

# the Avalon School

## Student & Parent Handbook





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### STATEMENT OF PURPOSE

The Avalon School brings the spirit of adventure and friendship to students in grades Kindergarten through twelve in an independent, Catholic day school featuring a challenging liberal arts curriculum. The school seeks to cultivate a sense of intellectual freedom and personal responsibility; to foster the gifts of faith and culture that are within each student's grasp; and to help them fulfill the deep desire to live a noble life.

These ideals are the foundation of the school and are encouraged through rigorous study, hearty athletics, broad activity and the daily example of both teachers and parents. Religion classes are held for all students. The Avalon School aims to develop not only fine young people but a vibrant intellectual and social community of families in Montgomery County.

The Avalon School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

## **MISSION STATEMENT\***

The Avalon School, an independent, Catholic day school for boys, seeks to cultivate in its students intellectual freedom, personal responsibility, and a spirit of adventure in an atmosphere that allows boys to be boys. The distinctive learning characteristics of young men are addressed both in and out of the classroom through a curriculum steeped in the humanities and sciences, the arts and athletics. A faculty well-versed in the liberal arts serves as both teachers and role-models. The school desires to form boys into men of faith and purpose who will help foster a more human, more vital society through their daily lives as husbands, fathers, professionals and citizens.

\*The language of The Avalon School Mission Statement and guidelines specifically reflects the composition of the Primary, Lower, Middle, and Upper schools; i.e., a student body comprised of boys and young men.

## **The Avalon School**

The name *Avalon* is of both historical and spiritual note, reaching back nearly 2000 years. Christianity (and legend has it, the Holy Grail) was first brought to England by Joseph of Arimathea at Glastonbury on the Isle of Avalon. The Isle of Avalon also is the legendary resting place of King Arthur.

For these reasons, Lord Baltimore gave the name “Avalon” to his first colony in the New World in what is present-day Newfoundland. Baltimore’s express purpose for the voyage was “to plant the seed of piety and religion in the new world.” Although the colony did not survive, Avalon’s ideals did. Calvert’s “gentlemen adventurers” founded the colony of Maryland in 1634, where his dream of religious freedom became a reality. More recently, the concept of Avalon as myth has been claimed as a “new age” symbol. The Avalon School hopes to restore it to its rightful place in history.

## **The Avalon School Crest**

The colors black, gold, and red are the official colors of the state of Maryland. The botonee cross represents Christianity. It also is the same cross (albeit different colors) found on the crest of the Crossland family. The mother of Lord Baltimore, the founder of Maryland, was a Crossland. The red rose is a symbol for Mary, the Mother of God.

### ***Duc in Altum!***

## **The Avalon School Motto**

The Avalon School motto, “Duc in altum!” (Lk 5:4), means “put out into the deep.” Pope John Paul II frequently used this dictum, and it appears in his apostolic letter on the third millennium. These words “invite us to remember the past with gratitude, to live the present with enthusiasm, and to look to the future with confidence.” At The Avalon School, we too, must “put out into the deep” with hope and confidence, as each student strives to fulfill his potential both as a scholar and as a man of faith and purpose.

## **The Black Knights of Avalon The Avalon School Mascot**

We are the Black Knights of Avalon. The word knight conjures up the idea of chivalry. We want our students to be chivalrous, to be gentlemen, to treat women with respect and dignity, to defend the weak, and to honor the good.

### **THE PUNO FAMILY PRIZE**

Each year The Puno Family Prize is awarded to a graduating senior in recognition of those qualities that best exemplify the spirit, great hearted generosity, and cheerful liveliness of the Honorable Ronaldo and Mrs. Pinky Puno, and their family, as founders and benefactors of The Avalon School.

## **The Avalon School's House System**

### **TRADITION REVISITED**

Inspired by a deeply rooted tradition of English schools, but adapted to the local Maryland clime, the System of Houses at The Avalon School is designed to help foster among its students the same chivalrous and noble spirit that was brought here by Lord Baltimore's first Gentlemen Adventurers. By channeling his natural sense of competition toward the service and enrichment of something larger than himself, (whether in school-wide contests and festivals, or simply in his daily academic work) each boy is able to ennoble both his own House and his School. House designations are assigned beginning in First Grade.

