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2019-2020 Calendar

Fall Semester

Monday	August 12	Faculty Orientation Begins
Monday-Friday	August 12-16	Preseason Sports Camps
Saturday	August 17	Back-to-School Cookout (4-7)
Monday	August 19	New Student Orientation
Wednesday	August 21	First Day of Classes
Saturday	August 24	SAT / Subject Tests*
Friday	August 30	Inauguration Mass
Monday	September 2	Labor Day – School Closed
Wednesday	September 4	Parents’ Night
Friday	September 13	Fall Hike / End of Interim
Period Thursday	October 3	US Fall Retreat
Thursday-Friday	October 3-4	School Camping Trips
Saturday	October 5	Walk for Life
Saturday	October 12	Fall Dance
Wednesday	October 16	PSAT
Friday	October 18	End Quarter No School
		Faculty Work Day
Saturday	October 19	SAT* MS Game Night
Wednesday	October 23	PT Conferences – Half Day
Saturday	October 26	Renaissance by the River
Thursday	October 31	All Hallows’ Eve / School Closed
Friday	November 1	All Saints – School Closed
Tuesday	November 12	Fall Sports Banquet
Saturday	November 16	SAT / Subject Tests*
Tuesday	November 26	St. Cecilia / Turkey Trot ½ Day
Wed-Friday	Nov 27 - Dec 1	Thanksgiving Break
Monday	December 2	Classes Resume
Saturday	December 7	Winter Dance
Sunday	December 8	Christmas Concert
Tuesday-Friday	December 17-20	Fall Semester Exams (8-12)
Friday	December 20	Last Day of Second Quarter / Christmas Break Begins

Spring Semester

Saturday	January 4	SAT / Subject Tests*
Tuesday	January 7	Classes Resume
Wednesday	January 15	PT Conferences – Half Day
Friday	January 24	March for Life – School Closed
Thursday-Friday	Jan 30-31	E3 Program
Saturday	February 1	MS Father-Daughter Dance
Wednesday	February 5	Science Fair
Friday	February 7	St. Thomas More’s Birthday
Friday	February 14	Ski Trip (4:30-8:30 p.m.)
Saturday	February 22	MS Boys’ Social
Wednesday	February 26	Ash Wednesday
Friday-Sunday	Feb 28- Mar 1	Upper School Play
Saturday	February 29	Middle School Play
Tuesday	March 3	Winter Sports Banquet
Friday	March 6	End 3 rd Quarter – No School – Faculty Work Day
Monday-Friday	March 9-13	Spring Break – School Closed
Saturday	March 14	SAT*
Wednesday	March 18	PT Conferences-Half Day
Thursday	March 26	Boys/Girls Retreats
Thursday	April 9	Holy Thursday – School Closed
Friday	April 10	Good Friday – School Closed
Monday	April 13	Easter Monday – School Closed
Thursday	April 23	Spring Hike
Saturday	May 2	SAT / Subject Tests*
Saturday	May 9	Spring Formal
Sunday	May 10	Spring concert (tentative)
Tuesday	May 12	Spring Sports Banquet
Friday	May 15	Canoe Trip
Tuesday-Friday	May 19-22	Spring Semester Exams (12)
Thursday	May 21	Eighth-Grade Class Night
Friday-Thurs	May 22-28	Spring Semester Exams (8-11)
Monday	May 25	Memorial Day – School Closed
Wednesday	May 27	Field Games (Grades 4-7)
Thursday	May 28	Senior Dinner
Friday	May 29	Last Day 4th Quarter- ½ Day Awards and Farewell Assembly
Wed-Friday	June 3-5	Baccalaureate Mass and Graduation Faculty Meetings

MISSION STATEMENT

Chelsea Academy seeks to form confident young men and women educated in the liberal arts tradition and the Catholic faith. The Academy is committed to promoting and cultivating in its students the life of the mind and the love of truth; an appreciation for the natural world and the heritage of human achievement; enduring friendships; a spirit of adventure; and the virtues of honesty, diligence, courage, piety, and personal responsibility. Through an ethos shaped by Catholic teaching and devotions and a balanced curriculum that includes the humanities, sciences, the arts, and athletics, Chelsea Academy provides students with opportunities for developing themselves into adults who are capable of making positive contributions to their families, places of work, and communities.

