



Subiaco Academy
Student Handbook
2025-2026

A School for the Lord's Service
Established 1887

Staffed by
Benedictine Monks of Subiaco Abbey
and dedicated lay men and women

Accredited by
Arkansas Non-public Schools Accrediting Association

Member of:
National Association of Independent Schools (NAIS)
National Catholic Education Association (NCEA)
Catholic Boarding Schools Association (CBSA)
The Association of Boarding Schools (TABS)

Contact Information
405 North Subiaco Avenue, Subiaco, Arkansas 72865
479-934-1000
Website: subiacoacademy.us

School Colors: Orange and Blue
School Mascot: Trojans

In developing the rules and policies for Subiaco Academy, we have tried to be as explicit as possible; nevertheless, we are aware that during the school year new and unusual situations will arise. Therefore, the Headmaster, or a designee, will have the authority to use their discretion in whatever circumstances the handbook rules do not precisely apply. Further, the Headmaster, or a designee, reserves the right to amend school rules at any time for a just cause. Any changes to this handbook will be communicated via email to the community.

By enrolling their son(s) in Subiaco Academy, parents agree to abide by and cooperate with the policies, procedures, and processes contained in this handbook and in other written communications from the school's administrators and authorize Subiaco Academy to photograph and use pictures of their son(s) in Subiaco Academy printed and online publications and release Subiaco Academy from any and all liability that may arise from such use. If at any time parents or students are found to be in breach of the relationship established upon enrollment, the student may be separated from the Academy.

Subiaco Academy admits male students of any race, color, creed, and 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, or national or ethnic origin in administration of its educational policies, scholarship and student aid programs, and athletic and other school administered programs. In this handbook, wherever the term

“parent(s)” is used, “parent(s) or guardian(s)” is implied.

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Benedictine Core Values

Jesus Christ

We believe in the love of Jesus Christ and the faith revealed to, and handed down by, the Roman Catholic Church to grow in a relationship with Jesus by using the gifts of faith and reason to see and do things the way God does.

"The love of Christ must come before all else." RB 4:21

Community

We believe in service to the common good, respect for the individual, virtuous friendship, and the Beatitudes to demonstrate good will, humility, trust, accountability, justice, faithfulness, obedience, peace, and discipleship.

"They should each try to be the first to show respect to the other." RB 72:4

Conversion of Life

We believe conversion, a commitment to personal conversion or growth, positively transforms life to pursue continual self improvement, seeking the truth each day, joyfully beginning again and again, and hoping in God.

"Your way of acting should be different from the world's way." RB 4:20

Love of Learning

We believe rigorous scholarship in the liberal arts, rooted in the monastic tradition, leads to the discovery of truth to strive for wisdom in responsible awareness of oneself, family, society, nature, and God.

"We intend to establish a school for the Lord's service." RB P:45

Listening

We believe seeking counsel and listening should lead to wise resolution and action to engage all members of the community on important matters so leaders make virtuous decisions.

"Call the whole community together and explain what the business is; and after hearing the advice, ponder it and follow the wiser course." RB 3:1-2

Excellence Through Virtue

We believe that a daily discipline and practice of virtue leads to learning, freedom, and greatness to personally strive for excellence in all things, practicing cardinal and theological virtues until they become habit.

"That in all things God may be glorified." RB 57:9

Hospitality

We pledge to uphold the dignity of every human person from the beginning of life to its natural end to be open to the multitude of persons in the human family, God's greatest treasure and our greatest resource.

"No one is to pursue what is judged best for oneself, but instead, what is better for someone else." RB 72:7

Stability

We believe in a commitment to one's vocation in a daily rhythm of life following the examples of St. Benedict and St. Scholastica to develop a balanced way of life and love for the people and place along with fidelity to its traditions.

"Never swerving from his instructions, we share in the sufferings of Christ to also share in his kingdom." RB P:50

Stewardship

We believe the Lord God made all things and called them good to care for creation and the goods of this place, our time, talent, and treasure, as gifts from God.

“Regard all utensils and goods as sacred vessels of the altar.” RB 31:10

Prayer and Work

We believe our Ora et Labora cooperates in God’s plan to make all things new, to always be in conversation with God through prayer and value the dignity of all work and human activity.

