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# APOGEE

## HENDERSON NV

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2026-2027 Parent Handbook

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## Introduction to Apogee Henderson

Dear Parents and Guardians,

Welcome to Apogee Henderson, a place where we are dedicated to disrupting education for the entire family. This handbook serves as a guide to help you understand the policies, procedures, and expectations within our unique, leader-centered community. We believe in fostering a collaborative partnership between parents, leaders, administration, and our dedicated team of coaches.

**Mission:** Our mission is to reseed freedom in our children and in our nation through education for the entire family.

**Vision:** Our vision is for free thinkers to flourish.

### **We want to create:**

- An environment filled with laughter and joy.
- An environment conducive to critical thinking.
- An environment that is designed for learning.
- One that is free from politics and propaganda.
- One that is free from bias and tyranny.
- One that is free from any external influence that would negatively affect the individual's journey of learning and how to think.
- One that is safe.
- A home away from home where every leader smiles at the thought of coming in, exploring, doing, and being. Our job is to guide leaders to critically think on their own and have joy in doing it.

**Apogee Code (attached):** Apogee Henderson takes its community culture seriously, recognizing that adherence to the Code is essential to maintaining a safe, respectful, and thriving community of leaders and families. The principles of integrity, compassion, bravery, politeness, honesty, honor, and loyalty form the foundation of our community. **Each coach, leader, and parent is expected to commit to upholding these values both on and off campus. Failure to do so may result in dismissal from the Apogee Henderson community.**

## Educational Philosophies

Apogee Henderson has a unique and innovative approach to education that is centered by several key educational philosophies. These philosophies shape the core principles of the campus and guide the learning experience for its young leaders. This will look different in each studio as the principals are applied in an age appropriate way. Below is an overview of some of Apogee Henderson's educational philosophies:

**1. Leader-Centered Education:** Leaders take an active role in shaping their education. We believe that leaders are more motivated and engaged when they have a say in what and how they learn. This philosophy emphasizes personalized learning plans, where leaders have a voice in setting their educational goals and projects.

**2. Socratic Method:** The Socratic method is central to Apogee's approach. It involves asking open-ended questions to stimulate critical thinking, promote discussion, and encourage young leaders to discover knowledge on their own. Socratic discussions are a daily practice, fostering inquiry, analysis, and communication skills.

**3. Project-Based Learning:** We place a strong emphasis on project-based learning. Leaders are encouraged to engage in hands-on, real-world projects that align with their passions and learning style. This approach nurtures problem-solving, creativity, and collaboration. Each session leaders have the option to explore different themes in hands-on and engaging ways.

**4. Mixed-Age Groups:** Our campus organizes leaders into mixed-age groups, creating a dynamic learning environment. This setup encourages peer mentoring, collaboration, and a sense of community among young leaders of different ages. It also allows for more individualized learning experiences. We follow general age guidelines and when it comes to studio placement we consider all factors including academic, social, and emotional development.

**5. Life Skills Education:** In addition to academic subjects, Apogee Henderson focuses on imparting important life skills to its leaders. These include conflict resolution, goal setting, time management, leadership, entrepreneurship, character building, and financial literacy. Preparing leaders for success in life beyond the studio is a key goal. While academic growth will happen naturally, at Apogee, we will always prioritize the growth in these areas.

**6. Physical Fitness and Health:** We have a strong emphasis on physical fitness. This promotes not only physical well-being but also resilience, discipline, and personal growth. This looks different for each age group and is separate from Free Play.

**7. Freedom within Boundaries and Responsibility:** Apogee Henderson operates on a philosophy of giving leaders freedom within clearly defined boundaries. Leaders have the autonomy to make choices about their education and activities, but they also operate within a framework of responsibility. The freedoms and responsibilities increase as the leaders get older/demonstrate readiness. Our campus employs adult-enforced guardrails to ensure a safe and productive learning environment.

**8. Community Pact:** Leaders and coaches work together to create a community pact, a set of guidelines and expectations for behavior and interaction within the campus community. This empowers leaders to take ownership of their learning environment and promotes a sense of shared responsibility.

**10. Self Paced Learning:** We are a self paced learning environment. This means that each leader will be working through their core skills at their own pace, which will not always be at the same pace as the equivalent grade level at a traditional school. While we don't have grades, we do track growth and will communicate with parents regarding growth and challenges.

**11. The Role of the Coach:** The role of a coach at Apogee Henderson is distinct from that of a traditional teacher. Coaches serve as mentors, facilitators, and supporters in a learning environment where leaders take ownership of their education. For our youngest leaders, coaches will help build foundations in both academic and social areas, so that they can succeed as independent leaders as they grow.

