



SEACREST
COUNTRY DAY SCHOOL

Student and Parent Handbook

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ABOUT SEACREST COUNTRY DAY SCHOOL

Mission

Seacrest Country Day School fuels intellectual engagement, teaches ownership of the educational experience, cultivates quality of character, and inspires students to lead lives of significance.

Core Values

The Seacrest Community believes in the power of:

Intellectual Engagement – Students are challenged each day to achieve their full academic potential; intellectual risk taking and creativity are expected and rewarded.

Authentic Learning – Students discover the intrinsic value of the learning process and joy in the attainment of knowledge for its own end.

Collaboration and Integrative Thinking - Students and teachers come together to learn, explore and discuss; wrestling with essential questions and real-world applications across disciplines leads to deeper overall understanding.

Integrity and Community Responsibility - Students count and are counted upon; they are responsible for their words, actions, and attitudes.

Leadership, Empathy, and Service - Students become leaders who understand the needs of others and harness the power of community to effect change and build lives of significance.

Notice of Nondiscriminatory Policy

Seacrest School admits students of any race, color, religion, disability, national or 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, religion, disability, age, sex, national origin, or ethnic origin in administration of its educational policies, admissions and employment policies, scholarship and financial aid programs, and athletic and other school-administered programs.

ACADEMICS

Statement on Academic Honesty (Middle and Upper Schools)

Honesty and being honorable in all personal and academic endeavors is essential to the culture at Seacrest Country Day School. The strong relationships which serve as our foundation are forged through mutual respect and trust and supported by the integrity of all in the community.

Seacrest makes a deliberate effort to educate even our youngest learners about the importance of academic honesty and how to guard against plagiarism in all forms. We take great pride in the individual and collective efforts our students put forth to preserve both their and Seacrest Country Day School's academic integrity.

Homework and Planners

Lower School:

A few minutes of simple homework several days a week beginning in first grade is to be expected. The amount of homework increases at a reasonable rate in subsequent years. Starting with second grade, homework will be assigned on a regular basis. The major goals for homework are to build self-responsibility, to practice needed skills, and to expand learning. All students in grades 3-5 will be provided a planner in which to record homework assignments. The classroom teacher will review the proper use of the planner, and students will be expected to use this important study tool.

Middle School:

Homework is given to reinforce basic skills and to develop self-discipline and good study habits. Parents should expect all homework assignments to be recorded clearly and consistently in the student's daily planner.

The amount of homework generally increases from grade to grade. On average, parents can expect Middle School students to put in one to two hours each night on homework. Occasionally, it may be more or less. Please contact the teachers if your child states consistently that he or she has no homework or if it is taking an extraordinary amount of time.

Part of the usual homework includes reviewing for tests. This is a skill in itself and will be reviewed early in the year by each teacher, especially in grade 6. Effort will be made to see that students do not have more than two major tests on the same day. This does not include short quizzes.

A daily planner for each Middle School student is provided by Seacrest and is included in your supply fee. The purpose of the daily planner is simple—it helps students learn to organize and manage themselves according to a time schedule other than their own. Teachers will review the planner with students at the beginning of the School year to ensure proper use. Advisors will work with students to reinforce study skills, organization, and academic responsibility.

To promote better organizational skills for students and helpful communication between the School and parents, a monthly calendar will be given to students in grades 6-8, and posted on the website at the beginning of each month. It will include all events and dates of particular importance for the month. Dates for tests, field trip, and due dates for reports are examples of pertinent calendar information.

Upper School:

Homework in the Upper School serves two purposes:

1. it provides review of the day's lessons, and
2. it serves as important preparation for the following day's class work.

Seacrest Country Day School Upper School Students should utilize the planner provided by the School to track their assignments.

The amount of homework a Seacrest Upper School student can expect is generally about two hours each night. Occasionally, it may be more or less. Please contact the School if it seems your student has too little or too much homework.

Exams

Students in Middle School and Upper School take end-of-the-year exams. Students in grades 7 and 8 who are taking Upper School credit-bearing exams are subject to Upper School exam policies.

Upper School Students take final exams in January for semester long classes and in June for full-year classes. Seniors who have maintained quarter grades of A for the entire course are eligible for exam exemptions.

Extra Help

When appropriate, a student may ask a faculty member for extra help for class work. Conversely, faculty may require extra time with a student when there are academic concerns. The time for such interaction may vary depending upon schedules and could require a meeting outside of the normal school days. It is important for a student having academic content issues to first discuss receiving extra help with the classroom teacher prior to exploring outside tutoring.

Strategic Standardized Testing

Seacrest chooses to take a strategic approach to standardized testing. Because we are a process school, Seacrest focuses much more time and energy on *creating an active student learning environment* than it does on testing for testing's sake. At the same time, we want to measure student success using the most objective tools we can find. Strategically, we want to make sure that the measures we take are not restricted to typical standardized testing that relay on facts and memorization in order to better understand how our students function as students advancing towards college, and citizens advancing into the world. In short, we want to be sure that what Seacrest measures align with its core values and mission. A more in depth description of each test is available under the Academic tab on www.seacrest.org.

Test Name	Grade Levels	Administration
DIBELS Dynamic Indicators of Basic Early Learning Skills	K, 1, 2	Several times per year as needed
ERB Educational Records Bureau Comprehensive Testing Program	3,4,5	In the fall of each school year
CWRA+ College Work Readiness Assessment for MS	6,7,8	In the fall of each school year
CWRA College Work Readiness Assessment	9,12	9 th grade in the fall, 12 th grade in the spring
PSAT/NMSQT Preliminary SAT/National Merit Qualifying Test	9,10,11	National testing date in the fall
HSSSE High School Survey of Student Engagement	9,10,11,12	January of each school year
ISHC Independent School Health Check	9,10,11,12	In the fall of each school year
SAT	11,12	National dates throughout the year
ACT	11,12	National dates throughout the year

Grading

Preschool and Prekindergarten:

Preschool and Prekindergarten progress is reported through parent-teacher conferences and a formal checklist of developing skills, including two written reports of progress.

Each student in grades K-12 receives a report card four times per year.