“We believe that the divine presence is everywhere. . . They live by the labor of their own hands.” RB 19:1-48:8

FIRST SEMESTER - 2025

August 3 (Sun.) Football Players Return

August 6-14 Faculty In-Service Days

August 15 (Friday.) 1:00 pm – New Student Registration & Orientation

4:30 pm – Assembly for all new students & parents

August 16 (Sat.) 8:30 am – Orientation continues

- Returning students may move into the dorms on August 16 after 5 pm.

August 17 (Sun.) 9:00 am–Senior Ring Mass Practice for Seniors

August 17 (Sun.) 10:30 am – Opening Mass and Ring Ceremony

August 18 (Mon.) 8:00 am: Registration of Returning Students

First Day of Classes

September 1 (Mon.) Labor Day – No Classes

September 6 (Sat.) eSchool Saturday Classes

September 16 (Tues.) Mid-Quarter Progress Reports due

October 4 (Sat.) eSchool Saturday Classes

October 11-14 Fall Break begins at end of day on Oct. 10

October 15 (Wed.) Classes Resume.

October 18 (Sat) eSchool Saturday/End of First Quarter

October 21 (Tues.) First Quarter Grades due

October 24 Grandparents' Day

October 24-26 Fall Parents Weekend

October 25 (Sat.) Parent-Teacher Conferences

November 15 eSchool Saturday Classes

November 18 (Tues.) Mid-Quarter Progress Reports due

November 21 (Fri.) Classes dismiss for Thanksgiving Break @ 11:10 am

November 22-30 Thanksgiving Break

Dormitories close on November 22 at 6 pm.

Dormitories open on November 30 at 12 noon.

December 1 (Mon.) Classes resume.

December 6 (Sat.) eSchool Saturday Classes

December 14 (Sun.) Christmas Art Show, Concert, & Christmas Dinner

December 16-18 1st Semester Exams; End of 1st Semester

December 18 (Thursday)Classes dismiss at 11:10 am for Christmas Break

December 19-Jan. 5 Christmas Holiday Break

Dormitories close on December 19 at 6 pm.

Dormitories open on January 5 at 12 noon.

SECOND SEMESTER - 2026

January 6 (Tues.) Classes resume; Start of 3rd Quarter.

January 10 eSchool Saturday Classes

January 19 MLK, JR. On Campus Service Day

January 25-31 National Catholic Schools Week

February 7 (Sat.) eSchool Saturday Classes

February 10 (Tues.) Mid-Quarter Progress Reports due

March 6 End of Third Quarter

March 6-8 Spring Parents Weekend

March 7 Parent Conferences

March 10 Third Quarter Grades due

March 14 (Sat.) eSchool Saturday Classes

March 20 (Friday) Classes dismiss at 11:10 am for **Spring & Easter Break**

March 21-April 6 Spring Break & Easter Break (**Combined Break**)

Dormitories close on March 20 at 6 pm.

Dormitories open on April 6 at 12 noon.

April 7 Classes resume.

April 11 (Sat.) eSchool Saturday Classes

April 21 (Tues.) Mid-Quarter Progress Reports due

April 23 Senior/Alumni Banquet

April 25 Junior/Senior Prom

May 2 eSchool Saturday

May 16 (Sat.) Commencement – Class of 2026

8:00 a.m. Mass

10:00 a.m. Graduation Ceremony

All students must attend Mass & Graduation.

May 18-21 Classes Continue for All Underclassmen

May 19-21 Second Semester Exams for grades 7-11

May 21 (Thurs.) Classes dismiss at 11:10 am for summer. End of 2nd Semester/4thQuarter & School Year

Listen carefully, my son, to the master's instructions, and attend to them with the ear of your heart. This is advice from a father who loves you; welcome it, and faithfully put it into practice.

The Rule of St. Benedict Prologue: 1-2

Gentlemen: It is an honor to welcome you to the 2025-2026 academic year at Subiaco Academy. The faculty and staff look forward to working with you and challenging you to new heights as you grow graciously to manhood here on the hill. The policies and procedures outlined in this handbook should be taken as 'from a father who loves you'.