**12. Adaptive Online Programs:** Young leaders in our upper studios dedicate time each day to developing their core skills—reading, writing, and math—through adaptive online programs that allow young leaders to progress at their own pace. In addition, leaders have the opportunity to choose from a variety of elective subjects aligned with their interests and goals.

In summary, Apogee Henderson’s educational philosophies revolve around leader agency, critical thinking, real-world application, holistic development, and the cultivation of a supportive and self-regulating community. This unique approach aims to prepare leaders not only for academic success but most importantly for a successful and meaningful life beyond our campus.

### **Apogee Strong Network and Partnership**

Apogee Henderson is part of the Apogee Strong network, in partnership with Matt Beaudreau and Tim Kennedy. Apogee Strong is a mentorship program as well as a network of hundreds of physical campuses that launched in 2024. This partnership brings additional resources and expertise to the leader center, enriching the educational experience and professional development opportunities for leaders, families, and coaches. This is a booming nationwide network for our leaders and their families.

Leaders ages 12+ will have access to the Apogee Strong online mentorship programs for the first year.

Parents are strongly encouraged to join the Apogee Men and Women’s programs. In this program, you will be challenged to grow alongside your leader and be an active participant in this family journey. You can find more information on all Apogee programs at [www.ApogeeStrong.com](http://www.ApogeeStrong.com).

## Enrollment and Program Fees

**Enrollment Process and Requirements:** For this year, we will be accepting enrollment from leaders ages 5-11 years. Please refer to the website for current program fees.

The admissions process includes filling out an application on our website, completing a family interview with the Program Directors, as well as a leader shadow day. If all parties are in agreement that Apogee is a great fit for your family, your leader will be invited to join our waitlist or enroll. Join the waitlist by paying the non-refundable registration fee and your spot will be reserved.

The first month's payment for all families is due on July 27th. If the first month's tuition is not paid by August 1st, your spot will not be reserved and you will lose your registration fee.

A 5% discount is applied to the annual program fees for a second child. A 10% discount is applied for each additional child (three or more enrolled).

**Please note:** Discounts do not apply to part-time enrollment. Founding Families (August 2024) will retain their monthly program fee rate in perpetuity.

All fees are non-refundable

Please be aware there is a 3% processing fee for credit or debit card payments. You may avoid this fee by paying with money orders or cashiers' checks, payable to Apogee Strong Henderson, LLC.

**Monthly Billing:** Billing will start on July 27th and end May 27th and include 11 monthly installments. That means on July 27th you will be paying August fees, on May 27th you will be paying June fees, etc.

For January enrollment, you will be added to the monthly program fees plan for all future months. Registration fee and first full month's fees must be paid in order to reserve your spot.

**Delinquent Accounts:** The account becomes delinquent after the third calendar day of the month. Apogee Henderson has developed the following procedures and policies for handling delinquent accounts:

1. Upon being classified as a delinquent account, a reminder invoice will be sent notifying the party that the account is past due and delinquent.
2. When an account becomes 5 calendar days delinquent, the affected leader(s) will be dismissed from Apogee Henderson.
3. When the account becomes current, leader(s) may be re-enrolled (minus registration fee), assuming availability.

Please note that there is a \$50.00 late fee for delinquent accounts, starting on the third calendar day of the month.

**Returned Checks or Denied Bank Drafts:** Any program fee payment that is returned to Apogee or denied by the bank due to insufficient funds will be assessed a service charge of \$50.00. Bank drafts denied for insufficient funds may be resubmitted without notifying the drawer. Should any family have two payments returned unpaid or denied by their bank, Apogee Henderson may opt to no longer accept bank drafts for any reason from that family for the remainder of the academic year. At that point, money orders or cashiers' checks must be used to pay all accounts, payable to Apogee Strong Henderson, LLC.

**Part Time Enrollment:** You may choose any three days, Monday through Friday, that work best for your family's schedule. Please note that once selected, **these days cannot be changed or made up if a leader is absent on a chosen day.** Apogee will confirm the chosen days upon selection.

Families may update their preferred attendance days in July for the August–December session and again in December for the January–June session. Leaders may transition to full-time enrollment at the start of any month with notice provided to the directors by the 27th of the preceding month.

Part-time leaders may add select holidays that do not fall on their scheduled attendance days for a \$50 per day fee. Holiday add-ons are available only at the beginning of the academic year and are non-refundable.