Kindergarten-Grade 3:

Progress of students in Kindergarten through grade 3 is reported through parent-teacher conferences and quarterly report cards using the following designations:

E	Exceeds grade-level expectation
S+	Above satisfactory work and good progress
S	Satisfactory work and progress
S-	Below Satisfactory work and progress
D	Developing

Grades 4 and 5:

Progress of students in grades 4 and 5 is reported through parent-teacher conferences and quarterly report cards using these designations:

B+	(87%-89%)	A	(93%-100%)	A-	(90%-92%)
C+	(77%-79%)	B	(83%-86%)	B-	(80%-82%)
D+	(67%-69%)	C	(73%-76%)	C-	(70%-72%)
		D	(63%-66%)	D-	(60%-62%)
		F	(59% and below)		

On rare occasions a teacher may assign an incomplete (Inc.). The teacher and the student will work together to devise a plan of completion.

Grades 6-12:

Students will receive a quarterly report card reflecting their record of achievement. The marking code for each achievement is:

B+	(87%-89%)	A	(93%-100%)	A-	(90%-92%)
C+	(77%-79%)	B	(83%-86%)	B-	(80%-82%)
D+	(67%-69%)	C	(73%-76%)	C-	(70%-72%)
		D	(63%-66%)	D-	(60%-62%)
		F	(59% and below)		

On rare occasions a teacher may assign an incomplete (Inc.). The teacher and the student will work together to devise a plan for completion.

Grades 6-8

In the Middle School, there is also a numerical marking code for behavior/effort. The effort a student puts forth in academic endeavors is an aspect of education that Seacrest nurtures and recognizes as an integral part of our learning environment. The faculty will use the following guidelines when evaluating the effort of the students in the Middle School. It is important to understand that all grading systems are subjective and requirements and interpretations may vary slightly depending upon the teacher, the course and the grade level.

“1” in effort recognizes a student who is consistently well prepared, organized, and is a frequent, active, and positive contributor in all aspects of the course. The student has displayed effort toward his or her studies that is above expectations.

“2” in effort denotes a student who has completed the majority of work in a timely and sufficient manner and has shown a true interest in the course. The student has displayed acceptable effort toward his or her studies.

“3” in effort denotes a student who has been tardy with assignments and is consistently prepared for class. The student has displayed a less than acceptable effort toward his or her studies.

Parent-Teacher Conferences

Parent conferences will be held in conjunction with the first and third quarters. A parent and teacher sitting down together to discuss a child’s progress is the best means of communication, and we encourage these conferences. All parents are urged to attend these conferences regardless of their child’s academic status.

In addition to the designated conference days, parents may request conferences with teachers at any time. Please contact the teacher directly for an appointment.

Student Care Committee

The Student Care Committee (SCC) is a cross-divisional committee established to ensure the health and well-being of our Seacrest students. The committee is chaired by our Director of Counseling and includes all three division heads, the school nurse, the athletic director and several learning support professionals. The committee meets every two weeks. A social or academic referral of a student to the SCC can be made by any member of the committee or can be suggested to the committee by any faculty member or coach.

Student Disability Accommodations

Seacrest Country Day School makes its programs and services accessible to individuals with disabilities. The School welcomes all requests for reasonable accommodation. The School will attempt to provide reasonable accommodations to qualified students, with mental or physical disabilities, to the extent that such request does not cause a fundamental alteration to the School's programs and to the extent that it does not create an undue hardship.

The first step in requesting an accommodation for a student identified as having a disability is to provide the School with documentation of the condition from a qualified professional, such as a physician, psychiatrist, or psychologist. Upon receipt of a diagnosis and recommendations, we will ask the parent to complete and sign an Accommodation Request Form. Requests may be initiated through the head of your student's division.

Examples of accommodations made for students include appropriate classroom locations, extended time on tests, use of computers, and/or dispensing of medication through the Clinic.

HEALTH AND SAFETY

Allergy Policy

Seacrest Country Day School recognizes that food allergies, in some instances, may be severe and even occasionally life threatening. The foods most likely to cause allergic reactions are peanuts, tree nuts, dairy products, eggs, soy, wheat, fish, and shellfish. Although most food allergies produce symptoms that are uncomfortable, persons with severe allergies to the above-listed foods can suffer more serious consequences.

Seacrest cannot guarantee that a student will never experience an allergy-related event while at school, but we are committed to student safety, and therefore have created this policy to reduce the risk that children with allergies will have an allergy-related event.

For children with severe allergies, it is the family's responsibility to notify the school, in writing, of the allergies. Working in conjunction with the family physician, the family should submit written protocols for the student. The school nurse will work with parents to implement reasonable protocols in the form of a Food Allergy Action Plan (FAAP).

Seacrest is a Food Allergy Aware school. Individual students are not restricted from eating foods containing the above allergy related foods, but students are instructed not to share food with classmates unless prior approval has been given. Any foods sent to school to share with students should contain an ingredient label. Seacrest will notify classmates of children with severe allergies.

Seacrest will do its best to avoid serving food with nuts, but cannot guarantee that products with nuts will never be present as we cannot monitor products sold at athletic events or special student sales, products brought for potlucks or celebrations, or served on off-campus trips. Therefore, persons with severe food allergies must carefully monitor their food in these situations.

Latex balloons are not allowed at school because they pose a potential allergy threat for students with a latex allergy. They also represent one of the greatest choking hazards. Please do not send latex balloons to school under any circumstances. Mylar is ok.

Medication

It is the law that any medications (prescription or over-the-counter) must be stored in the School office and dispensed only by the School staff. Teachers may not dispense any medications, including those available over-the-counter such as cough drops and vitamins. Students may not keep any medications (this includes those over-the-counter and vitamins) with them and **may not self-medicate under any circumstances**. In addition, by law, any and all prescription medications must be brought to School **by the parents** in the original, current prescription bottle or packaging materials. Medications in any other containers will be disposed of. Because of requirements we must meet, it is essential that when providing medication to the School, parents transport the medication themselves. It is not to be sent to the School in a book bag or in the child's possession. This is for the protection of that student and all other students on the Bus or in the

School. We understand this may be an inconvenience to some parents, but hope you understand the rule is in place for the protection of all.

Before any medication (prescription or over-the-counter) can be administered, **parents must complete the Authorization for Medication form**, which includes information on type of medication, dosage, and frequency. You must enter this information for over-the-counter medications directly into the Magnus Health portal. The form for prescription medications must be printed from Magnus, completed and uploaded to Magnus or turned in to our Nurse. **This form must be signed by the parent or guardian.**

Sun Protection

The wonderful sunshine we experience virtually all year means we need to pay particular attention to sun protection. The American Academy of Dermatology recommends the use of a 15 SPF or higher broad-spectrum sunscreen. If you want sunscreen, parents are encouraged to apply it to their children each morning. The staff of Seacrest Country Day School may not apply sunscreen to students. However, consideration can be given to special situations. Please contact the Nurse with your request.