As a key member of this unique community, we provide this guidance to ensure you prosper in a safe, caring, and stimulating environment.

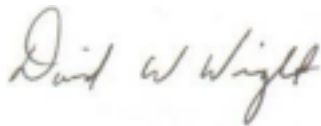
The administration and faculty have established this handbook as a framework for inspiring each student to develop as integrity-based young men. Mutual trust, honesty, and high moral standards are some of the trademarks of a Subiaco Academy student. Combining these traits with high quality academic courses and challenging co-curricular programs will prepare you for lives of significance.

It is important for all of us to commit to being exemplary citizens within the Subiaco Academy community. Periodically it will be necessary for administrators and faculty to hold students accountable. Please remember that discipline and corrective measures are from 'people who love you' and want the best for you. Being a Subiaco student gives you the opportunity to become a 'Subi-man'.

This is a privilege, not a right.

You must pledge to live up to these policies and the principles behind them, which are exemplified by the monastic community.

God bless you, and Onward Trojans!



David W. Wright, Ed. D.
Headmaster

Identity Statement

Subiaco Academy is a Catholic, College Preparatory School, in the Benedictine tradition that welcomes young men of all faiths in grades 7-12. We offer both day and boarding school options, providing a supportive and enriching environment for academic and personal growth.

Mission Statement

We see Christ in each student as we guide him in his response to God, aid the development of his known and hidden talents, and foster his growth into manhood.

Values Statement

We strive to influence our students by encouraging stability in the following:

Faith - we use faith as the foundation upon which students are morally inspired to grow in grace, humility, and well-being.

Scholarship - we promote exceptional academic performance and cultivate the appreciation of life-long learning.

Character - we develop the whole person with emphasis on emotional intelligence, entrepreneurship, and integrity-based leadership.

Brotherhood - within a uniquely supportive environment, we teach students to respectfully serve their brothers and communities.

Philosophy Statement

The primary objective of Subiaco Academy is to foster a system of education, guidance, spirituality, and community fellowship that develops both the mind and body. To that end, all of the academic classes, religious activities, and co-curricular programs are designed to enhance a close fraternal and cooperative relationship built on mutual respect and Christian love.

Teachers and staff should endeavor to communicate by their words and actions a sense of the spirit of St. Benedict, as expressed in his rule: a respect for the value of work, development of personal talents to serve others, a sense of peace and fraternity, self-discipline, trust, and an appreciation of the Christ centered nature of monastic communities.

Certified Emergency Response Team (CERT) Statement

At Subiaco Abbey and Academy, the safety and security of our community is a shared responsibility and a top priority for everyone — from the monastic community and school leadership to faculty, staff, and students. Our Campus Emergency Response Team (CERT) is dedicated to maintaining a **safe and secure environment where everyone feels comfortable and welcomed**. Together, we are committed to maintaining a safe, supportive environment where all individuals can thrive. To ensure this, we take a proactive, collaborative approach to safety and security. This includes regular training, clear communication protocols, and coordinated efforts to prevent and respond to potential risks. Everyone plays a vital role in fostering a culture of awareness, preparedness, and mutual care.

Any individual who becomes aware of a threat or behavior that would be deemed suspicious (**whether joking or serious**), should follow this process:

1. Find a member of the Academy's administration (Officer Jason McDaniel, Dr. Wright, Mr. Smith, Ms. Goetz, or Fr. Raban) or any faculty member. Tell this person what you observed, provide as many details as possible, and why you believe it to be a threat and/or suspicious.
2. If you are unable to find a member of the Academy's administration, call 479-235-6002 (Director of Safety and Security), and explain what you observed, provide as many details as possible, and why you believe it to be a threat and/or suspicious.

ACADEMICS

1.01 Absences

Excused: An excused absence may be for illness, family death, emergencies, or for a legitimate reason as determined by the Associate Head of School or the Assistant Head of School for Academics. Students receiving an excused absence may make up missed assignments, but must do so within a reasonable time at the direction of their teachers.

Unexcused: An unexcused absence is one in which the student is absent without an approved reason or simply as a matter of convenience to himself or his family. Assignments cannot be made up for an unexcused absence.

