otherwise indicated.

In the event that a child's behavior escalates to the point where the school must entertain a suspension or expulsion, Lionheart Academy will follow the policies and procedures as set forth in North Carolina General Statutes 115C-390 through 115C-392.

BULLYING

Lionheart Academy recognizes the seriousness of bullying. We want all students to feel safe and like they belong. In many cases, students are grouped by social ability, rather than academic ability to promote positive peer relationships. Due to the nature of autism spectrum disorders and the accompanied social impairments, bullying becomes more complex as the intent is often not active bullying. Misunderstandings are abundant and misinterpretations are common. Please know that staff are closely monitoring students and intervening routinely to assist with social interactions, understanding the intent of one's message, and improving the filtering of thoughts to promote friendship. Should we feel as though a student is targeting a peer, a behavior intervention plan will be put in place and extra measures will be taken to ensure that the student being bullied is protected. Please notify your child's teacher or the Head of School if your child reports bullying. Due to privacy, we cannot disclose details of interventions in place with other students to parents.

SECTION IV - PARENT INVOLVEMENT

PTO/PARENT COUNCIL

The PTO promotes a working partnership among parents, the board, school staff and the community. Parents are an integral part of Lionheart Academy and are necessary for school success. The following committees need volunteers:

- Events and Socials - This committee will help with special events in the classroom throughout the year.
- Teacher Appreciation: These volunteers help coordinate teacher appreciation efforts.
- Lunch: These volunteers help with special lunches on Fridays.
- Fundraising - This committee will develop and run fundraising campaigns to provide working capital and supplemental operating funds.

VOLUNTEERING

Lionheart is a small school that exists because of parent volunteers. We ask that every family volunteer because we cannot do what we do without your help and support!

Volunteers that work directly with the students during the school day will need to pass a background check and come to volunteer training. These dates will be set and shared with families. Volunteer positions that require a background check:

- Field Trip Chaperone
- Lunch Monitoring
- Assistance with school day parties/events

There are many ways to volunteer that do not involve directly working with students during the school day:

- Securing a sponsor for the annual Golf Tournament
- Playing in the annual Golf Tournament
- Donating raffle items for the annual Golf Tournament
- Participating in the Fun Run
- Participating in fundraising activities
- Planning an after school event
- Set-up for an after school event
- Work day assistance (ex. cleaning, yard work, moving items, etc)
- Donation of goods (ex. snacks, paper products, etc.)
- Donation of services (ex. lawn care, legal services, electrical services, painting, maintenance, etc.)

CHECK IN FOR PARENTS/VOLUNTEERS

All visitors/volunteers must enter the school through the front door and report to the front desk to sign in and get a visitor's badge that must be worn while on the premises.

PARENT TEACHER CONFERENCES

Lionheart Academy will feature a curriculum night and offer parent-teacher conferences twice a year (in October and March). Conferences may be via Zoom/Teams or in person. Please feel free to communicate routinely with your child's teacher, particularly if you have concerns. These meetings are an opportunity for teachers to share the work your student is completing and discuss long-term goals and progress. In some instances, parents may be required to attend conferences or a meeting.

SECTION V - STUDENT HEALTH & WELLNESS

IMMUNIZATION REQUIREMENTS

Immunization records are required to be on file at Lionheart Academy of the Triad before the start of school. If we have not received your child's completed immunization record within 30 days of enrollment, your child will not be allowed to attend school until the records are provided.

GARRETT'S LAW

Senate Bill 444, Garrett's Law, mandates that schools provide parents and guardians with information about meningococcal meningitis, influenza and their vaccines. Information about Human Papillomavirus (HPV) and the vaccine will also be provided. This vaccine is available for females and may prevent certain pathologies. Copies of all this information will be available in the school office. Additional information can be found at www.cdc.gov and www.immunizationinfo.org.

HEAD LICE PROCEDURES

No student will be allowed to stay in school if they have head lice. A parent or guardian will be notified if head lice are found on their child. The parent will be given written treatment instructions. If only nits are detected then the student may remain in school and written treatment instructions will be sent home. Three excused absences will be granted per incident. If the student has repeated infestations, the Head of School may notify social services.

MEDICATIONS

Written authorization signed by a parent/guardian is required before prescription and over-the-counter medicine can be administered to a student. Forms will be available from your child's teacher. All medicine must be labeled with the child's name and instructions on how and when to administer the medication. Medicine changes need to be updated in school records so that in an emergency, correct medicine and doses can be given to medical professionals.

SICK CHILDREN

Please keep your child home if he/she is not feeling well or has a temperature. Children should not be at school until they have gone 24 hours without vomiting or fever. If your child becomes sick at school, you will be contacted immediately to pick him/her up. If you can't be reached, your emergency contact person will be called.

SMOKING AND TOBACCO PRODUCTS

All tobacco products are prohibited on school property including vehicles on campus. Students, parents, staff and visitors may not use any kind of tobacco products including smokeless tobacco, electric cigarettes or other vapor devices. Students who bring tobacco products to school will be suspended.

