PINNACLE ACADEMY PARENT STUDENT CONTRACT

Summary: The faculty, staff, coaches, and students are expected to behave in a manner that is respectful and lending to a healthy learning environment. All communications between students and faculty members of Pinnacle Academy is expected to be courteous during group and private sessions including the tutoring portal.

Rules for Conduct (Please read and check box to acknowledge)

☐Students: Do not give out your portal login and password to anyone.

☐Students attending a live or group session should login to class 5 minutes prior to start time

☐We require that each student join all online groups and live teacher setting in clothing. (No visible sleepwear or undergarments should be worn as a part of school attire).

☐Students are asked to set up their work environment on a tabletop or desk in an area that is quiet

☐Students should use a headset and follow class rules about using tools during class

☐Independent students must request a tutor for course work that cannot be completed alone or within the amount of time scheduled.

☐All students with incomplete tasks or low quiz/test scores will be required to use the online tutorial programs and or schedule live tutoring on our EPM (Education Plus tutoring Module). Each of these steps will be repeated, along with AC consultations to ensure students are confident about what they learn.

☐Each student is individual and encouraged to work at their own pace. Students should not compare themselves with others, so we discourage the behavior.

☐We encourage healthy competition with projects, fundraising, sports, and games.

☐Students are not allowed to use profanity or vulgar expressions towards teachers, other students or in any manner while they are interacting on the Pinnacle Academy platform. Also, student profiles/dashboards need to be clear of vulgar language and or explicit content. Gang signs, slurs and symbols are prohibited imagery.

☐Profanity and explicit language not directly related to school text or a part of course subject matter is prohibited. In addition, name calling and or character judgmental comments will not be tolerated be it written, spoken or implied.

☐Cyber bullying will not be tolerated. Cyber bullying can describe hurtful communication in words, phrases, gestures, photos, and written sentiments. Anything that demeans another's character, physical appearance or personage is considered cyber bullying. This includes all Pinnacle Academy's students, faculty and staff working within Pinnacle Academy's website, even if it is found in a text, email, and or any other social media platforms separate from Pinnacle Academy, but referring to *it* or *its* members.

☐Photos and images used for profile and assignments must be appropriate for educational or professional purposes. Absolutely no nudity, profanity, or other deviance in form of comment, illusions, or innuendos.

☐Pinnacle Academy's main objective is learning. We are an established to lift each other and push forward to be the best that we can be.

☐Cheating is offensive. Pinnacle Academy has established a process that is meant to help every student learn and achieve greatness. Every student has access to our tutorial program and is entitled to 4 live tutoring sessions a month or 48 per 12-month school term. Additional sessions can be purchased for $50/hr. The EPM - Education Plus Module scheduler can be found on with the

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student learning modules.

☐Adherence to Pinnacle Academy's classroom behavior and rules for conduct will attribute to every student's ability to achieve their goals.

☐Students found not following guidelines and rules will be reprimanded by losing group privileges first and given a warning. If behavior continues, student will be removed from the program. The ☐ Registration/Deposit, and $50 Initial processing fee is non-refundable.

Parents:

☒Parents will receive timely information regarding student status and task completions. If a student falls behind, the AC will contact the parent and work with the student to coordinate efforts to get back on track.

☐Parent/Teacher conferences are scheduled if we note that a student fails to perform, fails to access tutoring, or otherwise neglects the program. Parent/Student and AC will work together to find solutions, if none can be found, low performance can lead to dismissal from the program.

Payments. Payments are due on the 10th of the month unless other arrangements are made and is listed in your contract. We can change your payment due date once after initial contract. Contact admin@pinnacleacademy.org. There is an automatic 5-day grace period, however payments received after the 15th will incur a $25 late fee for every day the payment is late, not to exceed $500. ☐Student will be dropped from the program after payment is 30 days late. 2 late payments in a row will also be grounds for dismissal.

☐**Returned checks and declined transactions** are considered late payments. A $50 returned item fee will be charged to your account and the account will incur a $25 late fee for each day the payment is not re-issued.

☐**Refunds.** Processing Fees are non-refundable but are counted as a part of the total year's tuition. Registration fee: $1500 for Full and Part-time schedules is also non-refundable. If a student is dismissed or leaves the program by choice, remaining fees are prorated to cover the final month of attendance. Refunds will be based upon the amounts paid and the time remaining in the program. In most cases, refunds are not given, but back fees may be owed.

Signing below indicates that you have read and understand the rules of conduct while accessing Pinnacle Academy's website and online school program.

Please sign and return to Pinnacle Academy: upload file at https://pinnacleacademy.org
Email: admin@pinnacleacademy.org   Mail: PO Box 28761♦ Seattle, Washington ♦ 98118

Student Signature:

Date:

Parent Signature:

Date: