

HEED NAPLES

(Home Education Enrichment Day)

2010 – 2011 HANDBOOK

Prepare your minds for action. 1 Peter 1:13
Grow in wisdom and in stature, and in favor with God and men. Luke 2:52

Please review this handbook to familiarize yourself with the policies of the Naples Home Education Enrichment Day (HEED) Program for 2010-2011. For updates and additional information, see our website: www.heednaples.com. Heed classes meet on Tuesdays at Center Point Church, located at 6590 Golden Gate Parkway Naples, FL.

HEED Classes are not accredited and HEED is not pursuing accreditation as a school. Instead we provide quality course content and professional instructors.

Mission Statement

To serve God by assisting families in their call to home educate their children.

Philosophy of HEED

HEED is not a school but instead seeks to equip home educating parents to fulfill their responsibility by locating and securing independent instructors to enrich their home education program. (Please note that not all HEED instructors hold a Florida Teaching Certificate.) We believe it is the responsibility of parents to train the minds of their own children to think rationally and biblically, discern truth and express thoughts clearly and persuasively. HEED assists parents by providing the opportunity to join with others to offer the best possible educational experiences for their children. The parent ultimately remains the teacher. The HEED instructor is a facilitator, instructing the student in class, while the parent oversees and leads the student during the week. HEED parents retain the supervisory position over their children's education.

HEED also provides community for middle and high school aged students in an environment where they are encouraged to seek God first and pursue academic excellence.

HEED Directors

Patrice Somers
Kammy Cathey

Commitments

HEED Directors commit to:

- Seek to match available instructors and courses with the academic needs of students.
- Criteria for instructors will include educational experience, mastery of material, ability to teach and personal integrity.
- Attempt to maximize learning by maintaining a class size between 10 – 25 students per class depending on class structure.
- Provide an active website and updates to inform HEED families of all pertinent information and announcements.
- Serve as a liaison with our host facility.

HEED Instructors commit to:

- Provide a quality education in a Christian environment.
- Provide parents with course description, textbook list, class syllabus and schedules to specify expectations and assignments for each class.
- Attempt to handle all difficulties and conflicts with integrity and in a Biblical manner, according to the guidelines of Mathew 18:15-17.

Parents commit to:

- Purchase books and materials and pay teachers in a timely manner at the beginning of each semester.
- Oversee their students HEED classes to provide their student with proper accountability to ensure that all assignments are completed on time with integrity, and that their student be fully prepared to participate in class. Some courses will require the parent to correct work at home.
- Communicate with HEED instructors, regarding any changes or concerns about their student's work.
- Make sure students arrive on time for classes (no earlier than 10 minutes prior to class) dressed appropriately (see dress policy). Classrooms will be closed 5 minutes after the start of class and late students will not be admitted to the class. (Exceptions will be made for emergency situations only).
- Pick up their student in a timely manner after classes. When not in class, students are required to have parental supervision. They are not permitted to be left alone at HEED unless in class.
- Have daily access to e-mail and the internet to receive e-mail announcements and retrieve website information from HEED and its instructors. This is the way we communicate; it is your responsibility to check it.
- Attempt to handle all difficulties and conflicts with integrity and in a biblical manner, according to the guidelines of Matthew 18:15-17.
- Review with their child and then sign and agree to abide by the policies set forth in the Code of Conduct at the beginning of each year.

Students commit to:

- Abide by the rules of dress and conduct. (See Dress Policy & Code of Conduct)
- Come prepared for class, and complete assignments on time. Participate in class without being a distraction to the instructor or the other students in the class. There are absolutely no cell phones allowed ON in class. This includes text messaging and phone calls.
- Be in their seats and prepared for class at the start of the class period. Students are expected to go to the restroom during the breaks between classes, and not during the classes.
- Attempt to handle all difficulties and conflicts with integrity and in a biblical manner, according to the guidelines of Matthew 18:15-17.
- Read and agree to abide by the HEED Code of Conduct at the beginning of each uyear by singing the HEED registration form.
- Treat all instructors, directors and volunteers with respect and honor.

Student Conduct and Behavior

We assume that parents will provide sufficient oversight to ensure their students conduct themselves honorably and adhere to the Code of Conduct while they are at HEED. We expect students to exemplify excellence in their personal behavior, conducting themselves in a manner that is pleasing to the Lord. See Code of Conduct attachment.

Phillippians 1:27 “Only let your conduct be worthy of the gospel of Christ”

HEED is designed to provide an outstanding education to self-disciplined young men and women. Because HEED relies on concentrated classes and considerable student preparation outside of class, students who lack self-discipline will find success difficult and are advised to seek other education options. Students must be prepared, attentive, and free from distraction to benefit from this type of educational opportunity. All students are expected to conduct themselves in accordance with biblical standards and in a manner which will not be distracting to other students. Any student who does not abide by HEED’S standard of conduct and behavior may be dismissed from HEED at the discretion of their instructor or the HEED directors without a refund.

Dress Policy

Recognizing that different people have different standards of modesty, students must proactively take a conservative approach that reasonably avoids offense to anyone. Modesty should always be the rule in the way we dress.

In Young Men: Out of respect for your classmates and instructors, young men may not wear clothes or accessories that display messages or symbols that are profane, promote alcohol, drugs or sexual immodesty. Skulls & Crossbones, skeletons, or anything from that style of dress is not permitted. Waistline of pants or shorts must be worn so that underwear is not visible at the waist.

In Young Women: Out of respect for your classmates and instructors, young ladies may not wear short shorts or skirts, (anything more than 2-3 inches above the knee is considered too short) no tight shorts or revealing blouses; no bare midriffs and no spaghetti straps or tank tops unless worn underneath a sleeved shirt or jacket; shirts with profane or inappropriate messages or symbols, including skull & crossbones, skeletons or anything from that style of dress is not permitted. Waistlines of pants may not be worn showing underwear midriff.

Students who arrive at HEED dressed inappropriately (in judgment of any HEED instructor or director) will be sent home.

Parents, please be aware of your own choice of clothing for HEED day. Even though some of these modes of dress may be acceptable for you, if you plan on leaving your car and coming into the campus to drop-off or pick-up your child(ren) we ask that you please adhere to the HEED standard of dress.

Use of the Building

We are thankful for the use of the classrooms at Center Point church. HEED registration fees and a portion of class tuition go to pay for just a portion of the church expenses in hosting HEED. The church has ministry functions throughout the week and an active church office. The halls must be kept clear and quiet. Students and parents are expected to abide by the rules established by church leadership.

Eating

Students may eat in the designated gym area ONLY. No student or parent is to consume food or drink anywhere on the building except in the designated area. Students must respect church property and strive to keep this area clean and spill-free by picking up after themselves.

Parents are encouraged to volunteer to assist in supervising the student as they eat lunch and help clean up after them.

Partnership

Teachers and directors in partnership with parents will enforce all HEED policies and academic and behavioral requirements in the HEED Handbook & Code of Conduct. By parents and students reading the Code of Conduct and signing the registration form, everyone agrees to the HEED requirements. Finally, it is important for students, parents, and teachers alike to realize that this is a unique partnership. All have come together for the common goal of educating our children and preparing them for their destiny in Christ.

* HEED Naples is not a branch of Home Education Connection, Inc. or part of HEED Boca Raton.