SECTION VI - ADDITIONAL INFORMATION

SCHOOL LUNCH

School lunches will be available at Lionheart Academy cafeteria operated by Canteen, Ave 6. Parents will be able to set up an account with Canteen and add funds to the student's lunch account. Canteen provides several fresh options, such as sandwiches, as well as "grill" items such as chicken sandwiches and hamburgers that can be heated in a microwave.

Pre-order is not required. Parents can request order forms in order to order lunch for their child. Lionheart will store cards in a lock box. In the event a card is lost or stolen, Lionheart Academy is not responsible for lost funds but will assist in "freezing" funds on a card and obtaining a replacement.

Students are allowed to pack their lunches. Lunches will be stored in their lockers. Students may bring food that requires heating; however, limited microwave space is available. Please do not send items that require greater than 3 minute heat time. Students may have access to cold water, spoons, and forks.

Should a student forget their lunch, they will be allowed to purchase a lunch from Canteen costing up to \$5.00 using the Lionheart account. Parents will be billed for this amount.

SNACKS AND SCHOOL PARTIES

If you bring snacks or treats to the classroom, please be mindful of any food allergies or special diets of all students. Only store bought items are allowed. Individually packaged items are preferred.

COURT ORDERS

Parents/guardians with legal documents about custody, visitation, name changes, etc should submit a copy to The Head of School. Please communicate with the school if there is anyone your student knows

who is NOT allowed to pick up your student, particularly if this has changed recently to ensure Lionheart can help you keep your child safe.

CHANGE IN STUDENT PERSONAL INFORMATION

If there are any changes to your contact information (i.e. job change, address change) please notify the school office. It is very important that we have correct contact information in the event of sickness, emergencies or inclement weather situations.

LOST AND FOUND

It is recommended that all items be labeled for quick identification. Uniforms promote confusion of ownership, particularly during fall and spring days when sweatshirts are shed. Please mark your student's clothing with initials, a tag, etc. Please check items bought at the Back to School sale for initials of previous owners and correctly label prior to starting school.

It is your student's responsibility to attend to their items. Lionheart is not responsible for lost, theft, or damage of any personal items brought to school. Items not identified will be placed in "Lost and Found." Unclaimed lost and found items will be donated to charity or placed in the Back to School sale bins two weeks after the end of the school year.

SECTION VII: ADMISSION AND FEES

ADMISSIONS

Contracts for the next school year will be sent home in the Spring of the year prior. Students whose tuition and fee accounts are up-to-date will be offered a contract. Please contact our Business Administrator, Sandy Eaton at admin@lionheartacademy.com if you need to discuss payment options. We are happy to work with families to help get accounts up-to-date. We would hate to lose any students for nonpayment!

Deposits for the next school year must be paid by the last day of school to guarantee your child's spot for next year. We are now operating with a waiting list for admissions. Parents will receive written communication if the deposit is not paid that their child's status will be moved to "waitlisted" on a specified date. Parents will need to contact the Head of School or Business Administrator if they wish to enroll their child to ensure availability.

Beginning in the spring of 2023, eighth grade students will need to apply to be enrolled in high school. Application materials will be made available in the Spring. The vast majority of students will be accepted into Lionheart's High School program. At this time, we only offer a standard and an OCS diploma—we do not offer a formal certificate track. If we believe a student's level of impairment or behavior would prevent them from participating in the appropriate diploma program, we may not accept this student into our high school program as we cannot appropriately meet their needs at this time.

IEPS & REEVALUATIONS

Students in private schools do not require an IEP. Lionheart offers a wide variety of accommodations for students. We can develop Individual Instructional Plans (IIPs) as needed to address specific goals that are outside of the scope of our traditional programming.

Students who receive grants (Opportunity/ESA +) are required to have updated eligibility (every three years). There is an option to have eligibility signed off by a psychiatrist; however, to qualify for higher ESA + amount, the eligibility classification of autism must be determined by the school system. Lionheart Academy recommends enrolling your student in their zoned school as a visiting student at least 120 days prior to eligibility expirations (as eligibility testing is a 90 day process) and contact the zoned school to request eligibility assessment in writing at that time.

LIBRARY

Lionheart is proud to offer a lending library. Students are asked to return their books weekly. Books are asked to be returned two weeks prior to the end of the school year. Parents will receive an e-mail notification of books that are past-due. If the book is not returned, the parent will be asked to pay the replacement fee. All fees must be paid in order to receive a final report card/transcript.

C.R.E.W.

We are excited to offer C.R.E.W. for our graduates ages 18-25. C.R.E.W. is also available to other neuroatypical young adults. We offer activities that build **C**haracter, **R**elationships, **E**ducation, and **W**ork skills to improve independence and promote socialization for young adults. Seniors should look for "visiting" events to check out what C.R.E.W. has to offer!