

Student/Parent Handbook

2026-2027



LEGACY ACADEMY

Romans 8:28 - And we know that God causes everything to work together for the good of those who love God and are called according to his purpose for them.

Who We Are:

Legacy Academy is a K-12 independent school located in Theodore, AL. We are a ministry of The Homestead Mobile, a kingdom family rooted in beloved identity. We believe every student is perfectly unique, and our aim is to foster a culture that gives them permission to become exactly who Yahweh has designed them to be. Our number one priority is and will always be to host the presence of Yahweh and to continually posture our hearts towards honoring His habitation with us. We exist to raise up a generation of first worshipers completely obsessed with reciprocating their love back onto the One who constantly lavishes His love upon us. Through academic instruction, chapel services, morning worship, and additional activities, our staff and volunteers will continually reinforce each student's beloved righteousness, as we fully believe that they are ones dearly loved by Yahweh, gifted with perfect righteousness by way of the finished work of the cross.

Vision:

That the love of God would become a manifested reality in the hearts, minds, and hands of each student.

Mission:

To provide a Jesus-centered academic environment where students encounter the love of God, are equipped to think dynamically, and express love without inhibition.

Academic Expectations:

We believe each student is uniquely created with God-given strengths, talents, and learning styles. Our academic expectations reflect our commitment to excellence, growth, and grace as we partner with families to help students reach their full potential.

Academic Standards:

- Students are expected to maintain a passing grade in all core academic subjects.
- Academic performance is assessed regularly through classwork, homework, and assessments.

Coursework and Responsibility:

- Students are responsible for completing all assignments, projects, and tests on time and to the best of their ability.
- Students who turn in late assignments will receive a letter grade (10 point) deduction for each day that the assignment is late.

Promotion and Retention:

- A student is required to pass core academic subjects to be promoted to the next grade level.
- Students who fail one or more subjects will be reviewed for retention in their grade level for the following school year.

Plagiarism and AI Usage:

Because it is our belief that each student is uniquely gifted and brilliant, we believe that should be reflected in the originality and authenticity of their work. The use of plagiarism and/or the direct copying of AI sources is not permitted and will result in a failing grade for that assignment. Because of the ever changing nature of Artificial Intelligence, please refer to the AI policy below for our stance.

AI Policy:

The use of AI is considered a tool now available to students in the same way technological resources are available (i.e: YouTube tutorials, Khan Academy, Wikipedia, etc.). The heart of the issue of AI-generated content is one of academic honesty. The goal is to use AI as a tool to enhance learning rather than to replace the genuine teaching and learning process.

Because of the uncertainty of many AI tools and the safety concerns that go along with them, we have decided to partner with Trek AI as the designated AI tool for our students. Trek AI is a biblically-shaped tool that offers a safe environment and is trained exclusively with BJU Press materials, offering a seamless integration between the textbook and an AI tutor.

Trek AI is socratic in nature, therefore it does not directly provide students with answers as many other AI tools do, but rather it engages conversationally to assist the students in achieving their academic goals. Trek AI is directly monitored by Legacy Academy teachers and administrators, and parent visibility is also available on each student's account, maintaining accountability and safety for each student.

For the safety of our students and the upholding of academic integrity, no other AI tool may be used in the completion of work unless directly instructed and overseen by a teacher.

Attendance:

Attendance is an integral part of a student's academic success. Students benefit most when they are present and engaged in the classroom on a consistent basis.

Absences:

Students are expected to attend school daily and arrive on time. If a student will be absent, the parent will need to email the school as soon as possible. A maximum of 16 absences (excused or unexcused) are permitted per academic year. Attendance is recorded daily, and excessive absences will result in academic and administrative review.

Tardies:

Doors to the school will lock promptly at 8:28 AM, and students arriving after 8:28 AM will be considered tardy.

If a student exceeds 3 tardies in a quarter, a \$10 fee will be imposed for every additional tardy during the remainder of that quarter. This will be applied on a per student basis.

Morning worship and chapel services ARE NOT optional. They are part of our school day and should not be treated as an extended time for arrival.

Make-Up Work:

Students are responsible for making up all missed work due to absences. They will have one day to make up work for each day missed, up to a maximum of three days. Work not completed within this time will receive a failing grade. For extended absences, students must request additional time directly from their teachers.

