

Hermiston Jr. Academy is a Seventh-day Adventist school that provides an educational program for students in preschool through eighth grade. We welcome students of all religious faiths with a goal of helping each individual obtain a closer relationship with God.

It is the mission of Hermiston Jr. Academy to provide a Christ-centered program that will give a balanced development of the spiritual, academic, physical and social abilities for all students. This will enrich their elementary studies as well as "...fit them for service in this and the world to come." (*Education*, E. G. White). Our goals are to help each child achieve academic excellence and to develop his/her full potential in all aspects of the learning experience.

Seventh-day Adventist educators place a high estimate on the infinite worth of every individual and seek to provide a climate in which a positive self-image may be nurtured. Developing a relationship with Christ is of first importance throughout the total school experience. Academic and physical excellence is promoted by challenging students to fully use their potential capabilities. Students are encouraged to take an active interest in making the community a better place to live, to appreciate the cultural differences and scientific advances of the age, and to develop positive attitudes toward all people.



Preschool

In Sonshine preschool, all areas of education are wrapped around learning that Jesus loves us and will help us in everything. Theme: Making Connections with an emphasis on preparing for full-time school through a balance of play, social interactions and growth, and academics.

AGE	DAYS	TIMES
3 & 4 year-olds	Monday-Thursday	8 a.m.–12 p.m.

Kindergarten and 1st grade requirements

A child entering kindergarten should be five years of age on or before September 1 of that school year.

A child entering the first grade should be six years of age on or before September 1 of that school year.

The following are the conditions for exception to this policy:

1. A child with a birthday within a two-week time frame from September 1 can be considered for first grade.
2. The child must take and pass a first grade readiness test.
3. The school board, upon recommendation from the first grade teacher, must approve the admission of the child into the first grade program.

School curriculum—grades K–8

Hermiston Junior Academy curriculum:

Bible and Religion*	Mathematics	Science
Social Studies/Geography	Language Arts	Physical Education
Music	Computers	Art

** Bible is taught in all grades through age-appropriate curriculum. Our curriculum has been developed by the Seventh-day Adventist Church and is Bible-focused and Christ-centered. Students in the primary grades will learn character building lessons from the stories of the Bible. As students get older, their Bible classes become more issues focused. Students are invited to see Jesus as a loving Friend and an important part of their daily life. With a greater sense of their value to Him they should find encouragement to make positive life choices.*

School hours

GRADES	DAYS	TIMES
K-8	Monday–Thursday	8 a.m.–4 p.m.
	Friday	No School

Students remaining on school grounds more than 15 minutes after dismissal may be brought inside the school building to wait by the entry. In the event circumstances necessitate a late pick up time for a child, parents need to contact the school.

Dress and grooming

Our desire to have an excellent school program incorporates all phases of the school experience and includes how our students dress. So that our students will be at their best, we ask that they wear clothes that are modest, functional, clean and in good repair. Uniforms with logos are required at all times, unless otherwise announced.

The following rules should be kept in mind as the students are preparing for school each day:

1. Uniforms Include: Jackets with school logo, black, navy, royal blue, or white polo shirts with logo (long or short sleeve), khaki or black uniform style pants, skorts or shorts (not above mid-thigh when standing or sitting). Clothing should be clean and without patches or tears. On Fridays jeans and Docker- style pants in good repair may be worn.
2. Hair should be neat and clean, free from extreme hair colors or styles. Hats may be worn outside.
3. Shoes need to be practical and easy to put on and take off. Sandals with heel straps may be worn. Please, no flip flops.
4. No nail polish and only natural makeup are acceptable. Bracelets necessary for medical purposes may be worn. All other jewelry needs to be kept at home. HJA chooses this policy to reduce peer pressure among students to wear jewelry at school, thus leaving families free to establish their own guidelines at home.
5. No tattoos or other markings on the skin.

Although Christians agree that basic principles such as modesty are important, it is not nearly as easy to agree on how those principles should be applied in a given instance. It should be understood that it is the teacher who will be the final authority in applying the above standards for the students in his/her classroom.

Bell and chime choirs

Hermiston Junior Academy has a four four-octave bell choir in which the students in grades 6-8 participate, and three-octave chime choir comprised of the students in grades 3-5. There is no charge to students for these choirs. All practices take place during school hours. The bell and chime choirs are performance groups and as such the students are graded by their participation in the practices and the concerts. There are two main concerts every year at the school: the first one takes place at Christmas time in December, and the second is the spring concert in May. Other concerts take place in local churches throughout the year.

Violin program

Group violin lessons are available for grades K-8 at no cost to students. To those students who rent violins from the school, a monthly fee of \$10 will be charged. Students are responsible for the cost of any necessary instrument repairs above and beyond normal wear and tear.

If you do not wish to pay the monthly rental fee, another option is to purchase an instrument yourself. This can be done online or from a private source of your choosing. Ron's Music in Hermiston has graciously offered to sell instrument to HJA students at a greatly-reduced cost.