Following the guidelines of The American Academy of Dermatology, all students should wear a Seacrest-approved hat (with a four-inch brim) and sunglasses. Although hats and sunglasses may not be worn in the buildings, we strongly encourage our students to bring these items for recess and P.E. classes.

We also encourage parents to apply insect repellent to their children each morning if desired.

Illness

If your child wakes up sick on a school day:

- Please call the school prior to 8:15 am to notify us of your child's absence.
- Do not send your child to school with a bad cold or the flu (i.e., excessive nasal secretions, sneezing, coughing, congestion etc.)
- Your child should be kept home for 24 hours following a fever of 100° F or higher or within 24 hours of vomiting.

If your child has a contagious illness:

- Please call the school and notify the nurse immediately if your child has been diagnosed with conjunctivitis (pink eye), strep throat, head lice, chicken pox, fifth's disease, the flu, or any other infectious type illness.
- A letter from your child's health care provider may be requested following an extended absence from school.

If your child should become ill during the school day:

- Parents will be called and asked to pick up the sick child.
- If parents cannot be reached, the instruction on the Emergency Contact Form will be followed. Please keep us updated with this information.

Communication with the School Nurse

If your child has any specific health care needs such as an allergy to foods or the environment, asthma-related problems, or any other health care needs, please contact

Rae Young, RN, BSN, School Nurse at 239-793-1986 x 2919.

Proper communication between the parent/guardian and the school staff will allow for the appropriate care and treatment of your child to be put in place. When sending a communication to the school regarding specific medical information pertaining to your child, it is helpful to notify both the school nurse and the student's teacher. This will eliminate any confusion regarding your child's care.

GENERAL POLICIES
Arrival and Dismissal Procedures at a Glance

Grade	Drop Off	Classrooms Open	Class Begins Students are considered TARDY if not in classrooms at this time.	Classroom Dismissal
<p>Lower School: Preschool Prekindergarten Kindergarten Grades 1-5</p>	<p>7:30-8:00 Preschool: Parents must park in the parking lot and accompany their Preschool child to the classroom Prekindergarten, Kindergarten, Grades 1-5: Carline opens at 7:30 a.m. on the east side of campus, adjacent to the Lower School Gym. If you would like to accompany your child to morning care, park in the front lot, sign in and proceed to the Morning Care Room (Room 18).</p>	<p>8:00 School starts at 8:15</p>	<p>8:15 After 8:15 students must be accompanied from the parking lot by an adult to the Student Services Center for a late pass.</p>	<p>Preschool Half-Day 12 p.m. Dismissal: Half-day students will be accompanied by a teacher to carline at the <u>front lot</u>. Lower School: Preschool Full-Day Prekindergarten Kindergarten Grades 1-5 3:00 Dismissal Lower school students will be accompanied by a teacher to carline on the east side of campus, adjacent to the Lower School Gym. Students not picked up in car line will be taken to the After School program.</p>
<p>Middle School: Grades 6 – 8</p>	<p>7:30-8:00 Carline opens at 7:30 p.m. Students should proceed directly to the Middle School.</p>	<p>7:45</p>	<p>8:00 Late slips are done in Advisories After 8:00 students must proceed to the Student Services Center for a late pass</p>	<p>3:30 (3:00 Friday) Middle School students will proceed to carline on the east side of campus, adjacent to the Lower School Gym. Students not picked up in car line will be taken to the After School program.</p>
<p>Upper School: Grades 9 - 12</p>	<p>7:30 Upper School Building opens. Carline can begin as early as 7 a.m. on the east side of the Upper School Gym.</p>	<p>7:45</p>	<p>7:50 Upper School Gym after 7:50 a.m. students must proceed to the Upper School office for a late pass</p>	<p>3:30 (3:00 Friday) Upper School students can be picked up at carline on the east side of the Upper School Gym.</p>

Arrival and Dismissal

General Information:

- **Upper School Students driving Lower School siblings must drop them off in carline on the east side of campus, adjacent to the Lower School Gym before proceeding to the Upper School Building.**
- **The driveway in front of the Student Services Center is closed during drop off and pickup.**
- Because of ongoing concern for safety, students in Preschool-grade 5 crossing the street to or from the front parking lot must be accompanied by and stay next to an adult/older sibling at all times.
- **Students will only be dismissed to the office under special circumstances, such as a doctor's appointment. Carline is to be used for pickup.**
- Early Dismissal Days: On certain designated days throughout the year, school is dismissed early and there is no lunch or After-School Program. **Students in all grades (Preschool through grade 12) should be picked up at 11:30 a.m.** Please note that it is very important that you not arrive earlier than 11:30 a.m. Please note: there is no Flag Ceremony on an Early Dismissal Day that falls on a Friday.

PLEASE NOTE: **Only parents, not students may** change their dismissal plans during the school day. All plans for going home with friends must be made before coming to School, and a written note given to the teacher by parents of **both** children is required. School telephones are for school business only. Students will not be permitted to use the School telephones except in the case of an extreme emergency.

Car-pooling: Seacrest families live in many locations in both Collier and Lee counties. We encourage car-pooling. Lists of carpool members must be submitted to the office and to the students' teachers.

Change of Dismissal Plan During the Academic Day

If your child is to go home with someone other than his or her usual driver, you must contact us personally in the office and provide us with the name of the individual who will pick up your child, and that individual needs to know that we will need to see his/her driver's license. If you call us about a change of driver, we may need to phone you back for confirmation. We also need to know the make and color of the vehicle, and we may ask to see the driver's license. If one child has permission to go home with another child's parents, **both parents must notify the teacher or the office to confirm knowledge of the plan.** Please send a note with your child for the classroom teacher if possible otherwise a phone call directly from you will suffice. If prior arrangements have not been made, we will not release your child. These precautions are for the safety of your child.

