

Welcome to Achieve Learning Center! We're so glad you've chosen to be part of our community. We trust you'll find it supportive and encouraging – an ideal place for your kids to learn and grow. Here's a few things you'll need to know.



### **Attendance:**

Please do everything you can to get your kids to school regularly and punctually. Since our classes are small, it makes a big difference when a student is missing. If your child needs to be absent, the parent is requested to tell the teachers as soon as you're able.

### **Arrival:**

The church requires that the exterior doors be locked at all times. We will have them open 10 minutes before each class and lunch. If you arrive after that time, please text Mrs. Likkel to let you in. However, since she is in class all four periods, we'd like to minimize interruptions. If you know you're outside of that 10-minute window, please walk your child to the study hall on the north side of the building. *Do not let your child do that alone, please.*

### **Communicate**

The best way parents can help us is to [check the website or email](#) for the information we send. It's our primary way of informing you. Please check often and read the newsletters. Also, we understand that during the school year challenges can arise. If your child is having any difficulties, please let us know. We're happy to make modifications. We want your child to be successful.

If your child is ill, please don't send them to school. If they arrive and are ill, we will call and ask that you come back and get them.

Wonder who to call regarding a specific issue? Check the bottom of this page and on our website. There you'll find the appropriate people and their contact info.

### **Cell phones**

Students may have a cell phone at school. However, we ask that they not watch videos, play games or be on social media during the school day. Please have your student use it minimally.

### **Participate**

We'd love to see you at our events such as bunco nights, the Farmer's Day parade, and field trips. ALC is a community and showing up means a lot. We know you can't make it to everything, but if you're able, please participate in the life of our community.

## **Fundraising**

Fundraising allows us to do the extras, the fun stuff. Please help this community by fundraising. We operate on very slim margins and fundraising helps us tremendously. Thank you in advance for your help in this area.

## **Volunteer**

All staff are in class all periods and we need other adults in the building for a variety of reasons. Could you please help us in these ways, even if for a season? We need parents to be in the gym during lunch, door guards for those coming in after the doors are locked, help with fun activities like game nights, Flannel and Flapjacks and more.

## **Here's our expectations for students:**

Students are expected to:

- Attend class regularly. You are missed if absent. If you know you won't be there, tell your teacher as soon as possible.
- Respect the teacher's authority in the classroom.
- Fulfill the requirements set by the teachers, such as bringing books, etc. to class, completing homework in a timely manner, and participating in group activities.
- Be considerate of your classmates, which includes arriving on time ready to learn.
- Do not favor one peer over another through actions such as ignoring or ridiculing others, denigrating someone, or saving class seats. Be sensitive when issuing invitations.
- Refrain from bringing into the classroom any objects or materials unrelated to class (except when completely unseen in a student's bag).

## **Study hall**

We ask you to put away your cell phone. Always remember to ask the monitor if you need to leave the room for any reason. If you need to leave the building/grounds, you must tell the study hall monitor. Please do not leave campus to go out for lunch or run to the store. If you have an appointment, please tell the monitor where you'll be and leave a contact number.

## **Ownership**

Your teachers will work hard to give you their best. We ask that you do the same. We also expect that students in 7<sup>th</sup> grade and up begin to take more responsibility for their own work, relying less on their parents for initiating and following through with their work. Together, we will help you grow into an independent learner.

Have a bookkeeping question?

- Kim Philips ([kimberly.r.philips@gmail.com](mailto:kimberly.r.philips@gmail.com))

Have a registration question?

- Emma Bennett ([admissions@achievelearningbellingham.org](mailto:admissions@achievelearningbellingham.org))

Have a newsletter or social media question?

- Sierra Spring ([sspring@achievelearningbellingham.org](mailto:sspring@achievelearningbellingham.org))

Have a question about a class or staff member?

- Sue Likkel ([slikkel@achievelearningbellingham.org](mailto:slikkel@achievelearningbellingham.org))

Have a question about fundraising or operations?

- Meredith Cratsenberg  
([mcratsenberg@achievelearningbellingham.org](mailto:mcratsenberg@achievelearningbellingham.org))