Parental Involvement

The school board and staff at HJA recognize the need for parent involvement and want to continue to seek ways for parents to show their interest and support. The program of the school, including our instructional goals, can be enhanced as parents help in the classroom, with field trip organization, with the hot lunch program, with fundraising activities, with playground supervision, or help in the library to name a few. Please contact the school to see how you can be involved.

The home and school association

Home and School is a parent and volunteer led group of individuals who organize various activities throughout the school year.

Some of the activities Home and School organizes are:

- Back to school picnic/welcome events
 - Snacks for MAP testing
 - Fall Festival
 - Grandparents Brunch
 - Refreshments for school events
 - Food for Parent/Teacher Conferences
 - Teacher Appreciation
 - and more!
-

If you would like to volunteer for help with any of the things Home and School organizes please contact the school office.

Bad weather

In cases of extreme weather conditions, we will follow the Hermiston School District's closures or delays. Please listen to KOHU/ KQFM (1360 AM or 100.5 FM); call the Hermiston School District Information line (667-6000 – posted by 5:45 am); tune your TV to channels 19, 25 or 42, or go online to Hermiston.k12.or.us www.cancellations.com. However, if this inconveniences your work schedule, there should be someone at the school by 7:45 am so you can leave your child if need be.

K-8 Financial Information

TUITION: The following tuition rates apply to “Non-Constituent” and “Church Constituent” families. Families who are members of one of the Constituent Churches (Hermiston SDA., Anchor Point) are eligible for a reduced tuition rate, as their churches subsidize education costs.

GRADES	TUITION (community)	TUITION (constituent)
K-8	\$380	\$355

ONE TIME FEES: An Entrance fee of \$380 per community student and \$355 per constituent student will be paid according to the schedule on the next page. Payment should be made or arrangements agreed upon before a student begins school. The entrance fee covers such items as student insurance, testing fees, library fees, textbook rental, etc. and is not refundable.

# of students	Entrance fee due date
1	August 22
2	October 15
3	January 15
4	April 15

Note: There is a \$100 entrance fee discount per student if paid in full by the end of June and \$75 by the end of July.

PAYMENT OF TUITION AND FEES: A 5% discount on tuition will be given to those who pay the entire year in full at registration. In addition, the following monthly discounts will be given for student families: 2nd child - \$25.00, 3rd child- \$50.00, 4th child \$75.00, each additional child- \$100. The first month’s tuition payment is due in August. The Entrance Fee is due according to the “Fees and Discount” handout unless specific arrangements are approved by the treasurer.

Tuition for the entire school year is \$3,800 (non-constituent) or \$3,550 (constituent). Tuition is divided into 10 monthly payments, from August to May, each due on the 1st day of each month, except for August. Payments are delinquent if received after the 15th of the month. On the 16th a late fee of \$15.00 per month will be added to the balance due. A statement will be sent out at the beginning of each month. Report cards and transcripts will not be released until the bill is paid, and registration for the following year can only take place with past tuition paid.

All student accounts must be paid in full by the 15th of the month or have a payment plan approved by the treasurer in place for the student(s) to continue the remainder of the month. If payment or payment arrangements have not been made, the student(s) will not be allowed to remain in school and may not return until payment is made.

If a new student enters school in the middle of a month or an existing student leaves school for the remainder of that school year, tuition will be prorated on a per school day basis for that month: Adventist constituents at \$17/day and non-constituents at \$19/day.

There is a \$15 charge for any check returned by the bank.

Student Safety

It is our goal that students are safe at all times. Some of the policies to help us ensure this are as follows:

Check-Out Procedure

If a student is to be picked up before the close of the school day, the school should be notified in advance and the parent/guardian should stop at the office to sign the child out. The parent will then wait for the child to come down to the office.

Transportation Arrangements

Parents or guardians will fill out a form at registration that tells us who is authorized to pick up their child(ren) from school. If someone other than the parent or guardian or authorized individual on the form is picking them up after school, please call the office so we will know of these plans. If students will be going to another student's home after school, arrangements need to be made prior to the beginning of the school day and the school should be notified in advance.

Car Seat Laws

Oregon law requires that all children under 8 weighing more than 40 lbs. and who are 4 feet 9 inches or shorter must ride in a child safety system which elevates them (i.e. booster seat) so the lap and shoulder belt fit them properly. If your child does not meet the standards by law, a booster seat must be provided for all school activities that require transportation. If your child doesn't have a booster seat, attendance on the outing will not be permitted.

Volunteers

Persons volunteering at the school in any way need to complete an online course which includes a background check. This registration process can be completed at www.ncsrisk.org/adventist. If volunteers will be driving students for any school function, proof of insurance, public liability, driver's license information and background check must be on file in the office. Volunteer Information and Private Transportation forms are available in the office. **Volunteers/visitors must check in at the office upon arrival.**

Injuries at School

Students who have an accident while at school should report an injury immediately to their teacher or supervisor. Failure to do so may jeopardize a successful insurance claim. Parents must sign the *Consent to Treatment* form at the time of registration. In case of serious injury, the school will attempt to contact the parent/ guardian. However, if no one can be reached and in the judgment of the teacher and/or principal immediate medical attention is necessary, medical aid will be given or summoned.