Attendance

Illness:

If your child is ill and will not attend School, please communicate with the School prior to 8:15 a.m. Parents are asked to call the office (**793-1986 Front Office or 530-2949 Upper School**) if your child is ill and will not attend. When returning to school following a contagious disease, the School may request a written release from your physician. Send a written excuse each time your child is absent. **Please do not send your child to School with a bad cold or within 24 hours of having had a fever.**

If a child should become ill during School, parents will be called. If your information on file is not up to date, we will not be able to contact you. ***Please be sure you keep this contact information up to date on the Parent Portal of the Seacrest website.***

Preschool-Grade 8:

Punctual, daily attendance is expected. In general, students will be allowed two days to make up work from one day's absence. Extended or chronic medical absences will be handled on a case-by-case basis. It is the parents' responsibility to contact the School as soon as possible concerning their child's medical status.

Students in grades 7 and 8, enrolled in Upper School credit-bearing courses, are bound by Upper School attendance policies and procedures.

Grades 9-12: The Upper School has very specific attendance and tardy policies:

- Morning attendance:
 - All Upper School students are expected to arrive on campus prior to 7:50 a.m.
 - Any students arriving after 7:50 a.m. are considered tardy—even if morning announcements are still taking place. Announcements are an important part of the Seacrest Upper School day, and all students are expected to be in attendance for the entire time.
 - Students who accrue more than five (5) tardies in a quarter will be assigned to a quiet study hall during Flex Block for the remainder of the quarter. This assigned study hall will have precedence over any responsibilities the student may have during Flex Block. The only exclusion to this policy is students who must leave school early as part of a school-sponsored activity.
 - If a student continues to accrue tardies after the assignment to study hall, other appropriate measures will be taken. These measures include, but are not limited to, suspension of driving privileges; the student being stripped of any leadership roles in clubs or organizations; suspension from sports teams; and ineligibility for honor societies, Leadership Lane awards, book awards, and academic awards.

- Class attendance:
 - All of the classes in the Upper School are taught utilizing a Socratic seminar style. Consequently, a student's active presence in each class is an important part of his or her learning experience.
 - Seacrest Upper School teachers will take attendance in every class period. Ten percent (10%) of each student's grade in each class will be determined by the student's attendance in class. This percentage will be automatically assigned by the grade reporting program that is used at Seacrest, and is not regulated by the individual classroom teacher.
 - Chronic medical challenges and other extenuating circumstances will be responded to individually.
 - Additionally, please note that three (3) class attendance tardies will equal one (1) absence in that class and will be recorded as such.

Excessive tardiness will have negative consequences for a student's academic performance.

Extra-curricular Activities and Sports

Participation in either extracurricular or interscholastic art, athletic, or academic performances and competitions **requires attendance on the day of the event** and fulfillment of academic obligations (i.e., tests, papers, etc.), **as well as having no unexcused absences during that day.**

Requests for Homework

1. When a student is absent for one day, homework assignments should be requested from each teacher by the student upon return to School. The starting place for seeing this information should be www.seacrest.org. Students will have one additional day to complete this homework. If a student is out sick for more than one day, parents are requested to email or call the teachers directly at School. **Homework will be ready 24 hours after the request is made.**
2. If a student will be absent for non-medical reasons, parents are required to notify the School in advance, and students must request homework assignments at least one week prior to the absence.
3. In our ongoing effort to teach our students responsibility and organization, we ask for parental cooperation. Homework should be brought to class by the student. If a student leaves homework or projects at home, **please do not email, fax, or bring this work back to School for the student.** This policy will help students become more successful and understand that their work is their responsibility.

After School Activities

Seacrest School provides a number of opportunities after the end of the regular school day. The teachers and office staff need to know, in writing, when a student will be attending After-School Care or SEA.

After-School Care for Lower School

After-School Care (through grade 7) provides supervision daily until 5:30 p.m. There is a fee for After School supervision. In the event that a child is not picked up by 5:30, the staff member may contact someone listed on the child's emergency form. There is no After-School Care on Early Dismissal Days.

When unforeseen circumstances arise, call the office to arrange for a student to stay in After-School Care that day. For security and billing assurance, we ask that you sign your full name and the time when signing your child out for the day. Students **may not** sign themselves out on behalf of their parent.

Supervised study halls are available for students in grades 1 through 7. This supervised study hall is part of After-School Care and is charged accordingly.

Seacrest Enrichment Activities (SEA) Lower School

Seacrest Enrichment Activities (SEA) is an after-school program focusing primarily on Lower School students. Enrichment activities of all varieties – including sports, music, art, and dance – will be offered on campus Monday-Thursday from 2:30 p.m. until 6:00 p.m. Enrichment activities will be taught by Seacrest faculty as well as other experienced professionals, and they will provide students with engaging and meaningful experiences as they begin to explore their interests and develop their abilities.

After School Care for Middle School

Middle School students in the 6th and 7th grades who are not dismissing at 3:30 p.m. and do not have an athletic or academic commitment are required to report to the East Computer Lab by 3:40 p.m. for a supervised study hall. At 4:30 p.m. the students remaining on campus will be supervised in the area of the Lower School playground.

Eighth graders are welcome to attend the afterschool study hall; however, it is not required that they do so. Obviously, if students remain on campus after school we would like for them to be productive and using their time wisely. Giving them the freedom to decide where and how to be productive is an important part of the maturation process of 8th grade students. Please understand that if your child is not attending the supervised study hall the front office will not be privy to where he or she is on campus. Seacrest may revoke the privilege on an individual basis and require attendance in the supervised study hall if there are academic or behavior issues.

Photography on Campus

Families are welcome to photograph or film their children on campus and at School events for personal enjoyment. Images captured on campus or at School events are not to be used for commercial or public purpose without School permission. In addition, as a courtesy to other families and for safety reasons, do not publish images of another child on the internet, social media sites, blogs, or other media without permission from the child's family.

Cell Phones, iPhones, iPods, and Hand Held Electronic Devices

In order to limit academic distractions for our students, cell phones are not allowed on or in the immediate possession of the lower, middle and/or upper school students. Phones must be off and in lockers or backpacks for the school day. To support our policy, please do not use the cell phone as a means of communicating with your child during the school day.

Celebrations

Birthdays are recognized in various ways. Please check with the individual teacher. Treats should be healthy and nutritious. **Please do not distribute invitations to parties through the classrooms unless the entire class is invited. Please check with the classroom teacher before sending anything to School.**

Other celebrations are often planned by the teacher for special holidays. Details will be provided in monthly newsletters or special notices. Parents may be asked to help organize the acquisition of supplies. However, planning should take place in accordance with the teacher's preferences. **Please meet with the teacher before making any arrangements for birthdays or other celebrations.**

As latex balloons represent one of the greatest choking hazards, please do not send latex balloons to School under any circumstances.

