



FAMILY HANDBOOK

GRADES K-5 · 2026-2027

Sapientia pro humanitate
Wisdom for the benefit of humanity

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LETTER TO FAMILIES

Dear SBCA Families,

Welcome to South Bay Classical Academy! We are honored and excited to launch this school and to partner with you in the education of your children. A strong partnership between home and school is essential to fulfilling our mission, and this handbook is designed to help establish the mutual understanding that will allow our community to thrive.

Please read this 2026–2027 Family Handbook carefully and discuss its contents with your family. While we have tried to anticipate all aspects of school life, adjustments may be needed when unexpected situations arise. We will update you of any such changes throughout the year.

No set of rules or guidelines can cover every conceivable situation. The policies set forth here are intended to apply under normal circumstances, but the school reserves the right to deviate from these procedures when the best interests of the school, its faculty, and its students require it.

We believe that when high expectations and high support are consistent in and out of school, students develop more rapidly and with greater self-confidence. With this in mind, we invite and welcome active parental involvement in our school community.

We look forward to a wonderful inaugural year. Please do not hesitate to reach out with questions or concerns.

With gratitude,

David Jackson

Head of School



OUR MISSION AND VALUES

Mission Statement

The mission of South Bay Classical Academy is to cultivate students of character and intellectual virtue through a classical education that will inspire a life of deep understanding, civic responsibility, personal fulfillment, and service to others.

Motto

Sapientia Pro Humanitate - Wisdom for the benefit of humanity

Our Core Values

The following twelve core values guide everything we do at SBCA:

- **Curiosity** — We approach the world with a keen desire to know and ask questions.
- **Understanding** — We are open-minded to ideas and different perspectives in the pursuit of truth.
- **Citizenship** — We engage in and understand our duty as citizens in a democracy.
- **Service** — We seek ways to help others and improve our communities.
- **Dignity** — We act with kindness, empathy, integrity, and respect toward all.
- **Humility** — We understand our gifts and limits; we celebrate the gifts of others.
- **Resilience** — We embrace challenges and learn from our mistakes to persevere and practice grit.
- **Leadership** — We act courageously to inspire others to make the world better.
- **Gratitude** — We recognize that every day is a gift and are thankful for our opportunities.
- **Joy** — We love to learn, approach our studies with enthusiasm, and embrace hope and optimism.
- **Responsibility** — We fulfill our obligations and are accountable for our actions.
- **Excellence** — We work to constantly improve, grow, and become better in all that we do.

Nondiscrimination Policy

South Bay Classical Academy admits students of any race, color, religion, gender, and national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. SBCA does not discriminate on the basis of race, color, religion, gender, or national or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.



OUR EDUCATIONAL PHILOSOPHY

Classical Education

Classical education is a time-tested approach that teaches children how to think, not just what to think. Through great books, Latin, logic, mathematics, science, social studies, and the arts, students build strong foundations in reading, writing, and reasoning while developing character and a genuine love of learning.

Classical education works with your child's natural development, not against it. For over 2,000 years, this approach has shaped history's greatest minds by following one simple principle: teach children what they are excited to learn when they are naturally ready.

Great Hearts Partnership

SBCA partners with Great Hearts Academies, one of the most successful classical education networks in America, serving over 30,000 students. This partnership gives SBCA access to proven curricula, teacher training, and operational expertise that has demonstrated exceptional results nationwide.

Curriculum Overview

A typical day at SBCA includes instruction in core subjects including mathematics (Singapore Math), literature and grammar (Spalding Phonics and Great Books), social studies, science, and Latin. The day also includes time for art, music, physical activity, and recess.

Thoughtful Approach to Technology

Students first build strong foundations in writing, reading, and face-to-face communication before relying on digital tools. This does not mean rejecting technology entirely; however, it denotes using it thoughtfully and at the right time. Young minds benefit from developing concentration, penmanship, and direct human interaction before screens become central to their learning.

Character and Virtue Formation

Character formation is woven into everything we do at SBCA. Through literature, history, and daily interactions, students explore themes of courage, justice, respect, and responsibility. We hold students to high expectations while treating them with dignity and kindness.



GENERAL INFORMATION

School Location and Contact

Address: 4755 W 130th Street, Hawthorne, CA 90250

Email: info@southbayclassical.org

Website: southbayclassical.org

Phone: 310-978-9922

Leadership

Head of School: David Jackson (djackson@southbayclassical.org)

Director of Admissions: Rehan Bholat (rbholat@southbayclassical.org)

Registrar & Receptionist: Aspen Bombardo (abombardo@southbayclassical.org)

School Hours

The school day runs from 8:00 a.m. to 3:00 p.m., Monday through Friday.

Before-care is available beginning at 7:30 a.m. After-care is available until 6:00 p.m.

Class Size

Classes at SBCA are capped at 18 students, ensuring personalized attention and strong relationships between students and teachers.

Grades Offered

SBCA opens in Fall 2026 serving Kindergarten through 5th grade, with one grade added each year beginning with 6th grade in 2027–2028.

School Calendar

The official school calendar is posted on the SBCA website at southbayclassical.org/calendar. The school observes major national holidays as well as a fall break, winter break, and spring break. Families should schedule vacations during school breaks.



ATTENDANCE POLICIES

Daily Attendance

Regular attendance and prompt arrival at school are vital to a student's success. A clear, positive correlation exists between school attendance and academic achievement. Students are expected to attend school every day that school is in session unless they are ill or there is a family emergency.

Reporting an Absence

It is the responsibility of the parent or guardian to contact the school office before 8:00 a.m. to report an absence, including the reason for the absence. The school will document the date, reason, and person reporting the absence. To report an absence, please call Aspen Bombardo in the front office at 310-978-9922. If the absence is pre-planned (e.g., doctor's appointment, religious observance, etc.), please fill out a pre-excused absence form and turn the form in to Aspen Bombardo in the front office.

Tardiness and Unexcused Absences

Students who arrive after 8:00 a.m. will be considered tardy and must be signed in at the school office by a parent or guardian. Punctuality is essential, as late arrivals are disruptive to the classroom and to the student's own learning. After a combination of 10 late arrivals and unexcused absences, the school's administration will coordinate a meeting with the family to form an action plan.

Excused Absences

Absences may be excused for illness, medical or dental appointments, bereavement, family emergencies, or religious observances. Documentation (such as a doctor's note) may be requested for absences exceeding three consecutive days. Parents should notify the school of pre-planned absences at least one week in advance, if possible.

Make-Up Work

It is the responsibility of the student (with parental guidance) to make up all missed assignments in a timely manner after an absence. Each teacher will communicate deadlines and expectations for completing make-up work.

Personal Trips and Vacations

The school strongly discourages absences related to extended family vacations during the school term. All vacations should be scheduled during school breaks. If such a circumstance should arise unavoidably, parents should notify the school in writing at least one week prior to the planned absence.

Early Dismissal

If a student needs to leave during the school day, the parent or guardian must sign the student out at the school office. Parents are urged to schedule medical and dental appointments outside of school hours.



whenever possible, but the school does recognize that it is often difficult to secure such appointment times.



ACADEMIC POLICIES AND PROCEDURES

Curriculum

SBCA follows a classical curriculum in partnership with Great Hearts Academies. Core subjects include mathematics (Singapore Math), language arts (Spalding Phonics, literature, and grammar), history and social studies, science, and Latin. The curriculum also includes art, music, and physical education.

Grading and Progress Reports

Students in Kindergarten through Grade 3 will receive progress reports using proficiency-based designations to indicate mastery of skills within each content area. Students in Grades 4–5 will receive letter grades based on various assessments. Progress reports will be issued quarterly and will be available electronically to parents through our Veracross portal.

Homework

Homework is designed to reinforce lessons taught in class, prepare students for upcoming material, and develop responsibility. Homework should be the student's own work. Parents may provide guidance and support, but the work itself should reflect the student's effort and understanding.

Approximate daily homework time by grade level:

Grade Level	Daily Time
Kindergarten	10–20 minutes
Grades 1–2	20–30 minutes
Grades 3–5	30–45 minutes

Homework will not be assigned over major school vacations (Thanksgiving, Winter Break, and Spring Break). Students may, however, have ongoing independent reading expectations.

Standardized Testing

Standardized testing is administered annually. Results are shared with parents and may be used to inform instructional decisions.

Parent-Teacher Conferences

Formal conferences are scheduled at least twice per year (October and March), so parents and teachers may discuss student progress. Additional conferences may be requested at any time by either the parent or the teacher.



Academic Support

SBCA works with families to create accommodation and other individualized plans for students who need learning support. Parents who believe their child has a particular learning need should contact the Head of School.



STUDENT CONDUCT, CHARACTER, AND DISCIPLINE

Philosophy of Conduct

At South Bay Classical Academy, the development of responsible behavior, sound values, positive attitudes, and good judgment are an important part of each student's education. We form a community based on mutual trust and cooperation among families, students, faculty, and administrators. Students are expected to practice self-control and accept personal responsibility for their words and actions.

Our approach to discipline emphasizes teaching and guiding students to make good choices, take ownership of their actions, and develop the habits of virtue that will serve them throughout their lives.

Student Behavior Code

Students are expected to demonstrate the following at all times:

1. Respect for all adults, peers, and fellow students in both words and actions. Students will be polite and kind, will not ridicule others, and will be mindful that no one feels excluded.
2. Respect for education and hard work. Every member of the SBCA community has the right to a quiet and orderly atmosphere in which to learn.
3. Respect for school property and the property of others. Students will keep classrooms, restrooms, the lunchroom, and outdoor areas clean and orderly.
4. Respect for truth and honesty. Students will do their own work and will not be dishonest in any way.

Serious Offenses

Certain behaviors are considered serious offenses and may result in immediate disciplinary action. These include but are not limited to: fighting, harassment, bullying (including cyberbullying), threats, intimidation, use of profanity, theft, deliberate destruction of property, and any behavior that endangers the safety or well-being of others.

Harassment and Bullying

SBCA is dedicated to fostering an environment that promotes kindness and respect. The school will not tolerate any type of harassment or bullying. Bullying is defined as a chronic, aggressive pattern of behavior that involves unwanted, negative actions creating an imbalance of power. It can occur in physical, verbal, social, psychological, or technological forms.

Students should report incidents to their teacher or the Head of School. All reported incidents will be investigated, and any student found to have violated this policy will be subject to disciplinary action.

Disciplinary Process

When a student's behavior is not consistent with school expectations, the school follows a graduated approach:

Tier	Response
Tier 1	Verbal reminder and redirection.
Tier 2	Consequence appropriate to the infraction (brief removal, apology, or loss of privileges) with guided reflection.
Tier 3	Parent contact by teacher and/or Head of School. Daily home–school communication may be initiated.
Tier 4	Meeting with parents to develop a formal behavior plan.
Tier 5	Suspension from school for a designated period.
Tier 6	If adverse behavior continues despite all prior interventions, dismissal from the school.

Major instances of significant misbehavior may result in immediate administrative intervention and more significant consequences, up to and including dismissal.



UNIFORM AND DRESS CODE

Purpose of the Uniform

A school uniform is a unifying factor within the school community and a visible expression of shared purpose. The uniform supports our academic goals by keeping the focus on learning rather than on fashion, and serves as a reminder of one's responsibility to the school community.

Daily Uniform

All students will wear the SBCA uniform daily, consisting of:

- A white or black SBCA polo shirt and/or SBCA Quarter zip
- Uniform bottoms (khaki pants, shorts, skirts, or skorts from an approved vendor)
- Closed-toe shoes with socks

General Guidelines

- Shirts must be tucked in at all times.
- All clothing must be clean, neat, appropriately sized, and in good repair.
- Hair must be a natural color, clean, neat, and out of the face.
- Hoods and sunglasses may not be worn inside any school building.
- Smart watches are not permitted unless approved for medical reasons.
- Outerwear should have the SBCA logo.
- Hoods may not be worn on the head inside any building.
- Hats must have the SBCA logo.

HEALTH AND SAFETY

Illness Policy

To decrease the spread of illness, a student should not attend or return to school until he or she meets all of the following criteria:

- Fever-free for 24 hours
- On an antibiotic for at least 24 hours (if prescribed for a contagious condition)
- Free of vomiting and diarrhea for at least 24 hours

While at school, if a student has a temperature above 100.0°F or exhibits symptoms such as nausea, vomiting, or a sore throat, the parent or guardian will be called for immediate pick-up.