**Leaving Apogee:** A written 30-day notice is required for any family leaving Apogee. Notice must be given to the Program Director in writing via email. Families who do not provide a 30-day notice will be held responsible for a full month's tuition. Notice must be given before the first of the month or the family will be required to pay the following month's tuition.

**Example:**

30 days written notice is given on September 30<sup>th</sup>. The family **will not** be charged for November's program fees.

30 days written notice is given on October 1<sup>st</sup>. The family **will** be charged for November's program fees.

**Program Fees Refund:** There are no refunds or prorating, with the exception of leaders asked to leave the program by the Directors (see Policies and Procedures). Once a payment is made it is non-refundable.

**Example:**

If 30 day notice is given on September 15th, the leaders last day on campus will be October 15th. A partial refund for October will not be provided. There will be no prorating for partial months attended. Exceptions may be made for military relocation orders.

**Supplies:** Young leaders in all studios, except the Explorer studio, are required to bring his/her own laptop/Chromebook and headphones. Students are responsible for their own personal items. In addition, if any item or structural component of the studio is intentionally damaged by a leader the family is responsible for the cost of replacement or repair.

Please sign below to acknowledge that you have read and agree to the above program fees, withdrawal, and refund policies. The individual signing the Program Fees Contract shall be considered contractually responsible for the account.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## Community Expectations

**Leader Code of Conduct:** The purpose of the Code of Conduct is to ensure that Apogee Henderson remains a safe, respectful, and productive learning environment for all leaders. As a mixed-age campus, older leaders are expected to demonstrate leadership and set a positive example for younger leaders. **While on-campus behavior is the primary focus, Apogee Henderson reserves the right to address off-campus conduct that impacts the on-campus learning environment, relationships within the community, or alignment with the Apogee Code.**

1. Leaders are expected to treat all members of the community with respect and kindness. Bullying, intimidation, slander, harassment, or verbal or physical abuse of any kind—including digital or off-campus conduct that impacts the community—is strictly prohibited. Any violation of this policy may result in immediate dismissal from Apogee Henderson.

2. Romantic public displays of affection, such as but not limited to hand-holding, kissing, affectionate hugging, sitting in laps, etc. are not permitted at any time, whether on campus or at any sponsored events.

3. Use of profanity or vulgar language in spoken or written form, or the use of offensive gestures is not permitted at any time, whether on campus or at any sponsored events.

4. Computers and technology are for academic purposes only. They are not to be used for social media, YouTube (unless it is for approved research purposes), gaming, etc. Please see the Apogee Henderson Internet/Technology Use Policy for full guidelines..

5. Cell phones/walkie talkies/communication radios are not permitted in the studios or outside and should remain at home or in a leader's backpack (and turned off) at all times. If a leader would like to use their phone to contact a parent or for campus related purposes, they can ask their coach before getting the phone. The purpose of this policy is to avoid unnecessary distractions in the studio. If this policy is not respected a parent will be informed to come up with a solution.

6. Smart watches are **NOT** permitted.

7. Tobacco products, vape pens, illicit drugs, marijuana, THC edibles, alcohol, prescription drugs without a prescription, etc. are not permitted on campus or at school events. If a leader is under the influence of any of these substances or carrying them on campus, this is grounds for immediate dismissal from Apogee.

8. Weapons of any kind—including but not limited to firearms, replicas, paintball guns, slingshots, BB or pellet guns, bows and arrows, knives, or explosives—are strictly prohibited on campus. Any leader who brings, threatens to bring, or possesses such items will be subject to immediate dismissal from Apogee Henderson. Toy items such as Nerf guns or similar play equipment are permitted with prior approval from a coach or director.

9. Dress: While we encourage self-expression and individuality through grooming and personal style, we remind leaders that they are representatives of both Apogee and their families. We appreciate your efforts in guiding them to make appropriate choices in this regard.

Blouses and shirts should cover the top of the shoulders and be fitted under the arms. No halter tops, strapless tops, or spaghetti straps. However, wide-shouldered tank tops are acceptable. Additionally, blouses/shirts should not expose the waist, hips, midriff, be see-through, or backless. Shorts should be worn underneath dresses or skirts, and undergarments should not be visible.

We emphasize the importance of clothing being free of any inflammatory, suggestive, racial, or otherwise inappropriate content, whether in writing, advertisement, or artwork.

For safety during outdoor activities, leaders are required to wear tennis shoes. This measure helps prevent injuries and ensures participation in physical fitness activities.

## Volunteer Opportunities

**Studio Assistance:** Volunteer to assist in the studio, supporting coaches with various activities and creating an enriched learning environment. Studio volunteers can offer assistance during project-based activities or special lessons. Any parent interested in being a studio volunteer will need to pass a background, so please reach out to the administration to initiate your background check. We are excited to invite you to volunteer in the studio starting in **Session 3**.

Please note that the background check must be cleared before you can begin volunteering in the studio. This step is essential to maintaining a safe and secure environment for our leaders.

### Requirements:

1. **Background Check:** All parent volunteers must have a completed background check.
  1. Visit the Clear Checks website at [www.backgroundchecks.com](http://www.backgroundchecks.com)
  2. Select **Personal Background Check**
  3. Select **Complete Report**
  4. Fill out the required information.
  5. Submit your background check request and **SHARE to Info@ApogeeHenderson.com**
2. **One Parent per Studio per Day:** To volunteer, please inform Karina and Andrea on BAND of the day you'd like to volunteer, and your name will be added to the calendar. **We ask for 24hr notice.**

**Important:** Be sure to check the calendar for your desired date to ensure it is available. If you see another parent's name assigned to your child's studio, that date has already been taken. EXAMPLE " *Explorers Parent Volunteer: Andrea* "
3. **Student-Led Environment:** While volunteering, it's important to remember that our learning environment is **student-led**. Your role is to

support students without directing their work. Here are some **guiding questions** to encourage student thinking and independence:

- *What are you thinking about next?*
- *How might you solve that challenge?*
- *What have you learned so far?*
- *What is your plan for the rest of the project?*
- *Have you asked one of your classmates for help first?*
- *Have you asked others for suggestions?*
- *Is that your best work?*
- *Do you feel it is ready to be presented to all the parents?*

**Lunchtime with Your Learner:** All parents are always welcome to join us during lunch time.

**Inspire and Learn Friday Facilitation:** Volunteer to lead workshops or sessions on topics of expertise, providing additional learning opportunities for leaders. Workshops can cover a wide range of subjects, aligning with our educational philosophy.

**Field Trip Assistance:** Accompany leaders on field trips, offering supervision and support during educational outings. Parent volunteers enhance the safety and educational value of these experiences.

**Organizing Community Events:** Take part in planning and organizing community events, fostering a sense of belonging and connection among families. Events could include family picnics, park day, family outing, or even a parents night out. These can be campus-wide or targeted towards a specific studio.

**Parent-Led Clubs:** Initiate and lead parent-led clubs or interest groups that contribute to the overall enrichment of the school community. These clubs could focus on shared hobbies, professional development, or an extracurricular club for the leaders.

At Apogee Henderson, we recognize that the active involvement of parents is instrumental in creating a supportive and nurturing learning environment. Parent engagement and volunteer opportunities are designed to be diverse, providing options for parents to contribute based on their interests, skills, and availability. By fostering a strong sense of community, we aim to create an educational experience that extends beyond campus and involves the entire Apogee Henderson family.

## Communication Guidelines

Expectations for communication between parents, coaches, and staff at Apogee Henderson are rooted in transparency, collaboration, and the shared commitment to the well-being and success of each leader. Clear and open communication is crucial for creating a supportive learning community. Here's a description of the expectations for communication within our educational environment:

**Parent questions and concerns:** We encourage open communication and welcome any questions or concerns you may have regarding your child or our program. While we enjoy the opportunity to chat during morning drop-offs or afternoon pick-ups, we kindly request that any specific concerns about your child be addressed via Band to both the Coach and the Program Directors.

Our aim is to first seek understanding, and if necessary, we will arrange a meeting between the Director, the Coach, and the family to discuss any matters further. Together, we can collaborate on finding the best possible solution for your leader's well-being and development.

**Daily Communication:** We use the Band app to share pictures, announcements, and calendar events. You will receive login information, and it is essential for all parents to join to stay informed about everything happening at Apogee Henderson. The app also includes a direct messaging feature, making it easy to connect with your leader's Coach or the Directors.

**Leader Goal Setting:** At the start of each week and each session, leaders complete individual goal setting. Parents are welcome to schedule an appointment with their leader and the Directors to create an action plan and set goals for the session. At the end of the week, leaders have the opportunity to share their goals and accomplishments with their studios.

**Partnership with Families:** We believe that education is a partnership between parents, leaders, and our campus. There will be an emphasis on personal responsibility for leaders and parents, so when an issue arises we will work collaboratively to find a solution. This often means we will encourage parents to ask their leaders what they are doing to solve the problem, and also ask parents what they are doing at home to help and

promote responsibility.

**Google Classroom:** Apogee Henderson uses Google Classroom to share leader playbooks (excluding Explorer studio) and project resources. Each leader must have a Google email address in order to access Google Classroom and view their playbook. This platform supports leader ownership by allowing leaders to independently access materials, track expectations, and stay engaged with their learning.

## Health Policies

**Medication:** As a small learning center, we do not have a nurse on staff so we will not administer any medication at school. Prescription medication should be taken before or after programming. Please contact the Program Directors if you have any concerns about medication.

**Illness Policy:** A leader with any of the following symptoms must be isolated and the parents notified and asked to remove the leader from campus as soon as possible:

- Fever
- Diarrhea
- Vomiting or nausea
- Sore Throat
- Severe cough
- Contagious or unidentified rash (especially around the mouth)
- Unusual yellow color to skin or eyes
- Stiff neck or headache with one or more of the symptoms listed above
- Difficulty breathing or wheezing
- Complaints of severe pain

If a leader develops any of these symptoms while at Apogee Henderson, a parent will be notified immediately to arrange pick up. If a leader is not feeling well in the morning, please observe them carefully before sending them on campus and risking the health of others. **Leaders must be free of symptoms and without medication for 24 hours before returning to the studio.** In some cases, we may require a doctor's note for a leader to return on campus. One example would be in the case of a contagious rash where the rash is still visible but no longer contagious.

We also ask that common sense be used when deciding if a leader should return to campus. If they don't have a fever, but clearly have an active cold and are not feeling well, please keep them home. If someone in the household is highly contagious, please consider keeping all leader home. We appreciate your help in keeping our campus healthy.

**Lice Policy:** Leaders must have no visible live lice or nits to be on campus. If live lice or nits are observed, parents will be contacted and asked to pick up their leader immediately. The leader may not return to the studio for one full

day and may return after that time only if no live lice or nits are present. The leader will be checked by one of our coaches before re-entering the studio.

**Allergies and medical conditions:** Please inform the Directors of any severe allergies or medical conditions at the time of enrollment. As we do not have a nurse on staff, your leader must be able to attend programming without the aid of medical staff throughout the day.

**Medical Emergencies:** In the case of a medical emergency or severe injury, the Coach or Director will call an ambulance and a parent will immediately be notified.

**Absences:** If your leader will be off campus, please notify the Coach and the Program Directors. If they have a highly contagious illness, please let us know so we can notify other parents of potential exposure.

## Policies and Procedures

**Drop-off and Pick-up:** Drop off begins at 8:30am. A coach will be on campus to greet each leader. Our morning huddle begins at 9:00am.

Dismissal is at 3:00pm. Please park your vehicle and walk to the door to get your child. If you are picking up your child early or if someone other than a parent is picking up your child, please notify the Coach and Program Directors.

**Late Pick Up:** The campus day ends at **3:00pm**, and all leaders must be picked up by **3:05pm**. Pick-ups after 3:05pm will incur a **\$30 late fee per child**, with an additional **\$1 per minute** charged after the first 10 minutes. After **3:10pm**, all listed **guardians and emergency contacts will be notified**. If no response is received, **appropriate authorities will be contacted** to ensure the safety of the leader.

**Early Pick-up:** To ensure a smooth and efficient early pickup process, we kindly ask parents or guardians to adhere to the following guidelines:  
**Please note that during our workout and lunch periods, staff will not be available to open the door (pick ups or drop offs) or receive any items. Please check Band notices for no drop off times.**

If you're dropping off a leader or lunch, please plan to do so before or after these time blocks.

Notification: Please inform **both directors** and your **leader's coach** via **BAND** at least 30 minutes in advance if you need to pick up your leader early. This allows us enough time to prepare and minimize disruptions to the studio.

**Attendance:** At Apogee, we understand the value of spending family time together. It is our philosophy that traveling with family and engaging in experiences with family is fruitful and educational. As your child's primary educator, it will be up to you if you would like them to work on their core skills and projects during their time off campus. If you know in advance that your leader will be absent, please inform the Coach of the dates he or she will be out. For unexpected absenteeism, such as if a child wakes up ill, please notify your leader's Coach.

**Discipline:** When a leader violates an item on the contract, the Coach will

take a calm and most natural approach of talking with the leader to work through the problem. If the leader is unwilling to do so in a constructive way, the Coach will ask the leader to take some time away from the group until he or she is ready to participate again in accordance with the contract. Once a leader returns to the environment, there is no shaming; only a celebration of his or her decision to move forward. For more serious violations, a parent may be called to pick up his/her leader from campus.

Day-to-day behavioral challenges and interpersonal conflicts are a natural part of any learning community and are viewed as opportunities for growth, maturity, and responsible decision-making. Most situations can be effectively addressed through thoughtful conversation with the leader and, when appropriate, a brief separation from the group until the leader is prepared to re-engage productively.

When conflicts arise between leaders, they will be guided to participate in a **peace conversation**, providing them with the opportunity to communicate openly, listen respectfully, and work toward a resolution in a constructive manner. A Coach may facilitate this conversation as needed to support productive dialogue.

Participation in a peace conversation is an expectation of membership in the community. If a leader chooses not to participate in the peace conversation, parents or guardians will be notified and asked to pick up their leader early for the day.

**Behavior & Safety Approach:** At Apogee, we prioritize preparing our leaders for the real world by instilling values aligned with the Apogee Code, rather than implementing a traditional behavior system. Our Directors and Coaches assess each situation individually, guiding leaders with the goal of helping them grow into respectful, responsible, and self-aware individuals.



We believe mistakes are meaningful opportunities for growth and learning. When concerns arise, they are addressed within the studio setting, and families will be informed as appropriate. Our approach emphasizes open communication and constructive conversations with parents, fostering a collaborative environment focused on personal development.

That said, the safety and well-being of our leaders and staff is non-negotiable. **Any intentional physical contact—such as placing hands on another leader—will result in immediate dismissal for the remainder of the day and the following day**(For Part Time families would be the next scheduled

day). Depending on the severity of the incident, the Director reserves the right to remove a leader from the program entirely.

Behaviors including fighting, bullying, or any form of violence are strictly prohibited and may result in immediate dismissal from Apogee. We maintain a zero-tolerance policy for these actions to ensure a safe and respectful learning environment for all.

Please note that while some leaders may have experience in martial arts, **martial arts activities are not permitted on campus** unless explicitly facilitated and supervised by an Apogee Coach.

**Director's Right to Exit a Leader/Family:** The Directors reserve the right to permanently remove a leader or a family from Apogee Henderson. **This will only be done if it is determined that a leader or family is not living by Apogee code.** This decision can come with/without warning and will be communicated in person from the Directors. Any leader/family that is exited from Apogee will be ineligible to reapply. A refund will be provided within 30 days based on calendar days from the day after exit.

**Learning Disabilities and Special Needs:** As a small campus, Apogee Henderson does not have the training or resources to support leaders with severe learning disabilities or special needs. In some cases, a leader can still thrive if they receive support outside of our campus. This is dependent on the individual and should be discussed with the Directors in advance of enrollment.

**Field Trips and Events:** Apogee Henderson may organize field trips and workshops to enrich and extend the learning experience. Any associated fees will be communicated to families in advance. Parent participation in these experiences is encouraged.

Families are responsible for providing or arranging transportation for their leader to and from field trips. During scheduled field trips, the Apogee Henderson campus will remain open for leaders who do not attend.

**Camera & Photo Waiver:** Apogee is proud of the many accomplishments of our leaders. We use photos of our leaders in the newsletter, displays, blogs, social media, or websites. Website photos or social media photos will not identify leaders by name. It is understood that permission is granted by parents/guardians to Apogee to use the photographs on the World Wide Web and other printed publications.

**Emergency Procedure:** In the event of an emergency, we will either remain

at the front of the campus or relocate to the nearest park. All parents will be notified promptly via BAND and a phone call.

**Allergies:** Please notify the Director and Guides of any allergies.

## Food Policies

**Lunch:** Lunch is not provided. A microwave is available for leaders to use. Each leader must also bring a water bottle daily, with all containers clearly labeled with their name. Please note that we are a **WATER-only** campus.

**Nutrition:** To support a healthy learning environment, we ask that parents avoid foods with excess sugar, artificial ingredients, and fast food. Our goal is to be a junk food and dye free campus. **As a campus policy, any food containing sugar (including natural sugars and sugar substitutes) as a first or second ingredient, and foods with dyes will NOT be allowed.** Examples include candy, sodas, juices, cakes, and cookies.



**Birthdays and Events:** We love to celebrate and know that food and treats can be a fun addition to any celebration. Treats provided by the leaders must be in accordance with our nutrition policy.

## Registering as Homeschool - 6+ age

1. All leaders at Apogee Henderson who are age 6 or older need to be registered as homeschoolers with the Clark County School District (CCSD).
2. In order to register your child as a homeschooler with CCSD, you must submit the Notice of Intent (NOI) form and an Educational Plan. A prefilled educational plan [HERE](#).

NOTE: The NOI form must be signed in ink.

3. Submit these documents via email or certified mail following the instructions on this website:

<https://www.ccsd.net/resources/homeschool>

4. Ensure you get an acknowledgement that the e-mail or certified mail was received by CCSD!

**For the most up-to-date information, we advise parents to check the CCSD website.**

## Campus Calendar

**Academic Calendar and Special Events:** Apogee operates in sessions. Each session will run about five to six weeks with a one week break between sessions. Extended breaks occur in December and July. Our calendar is available on our website and BAND

**Tribe Time:** Beginning **promptly at 2:00 PM**, Tribe Time invites parents into the learning space to explore their leaders work and engage in hands-on activities together as a family. This time is intentionally set aside to build our families, deepen connections, and foster a strong community.

**Daily Schedule:** Our campus hours are **Monday-Friday 9:00am to 3:00pm**. Early drop off starts at 8:30am at no additional charge.

**Parent Mingle:** Will be hosted about once a month from **8:45am-9:30am**. This is a great time for parents to come together and connect on campus.

**Family Night:** Family Nights are designated gatherings that provide an opportunity for families to come together and participate in a planned activity. The location and type of activity will vary by event. Family Nights are organized and coordinated by parents.

**Calendar is subject to change, please refer to our website.**

## Apogee Code

*“A man has got to have a code, a creed to live by no matter his job”. - John Wayne*

**As a member of the Apogee Strong community, I agree to abide by the following code of conduct, and understand that my unwillingness to do can result in my dismissal from this order of men:**

### Integrity

*“Integrity is the choice between what’s convenient and what’s right”. - Tony Dungy*

**I will make good on my dealings with others. I will be a self-controlled leader, denying myself of any privileges which could potentially derail my credibility. I will never waiver or compromise what is true and right.**

### Bravery

*“A hero is no braver than an ordinary man, but he is brave for five minutes longer”. -  
Ralph Waldo Emerson*

My ideals will not waiver in the face of danger. I will stand up for what is right, and will not compromise, no matter who the enemy, and, especially when the enemy is myself.

### Compassion

*“If you want others to be happy, practice compassion. If you want to be happy, practice compassion”. -Dalai Lama*

**I will have a countenance of generosity, sympathy, and forgiveness. Compassion serves others, even to the discomfort of self. A chance to help others is an opportunity to change the very direction of humanity.**

## Politeness

*“A polite gentleman is indeed one who puts more into this world than he takes out”. -  
George Bernard Shaw*

**Extending politeness to all and utilizing good manners is a chance to honor those who have come before me, as well as inspire those who come after me. Respect is gained by the consistent manner with which I deal with people, so I will deal with them accordingly.**

## Honesty

*“Befriend the man who is brutally honest, for honesty is the highest form of respect”. -  
Daniel Saint*

**My word is my bond, and that bond cannot be broken. In an age where contracts and handshakes are marginalized, I am an Apogee Strong, savage gentleman, committed to my word at all costs.**

## Honor

*“The greatest way to live with honor in this world is to be who we pretend to be.”-  
Socrates*

**I will have a dignity of worthiness in all of my work, my cause, and my purpose. My transparency in leadership and principled living will be evident in public, and in private.**

## Loyalty

*“Nothing is more noble, nothing more venerable, than loyalty”. - Cicero*

**I am loyal to myself, my cause, my family, my friends, and to the betterment of society through the daily living of the Apogee Code. I take personal responsibility for my decisions and actions, as well as the correlating result of them, both.**

# Apogee Henderson Waiver and Release of Liability

I understand and acknowledge that my child may participate in activities and events, both on and off Apogee Henderson premises, including but not limited to athletic activities, park time, indoor/outdoor recess and field trips. I certify that my child is physically and medically fit and able to participate in such activities and events, and I hereby consent to my child's participation in such activities and events. I understand and acknowledge, in that regard, that my child's participation in such activities and events carries with it the potential for injury, as well as property damage or loss. Such risks include, but are not limited to, those caused by terrain, facilities, temperature, weather, lack of hydration, collisions with other players or participants, travel, equipment, vehicular traffic, and the actions or omissions of my child and/or other people, including but not limited to participants, volunteers, spectators, Guides, sponsors, monitors, and producers and/or organizers of such activities and events. I hereby assume all such risks of my child's participation in or attendance at such activities and events, as well as my own participation or attendance as a spectator, volunteer, or in any other capacity. I hereby waive and release all claims, causes of action, and demands against Apogee Henderson and all Apogee Henderson directors, officers, employees, agents, representatives, and trustees, as well as the holders, sponsors, producers, organizers, monitors, and event or activity volunteers, and I agree to hold harmless and indemnify all such released persons and entities of and from any and all liability, claims, causes of action, and demands arising from any injury, death, and property damage or loss sustained or suffered by my child or me as a result of participation in or attendance at any such events or activities, even if such injury, death, or property damage or loss is caused in whole or in part by the negligence or carelessness of any of the persons or entities hereby released.

I hereby consent to medical treatment of my child if I am not present or available to give such consent, in the event my child is injured or becomes ill during my child's participation in or attendance at any such activities or events, or while en route to or returning from such activities or events. This Waiver and Release of Liability should be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law. I hereby certify that I have carefully read this document, understand its intent, content and effect, and have had the opportunity to

review and discuss it with legal counsel before signing it. I knowingly and voluntarily hereby sign the Waiver and Release of Liability of my own volition and accord.

Parent/Guardian Signature:\_\_\_\_\_

Date:\_\_\_\_\_

# Apogee Henderson Media Release

I hereby grant Apogee Henderson permission to use my child's likeness, image, and/or photographs in any and all of its publications, including website entries, social media platforms, promotional materials, advertisements, and any other media-related or promotional items.

I understand and agree that these materials will become the property of Apogee Henderson and will not be returned. I hereby irrevocably authorize Apogee Henderson to edit, alter, copy, exhibit, publish, or distribute these images for purposes of publicizing or for any other lawful purpose. In addition, I waive the right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photographs.

I hereby hold harmless and release and forever discharge Apogee Henderson from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I have read this release and fully understand the contents, meaning, and impact of this release.

Parent/Guardian Signature:\_\_\_\_\_

Date:\_\_\_\_\_



# Apogee Henderson Internet/ Technology Use Policy

Leaders at Apogee Henderson may use technology for e-Learning and project research. While Apogee Henderson will take every appropriate step possible to restrict certain access on all devices that contain internet access, we do not provide or have internet filtering programs.

Leaders within the studios will also create guidelines for the appropriate use of this resource and the accessible devices. The use of technology for non-educational purposes, such as gaming or entertainment, is strictly prohibited.

Any misuse of technology, including but not limited to accessing inappropriate content, gaming, entertainment, or non-educational activities, will result in immediate loss of access to internet and device privileges.

## **Actions Taken for Misuse:**

- **First Offense:** Immediate loss of access for a minimum of one full session or for the entire academic year, at the sole discretion of the Directors.
- **Second Offense:** Automatic and immediate loss of access for the entire academic year.
- **Depending on the severity of the misuse, it can result in expulsion for that academic year at the Director's discretion.**

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**Parent Acknowledgment:** I give permission for my child to participate in the use of the internet, a worldwide telecommunications network. I realize that s/he will be able to access major networks throughout the world using the internet. I understand that this access is designed and intended for educational purposes only. I am also aware that the internet contains material that is inappropriate for children under the age of 18.

I support Apogee Henderson's position that leaders are responsible for not accessing such material or engaging in non-approved technology use. Such unacceptable use of the network or devices will result in the suspension of all privileges according to the outlined actions. I will not hold Apogee Henderson accountable for unsuitable materials acquired by the leader through their individual internet usage.

Families are responsible for installing and maintaining appropriate internet safety, content filtering, and parental control software on their leader's personal laptop. Apogee Henderson does not manage or monitor individual devices and relies on families to ensure that devices are configured in a manner consistent with the values and expectations of the community.

**I acknowledge that I have read the Internet/Technology Use Policy and reviewed it with my child.**

Parent/Guardian Signature:\_\_\_\_\_

Date:\_\_\_\_\_

# Apogee Henderson - Leader Emergency Card

| Leader Name | Date of Birth | Allergies | Medical Conditions | Medications |
|-------------|---------------|-----------|--------------------|-------------|
|             |               |           |                    |             |
|             |               |           |                    |             |
|             |               |           |                    |             |

**Parent/Guardian Information**

**Parent/Guardian 1 Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Parent/Guardian 2 Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Emergency Contact (Other than Parents)**

**Name:** \_\_\_\_\_

**Relationship:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_