Gift Policy

At Seacrest Country Day School, we value the character traits of caring, appreciation, and generosity. Our students give back to their School and their community through programs such as the holiday toy drive. In this spirit of appreciation, we request that any gifts to teachers and staff be modest in nature and of an individual preference. **The School prohibits the solicitation of funds to provide group gifts to teachers.**

We are grateful for gifts to classrooms from parents and friends. Upon request, Seacrest will provide an appropriate letter for tax purposes. Please note that gifts to classrooms (such as books, technology, and appliances) remain in the particular classroom for the benefit of children at that grade level in subsequent years. All gifts are to be made in consultation with the Development Office.

Emergency Closing

Please note the following procedures:

1. Stay tuned to area radio and TV stations for updated information. Time permitting; parents will be alerted via the automatic phone system, our website and social media outlets. Collier County is operating www.Collier72.org as an information hub for our county, posting live updates of storms or other emergencies, with real-time maps of road closures, flooded areas and evacuation routes.
2. Listen for possible School closing announcements. If the Collier County Public Schools are closed, Seacrest will be closed and School events will be canceled.
3. There may be occasions when Seacrest Country Day School will close without Collier County Public Schools closing, parents will be alerted via the automatic phone system, our website and social media outlets.
4. If Collier County Public Schools close early, please contact Seacrest for the status of our dismissal time or check our website and social media for information.
5. Do not send your children to School if in doubt.
6. In the event it becomes necessary to close School during the school day for any emergency situation, parents will be called and notified to pick up their children immediately. We will also send an all-Seacrest parent email. **If a parent is not available, we will use the emergency contact information on the Seacrest parent portal. Please be sure that information is kept current.** Please note that under no circumstances will a child be left unattended. If **absolutely necessary**, a child may be taken home with a member of the Seacrest administrative staff until parents or emergency contacts become available.

Field Trips

Field trips will be scheduled and noted on the monthly class calendar. We have some exciting trips planned around the community, and these activities are a vital part of our learning program. For the safety of the students, the following rules will be observed:

Each child will:

- wear the proper Seacrest field trip attire (as determined by the teacher);
- respect the rights of others;
- sit quietly in the seat with seat belt securely buckled;
- stay with an adult supervisor at all times; and
- respect the adult supervisor, docents, or other guides.

Parents must complete and return the student Travel Authorization form. Although on most field trips students travel by bus, IF parents are driving, they must sign in at the office, obtain a visitor/volunteer badge, and complete a Driver Agreement form. Teachers are required to complete a third form, the Field Trip Plan, to give to drivers and submit to the office. Drivers are required to follow the designated route, with **no unscheduled stops**.

On swimming and beach field trips, girls are required to wear one-piece bathing suits or a two-piece bathing suit with a surf shirt or rash guard. A certified lifeguard will be present for any field trip involving swimming. Lifeguards are on duty for any emergency that may arise in the water.

Personal Property Brought to School

Although we certainly teach respect for the property of others, we ask that students not bring to School anything of substantial value that could be broken or misplaced, i.e., personal treasures. The School cannot be responsible for valuable items brought to School. Mishaps do occur, and it is best that precious items remain safely at home. Please let the classroom teacher know if your child has a special item he or she wishes to share in relation to themes being studied. **Seacrest holds no responsibility for lost or broken items.**

Lost and Found

Please label all of your child's belongings with first and last names (this includes Seacrest shirts and P.E. shirts and shorts). Items found at School will be placed in "Lost and Found." At the end of each quarter, items left in "Lost and Found" will be donated to charity.

COMMUNICATIONS

Contacting the School

In addition to the main school telephone number (which is 239-793-1986), please refer to the website for contact information.

- There is an automated voice mail system that may be accessed by calling 239-793-8097. From this number you may then obtain an individual's extension and leave a voice mail message. Telephone extensions are also published in the Faculty/Staff Directory in the Parent Portal on the website.
- Each teacher and member of the administration also has an email address. To send an email message, simply use the person's first initial followed by last name and @seacrest.org (i.e., John Doe's email would be jdoe@seacrest.org).
- The Faculty/Staff Directory in the Parent Portal on the website also includes home numbers for all Seacrest employees. When it is absolutely necessary to contact a teacher at home, please be considerate when choosing the hour to call and keep conversations brief. If you leave a message, you should expect a return phone call within 24 hours. If additional time is needed, a call during the school day can be scheduled.
- There is also a searchable Parent Directory, accessible on the left column index on the Parent Portal web page.
- **Remember that the directory is for the exclusive use of members within the Seacrest Country Day School community. The use of this list for mailings or solicitations, or the sharing of or release of information in the directory to anyone outside the community is a violation of school policy.**
- **Please do not text or call your child during the school day as it will disrupt the class in session.**

SPECIFIC TO LOWER SCHOOL

Snacks

Preschool, Prekindergarten, and Kindergarten students will receive snack instructions from their teacher. All other students should bring a nutritious snack and drink each day.

Playground

Students are taught to use playground equipment safely and with respect. As the child is learning skills and coordination in athletic activities, he or she will also be learning good sportsmanship, safety rules, and consideration of others. All students should wear shoes appropriate for physical activity (i.e., sneakers). Students are encouraged to wear sunscreen, insect repellent, hats, sunglasses, and sun protective clothing when outside.

SPECIFIC TO MIDDLE AND UPPER SCHOOLS

Lockers

Each Middle and Upper School student is assigned a locker. It is the student's responsibility to keep it clean and organized. All personal items and school supplies need to be properly stored. Any materials left on the floor around the lockers will be thrown away. Seacrest is not responsible for materials, supplies, and personal items kept in lockers.

The locker and its contents are personal and private. Students are reminded to respect others' property and right to privacy. Students are provided combination locks for their lockers, and these combinations are registered in the office. Lockers should be locked during the day and when students leave at the end of the day.

The lockers are the property of SCDS and as such, the school reserves the right to open any student's locker or examine book bags at any time.

SPECIFIC TO UPPER SCHOOL

Student Drivers

There is limited parking space at School; consequently, we discourage students from driving to School on a daily basis. However, we realize that sometimes it is necessary for students to drive themselves to School. Student drivers must:

1. Park in the designated Upper School area.
2. Sign in and surrender keys when attendance is taken.

If the student driver is transporting other Seacrest Country Day School students, written permission from the parent of each of the students (both the driver and the student being driven) is required. Seacrest Country Day School reserves the right to revoke a student's driving privileges for consistent tardiness, unsafe driving, or other violations of general School policies.