### **THE HOUSES**

The Houses themselves are named in honor of men or families whose indelible mark helped form the character of Maryland: Stewart, Calvert, Carroll and Washington. Every boy, as well as every member of the faculty and staff, is placed in one of these four Houses. Brothers, and eventually sons, will automatically be placed in the same House.

### **SYMBOLISM**

The coat of arms borne by each House shares both its essential form and one symbolic color with The Avalon School Crest: gold for nobility or black for humble constancy. However, each House also bears in its coat of arms another color and symbols which represent the character or contributions of the family for whom it is named.

## **STEWART HOUSE**

The Stewart Dynasty, which ruled England, Scotland and Ireland, oversaw England's first successful colonies in the New World, and its names have been enshrined from Jamestown through the Carolinas to Annapolis. James I (Stewart) knighted his former Secretary of State, George Calvert, as the First Lord Baltimore, and granted him permission to found the Colony of Avalon in Newfoundland. The next Stewart, Charles I, granted the Charter for Maryland to Cecil Calvert, the second Lord Baltimore. In honor of these royal founders, Avalon's **STEWART HOUSE** bears on its coat of arms the royal Lion Rampant (from the flag of Scotland where the dynasty first began), the Horn (as a call to battle or the hunt), and is distinguished by the color **RED** (the fierce color most traditionally reserved for royalty).

## **CALVERT HOUSE**

George and, later, Cecil Calvert (the First and Second Lords Baltimore) established Avalon and later Maryland as colonies in which Catholics and Protestants could enjoy mutual religious freedom – a concept of tolerance that would be shared by neither England nor her other colonies until the establishment of the United States Constitution and the Bill of Rights. With both the Colony of Avalon and the establishment of Maryland, their efforts represented not only a spirit of adventurous courage, but also a sense of Pilgrimage to a land which might afford men the free practice of their faith. In honor of Maryland's founding family, Avalon's **CALVERT HOUSE** bears on its arms the Ship, symbolic of the Ark and the Dove which brought Maryland's first colonists, and the Shell as a traditional symbol of pilgrimage. This house is distinguished by the color **GREEN**, which according to tradition was borne by King Arthur in his own coat of arms, and is symbolic of Ireland, where the original Baltimore that gave the Calverts their title is located.

## **CARROLL HOUSE**

The Carroll family, an early and influential Catholic family from colonial Maryland, supplied not only a signer of the Declaration of Independence, Charles Carroll of Carrollton, but also the first American bishop, John Carroll. Both of these men provided regional and national leadership before, during and after the Revolutionary War, and John Carroll's influence is credited with having helped to insure the religious liberties enshrined in the new Federal Constitution, when only four of the thirteen states had chosen to do so on their own. In honor of this family which so strongly contributed to the forming of Maryland as a state, and to the very

character of the nation, Avalon's **CARROLL HOUSE** bears in its coat of arms the Double Headed Eagle (the embodiment of one eagle symbolizing the Gospel of John, and the other the American eagle), and the Star (a symbol of Christian hope), emblazoned on a background of **BLUE** (the color of loyalty, peace, and the heavens).

### **WASHINGTON HOUSE**

Though not from Maryland himself, George Washington had close ties with some prominent Maryland families, including the Carrolls, which contributed to the formation of the character that so formed the nation itself. His friendship with John Carroll was demonstrated on a number of very public occasions and, in light of their quite distinct backgrounds, can perhaps be seen as a symbol of the new unity which both men were helping to forge out of the former colonies. Washington's influence on all of the newly united states, in any case, can hardly be overstated, and his decision to place the new nation's capital on land given by both Virginia and Maryland has only further underlined the influence that he had and continues to have on the State of Maryland. In his honor, then, Avalon's **WASHINGTON HOUSE** bears on its arms both the Sword (to represent strong and stalwart leadership in battle), and the Right Hand (for open, sincere, and just rule in peace), emblazoned on its distinct color of **SILVER** (betokening purity and justice).

# ACADEMICS

## ***STUDY and HOMEWORK***

Students attend The Avalon School to develop themselves, and study is the primary means of doing so. Academic work takes place in the classroom and at home. Completing daily homework in the lower school should normally not exceed 1 hour; in the middle school, 1 to 2 hours; and in the upper school it should not exceed 2 hours, with an occasional exception. Solid work habits include working at a regular time and place and making an effort to read and review course materials, in addition to completing written assignments.