Check-in/Check-out Procedures:

To maintain accurate attendance records and ensure student safety, all students must be properly signed in and out when arriving late or leaving early.

- Any student arriving after 8:28 AM or leaving before 2:28 PM must formally check-in or check-out through the front office.
- A parent or student driver is required to sign the check-in/check-out sheet at the front desk to document the student's attendance.
- Parents dropping students off after 8:28 AM must park and escort their child into the building to complete the check-in process.
- For early dismissals, parents must come into the front office to sign out their child. Phone calls or texts are not accepted for student release. For students who drive themselves to school, the parent will need to call the school to give permission for their student to check-out.

Student Conduct:

It is not our aim for our school to be governed by a lengthy list of rules and regulations, however we do believe our students should be held to a high standard of conduct. Each student is a beloved son and daughter of Yahweh, which makes them part of a royal family, and royalty is expressed most authentically through noble character. Our desire as a staff is to see each student elevate their actions and behaviors to match their identity. This does mean that at times we will have to handle certain actions correctively, and in those instances our staff will communicate with the parents/guardians to inform them of the situation, how it was handled, and how we can partner together to see the student avoid those behaviors in the future. If certain negative behaviors and actions become habitual or ongoing, our staff will coordinate a meeting with the parents/guardians to discuss further action and any potential plans of suspension or

expulsion moving forward. We believe that it is an honor to attend Legacy Academy, and it is our goal to see each student and parent match that level of honor in their hearts and through the way they carry themselves and treat those around them.

We believe each student should:

- Honor the school staff as well as their fellow students with their speech and their actions.
- Take ownership of the order and cleanliness of the spaces they occupy.
- Adhere to the dress code as defined by this handbook and instructed by the school staff.
- Speak life over themselves and their peers.
- Take initiative in making the most out of their educational opportunities.
- Employ critical thinking skills as a self-directed learner.
- Engage in every opportunity to participate in worship and chapel services.
- Be punctual.
- Honor the instructions given to them by their teachers, principal, and church staff.
- Refrain from any romantic displays of affection.
- Refrain from possessing inappropriate or harmful items on campus (weapons, drugs, alcohol, vapes, etc.)
- Refrain from cheating, sharing answers, plagiarizing or using any unfair advantage (including Artificial Intelligence) to complete assignments, quizzes, or tests.

Instances (including but not limited to) that may result in immediate disciplinary action including suspension or expulsion at the discretion of the Legacy Academy staff:

- Imposing or threatening harm to another student by any means of violence.
- Possessing or threatening to possess a weapon or harmful item on school property.
- Possessing or distributing any drugs, alcohol, or other illegal substances.
- Engaging in and/or exposing other students to any inappropriate use of electronic devices including pornography, inappropriate or threatening messages, or sharing personal/private information of a fellow student or staff member.
- Utilizing any form of Artificial Intelligence or internet search to gain an unfair advantage in completing an assignment, essay, project, quiz, or test.

Electronics Policy:

In order to provide the best learning environment for our students, use of electronic devices (cell phones, earbuds, headphones, smart watches, gaming devices, etc.) is prohibited on school campus.

Laptops & Tablets

Laptops and tablets may be utilized at times in the classroom for the 7th-12th grade levels but should only be taken out of the student's backpack when instructed by their teacher. These devices should only be used for educational purposes and only at the instruction of the teacher. No gaming, streaming, or other forms of entertainment should be engaged in unless specific permission has been given by the teacher. A student's laptop or tablet should NEVER be used to access any chat rooms, social media platforms, or any website containing inappropriate content.

Cell Phones

Cell phones may be brought to school, but each student will be required to keep their phone in their backpack at all times. Cell phones should remain on silent (no ringer or vibration) and may not be used at any point during the day unless specific permission is given by the teacher.

1st offense: Device will be confiscated and held in the front office until the end of the day.

2nd offense: Device will be confiscated and held in the front office until the end of the day and must be picked up by a parent or guardian.

3rd offense: Device will be confiscated and held in the front office for a calendar week and must be picked up by a parent or guardian. A \$25 fee will be due upon picking up the student's cell phone. All subsequent offenses will result in this consequence.