SEACREST SCHOOL SOCIAL EXPECTATIONS

Seacrest Country Day School is committed to creating an environment that allows students to learn successfully and enjoy their school community. Consideration for others is of fundamental importance within the Seacrest community. Our students are held to the highest level of behavioral expectations.

Public Displays of Affection

The halls, classrooms, and other public areas of School are not appropriate for public displays of affection. Guests, students, or faculty frequently travel these areas, and they should be able to do so without embarrassment. Friendship is encouraged, while public romance and physical expression of mutual attraction are prohibited.

Harassment

Students are expected to treat each other with dignity and respect, and are entitled to freedom from any kind of personal harassment. No form of harassment, including bullying, will be tolerated whether it is related to, but not limited to, race, religion, nationality, language, physical appearance, gender, or physical and/or mental capacity. Harassment is defined as unwelcome, harmful behavior toward another person. This behavior must be annoying, bothersome, and/or physically, emotionally, or academically injurious to be considered harassment. Harassment can take the form of, but is not limited to, verbal and/or written remarks, gestures, innuendoes, gossip, symbols, or physical contact.

Bullying is defined as systematic and repeated conduct which subjects one or more students to insults, taunts, or challenges, or which causes one or more students to be excluded or singled out in a negative way. Bullying comes in many forms. It can be verbal or physical in nature. It can be intimidating or designed to provoke a violent or disorderly response from the students being targeted. Bullying may involve gang or clique behavior, including the student who is the victim of bullying or a bystander observing or hearing about bullying behavior. It is only through everyone's effort to eliminate bullying that all students will feel comfortable in the educational environment. All concerns related to harassment or bullying should be reported to the Division Heads.

DISCIPLINARY RESPONSES

All Grades (Preschool-Grade 12):

- It is expected that all students be courteous and considerate, exhibiting proper behavior in School and when away from School.
- **Possession of weapons, tobacco, alcohol, or any controlled or illegal substance is considered the most serious violation of School Rules, and the Head of School will determine what punitive actions will be taken.**
- Seacrest Country Day School reserves the right to suspend or dismiss any student at any time if, in the judgment of the Head of School, such action is deemed in the best interest of the School or of the student. No refund of tuition, fees, or costs will be made for suspension or dismissal at any time.

Preschool-Grade 5:

Teachers and students most often handle any problems that arise. Consequences for misbehavior range from eye contact, a verbal reminder, an appropriate time out, or a conference with an administrator. If a more serious problem occurs, the Head of School and parents are notified and the student, parents, and teachers work together with the administration in resolving the problem. In extreme cases, the Head of School may decide on one of several alternatives, including, but not limited to: in-school suspension, out-of-school suspension, or dismissal. The School reserves the right to suspend or dismiss any student at any time if, in the judgment of the Head of School, such action is deemed in the best interest of the School or of the student. No refund of tuition, fees, or costs will be made for suspension or dismissal at any time.

Grades 6-12:

Behavior Expectations:

Seacrest students have a strong understanding of the behaviors the School expects from them on campus and throughout the community. Respect for peers, faculty, staff, and the community are paramount to the overall Mission and Character of Seacrest. Students are reminded that behavior in and outside of School is a direct reflection of one's self, family, and School.

If students do not meet the standard set by *Seacrest Contract*, the School will respond by:

1. Teacher-Student Conference
2. Teacher-Student -Parents-Division Head
3. Teacher-Student- Parents-Division Head and Head of School

The following consequences may occur:

1. Separation from student community for a part of the school day (Detention)
2. Separation from the student community for a full school day (In-school suspension)
3. Separation from the school community for determined amount of time (Out-of-school suspension)
4. Dismissal from school

Additional ramifications can include forfeiting opportunities throughout the day, not participating in an extracurricular activity, the loss of School leadership positions, a School chore program, or other consequence deemed appropriate by the division head.

Possession of weapons, tobacco, alcohol, or any controlled or illegal substance is considered the most serious violation of School Rules, and the Head of School will determine what punitive actions will be taken.

Dress Code Guidelines

Prekindergarten – Grade 12

Seacrest has a dress code designed to promote focused study habits; encourage neatness; provide for safety; and avoid competition, confusion, and expense. Parental cooperation and participation is needed to provide guidance for your children regarding this requirement. Please make sure your child is dressed according to the Seacrest dress code each morning when leaving home. If there is a question about an article of clothing, please check with the administration prior to allowing your child to wear it to school. Parents will be notified if a student is improperly dressed. The school reserves the right to make any decisions concerning the dress code.

Fit:

- ◆ **Nothing too big, too baggy, too tight, too long, or too short.** This means the shirts must not look like dresses, no midriff may be exposed, and pants must fit at the waist. Lengths and styles of clothing must adhere to the chart on page 30.
- ◆ **No holes, rips, patches, tears, or frayed/fringed hems.**
- ◆ **Length: For girls:** In grades PreK-5: shorts, jumpers, skirts, and skorts must be no shorter than mid-thigh, and skirts no longer than the bottom of the knee. In grades 6-12 shorts must have a minimum 10" inseam. **For Boys:** Shorts may be no longer than the bottom of the knee.

Style:

- ◆ **Seacrest collared polo shirts only in Prekindergarten through grade 8.**
- ◆ **In grades 6 - 12: No athletic shorts, skirts, skorts, jumpers, or board shorts.**
- ◆ **Undershirts worn under the Seacrest shirt must be white and may not include any lettering or logos. Undershirts must never fall below the sleeve or bottom hem of the Seacrest shirt.**
- ◆ **No sleeveless shirts.**
- ◆ **Cargo pants and shorts are acceptable.**

Fabric:

- ◆ **No denim in any color is allowed in any grade.**

Belts:

- ◆ If belts are worn, they must be plain, unadorned, and secured with a buckle. Chains are not permitted.

Shoes:

- ◆ Sneakers, topsiders, canvas slip-ons, and flats are acceptable for every day.
- ◆ **Dress shoes for girls** must be closed toe (in grades 6 to 12). Girls may wear heels 1½" or less but no platforms.
- ◆ **Dress shoes for boys:** loafers, topsiders, or leather tie-shoes.
- ◆ **Not permitted:** Boots, flip flops, open-toed shoes, leather-soled shoes, clogs, cleats, platform shoes, shoes with wheels, shoes with deep grooves in the soles, or any shoes that might be considered unsafe.