Excessive: Excessive absences (both Excused and Unexcused) will be reviewed by the administration and students may receive further sanctions, including possible separation from the Academy. Seven absences per semester will be considered excessive and may cause a student to lose credit for their coursework.

Notification: Parents of day students must notify the Assistant Head of School for Academics and Communications at 479-934-1000 x1260 prior to 8:00 a.m. any time their child will be late to or absent from class. Day student doctor or dentist appointments should be made after the class day whenever possible. Day students must bring a written excuse from a parent or medical professional, to the attention of the Assistant Head of School for Academics and Communications, when they return to school.

Boarding students must report to the School Nurse prior to 7:55 a.m. if they feel too ill to

attend class. The School Nurse will determine the correct course of action for these students. Parents will be notified by the nurse.

Re-admittance following absence: Students are only excused from class by the Assistant Head of School for Academics and Communication or by the School Nurse. These staff members will notify the faculty when a student is excused from class.

1.02 Academic Day

The academic day for all students begins with breakfast or arrival on campus. (Interscholastic activities may continue after the end of the regular academic day).

Students are required to carry a full schedule of classes and encouraged to participate in afterschool activities. Students are not permitted to leave campus for any reason during the academic day without the permission of the Assistant Head of School for Academics and Communications.

Inclement Weather

If inclement weather occurs during the class day, the Academy may send day students home early. If inclement weather occurs outside of the class day, parents should check the Academy website, Facebook, Channel 5 news, and/or their email for notification about school cancellation.

1.03 Academic Integrity

A Subiaco student is expected to maintain a relationship of trust with his teachers and Subiaco brothers. He should always act with integrity. Incidents of academic dishonesty seriously violate the trust given to a Subiaco student. A Subiaco student is expected to honestly represent his own work. Academic dishonesty is regarded as a major infraction. Academic dishonesty is defined as committing acts of cheating or plagiarism. Cheating is having improper access to answers from resources such as homework, quizzes, tests, notes, or semester exams. Cheating includes allowing others to copy your work whether by written or electronic means. Plagiarism is an act or instance of using or closely imitating (paraphrasing) the language and thoughts of another author without authorization and/or the representation of that author's work as one's own by not crediting the original author. A piece of writing or other work reflecting such unauthorized use or imitation will be considered an act of plagiarism no matter the length of the writing concerned.

Policy on Algorithmic Drafting (“Chatbots”)

A goal of college-preparatory education is to cultivate the ability of students to articulate their thoughts based on their understanding. We aim to educate thinkers and writers. There is a distinction between algorithmic applications or sites that deliver the entire process of researching and drafting and tools that check spelling or grammar, or organize bibliographies, for example. With regard to Chatbot AI software use in particular:

- Student work may be checked against anti-plagiarism and anti-chatbot software.
- Large chunks of auto-generated text (30% or greater) inserted into an essay or class assignment may be treated exactly as if a student had copied large chunks of an encyclopedia into the assignment.
- Students should be prepared to demonstrate their understanding through in-class testing contexts, project preparation and oral exercises, in addition to (and as a check on) take-home papers.

Therefore, the use of algorithmic drafting programs (“chatbots”) in school work is prohibited, and will be treated as plagiarism, resulting in an automatic zero on the assignment without course for rewrites.

Offenses will result in a 0 (zero) on all related academic work including semester exams, parents will be notified and the Assistant Head of School for Academics and Communications may refer the incident to the Student Honor Court.

Offenses may also result in separation from the National Honor Society, removal as an honor graduate, removal from honor roll and faculty list, and may lead to separation from the Academy.

1.04 Academic Review

The administration reviews the performance of all students following the end of each quarter and at the end of the school year.

Academic Warning

If a student who is not on academic probation receives a failing grade (F) or two poor grades (Ds) at the end of any quarter, he will receive a warning from the Assistant Head of School for Academics and Communications or her delegate, indicating that the student is in jeopardy of losing his good academic standing. If a student’s poor grades continue into the next quarter he may be placed on Academic Probation.