THE CHELSEA CODE OF BEHAVIOR

Chelsea Academy expects its students to adhere to the highest standards of civility and comportment. They should deal honestly in all their interactions with others. They will give proper respect to those in authority and to their peers as well as to personal and school property. They are expected to take personal responsibility for all of their actions and fulfill their duties to the school and to others.

The rules and regulations governing student behavior at Chelsea Academy are meant to serve as basic guidelines. They are not meant to be exhaustive. Students are expected to follow the letter and the spirit of the rules to do their part in creating a pleasant, harmonious school environment in which the dignity of every person—faculty, staff, and students—is respected.

ACADEMIC INFORMATION

Academic Honesty

Academic honesty is critical to the mission of Chelsea Academy. Academic dishonesty includes cheating on quizzes, tests, and other assignments, helping another student to cheat, and presenting the thoughts or work of another person as one's own. Academic dishonesty

is a serious offense that Chelsea Academy does not tolerate.

If a student fails to adhere to this policy, the Administration is notified and, at a minimum, the student receives a failing grade for the assignment. Students involved in repeated incidents risk more serious consequences, including dismissal.

Attendance and Absences

Attendance is taken each morning, and students are expected to attend the full class day. In the case of unanticipated absences, parents are asked to notify the front office before the start of school. If a full or partial absence is anticipated, the student's parent or guardian must send a note to the office at least one day in advance. Without parental notification, absences are considered unexcused. It is the student's responsibility to meet with his or her teacher about work missed due to an absence, late arrival, or early dismissal. Students who accumulate fifteen or more absences in a specific course or twenty or more full-day absences during the school year risk losing credit in one or more courses.

Book Policy

Students who damage or fail to return any book belonging to Chelsea Academy will be charged a replacement fee.

Course Changes

Students may make course changes without penalty during the interim period at the beginning of the school year. Unless initiated by a teacher or the Administration, changes after this date will result in a WP (withdrawn passing) or WF (withdrawn failing) notation on the student's transcript depending on the grade at the time of withdrawal.

Exams

Upper School students take exams at the end of both semesters in all their courses. Eighth-grade students in Upper School courses, such as Algebra 1, Latin, and French, also take exams. Although teachers provide review sheets and spend class time to prepare students for these exams, students are expected to study on their own as needed. With their teachers' permission, seniors who have earned a minimum semester grade of A- for the second semester are exempt from the final exam in that class.

Field Trips

Students participating in field trips must have on file a Field Trip permission slip signed by a parent or guardian.

Grade Reports

The school year is divided into two semesters. Full grade reports are mailed on a quarterly basis, twice in the fall semester and twice in the spring. In addition, an interim report is issued following the third full week of the academic year.

Grade and Course Requirements

Students are expected to follow the full range of courses for their grade levels. Exceptions are made only for compelling reasons as decided by the Administration. Students who finish the year with a D+ average or lower risk not being able to advance to the next grade or return to Chelsea Academy. Students may repeat sequential courses (math, French, Latin) needed for advancement to the next level.

Grading and Grade Scale

Letter grades are assigned for all courses as follows (including numerical equivalents for determining Grade Point Averages (GPA)):

A	=	93-100%	(4.0)
A-	=	90-92%	(3.67)
B+	=	87-89%	(3.33)
B	=	83-86%	(3.0)
B-	=	80-82%	(2.67)
C+	=	77-79%	(2.33)
C	=	73-76%	(2.0)
C-	=	70-72%	(1.67)
D+	=	67-69%	(1.33)
D	=	63-66%	(1.0)
D-	=	60-62%	(0.67)
F	=	less than 60%	(0.00)

Honors classes are weighted with an extra half point.

Graduation Requirements

Students must earn a minimum of twenty-three credits for graduation, including:

- Four years of English

- Three years of Latin, French, or a combination of the two, including second-year proficiency in either language
- Four years of religion
- Four years of history
- Four years of Upper School mathematics, including Algebra 1, Geometry, Algebra 2, Statistics, or Pre-calculus, Calculus
- Four years of science, including Biology, Chemistry, and Physics
- One year of fine art
- Fulfillment of sports requirement

Students are required to enroll in a minimum of five full- credit courses each year. Requests for any exceptions to these requirements are addressed to the Administration.

Homework

Homework is designed to reinforce a concept or lesson presented in class, to prepare students for classwork, and to encourage independent work. Time spent on homework each school night should average 1-1.5 hours for Middle School and 1.5-2 hours for Upper School. Students in honors classes should expect to spend additional time.

Honor Rolls

Based on a student's Grade Point Average (GPA), honor rolls are posted immediately following each of the four major grading periods during the school year.

Students may earn a place on one of two honor rolls:

High Honors: 3.7 or higher GPA

Honors: 3.3 or higher GPA

Independent Study

A student who is in good academic standing and has completed course requirements within a given department or wishes to pursue a particular subject in depth may earn academic credit through an independent study

under the direction of a full-time faculty member. A student interested in an independent study must choose a faculty sponsor and submit a written proposal outlining the objectives and scope of the study to the Administration during course registration in the spring. Approval is based on the merits of the course and the student's workload and proven ability to work independently. Independent studies are graded according to the school's grading scale, and the faculty sponsor is responsible for overseeing the study. Based on the independent study, an additional fee may be charged.

Academic Probation

After each grading period, the academic progress of each student is reviewed. Students who earn two or more grades below a C- are placed on Academic Probation. Parents are notified, and a plan is established for helping the student to raise his or her grades. Students who remain on Academic Probation risk not being invited to continue their education at Chelsea Academy for the following year.

Parent-Teacher Conferences

Parent-Teacher conferences are held once each semester. Parents and teachers are encouraged to initiate a meeting at any time of the year when the need arises.

Tardiness

Students are expected to arrive at their first class by 8:00 a.m. each day. Repeated or prolonged lateness is disruptive to the school community and undermines a student's ability to participate fully in class. Parents must notify the school before the start of the school day if their son or daughter will be arriving late. Students arriving late may face disciplinary action. Students who arrive after 11:00 a.m. are counted as absent for the day. Three late arrivals will be considered an unexcused absence. Frequent tardiness and patterns of tardiness will be addressed by the Administration and may result in academic and disciplinary consequences.

Tests

Students are not required to take more than two tests on any given day. Tests are announced at least three days in advance.

Tutoring

Teachers make themselves available to address questions or problems. At the same time, an occasion may arise in which a student needs more

formal tutoring on a regular basis. Additional tutoring sessions organized by the school are provided at the family's expense. Generally, students may not be tutored in a subject by their own teacher.

SENIOR AWARDS

Valedictorian and Salutatorian

Given to the top two students, as selected by the faculty, according to the following criteria: GPA of grades 9-12, difficulty of course load, depth of understanding, intellectual curiosity, effort, and contributions to raising the overall academic tone of a class.

Character Award

Given to the student who exhibits exemplary character, including generosity, humility, and Christian love and concern for others, as well as diligence, perseverance, and self-discipline. The award recognizes a student who has been involved in the life of the school and whose integrity, leadership, and spirit of adventure have brought out the best in others.

SPIRITUAL FORMATION

Classes, lunch, and school assemblies begin with a short prayer in which students are encouraged to participate.

Retreats

Each year students and faculty participate in retreats. These are times for individual spiritual reflection as well as community building.

Feast Days

In harmony with the liturgical year and with the help of the Chelsea Parent Association and student volunteers, the school sets apart time for a number of events and celebrations, including the lighting of the Advent Wreath, St. Joseph's Day, Lenten devotions, and the birthday of our school's patron, St. Thomas More.

Community Prayer

The school year begins and ends with a community Mass. Additionally all students and faculty gather weekly to attend Mass or pray as a community.

Reconciliation

The sacrament of Reconciliation is made available to students regularly throughout the school year.

STUDENT LIFE

Advisory Groups

Every student is assigned a faculty advisor. Advisors monitor their students' individual academic progress and work to ensure that their advisees flourish in all aspects of school life. Advisory groups are organized by grade and meet briefly at the end of the day.

The Arts

A goal of Chelsea Academy is to awaken students to beauty through study and appreciation of the arts, as well as active participation. All Lower and Middle School students study fine art and participate in the music program. All Upper School students are required to take at least one year of Art. The choir and instrumentalists perform in concert. The spring performance also includes art exhibits of works by Lower, Middle, and Upper School students.

Athletics

Embracing the ancient Greek ideal of *mens sana in corpore sano* (a healthy mind in a healthy body), Chelsea Academy requires participation in its sports program as a way of promoting physical development, athletic skills, and team play as well as building character and good sportsmanship in its students. A variety of interscholastic sports, including soccer, cross-country, volleyball, basketball, and tennis, are offered. Students in grades 6-11 are required to participate on a sports team during at least one season each year.

Students in grade 5 may participate on Middle School teams. Students who accumulate more than three unexcused absences from practices and games risk being dismissed from the team and losing credit for their participation. Only absences for illness or family emergencies are excused. In exceptional cases students who participate in a sport not offered at Chelsea may be exempted from the sports requirement. Requests for an exemption must be made in writing to the Athletic Director.

If a student's schedule or circumstance does not permit her or him to be part of a sport team, he or she may be enrolled in a Spring Fitness Class held during school hours or may participate in the sports program as a team manager.

The Outdoors

Chelsea Academy seeks to promote physical health, a spirit of adventure, friendships, and an appreciation for God's creation. To these ends, Chelsea draws on the wonderful natural resources available in the Shenandoah Valley by including outdoor activities as part of its program. Students participate in at least one hike in the Blue Ridge Mountains each year, and an all-school canoe trip on the Shenandoah River is an annual tradition. Lower and Middle School students also go on camping trips in the fall, and an optional ski trip is offered in the winter.

Honor Societies

Honor societies allow students to enrich their study and engagement with specific disciplines, including math, English, and foreign languages. While sponsored by a faculty advisor, each group offers the opportunity for multiple levels of student leadership and participation.

Student Leadership

Seniors and 8th graders are encouraged to serve as leaders, mentors, and role models—the seniors for the Upper and Lower Schools and the 8th graders for the Middle School—to develop their leadership and organizational skills and sense of service to others, as well as patience and humility.

Houses

Chelsea Academy is divided into four houses: two boys and two girls. The houses serve several purposes: they provide membership in a smaller group for all Chelsea students, they encourage interaction and friendships among students across the grade levels, and they promote camaraderie and healthy competition while contributing to creating strong school morale and solidarity.

Each house includes students from across the grades, and each of the boys' houses is paired with one of the girls' houses, with family members belonging to the same house or pair of houses. The houses are involved in various activities and competitions, including field days, poetry recitations, and service projects.

The names of the Chelsea houses are associated with Thomas More:

Fisher House: John Cardinal Fisher (1469-1535) was a trusted friend of More and served as bishop of Rochester during the early sixteenth century. A distinguished scholar of international renown, he put his life at risk by supporting Catherine of Aragon in her efforts to resist her husband Henry VIII's attempt to annul their marriage in defiance of the Pope. After refusing to recognize the Act of Supremacy, which declared Henry VIII the head of the Church of England, Fisher was martyred for the Catholic Faith. He was made a cardinal shortly before his execution in 1535. In 1935, Pope Pius XI declared Fisher (and Thomas More) saints.

Pole House: Countess of Salisbury, Margaret Pole (1473-1541), whose brother was the last male representative of the Yorkist line, served Catherine of Aragon before serving as governess to Princess Mary, later Queen of England. Her son Reginald was the last Catholic Archbishop of Canterbury, and it was his condemnation of Henry VIII's divorce of Catherine that led to Pole's arrest and execution on charges of treason. The martyrdom of Pole was officially recognized in 1886, when Pope Leo VIII declared her Blessed.

Colet House: John Colet (1467-1519) was a scholar and priest who served as young More's spiritual advisor. A man of great learning, Colet studied at Oxford, Florence, and Rome before holding the position of dean of St. Paul's Cathedral in London. Beginning in 1509, Colet devoted his life and vast inherited fortune to the founding of St.

Paul's School, one of England's oldest and most prestigious secondary schools.

Roper House: Margaret Roper (1505-1544) was the devoted and much loved eldest daughter of Thomas More. She received a liberal arts education that included literature, languages, history, mathematics, science, philosophy, and theology, and she earned a reputation among her contemporaries for her scholarly command of Greek and Latin. Her husband, William Roper (1496-1578), wrote the first biography of More. As a young man, Roper spent much time in the More household and enjoyed close relations with his father-in-law. He served in Parliament during the reign of Queen Mary, and throughout his life he was respected for his character and learning

POLICY AND PROCEDURES

Arrival and Dismissal

Students may arrive at school no earlier than twenty minutes before the start of the class day and should be picked up within twenty minutes of the end of the last class in the afternoon. Students not picked up by 3:20 p.m. will be placed in an After School Study Hall with a fee of \$5 per child for the first and each subsequent half hour. Parents are requested to pick up their children immediately following an after-school activity, such as a sports practice or extracurricular event.

Cars on Campus

Students who drive themselves to school must notify the Administration and provide written parental permission and vehicle information. Students are asked to park in front of the school on the street side and may not visit their cars during the school day. Only siblings may ride with student drivers to school activities and sports events (as well as to and from school) unless both the driver and the passenger have written parental permission.

Cell Phones and other Technological Devices Students may not bring cell phones, computers, iPods, video games, or other technology to school, except with explicit faculty permission. Violations of this rule result in confiscation of the equipment until a parent can retrieve it and possible disciplinary action. Toy weapons and skateboards are not permitted. Students are discouraged from carrying valuables that could be lost or damaged.

Dress Code and Personal Appearance

The uniform and dress code serves to foster a fruitful, respectful academic environment and school community. Students are required to wear a uniform to school every day. When an exception is made for selected after-school activities, events, or field trips, a dress code will be specified and shared with the school community. It is the students' responsibility to verify the dress code before the event or activity. Most uniform items are purchased from Flynn & O'Hara or from Lands' End.

Boys

Gray dress pants*

White long-sleeve Oxford cloth button-down collared shirt

Navy 2-button sport coat/blazer (Upper School) Navy V-neck sweater vest with Chelsea Crest (Lower/Middle School)*

Maroon/navy striped necktie*
Navy short sleeve polo shirt with Chelsea Crest **^
Black or brown leather belt
Navy or black crew socks-NO white socks Gray Chelsea T-shirt***

Girls

Red/navy wrap-around kilt*
White long-sleeve Oxford cloth button-down, collared blouse
Navy cardigan sweater with Chelsea Crest (Upper School)**
Navy V-neck sweater vest with Chelsea Crest (Lower/Middle School)*
Navy short sleeve polo shirt with Chelsea Crest **^ Navy ribbed tights
or navy opaque tights
White, blue, or black socks Gray Chelsea T-shirt***

*Indicates article that must be purchased from Flynn & O'Hara
Uniforms.

**Indicates article that must be purchased from Lands' End.

***Indicates article that must be ordered through the school.

^Indicates article that may be worn during spring and fall months as
decided by the Head of School.

Only black or brown leather dress shoes that are flat and closed-toed,
such as bucks, loafers, or docksiders, may be worn with the school
uniform.

Kilts must be hit the kneecap and fall no longer than three inches below
the knee.

With the exception of a Chelsea fleece layered over a polo in the fall and
spring, outerwear may not be worn in the building.

Students must follow appropriate standards of grooming and modesty at
all times. Hairstyles should be natural colors (no primary colors) and
neat; boys' hairstyles should also be trim. Boys should be clean-shaven.
Jewelry and makeup should be discreet. Students are required to wear
the Chelsea gray or house T-shirt and athletic shorts (reaching past
fingertips) during physical education classes.

For sports practices, students may wear either a Chelsea t-shirt (gray,
house, spirit wear, team) or a solid color shirt of same make as Chelsea
gray/house t-shirts: (<https://www.amazon.com/Gildan-Classic-Cotton-Sleeve-T-Shirt/dp/B01LY3S1LH?th=1&psc=1>). Coaches may specify
exceptions for their teams.

Early Dismissal

Appointments for doctors, dentists, etc. should be made outside of school hours. When a student needs to miss part of the school day, he or she must submit in advance a note with departure date and time, reason for the early departure, and signature of parent or guardian. Students must sign out at the school office when leaving campus, and it is their responsibility to complete missed work.

Email

All school-related emails from the faculty and Administration are made through Chelsea email accounts. Parents are asked to use these accounts when communicating by email with teachers and administrators.

Emergency and Snow Closing Policy

The Head of School makes the decision to cancel classes or delay the start of the school day due to inclement weather or an emergency situation. Parents are notified via email and text alerts. Announcements are also recorded on the school phone and posted on its website www.chelseaacademy.org by 6:15 a.m.

Fire Alarms and Fire Safety

When a fire alarm is triggered, students should immediately stop what they are doing and proceed quickly, quietly, and orderly with their teacher and class through the fire exits. They should remain outside the building until they receive instructions.

Food and Drink

No food and drink are permitted outside of designated areas.

Litter and Gum

Students are expected to help maintain a clean and tidy campus. They should pick up and properly dispose of their trash. Chewing gum is not allowed on campus at any time.

Lockers

All students in grades 6-12 are assigned lockers for their books and binders. Students in grades 4 and 5 use cubbies in their classrooms. Lunches, coats, bags, and athletic clothes should be stored neatly in designated areas.

Lunch

A dining area under adult supervision is provided for student lunch. Students should bring a sack lunch to school, and they are expected to dispose of all trash and leave their area tidy and clean. Soft drinks should not be brought to school.

Medical Needs

Parents should contact the Administration regarding prescriptions, medicines, or other medical needs of their children. Students who receive medication during the day must have a letter from their parents or guardians on file with the school identifying the drug and the purpose of its use. The school does not dispense prescription medication to students.

Telephone Calls

Only emergency messages are delivered to students. Other messages can be posted on a bulletin board outside the main office. The school phone is available for limited personal use.

STUDENT DISCIPLINE

Philosophy

Chelsea Academy provides students with clear expectations and positive models of behavior in an effort to help them internalize and follow the highest standards of good conduct. While Chelsea holds students accountable for adhering to school rules and expectations, it is understood that students will make mistakes as they grow in independence and learn to exercise their freedom. Rather than impose an overly rigid and exhaustive code of rules that emphasizes harsh consequences, Chelsea provides opportunities for students to develop maturity and self-discipline and expects them to take responsibility for all of their actions.

Disciplinary Responses

All disciplinary responses are aimed at improving character and leading the student to a life of virtue. A majority of classroom disciplinary cases are handled by individual teachers. Most “beyond the classroom” disciplinary cases are handled by the Dean of Students. Violations of major school rules are referred immediately to the Administration. Parents are notified in all cases involving major rule violations, which may result in probation, suspension, or dismissal from school. Chelsea Academy

reserves the right to place on probation, suspend, or dismiss any student whose conduct is determined by the Administration to be out of sympathy with the goals and ideals of the school.

Major School Rules:

Alcohol, Drugs, Tobacco,

Chelsea Academy does not tolerate student use, possession, or distribution of alcohol, drugs (illegal and unauthorized), tobacco, or vaping products of any kind. Violation of this rule on campus or during school-sponsored events may result in immediate dismissal from the school.

Fighting and Bullying

Every student is entitled to be treated with dignity and respect. Fighting is not permitted, nor is harassment or intimidating behavior of any kind tolerated. Students engaged in this kind of behavior are referred to the Administration.

Leaving Campus

No student may leave campus during the school day without permission of the Administration.

Lying, Cheating, and Stealing

A school depends on the trust of all its members. It is expected that students tell the truth, do their own work, and respect the property of others. Failure to follow these guidelines is treated by the Administration as a serious rule infraction.

Safety Issues

Possession of dangerous objects, including but not limited to knives, firearms, ammunition, and explosive devices, is not permitted and results in immediate referral to the Administration.

School and Personal Property

Students are expected to respect all school and personal property. The deliberate destruction of property is considered a serious rule infraction. Chelsea Academy makes an effort to investigate any cases involving theft or damage to property. However, it does not assume responsibility for damaged or stolen personal property.

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