Hats: Hats and caps are strongly encouraged any time that a student is outside. However, all hats must be removed when inside the buildings.

P.E. note: Students in grades 6 – 12 enrolled in P.E. **must** change into P.E. uniforms for every P.E. class.

Sweaters & Sweatshirts: Seacrest sweaters or sweatshirts may be worn. Any others must be **solid color and absolutely plain**. In grades 9-12 students may also wear college sweaters or sweatshirts.

Swimsuits: On swimming and beach field trips, girls are permitted to wear only one-piece bathing suits.

Free Dress Days: On scheduled Free Dress Days throughout the year, students are expected to adhere to the dress code guidelines concerning fit. Shoes must be appropriate for the school setting. At no time will clothing with offensive designs, offensive language, or tank tops be permitted.

No makeup may be worn in the elementary grades. Students in grades 6 through 12 may use a minimal amount of conservative makeup. Jewelry must be conservative in size, design, and amount. Facial hair on boys must be neat, trimmed, and conservative in size, design, and amount. Hair must be neat, of a suitable length, unobtrusive, and of a human color as deemed appropriate by the School.

The School reserves the right to prohibit any item of dress or accessory that is deemed inappropriate.

Seacrest Country Day School Dress Code

Seacrest logo items must be purchased at Seacrest Outfitters on campus.

	Tops	Bottoms: NO JEANS	Field Trip or Dress Uniforms	Sweaters and Sweatshirts	P.E.
Girls and Boys PreK to Grade 3	Solid color, collared, polo-style shirt with Seacrest logo. Any color.	Solid colors, prints, plaids, and stripes. No denim of any shade.	White collared polo shirt with Seacrest logo. Khaki pants. For informal field trips and as requested: Seacrest T-shirt.	Seacrest sweatshirts or absolutely plain, solid color sweaters or sweatshirts.	N/A
Girls and Boys Grades 4 and 5	Solid color, collared, polo-style shirt with Seacrest logo. Any color.	Solid black, brown gray, navy, white, or khaki. Plaid. No denim of any shade.	White collared polo shirt with Seacrest logo. Khaki pants. For informal field trips and as requested: Seacrest T-shirt.	Seacrest sweatshirts or absolutely plain, solid color sweaters or sweatshirts.	N/A
Girls Grades 6 to 8	Solid color, collared, polo-style shirt with Seacrest logo. Any color. The white dress blouse may also be worn every day.	KHAKI or NAVY BLUE pants, Capri pants, or Bermuda-length shorts (defined as having an inseam of 10 or more inches). No skirts or denim of any shade are permitted.	Short- or long-sleeved white oxford-style blouse with Seacrest monogram. Khaki pants. Dress shoes (see Guidelines). For informal field trips and as requested: Seacrest T-shirt.	Seacrest sweatshirts or absolutely plain, solid color sweaters or sweatshirts.	Seacrest T-shirt and navy athletic shorts. Sneakers and white socks.
Boys Grades 6 to 8	Solid color, collared, polo-style shirt with Seacrest logo. Any color. The white dress shirt may also be worn every day.	KHAKI or NAVY BLUE pants or shorts. No plaid or any other color permitted. All pants and shorts must be secured at the waist. No denim of any shade.	Short- or long-sleeved white oxford-style shirt with Seacrest monogram. Long khaki pants, shirt tucked in with black or brown belt. Dress shoes (see Guidelines). For informal field trips and as requested: Seacrest T-shirt (available in the Seacrest Store).		Seacrest T-shirt and navy athletic shorts. Sneakers and white socks.
Girls Grades 9 to 12	Solid color, plain or Seacrest "S" logo on left sleeve crew neck t-shirts or button, collared polo-style shirts (also plain, solid color).	KHAKI or NAVY BLUE pants, Capri pants, or Bermuda-length shorts (defined as having an inseam of 10 or more inches). No skirts or denim of any shade are permitted.	Light blue or white oxford cloth button down shirt, khaki dress pants. Black or brown belt to be worn with dress pants. Dress shoes (see Guidelines).	Seacrest sweatshirts (available in the Seacrest Store) or absolutely plain, solid color sweaters or sweatshirts. College sweaters or sweatshirts may also be worn.	Seacrest T-shirt and navy athletic shorts. Sneakers and white socks.
Boys Grades 9 to 12	Solid color, plain or Seacrest "S" logo on left sleeve crew neck t-shirts or button, collared polo-style shirts (also plain, solid color).	KHAKI or NAVY BLUE pants or shorts (may be cargo). No plaid or other color permitted. All pants and shorts must be secured at the waist. No denim of any shade.	Light blue or white oxford cloth button down shirt, khaki long pants. Black or brown belt to be worn with dress pants. Dress shoes (see Guidelines).		Seacrest T-shirt and navy athletic shorts. (Available in the Seacrest Store). Sneakers and white socks.

Acceptable Use Policy for Technology

The Philosophy of the Seacrest Information Network: Our educational mission is to train the leaders of the future. Our goals include the expectation that all of our students gain a love of learning while developing the skill to use their knowledge to solve creatively the problems any of them may face. Children at our school are encouraged to look into the future and determine how best to reach their personal goal while serving their community in a positive manner.

Today's technology has permeated every area of life in society. Children need to approach technology confidently, as a magnificent tool to provide avenues of knowledge and skill building. Through daily exposure to the tools available, development of thought processes conducive to creative problem solving, and cooperative work situations, our students will be ready for new and exciting technological tools as they are developed. The wonderful resources of the Internet allow children to reach far beyond their classroom walls to the learning environment present around the globe.

Student Information Network Access: All members of the Seacrest community have access to the Internet and information resources through classrooms, library, or computer labs. It is possible that a user may find material on the Internet that could be considered objectionable. Seacrest School attempts to restrict access to material that is inappropriate in the school environment and we have installed software to achieve that goal. But, software alone may not be entirely effective in blocking access and, therefore, we cannot guarantee that users will not gain access to inappropriate material.

The levels of access to the Internet will vary according to the educational purpose and user's age. Of course, parents may exercise the option of requesting that a child not be provided with access to the Internet.