Homework (other than assignments not completed during the week) will not be assigned to Lower School students on Fridays.

**Students who are absent from school are expected to make up the work missed as soon as they reasonably can. Participation in athletics or other school activities does not excuse a student from his academic coursework.**

## ***DEPORTMENT***

Students need to be physically, mentally, and materially prepared for study and homework, and should bring pens, pencils, notebooks, textbooks, and other required materials to their classes. Punctuality and outward appearance in dress and posture are signs of a student's attitude and willingness to work. Solid hygiene, especially adequate sleep and a sufficient breakfast and lunch, helps students concentrate.

## ***REPORT CARDS and TRANSCRIPTS***

Report cards are issued quarterly. Parents will receive access codes to the online grading program in order to track their son's progress.

## ***GRADING SCALE***

Excellent	Good	Average	Poor
A+ = 97-100	B+ = 87-89	C+ = 77-79	D+ = 67-69
A = 93-96	B = 83-86	C = 73-76	D = 63-66
A- = 90-92	B- = 80-82	C- = 70-72	D- = 60-62
			F = Failing (below 60)

P = Pass    S = Satisfactory    U = Unsatisfactory    I = Incomplete

## ***GRADE-POINT AVERAGE (GPA)***

A+ = 4.33	B+ = 3.33	C+ = 2.33	D+ = 1.33
A = 4.0	B = 3.0	C = 2.0	D = 1.0
A- = 3.67	B- = 2.67	C- = 1.67	D- = 0.67

For students taking upper school courses, 1.00 point will be added to all Advanced Placement courses if the student takes the AP Exam, or 0.5 point if the student does not sit for the AP Exam. 0.5 points will be added to honors courses.

## ***GRADUATION REQUIREMENTS FOR UPPER SCHOOL***

English	4 credits.
Mathematics	4 credits.
History	2 credits (one year of U.S. History)
Science	2 credits (1 yr. of Biology and 1 yr. of Chemistry)
Language	3 credits (Latin, Greek, Spanish or Italian)
Religion	4 credits
Electives	5 credits

A student must complete 5 credits, including English and Mathematics, during the school year to be promoted. Some requirements may be waived with the permission of the headmaster. A student must pass 21 credit hours to graduate from high school in the state of Maryland. This must include at least 4 credits in English, 3 credits in mathematics, and 1 credit in US History.

## ***DEFINITION OF A CREDIT***

One credit is given for the completion of each high school course (four marking periods) with a grade of D- or above. Students can earn ½ credit for any course taken for two or more marking periods with a grade of D- or above.

## ***ACADEMIC PROBATION***

Students in middle and upper school who receive two grades below C- for course work at the end of the first, second, or third marking periods will be placed on academic probation. A meeting may be held with parents to work out concrete means of improvement over the remainder of the year. (Mandatory Study Hall is frequently among the means used to improve

student performance.) Students who do not show appreciable improvement or a serious effort to improve may be asked to leave the school.

A student must be on academic track to graduate in order to begin his senior year. Students with insufficient credits at the end of junior year must, in consultation with the administration of the school, take and pass all necessary courses. All such courses must be completed and final grades submitted before the first day of school of senior year.

### ***HONORS COURSES***

A year-end grade of B- or better is required for a student to remain on the honors track for Math, Spanish, or Latin. Students whose grades are below a B- may remain on the honors track if they earn a B- or better in a summer school program approved by the headmaster.

### ***SUMMER SCHOOL***

The Avalon School requires summer school (or repetition of the course) for middle and upper school students whose year-end average in a sequential or required course for the year is below a C-. Students may take courses in any summer school program approved by the headmaster.

### ***ACADEMIC HONESTY***

Academic honesty allows for true academic success and for the authentic development of one's abilities. By academic dishonesty students commit an injustice against others and harm themselves by replacing genuine academic effort with fraud.

The following examples constitute offenses against academic honesty:

1. Cheating on a quiz or test
2. Copying another student's homework
3. Allowing another student to copy one's work
4. Plagiarism or the unacknowledged borrowing of the work of another author
5. Using unauthorized aids.

An offense against academic honesty warrants a loss of credit and parental notification. Because academic honesty is vital to the mission of the school, repeated offenses may result in failing grades for the marking period or suspension or expulsion.