Daily Schedule:

Our school days are Monday - Thursday from 8:28 AM - 2:28 PM. Doors will open for drop off at 8:00 AM.

Tuition Payments:

Registration Fee: \$350 per student

Tuition: \$4,000 per student (annual)

Tuition Payment Options:

- 1) One-Time Full Payment (Due before Sept. 5th)
- 2) 10 Monthly Payments \$400 per student (1st payment due Sept. 5th - Final Payment June 5th)

Student Discount:

4th Child or more - 5% discount (discount applied to 4th student and beyond)

Cash Not Accepted. Checks made payable to LEGACY ACADEMY. Online payment option available - required to cover transaction fee.

Late Payments:

If a payment is missed the family will have 24 hours to contact Legacy Academy to rectify payment. If we are not contacted within 24 hours and a solution has not been made, a \$50 late fee will be added to the balance owed PER STUDENT. If payment is not resolved within 30 days, Legacy Academy reserves the right to suspend your student(s) from attending school and any transcripts, records, etc. will not be released to you or any other academic institution and will be withheld until balance is satisfied.

By signing our financial agreement you agree to pay the full year of tuition. If you select to make monthly payments, you are required to pay all 10 monthly payments regardless of whether you attend for the full year unless otherwise released from this obligation by the leadership of Legacy Academy. If your child is suspended or expelled from school for any reason, you will still be required to satisfy the full year of tuition.

Dress Code:

BOYS

Tops: *Polo style shirts, short sleeve or long sleeve, either navy blue, light blue, or white in color. Polo's must be solid color and may be fabric or performance (dri-fit) material. A small logo on the sleeve or chest is permitted.*

Bottoms: *Khaki uniform style pants or shorts (gray bottoms are permitted if your student still has them from previous school years). Shorts must be no shorter than fingertip length (at least mid-thigh). Athletic shorts or pants are not allowed.*

Shoes: *Closed toe casual or athletic shoes of your choosing. Leather or suede sandals and clogs are allowed. No crocs or flip-flops are allowed.*

Outerwear: *Sweatshirts and hoodies are permitted, but they must be ordered from our Legacy Academy merch store or be a solid color with no visible logos or graphics. Jackets and knit sweaters are permitted as long as they are solid in color (preferably neutral colors or colors that already exist in our uniform dress code - bright or neon colors are not allowed).*

Hats: *Only hats purchased from the Legacy Academy merch store may be worn and should be worn forward only.*

GIRLS

Tops: *Polo style shirts, short sleeve or long sleeve, either navy blue, light blue, or white in color. Polo's must be solid color and may be fabric or performance (dri-fit) material. A small logo on the sleeve or chest is permitted. Uniform shirts may not be altered, tied, or modified in any manner to fit tighter than their original design.*

Bottoms: *Khaki uniform style pants or skirts with built-in shorts (gray pants or skirts are permitted if your student still has them from previous school years). Leggings that are black, navy, or gray in color may be worn under the skirts on cold days. Skirts must be no shorter than fingertip length (at least mid-thigh). Tennis skirts or athletic skirts are not allowed.*

Shoes: *Closed toe casual or athletic shoes of your choosing. Leather or suede sandals and clogs are allowed. No crocs or flip-flops are allowed.*

Outerwear: *Sweatshirts and hoodies are permitted, but they must be ordered from our Legacy Academy merch store or be a solid color with no visible logos or graphics. Jackets and knit sweaters are permitted as long as they are solid in color (preferably neutral colors or colors that already exist in our uniform dress code - bright or neon colors are not allowed).*

Hats: *Only hats purchased from the Legacy Academy merch store may be worn and should be worn forward only.*

**Girls in grades K - 6th may wear "all in one" navy blue or light blue "polo-style" dresses.*

FREE DRESS

Dress code for free dress days should follow these general guidelines:

- No clothing should show undergarments.
- No clothing with inappropriate symbols, messages, or language.
- Shirts may not be worn tightly (this will be at the discretion of the school staff).
- Leggings are permitted as long as it is paired with a top long enough to cover the backside (this pertains to biker shorts as well).
- No halter tops, tank tops, bare midriffs or off the shoulder tops
- Shorts are permitted with at least a 5" inseam for both boys and girls and no excessive tightness. If you wear running shorts, you will need to have biker shorts underneath.
- Hats of the student's choice are allowed as long as there are no inappropriate symbols, messages, or language.