We expect users to act responsibly in their searches, to immediately disengage from any materials that are inappropriate, and to report the situation to the faculty member or administrator in charge of the activity. Although the School cannot effectively restrict the content of information obtained by students via the Internet, obtaining material that is explicitly labeled as not intended for minors will be considered a violation of School rules. Furthermore, making public or passing on any material that is pornographic, violent in nature, or otherwise harassing is totally unacceptable and will be dealt with immediately by the appropriate administrator.

Acceptable Uses: Any materials or equipment used in conjunction with the information network at Seacrest is considered the property of the School and subject to examination at any time. The use of the Internet is designed for educational purposes, which are defined as those activities directly tied to curriculum-related assignments.

As users, students will have access to network storage areas, specifically configured to be used by students. Network administrators may access network storage areas (much the same as a school locker) at any time. Students' storage space is not private and should not be treated as such. The contents of the storage space, such as files or communications, may be viewed at any time to ensure the safety and integrity of the school's network.

Students in grades 3 through 12 will have passwords, which will allow them access to the school's network. This password is not to be shared with others. By sharing passwords, students violate this policy and will be subject to administrative actions as deemed necessary.

Students should never give out personal information (address, telephone number, name of School, address of School, date of birth, Social Security Number, credit card number, etc.) over the Internet. Students also should not meet with someone that they have contacted online without prior parental approval. Safety is the responsibility of the parent and student. *The School is not liable in any way for irresponsible acts on the part of the student.*

Unacceptable Uses: Accessing the accounts and files of others is prohibited. Attempting to impair the network, to bypass restrictions set by the network administrator, or to create links to the School's web page is prohibited. Obtaining another's password or rights to another's directory or e-mail on the network is a violation of School rules as well as a form of theft. Taking advantage of a student or faculty member who inadvertently leaves a computer without logging out is not appropriate. Using someone else's password or posting a message using another's log-in name is a form of dishonesty, just as is plagiarism or lying, and will be treated as a violation, as will misuse of copyright laws, using the network for financial or commercial gain, advertising, or political lobbying. Causing congestion on the network or interfering with the work of others, such as chain letters or broadcast messages to lists or individuals.

Any other use of the Seacrest School Information Network considered unacceptable will be dealt with on an individual basis.

Computer Care: Members of the School community will not abuse, tamper with, or willfully damage any computer equipment, use the computer for other than appropriate work, or bring food or drink into any computer area. Any intentional acts of vandalism will result in discipline and students will be held responsible for replacement or repairs.

Personal Responsibility: Network access is a privilege. Users found involved in unacceptable uses of the network of Seacrest School may lose all network privileges and face disciplinary action up to dismissal from the School.

Technology from Home and Downloads: Students are permitted to bring USB "flash" drives, CDs, and DVDs into school. However, students are not permitted to use these materials until they have been approved by their teacher who will turn them over to the I.T. Department for a virus check. Files may be transmitted via email from home to school, or by creating a link from a Sky Drive, Google Docs, or DropBox account. Students should speak to the appropriate faculty member to confirm the email address and then submit the file as an attachment or a link to one of the above cloud resources. Students are not permitted to download any material from the Internet. This practice not only may harm the network, but also, such practices are/can be in violation of copyright laws.

Student-owned Devices: Students are permitted to bring in one device to use on the School's wireless network. Students must provide Seacrest with the MAC address of their wireless device. This information is required by Seacrest's I.T. Department to permit access to the wireless network and for record keeping.

Reporting Requirements/Discipline: Any student who accesses inappropriate material on the Internet or receives harassing, threatening, or inappropriate materials via e-mail or on the Internet must immediately report the concern to the teacher who is supervising the activity or to the Technology Coordinator so that the situation can be investigated and addressed appropriately. Students who violate any aspect of this **Acceptable Use Policy** will be subject to appropriate discipline and loss of computer or Internet privileges.

Publications of Photographs, Writing, and Art: As with many independent schools throughout the country, Seacrest Country Day School maintains a website on the Internet. From time-to-time, Seacrest may wish to publish examples of projects and other work on the School's website. Seacrest will make every attempt not to publish the names of students or photographs where individuals can be identified. Seacrest Country Day School will attempt to honor the request of parents who do not wish a child's work and/or photograph to be shown.

Acceptable Use Policy User Agreement: All parents and students must sign the online **User Agreement and Parent Permission Form**. This form also serves as proof that both parent and student have read the Seacrest Country Day School Parent and Student Handbook. This form can be found online at www.seacrest.org/magnus.

No student will be allowed Internet access until this permission form is signed and filed in the school office.

The school cooperates fully with local, state, or federal officials in any investigation concerning or relating to violations of computer crime laws. Contents of e-mail and network communications are governed by the State Open Records Act; proper authorities will be given access to any content as warranted.

Seacrest Country Day School Song

BE THE BEST

SLOW & GENTLE A VERSE 1

LEGATO SEMPRE YOU CAN SAIL THE DEEP BLUE O - CEAN IN A
 SHIP MADE OUT OF DREAMS YOU CAN CLIMB TO THE TOP OF THE MOUN-TAIN NO MAT-TER HOW HIGH IT SEEMS YOU CAN
 WRITE A SONG SO BEAU - TI-FUL FOR EVE-RY-ONE TO SING JUST USE YOUR I - MA-GI-NA - TION

B CHORUS
 YOU CAN DO A - NY - THING IF YOU BE THE BEST THAT YOU CAN BE,
 SHINE YOUR LIGHT FOR THE WOELD TO SEE, OH SEA CREST IS A
 MA-GIC - AL TOUR - NEY, IF YOU BE THE BEST THAT YOU, C VERSE 2 BE THE BEST THAT YOU CAN
 BE. YOU CAN MAKE A DIFFE - RENCE IF YOU
 JUST BE-LIEVE YOU CAN, AND YOU SET A GOOD EX-AM - PLE FOR EVE-RY WO-MAN, CHILD AND MAN, YOU CAN
 HELP TO SAVE OUR PLA - NET SAVE THE WATER, SAVE THE TREES YOU'RE A PER-SON STRONG AND LO - VING FULL OF
D CHORUS
 POS - SI - BI LI - TIES IF YOU JUST BE THE BEST THAT YOU CAN BE,
 SHINE YOUR LIGHT FOR THE WOELD TO SEE, OH SEA CREST IS A
 MA - GIC - AL TOUR - NEY, JUST BE THE BEST THAT YOU, CAN BE THE BEST THAT YOU
 BE THE BEST THAT YOU CAN BE.

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