## ***ATTENDANCE***

Regular and punctual attendance is expected and required of all students at The Avalon School. Detention will be assigned for unexcused absences or lateness.

## ***ABSENCE***

In case of absence from school for illness or some other serious reason, a parent or guardian should call the school office and inform the secretary of the student's absence. The parent or guardian must provide a *written* excuse to the school office, providing the dates and the reason for the absence upon returning to school. **Students who are absent from school are expected to make up the work they missed as soon as they reasonably can. Participation in athletics or other activities does not excuse a student from his academic responsibilities.**

## ***ILLNESS DURING SCHOOL HOURS***

Students who are ill or injured **MUST** report to the School Office to be evaluated. Each family is asked in the Fall to fill-out a permission form to dispense specific over-the-counter medications. School personnel will contact a parent or guardian if it is deemed necessary for the student to leave school. **Students may not use their cell phones to request that they be picked-up from school.**

## ***LATENESS***

Frequent lateness may result in after-school detention.

## ***EXTENDED ABSENCE***

If parents wish to take their son out of school for several days for personal reasons, it is advisable to discuss the matter with the appropriate teacher or administrator ahead of time in order to make up any work that will be missed.

## ***EARLY DISMISSAL***

Please schedule appointments with doctors, dentists, etc., outside of school hours. If it is necessary for a student to leave school during the day, **a note, dated and signed by a parent or guardian stating the reason, must be presented to the school office before class begins.**

A student may be excused from class for a sports event or for a specific purpose at school, with the prior permission of the teacher. **Ascertaining and completing any work covered during the missed class time is the responsibility of the student.**

## ***SCHOOL CLOSING DUE TO INCLEMENT WEATHER AND OTHER EMERGENCIES***

The Avalon School follows Montgomery County Public Schools (MCPS) for closings, delayed openings and early dismissals. Please check radio station WTOP on days of inclement weather when MCPS has a scheduled day off.

### **PERSONAL APPEARANCE**

The Avalon School aims to be a training ground for adult responsibility and professional work. Appropriate standards of dress and grooming must be maintained. In general, students are expected to dress as their fathers would for a professional occupation. Common sense is an indispensable guide, but the following guidelines apply:

#### ***DRESS: Grades 3 - 12***

Upper school students will wear a navy blue suit coat or blazer (from the start of school until the Founders Feast in April) with the following: dress trousers, dress shirt, tie, belt, dress shoes, and socks.

Middle and lower school students will wear a dress shirt, tie, trousers, belt, dress shoes and socks. A v-neck sweater may be worn for warmth during winter months. Note the following:

1. **Dress pants** must hold a crease and be solid khaki, grey, navy or black. Neither jeans, jean styles, nor any form of denim pants may be worn. Pants with mid-thigh pockets, such as fatigue pants or painter's pants, are not permitted.
2. **Dress shirts** must have a collar. Students must wear solid colored shirts or thin striped shirt. Flannel shirts, plaid shirts, and turtlenecks are not to be worn. **Shirts must be tucked in at all times.**
3. **Dress shoes.** Brown or black shoes or all black sneakers are permitted. Work-style boots will not be allowed. All other types of athletic footwear, such as tennis or canvas shoes, are not allowed.

Colors should be consistent with professional work. Garish or inappropriate clothing will not be allowed. Clothes should be maintained in good condition, not torn or excessively wrinkled or soiled, etc.

Outdoors coats, jackets, windbreakers, flannel shirts, hats, headbands, bandannas, etc. may not be worn during school hours to class nor carried about the hallways during the school day. Students may wear dress v-neck sweaters under their sport coats for warmth. Ornamental jewelry, including earrings and spacers, is forbidden.

## ***DRESS: K – 2***

Boys wear long or short sleeve Avalon grey polo shirts; a sweater is optional.

**Note:** The complete school dress (including sport coat) must be worn at all times during school hours with the following exceptions: physical education periods (during which appropriate P.E. dress should be worn), work days & field trips (at the teacher's discretion).

During break periods and at lunchtime a student may remove his sport jacket. If a student has a legitimate reason to be out of proper dress, he must have a signed and currently dated note from his parent or guardian.

## ***GROOMING***

Extreme, overly long, and narcissistic hairstyles violate the dress code. Facial hair is not permitted.

Students who do not meet the standards of dress and grooming will not be allowed to attend class until they comply.

## ***ACCOUNTABILITY***

The faculty will enforce these regulations, and may suspend a student for repeated or serious infractions, until the dress or grooming is brought up to an acceptable standard.

## ***LOST AND FOUND***

Due to the high volume of items left unclaimed, the Lost and Found **will be emptied monthly**. Appropriate items will be cleaned and donated to charity. **Please note that it is the students responsibility to search the Lost and Found for missing items.**

**Please label ALL clothing, shoes, books, etc.**

## **BEHAVIORAL GUIDELINES**

Every student should strive to contribute to the good atmosphere of the school by respecting the rights of others, especially their right to learn. It is our expectation that each boy will always behave in a manner that reflects well on himself and his school. Punishment may include additional class work, after school detention, maintenance of the school and grounds, or physical conditioning exercises such as push-ups, sit-ups, running laps, etc.

Inappropriate behavior on the courtesy shuttle or vans may result in removal from school transportation for a day, a week, or permanently. The transportation fee will not be refunded if a student is removed due to poor behavior.

As a means of promoting good order in the school, the following infractions are among those punishable:

1. Academic dishonesty (See also the Academic Honesty guidelines)
2. Unexcused absence from school or class (See Attendance/ Absence section)
3. Display of disrespect for faculty or staff Suspension or expulsion may result.
4. Failure to comply with the reasonable request or direction of a faculty or staff member Suspension or expulsion may result.
5. Leaving campus without permission
6. Taunts of a racial, religious, or ethnic nature Suspension or expulsion may result.
7. Unjustified physical aggression and/or harassment
8. Foul or blasphemous language
9. Serious or repeated disruption of class
10. Misuse or lack of respect for school property (e.g., throwing textbooks, marking a desk, using a window as a door, littering, vandalism, etc.)
11. Damaging or defacing bulletin boards or lockers
12. Unauthorized entry or presence in a building
13. Dress code violations (see Personal Appearance section)
14. Lack of proper materials (text, notebook, homework, etc.)
15. Lack of appropriate clothing for P.E. classes
16. Eating or drinking in unauthorized areas
17. Use of copier without the permission of a faculty or staff member
18. Throwing food
19. Inappropriate use of a mobile phone or cell phone (Phone may be confiscated.)
20. Any other behavior that affects the tone of the school negatively whether done willfully or thoughtlessly

## SUSPENSION/EXPULSION

The following offenses, due to their serious nature, often merit either immediate suspension or - in extreme cases - expulsion. In cases of suspension, readmission may be permitted only after the school receives a written request from the student for readmission that is also signed by a parent.

1. Failure to comply with the reasonable request or direction of a faculty or staff member
2. Vandalism of school (including the defacing of bulletin boards, stairwells, bathrooms, lockers, vans, etc.) or of another's property
3. **Drug, alcohol, firearm or other weapon use or possession on campus.** (See Substance Abuse Policy below)
4. Theft
5. Possession of obscene materials on campus
6. Any act that puts someone else in danger of serious harm
7. Taunts of a racial, religious, or ethnic nature.
8. Inappropriate physical aggression
9. Unexcused absence at detention
10. Tobacco use on campus
11. Being consistently out of sympathy with the ideals and goals of The Avalon School evidenced by repeated violations of the school's behavioral guidelines and other policies

## SUBSTANCE ABUSE POLICY

Any student who uses, possesses, or is under the influence of illegal drugs or psychoactive substances on campus or during school-sponsored activities may be suspended or expelled. If the student is allowed to remain in the school, he is required to be tested for drug use every two months for six months at parental expense. Failure to pass a drug test during this period will result in expulsion.

Any student who is arrested for illegal drug use or possession may be expelled. If allowed to remain in the school, he will be required to show negative test results for a period of six months. Failure to do so will result in expulsion.

Because drug use harms the academic and social tone of the school, the school will inform the parents if it hears of such use to alert them to the possibility, and require the student to take a drug test.

## PERSONAL PROPERTY

Prudence dictates against bringing large amounts of money or valuables to school. All personal belongings of a student are his own responsibility and should be kept in a secure place when not on his person.

**Some personal belongings should not be brought to school. Portable video game systems are not allowed at any time.** Other types of personal belongings inappropriate in a school setting are not permitted on campus during the school day or on any school-sponsored trip.

### ***TELEPHONE CALLS AND CELL PHONES***

**The school office will deliver only emergency messages during the school day.**

**Students may not have mobile phones on their person during class periods. Lockers, locks, and storage places in classrooms are available for safe storage. Cell phones may be used outside the classroom before school, the morning break, during lunch, and after school (though not in the front lobby). Mobile phones may not be used in the front lobby before 4 pm. A phone may be confiscated or the privilege of carrying a cell phone revoked, if it is used improperly. In an emergency, students may ask permission to use a school phone.**

**Students are not permitted to wear headphones or ear buds on campus; please remove them before setting foot on school grounds.**

**Students must use the office phone if they need to be picked up early from school. Cell phones may not be used for this purpose.**

## RESPECT FOR SCHOOL FACILITIES AND PROPERTY

The school buildings, classrooms, facilities, furniture and surrounding properties should be treated with respect. Defacing or damaging any of the above will result in severe disciplinary measures. The following rules will be observed:

1. Food and drink must be consumed in the appropriate areas only. Trash must be disposed of properly.
2. Students shall not be in a classroom without a teacher present, unless a faculty member grants specific permission.

3. Textbooks are the property of the school and must be maintained properly. Students will pay for damage caused by other than ordinary use. Notebooks provided by the school also should be treated properly.
4. Student lockers are property of the school and may be searched if the faculty suspects the presence of items such as drugs, weapons, or stolen property.
5. In order to prevent the disturbance of classes, students are not permitted to loiter or wander through the hallways.
6. The following areas are off-limits to students:
  - a. All administrative offices (except with prior permission)
  - b. Faculty rooms
  - c. Faculty lunchroom and kitchen
  - d. Entering at any time, any area of the facility that the school does not lease.

## DRIVING/AUTOMOBILES

The Avalon School affords the privilege of driving to school to those students who have earned their drivers license, are allowed to do so by their parents, and demonstrate the personal judgment necessary to maintain this privilege.

During the school day, with the exception of juniors and seniors allowed to leave campus for lunch, students will not be permitted to go to their cars.

Among the reasons driving privileges may be revoked:

1. Driving recklessly
2. Persistent lateness to class after leaving campus for lunch
3. Using one's car as a locker
4. Vandalism to another's car
5. Poor general deportment

## LUNCH

**Students may not have food delivered to campus nor buy food off-campus and bring it back to school for consumption.**

The Avalon School Parents' Association (ASPA) offers a hot lunch program Monday through Thursday. Lunch sign up and payment information is posted on the school website as well as the weekly Advisory publication. ASPA also sells an assortment of snacks and beverages online. **Pizza** is available for purchase on Friday.

## **OFF CAMPUS PRIVILEGES**

**Only** Juniors and Seniors in good standing are allowed to leave campus for lunch (and only lunch) as long as they are in good standing at school. This privilege may be revoked for not reporting on time to classes, misbehaving (and thus representing the school poorly) when out for lunch, or otherwise comporting oneself poorly at school.

**Students may not leave the campus during the morning break, or other part of the school day without permission from a faculty member.**

## **PARENTS**

### ***DROP-OFF AND PICK-UP PROCEDURES***

To help alleviate confusion and ensure the safety of our students, please follow the signage or direction procedures at drop-off and pick-up. In addition, we ask that you:

#### **Only enter or exit Claridge Road**

Drive slowly

Drop off /pick up students in the right lane of the circle only

Park in the parking lots if you must leave your car (not in circle)

Pick up your son only at the school entrance

Remember that pedestrians have the right-of-way.

### ***TRANSPORTATION***

Courtesy vans are available in the morning and afternoon to and from the following locations: Milestone, Gaithersburg (Pathways Church), Shady Grove and Glenmont Wheaton Metro Stations. The Admission Office also will help parents form carpools.

Students must be in full school dress when they enter the vans in the morning.

### ***HOURS OF OPERATION***

The Avalon School is open at 8:30 a.m. each morning and close at 5:00 p.m. each night. A classroom will be open for students to study and other areas will be available for student play. A member of the faculty or staff will be on campus and available to students during this time. Students who require close and direct supervision may lose the privilege to stay after school and have to be picked up by a parent promptly at the end of the school day.