Medication

All medication must be delivered to the school office by the parent in the original container, labeled with the child's name, medication name, time, dosage, and healthcare provider's name. Medications will be administered by designated school personnel. Students may not keep medications in their desks or self-administer unless written authorization from both parent and physician has been provided.

Allergies

Parents must notify the school of any allergies or health conditions. Parents of students with severe food allergies should provide a Food Allergy Action Plan and required medications before the first day of school. SBCA strongly encourages families to avoid sending food containing known allergens.

Immunizations

All students must provide documentation of required immunizations as mandated by the State of California prior to enrollment. Students may not attend school without proper documentation or a completed medical exemption form on file.

Campus Safety

SBCA maintains an armed security guard, a monitored security camera system, and locked gates during school hours. All visitors must check in at the school office and receive identification before proceeding to any part of campus.

COMMUNICATION AND PARENT PARTNERSHIP

Communication

SBCA is committed to open, clear, frequent, and friendly communication with parents. We communicate through regular newsletters, emails, weekly updates from classroom teachers, and messages through our Veracross portal. Email is the preferred method for routine communication with teachers and administration.

Families can expect teachers and administrators to respond to phone calls and emails within 24 hours (or by end of day Monday if the message is sent on a Friday).

Parent-School Partnership

We believe education works best as a true partnership between school and home. Parents are encouraged to be active members of our school community through classroom visits, volunteer opportunities, and school events.

Volunteers

Parents are enthusiastically encouraged to volunteer at SBCA. Activities may include assisting in classrooms, chaperoning field trips, or serving on committees. All volunteers must undergo a background check.

Visiting the School

SBCA welcomes parents and visitors. All visitors must report to the school office and sign in upon arrival. Classroom visits should be scheduled in advance. Visitors will receive an identification badge to wear on campus.

Conflict Resolution

If a parent has a concern, communication should begin directly with the teacher. We believe all conflicts should be resolved at the lowest level possible. If resolution is not achieved, the parent should contact the Head of School. The process should be undertaken in a spirit of reconciliation, and all parties are expected to treat the matter with confidentiality.



TECHNOLOGY ACCEPTABLE USE POLICY

SBCA takes an intentional approach to technology. The primary purpose of technology resources at school is to enhance teaching and learning.

Personal Electronics

Students may not use cell phones, smart watches, or personal electronic devices during the school day. If a student brings a cell phone or device to school, it must be turned off and stored in the front office. Any device found in use during school hours will be confiscated and returned to a parent.

Toys, Games, and Non-School Items

Students must leave all toys, trading cards, personal gaming devices, and other non-school items at home.

GENERAL SCHOOL POLICIES

Drop-Off and Pick-Up

Students should be dropped off and picked up in designated areas during designated times. Drivers should observe all posted speed limits and traffic signs on campus. Cell phone use is prohibited in the carpool line. Students not picked up by 3:15 p.m. will be directed to after-care.

Lunch

Students may bring lunch from home or, if available, participate in the school's lunch program. Soft drinks, glass containers, and carbonated beverages are not permitted.

Birthdays and Celebrations

Parents who wish to celebrate a birthday at school should contact the teacher to arrange a time. Simple treats may be shared with the class. Extravagant parties, balloons, flowers, and goody bags should not be sent to school. Party invitations should not be distributed at school unless every child in the class is invited.

Lost and Found

Parents should label all clothing, lunch boxes, and belongings with the student's name. Unclaimed items will be placed in Lost and Found. At the end of each semester, unclaimed items will be donated to a charitable organization.

Field Trips

Field trips are an important part of the educational experience. A general permission form will be signed electronically at the beginning of the school year. Parents will be notified of each trip in advance. All school behavioral expectations apply.

Extracurricular Activities and Athletics

SBCA offers athletic programming through its partnership with 310 Sports. Additional enrichment activities will also be offered. Details on offerings, schedules, and fees will be communicated each semester.



ACKNOWLEDGMENT FORM

Please sign and return this page to the school office by the end of the first week of school.

We have read and reviewed the South Bay Classical Academy Family Handbook for the 2026–2027 school year. We understand and agree to abide by the policies and expectations set forth herein. We understand that the school reserves the right to update these policies as necessary and will communicate any changes.

Student Name(s): _____

Grade(s): _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____