Academic Probation

If a student receives a failing grade (F) or two poor grades (Ds) for two consecutive quarters or for one semester, he may be placed on Academic Probation. A student placed on Academic Probation is at risk for being separated from the Academy. A student placed on Academic Warning or Probation will be under heightened scrutiny and his status will be reviewed at the end of the next marking period. Recommendations for separation following a period of probation are made to the Headmaster, who makes the final decision.

Recovering Course Credit

If a student fails a course that is necessary for graduation, he must make this up before the beginning of the following school year, unless other arrangements are made with the Assistant Head of School for Academics and Communications. If a student fails the first semester but makes 70% or greater for the second semester, the student will receive full credit for the course.

Responsibility for recovering academic credit lies with the student. This may include taking the course or a similar course at a high school summer school or approved summer program or taking a correspondence course through an accredited correspondence school or university. An official transcript must be submitted to the Registrar for courses completed outside of Subiaco. To receive credit for summer courses taken at other approved institutions, a student must receive a 70 or better.

1.05 Academic Eligibility/Restriction

Students in good standing are eligible for extracurricular involvement. The administration may recommend that a student who receives two grades of 65 or below or one failing grade be ineligible, unless it determines that a compelling case exists for an exception. If an exception is made, the at-risk student and his coach/sponsor must prepare an improvement plan for approval by the Assistant Head of School for Academics and Communications. Ineligibility will remain in effect until the student is notified by the Assistant Head of School for Academics and Communications.

First year students have two quarters to make the adjustment to the academic program at Subiaco. They will remain academically eligible to participate in all activities during this time. Academic eligibility will be based on third quarter grades for new students.

1.06 Academic Study

Students are expected to keep up with their homework assignments and due dates, test dates, and other assignment or extracurricular information.

Teacher Assistance

Students should make appointments with teachers to secure a time for extra help. A student may be assigned mandatory tutoring for a variety of reasons. Students who fail to attend assigned tutoring will receive corrective consequences.

Evening Study Hall

Evening study hall is a key component to our academic day for boarding students from 7:30pm - 8:30pm Monday through Thursday and Sunday evenings. A Three Tier Study Hall Program is used to foster a productive and supportive learning environment by categorizing students based on their academic performance, behavior, and responsibility levels. This system aims to encourage self-directed learning, promote accountability and provide tailored support to meet individual student

needs. **All 7th-9th graders will start with Room Study. The program outlined below will start after 1st quarter report cards.**

1. Independent Study:

- a. Criteria: Students in this tier demonstrate high levels of academic performance, exemplary behavior, and strong personal responsibility. Students who maintain Honor Roll status, and a conduct letter no lower than a Satisfactory (S) in classroom conduct and student life.
- b. Benefits: Encourages autonomy, enhances study habits and prepares students for post-secondary education or professional environments.

2. Room Study with Open Door:

- a. Criteria: Students in this category exhibit a moderate academic performance and behavior. They show potential for growth but may require additional support to improve their responsibility and engagement. Residential Life Coordinators monitor and give assistance to students as needed. This is a great balance between independent and guided study.
- b. Benefits: Provides a supportive environment while encouraging students to take initiative in self-study and self-discipline.

3. Proctored Study:

- a. Criteria: This tier is for students who struggle with academic performance, behavior, or responsibility. They may require more structured support to succeed in their studies. Students may be placed in Proctored Study hall by Student Services or by the Residential Life Coordinators.
- b. Benefits: Offers a nurturing environment where students can receive the attention and resources they need to improve their academic skills and behavior, emphasizing support and self-growth.

1.07 Academic Advancement

Acceleration

Students may be allowed to advance in course work by taking courses out of sequence at Subiaco Academy, by taking off-campus courses at a university, or through accredited correspondence with approval of the Assistant Head of School for Academics and Communications.

Students who take advanced courses off campus or through correspondence may be required to take a placement test before advancing to the next level of study at Subiaco Academy. It should be noted that any student advancing in courses may find it more difficult to fit desired courses into his schedule on campus.

New students may be required to take placement tests at New Student Orientation to determine appropriate class placement.