### ***PARENT-TEACHER MEETINGS***

Parent-teacher meetings are held at the end of the first and second marking periods. Check the school calendar for dates and times. Parents may meet with their son's teachers by appointment throughout the year. Back-to-school nights are held in September.

### ***FINAL EXAMINATIONS AND MIDTERMS***

In order to take midterm and final examinations, a student's tuition must be paid and accounts current. Those students whose tuition has not been paid may not be allowed to take midterm and final examinations.

### ***THE AVALON SCHOOL PARENTS' ASSOCIATION (ASP)***

The ASPA is a volunteer organization whose purpose is to promote school community through the support of Avalon programs and policies as well as various social and fund-raising events throughout the year. All parents and guardians of enrolled students are members of the Parents' Association, and are encouraged to give of their time and talents. The ASPA works in concert with the Office of Development. Among the ways ASPA volunteers may assist the school:

- **Hospitality** volunteers play a key role in helping make The Avalon School a friendly, welcoming place. Parents can volunteer to help on an ongoing basis throughout the year or sign up for a specific function.
- **The Lower School Halloween Party** features costumes, contests and pumpkin carving. Parent volunteers organize the party, provide prizes and refreshments, set-up, decorate, and clean up.
- **The Fall Admission Open House** is held in October or November and gives prospective students and their families the chance to know The Avalon School, by meeting teachers, parents, and students. Parents are needed as tour guides and to help with the reception.
- **The Autumn Auction** kicks off the holiday season in November and offers friends and parents of the Avalon and Brookewood communities an opportunity to gather for cocktails, hors d'oeuvre, and holiday shopping in support of the schools.
- **The Annual Spring Gala** brings the Avalon and Brookewood School communities together for the premier fundraiser of the year. This black-tie affair features cocktails, a sit-down dinner, and a live auction. The highlight of the evening is a musical revue by the students and faculties of both schools.

- **Grandparents’ Day** is a special morning that offers grandparents and extended family the opportunity to participate in the student’s life at the school, meet the faculty, and visit with other families. It concludes with a reception.
- **Class parents** are couples or individual parents from each grade who assist with special individual class activities and with necessary phone calls to members of the class. Room parents may host or coordinate a class party during the school year, either at their home or at the school. Class parties take many forms, from wine and cheese gatherings for parents to family cookouts.
- **Hot Lunch** is offered Monday through Thursday. Food is provided by Vignola’s Gourmet.
- **The Snack Bar**, open during the lunch period, is operated by ASPA volunteers. Proceeds benefit The Avalon School.
- **The Armory**, The Avalon School store is operated by ASPA and is located off the front hall.

***THE ANNUAL FUND***

Each family is asked to participate to the best of its ability in this annual giving campaign, and to consider The Avalon School among its primary philanthropic works during their time at Avalon. The Annual Fund supports the school’s operating budget and annual expenditures. Like virtually all independent schools, Avalon must depend on the generosity of its parents, families and friends through *tax-deductible* participation in the Annual Fund.

**EXTRA-CURRICULARS AND SPORTS**

Sports, clubs, and other activities aim to realize the school’s objectives and are part of school life.

***SPORTS***

Soccer	Varsity, Middle School
Football	Varsity
Cross Country	Varsity
Basketball	Varsity, Junior Varsity, Middle School
Baseball	Varsity, Middle School
Swimming	Middle School

***EXTRA-CURRICULARS***

- Chess Club
- Men’s Chorus

The Avalon School anticipates the formal addition of other sports as enrollment increases.

## DAILY SCHEDULE

1 <sup>st</sup> Period	8:40 — 9:30
2 <sup>nd</sup> Period	9:30 — 10:15
<b>Break</b>	<b>10:15 — 10:40 (Mass at 10:15)</b>
3 <sup>rd</sup> Period	10:40 — 11:25
4 <sup>th</sup> Period	11:25 — 12:15
<b>Lunch</b>	<b>12:15 - 1:05 p.m.</b>
5 <sup>th</sup> Period	1:05 — 1:50
6 <sup>th</sup> Period	1:50 — 2:40
7 <sup>th</sup> Period	2:40 — 3:30

**The School Office opens at 8:30 a.m. and closes at 5:00 p.m.  
Monday through Friday.**