Medication at School

State regulations require that prescription and over-the-counter medications be given to students at school only with written permission by parents or guardians. The medication must be brought to school in the original container with the student's name on it. Medications will be kept in the office. A *Medication Permission and Administration* Form must be completed and kept on file.

Illness at School

Students are to be free of illnesses and fevers while attending school. If your child has a fever, he/she should remain at home. If your child becomes ill while attending school, he/she may be removed from the classroom, and you may be called to pick up your child from the school sick room as soon as possible.

Head Lice

Students with head lice are to be removed from school and asked to remain at home until treatment has taken place. A head check must be passed (no visible eggs) before the student can return to the classroom.

Immunization and health information

Medical Examination: A doctor’s examination is required for children entering Kindergarten or 1st grade, or for a student transferring from another school. If a medical form is transferred from another school with the student’s records, a new examination will not be required.

Required Records: A copy of each child’s birth certificate and Immunizations needs to be provided for the student’s records.

Immunization: To attend any school in Oregon, children must be:

1. Fully Immunized as required, or
2. In the process of receiving immunization, or
3. Exempt (medical or religious grounds) from immunizations.

IMMUNIZATION AND HEALTH INFORMATION, CONT.

The following immunizations are required for Oregon school children:

Immunization	Doses	Note
Diphtheria, Tetanus, Pertussis	4-5	Dose five is required by age five
Polio	4	Dose four is required by age five
Measles, Mumps, Rubella	2	5 th and 6 th grade—1 dose only
Hepatitis B	3	Except 5 th and 6 th grade only
Hepatitis A	1	KINDERGARTEN With the second dose given within 12 months
DTaP	7th GRADE	If it has been at least five years since receiving their last Tetanus containing vaccine
Varicella (chicken pox)	1	Kindergarten–2 nd grade / 7 th -8 th grade

Immunizations may be obtained through your regular doctor's office or from the County Health Department. For more information on immunizations please go to: www.oshd.org/imm

Behavior goals

It is our goal at Hermiston Jr. Academy to run a quality school program where discipline is redemptive and positive. To that end, our behavior goals are based on the following:

- Learning increases when there is good behavior.
- Every student can behave thoughtfully.
- Success is measured by how well we teach students to be self-managers.
- Our standards for behavior are taught in every phase of the school program with a goal of love for one another. Our behavior should be gracious, kind, patient and respectful.
- When a student misbehaves, he/she should be given a chance to "fix" the effects of their misbehavior. This may include the principles of peacemaking as described in Matthew 18.

Electronics

Cell phones or electronics such as but not limited to MP3 players, iPods, electronic games, laser pointers or CD/DVD players are not to be out or used during school hours. (8:00 a.m. to 4:00 p.m.) Standard calculators are acceptable as allowed by the teacher.

Attendance

Students are expected to be on time for school each day. Tardy students disrupt the learning process. Classes begin at 8 a.m. Following the North Pacific Union Conference of SDA School System requirements, every three tardies will count as one absence. "Eight unexcused one-half day absences, or four full-day absences in any four week period during which school is in session shall be considered irregular attendance."

Please call and notify the school office if a student is sick or will be absent for any reason. Appointments such as for the doctor or dentist should be scheduled for *after school hours* whenever possible.

"An absence may be excused if the absence is caused by the pupil's sickness, by the sickness of some member of the pupil's family or by an emergency." "Any such excuse is to be in writing, directed to the school principal." "Families have 48 hours, or two school days, after the student's return to request that an absence be excused." "A student may be excused from attendance by the school board for a period not to exceed five days in a term of three months, or not to exceed 10 days in any term of at least six months." Petitions for more than the maximum allowed excused absences shall be directed in writing to the school board. "Vacations are not customarily considered as excused absences."

*All quotes are taken from Oregon Revised Statutes regarding school attendance.

After School Clubs:

After school clubs vary by quarter. Announcements will be made as clubs are added or cancelled. There may be fees associated depending on the club. All clubs are for students who want to join and participate. Continued membership in the club is at the discretion of the club's leader.

Handling concerns and/or misinformation

Be willing to:

Face frustrations. Determine to keep an...

Amiable attitude. Know that...

Christ cares. He wants the problem fixed!

Trust teamwork. Expect...

Satisfactory solutions.

1. **Talk with your child.** Ask questions. Don't draw any hard conclusions. Pray with your child about the problem.
2. **Contact the teacher** for a time to meet. Get the teacher's perspective. Compare notes.

3. **Work toward a solution together.** At times it is good to consider the child an active part of the team. Ask him/her to be present and give suggestions for fixing the problem.
4. **If the problem persists,** involve the principal. No matter what, don't turn the problem over to the rumor mill. Read Matthew 18 for the order of the process.
5. **Be respectful of others' feelings.** No student or teacher likes to begin the day hearing from an upset parent.

Beginning the day with a praying parent sets the students and teachers up for a super day!