DRESS CODE VIOLATIONS

Minor dress code violations (as deemed by the school staff) will result in a notification being sent to the parent and will be expected to be corrected moving forward. Major dress code violations will result in the parent being notified, and the parent will be required to bring the student clothing that complies with the dress code. If the student in violation drives their own vehicle to school, the parent may give permission for their student to drive home and return to school with the correct clothing for the day.

Multiple dress code violations may result in a mandatory meeting between the principal and the parent/guardian as well as the student to discuss the importance of following the dress code as well as any potential plans of corrective actions moving forward.

Transportation and Parking:

Transportation to and from school is the responsibility of each family. If students will be dropped off and picked up, we ask that the parents/guardians adhere closely to the instructions given below.

Students who drive to school should park their vehicles in the gravel parking lot with their cars pulled up to and facing the driveway. Instructions are given below for student drivers.

IMPORTANT: For the safety of our students, we ask that parents and students drive SLOWLY and CAUTIOUSLY while on campus as there will be many more vehicles entering and exiting the facility than in previous years. Students will not be allowed to exit the facility unless they are dismissed by a staff member directly to a vehicle.

DROP OFF:

Our doors will open at 8:00 AM for student drop off. Parents will enter the parking lot from the first entrance and drive around the building to drop their students off at the front door. Doors will lock promptly at 8:35.

PICK UP:

Pickup will begin at 2:28 PM each afternoon. Parents will enter the parking lot of the building from the first entrance and drive around the building to pick up their student at the front of the building where there will be pickup stations, each with a designated teacher. Each parent will need to place a car tag with their last name on the front right corner of their dashboard so that our staff can have the students begin to line up and be ready for their turn to be picked up. Parents may not park and have their students walk out to their vehicles. Students will only be allowed to exit the building once their parent's vehicle has arrived at one of the pickup stations.

*If the pickup line exceeds the capacity of the main parking lot as cars begin to line up for dismissal, our procedure will be as follows. Parents will drive down the driveway to the second entrance of the gravel parking lot and drive through the gravel parking lot and form a line beginning at the first entrance of the gravel parking lot facing the main parking lot. Once cars in the main parking lot begin to advance around the building, parents in the gravel parking lot can cross the driveway into the main parking lot. Please be patient and allow cars to exit the parking lot before advancing across.

STUDENT DRIVERS:

Students who drive themselves and their siblings to school should park their vehicle in the gravel parking lot facing the building.

For afternoon dismissal, our staff will allow those students to exit the building and have them go directly to their vehicles.

No other students will be allowed to exit the building - ONLY student drivers and their siblings.

Lunches:

Students will bring their own lunch to school. Utensils, bowls, plates, etc. will need to be sent with the student's lunch. The school will not provide these items on days where students bring their lunch.

On Mondays and Wednesdays, parents will have the option to purchase lunches through the school. The order must be placed by Wednesday of the preceding week. Plates and napkins will be provided on these days.

P.E.:

Students in grades 2-12 will have P.E. on Monday and Thursday. They will be participating in various athletic activities, so the following dress code should be followed:

- Legacy Academy PE shirts are required for 4th grade and up.
- PE shirts may not be altered, tied, or modified in any manner to fit tighter than their original design.
- Athletic shorts of your choosing may be worn as long as they are an appropriate (mid-thigh) length and fit.
- Biker shorts may not be worn unless athletic shorts are worn over them or they are paired with a top that is long enough to cover their bottom.
- Athletic shoes must be worn for all PE activities. No specific color or style is required. Socks must be worn with their shoes - bare feet are not permitted.

Contact Information:

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Handbook Updates:

There may be instances that necessitates certain revisions be made to the handbook. In this case, the most recent version of the handbook will always be published on our website. The most updated version will always supersede any previous versions that were published. It is the responsibility of all parents, guardians, and students to refer to and comply with the latest edition of the handbook for updated policies, procedures, and guidelines pertaining to Legacy Academy.