Advanced Courses

Students are encouraged to take Advanced Placement (AP) or Concurrent Credit (CC) courses in order to increase their competitive standing for college admission. All students who are interested in taking AP or CC courses must meet admission criteria and obtain permission from the Assistant Head of School for Academics and Communications. All students in AP courses are required to take the AP national exam in order to receive weighted GPA credit for that course.

Exemption from Modern Language Course

International students in the honors program of study are not required to take language courses other than English unless the native language of the home country is English.

1.08 College Visits

College visits should be scheduled outside of the regular class day whenever possible. Students cannot take college visits during the fourth quarter except with advanced specific approval by the Assistant Head of School for Academics and Communications. When a college orientation or admission program results in an absence from school, the student must

1. Meet with the Assistant Head of School for Academics and Communications 2 weeks prior to the visit to request permission to be absent. At that meeting, the student must present a request to visit the college(s) with the specific dates.
2. Meet with all his teachers prior to his absence from classes in order to arrange for completion of all assigned class work.
3. The Assistant Head of School for Academics and Communications may require written verification from the college that the visit was made on the approved dates.

College day absences are counted in the tally of total absences (see Absences section). Only 3 college days are allowed for underclassmen.

1.09 Community Service

Community service is defined as unpaid service to an individual or group. All students are encouraged to perform at least 20 hours of community service per year. A lack of community service may result in ineligibility for the National Honor Society or other awards/scholarships.

1.10 Grading and Reporting

The academic year is divided into two semesters with two quarters each. Academic reports are posted four times during the semester (at mid-quarter and the quarter's end). A semester grade (between 50 and 99 points) is awarded at the end of each semester.

The semester grade is weighted as follows: first quarter = 40%, 2nd quarter = 40%, final exam = 20%. The lowest grade awarded on a quarterly report is a 50.

The grading scale is as follows: 90-100=A; 80-89=B; 70-79=C; 60-69=D; 0-59=F.

Grade Point Average (GPA) is computed on a 4.00 scale, and AP and CC courses are weighted by adding one additional quality point.

Standard GPA/Quality Point Conversion Chart

90 = 4.00 83 = 3.30 76 = 2.60

89 = 3.90 82 = 3.20 75 = 2.50

88 = 3.80 81 = 3.10 74 = 2.40

87 = 3.70 80 = 3.00 73 = 2.30

86 = 3.60 79 = 2.90 72 = 2.20

85 = 3.50 78 = 2.80 71 = 2.10

84 = 3.40 77 = 2.70 70 = 2.00

When an official transcript is requested, the student's cumulative GPA as well as all semester grades are listed.

In addition to quarterly report grades, student conduct and application is graded. Each instructor assigns an "E" for excellent, "S" for satisfactory, "NI" for needs improvement, and "U" for unsatisfactory.

The valedictorian, salutatorian, and honor graduate designations are determined from the eight semesters of high school grades. To qualify as valedictorian or salutatorian, the student must have completed his last six semesters at Subiaco Academy and be enrolled in the College Preparatory Honors Program. A student who has achieved a GPA of 3.85 overall will be designated as an Honor Graduate.

Two programs of study are offered at the academy--the College Preparatory Program and the College Preparatory Honors Program. The College Preparatory Program facilitates college preparedness through the pursuit of a standard course of study which allows students to receive instruction at a moderate pace. Students in the College Preparatory Program will have more time to devote to the acquisition of standard skills, particularly those tested on the ACT/SAT and those expected of students entering post-secondary education as freshmen. Students will still be required to take coursework in Religious Studies and the Fine Arts. They will not be required to take two years of a second language though they may choose to do so. This program should allow students to learn the skills necessary for college at a pace which boosts their GPA and standardized test scores, thus enhancing college acceptance and success.

The College Preparatory Honors Program (CPH) is designed for students who have mastered the standard course requirements and are ready to pursue an accelerated and enriched level of skills in all subject areas. Students in the CPH Program will be required to have two years of study in the same second language and will be required to take accelerated, Pre-Advanced Placement, Advanced Placement and/or Concurrent Credit courses in all subject areas where available.

Seniors must be enrolled full-time at Subiaco Academy and must be enrolled in courses from five of the seven curricular areas. Early graduation is not allowed.

Graduation Requirements by Program of Study Side-by-Side Comparison

College Preparatory

Computer Apps. ½ *unit or proficiency test

Digital Learning (College/Career Planning ½ unit)

English 4 units/each year enrolled
(English I, World Lit., American Lit., British Lit.)

Health ½ unit

Math 4 units/each year enrolled
(Algebra I, II, Geometry,
Personal Finance)

Oral Communications ½ unit

Physical Education ½ unit or athletics

Science 3 Units (1 life, 1 physical + elect.)

(Biology, Chemistry,,Agri. Sci. Animal Sci..
Outdoor Adventure Leadership, Anatomy &
Physiology)

Social Studies 3 units
(½ civics, ½ **economics;
Western Civilization,
US History)

Theology required each semester &
The Senior Retreats

Visual and Performing Arts 2 units
(Foundations in Art, Adv. Art, Ceramics,
Painting, Jazz Ens., Guitar)

World Languages
(No units required but are encouraged.)

*½ unit = 1 semester; 1 unit = 1 year.

** Economics and PAP Economics includes a personal finance unit.

***Computer Programming and drama will be offered per demand.

College Preparatory Honors

Computer Apps. ½ *unit or
proficiency test

Digital Learning (College/Career
Planning.½ unit)

English 4 units/each year enrolled
(Honors English I, Honors World Lit.
Dual Credit English offerings))

Health ½ unit

Math 4 units/each year enrolled
(Honors Algebra I, II, III,
PreCalculus, AP Calculus AB/ BC)

Oral Communications ½ unit

Physical Education ½ unit or
athletics

Science 3 Units (1 life, 1 physical +
elect.)

(Honors Biology, Honors Chemistry,
AP Bio, AP Chem, AP Physics)

Social Studies 3 units
(½ Honors Civics, ½**Hon. Econ.;
Hon. Western Civilization,
Hon. US History, Hon. US Gov)

Theology required each semester &
The Senior Retreats

Visual and Performing Arts 2 units
(Foundations in Art, Adv. Art,
Ceramics, Painting, Jazz Ens.,
Guitar)

World Languages 2 units
(American Sign Language,Mandarin
Chinese, Spanish, Introduction to
Latin/Greek for all Freshmen)

Students must be enrolled in an English and mathematics course each year. Enrollment in science and social studies each year is strongly recommended.

Both the College Preparatory and the College Preparatory Honors Programs lead to successful matriculation to a college or university.

Graduation requirements completed in the 7th grade will not be reported on the high school transcript for credit.

Unfulfilled Graduation Requirements

A senior will not receive his diploma until all graduation requirements are fulfilled. His participation in the graduation exercises will be at the discretion of the administration.

1.11 Honor Roll and Faculty List Eligibility

A student's outstanding academic performance is recognized quarterly by his position on the Honor Roll or the Faculty List.

Honor Roll: A student must achieve at least a 93% average, with no grade below 85%.

Faculty List: A student must achieve at least an 85% average, with no grade below 75%

Ineligibility

Any student with a "U" (unsatisfactory) in conduct or application is not eligible for the Honor Roll. Students receiving an "X" for School Life (unacceptable behavior) are not eligible for the Honor Roll or the Faculty List.

1.12 Scheduling of Classes

Returning Students

Class scheduling usually occurs in the fourth quarter. Students, following consultation with student services and their parents, will indicate their course preferences for the following academic year. The Assistant Head of School for Academics and Communications determines course selection for returning students based on previous academic performance, future educational plans, and graduation requirements.

New Students

The Assistant Head of School for Academics and Communications selects courses for new students based on previous academic performance, standardized testing results, and the Academy's graduation requirements. An ESL student's level of English proficiency determines his course assignments.

1.13 Schedule Changes

A student's course schedule may be changed only under special circumstances. While the recommendations and requests of our students and their parents are taken into consideration, the Assistant Head of School for Academics and Communications, in consultation with the appropriate department chair, makes the final decision. Students

will not be allowed to drop/add courses after the first week of a given semester unless special conditions apply.

1.14 Semester Exams

Comprehensive examinations are held in most academic subjects at the end of each semester. The final exam schedule will be posted. Honors, Advanced Placement, and Concurrent Credit exams may be extended in length. Middle School students' exams may be less than comprehensive.

1.15 Punctuality

A student must be on time for every class. Punctuality honors classmates and teachers, teammates and coaches, and is expected of all. Punctuality will be monitored and documented by teachers and RLCs through midterm and quarterly reports sent by the Academy. Excessive tardies will result in corrective action. All corrective actions aim to instill self-responsibility and self-correction in students.

Typical corrective action plan:

- When a student accumulates 3 unexcused tardies in an academic year, he will have a conversation with and a verbal warning from the Dean of Students.
- After 4 unexcused tardies in an academic year, the student will serve an after-school detention. **Students will receive a U on Student Life report.**
- After 5 unexcused tardies in an academic year, the student will serve a Saturday detention. Note: this includes day students.
- After 6 unexcused tardies in an academic year, the student will serve more Saturday detentions. **Students will receive an X on Student Life report.**

1.16 Transfer of Credits

Subiaco Academy reserves the right to accept or reject credit from other institutions based on the course description and student performance. Letter grades of accepted transfer credits are converted to percentage grades. Grades and credits for transfer courses accepted by Subiaco Academy from other educational institutions will be listed on the transcript; however, the GPA will reflect only credits and grades earned at Subiaco Academy.

1.17 Cell phones and mobile electronic devices

Subiaco Academy recognizes the importance of communication and collaboration, and provides devices for students to be productive in the classroom. To keep the focus on academics and brotherhood, as well as to reduce unnecessary distractions and incidents of cyberbullying, the school enforces the following:

Cell phones and all mobile electronic devices such as smart watches, "earbuds" and headphones are not permitted during the academic day. The academic day is from 8:25 am and is over when the last class ends. Students must place their mobile electronic devices in their dorm rooms, vehicle, or a locker. If a student needs to make an emergency call during the day, they are to come to the office.

If your cell phone and/or mobile electronic device is seen or heard during the academic day, consequences are as follows:

- 1st time: the item will be confiscated and kept by the administration until the end of the academic day.
- 2nd time: the item will be confiscated for 24 hours and kept by the administration until the end of the day.
- 3rd time: the item will be confiscated, kept by the administration, for at least 48 hours, and a call will be made, or an email sent, to the student's parents/guardians. **Students will receive a U on School Life report.**
- 4th time: the item will be confiscated, kept by the administration for at least one week, and then not returned to the student until a parent either attends a face to face meeting with the administration or makes arrangements to meet (and attends) a video call. The student will also be assigned one day of In-school Suspension.
- 5th time: any further infraction related to this policy will most likely result in separation from the academy. **Students will receive a X on School Life report.**

STUDENT SERVICES

2.01 Health Services

School Nurse

The school nurse supervises the health care of Subiaco students. Minor illnesses and injuries are treated on campus. Students requiring further medical care are taken to an area medical facility. The school nurse makes medical appointments and helps to arrange transportation to such appointments, for all boarding students for illness, injuries and monitoring medications. The school nurse will not make medical appointments nor will she arrange transportation to such appointments for day students unless an emergency arises. All other medical and dental appointments should be scheduled before the beginning of the school year or during scheduled school breaks.

Seeing the Nurse

Visiting the nurse is not an excuse for tardiness or absence from class. Students should visit the nurse prior to eating breakfast to ensure their prompt arrival for class. The nurses' office is for treatment ONLY. It is not a social hangout area.

Illness During Class Period

When a student becomes ill during the academic day, the teacher will send the student

to the nurse at his/her discretion.

Students too ill to return to class will stay in a designated sick area until the nurse determines they are well enough to leave. No one may be visited in the sick bay without permission from the nurse.

Students who have missed more than half a day of classes are ineligible to participate in all after school activities.

Illness Outside of Class Day

When a boarding student becomes ill outside of the academic day, he should report to his residential staff member who will follow residential life procedures.

Medications

Students are not permitted to keep medication of any kind in their dorm rooms unless authorized by the School Nurse. Epipens and inhalers may be carried once a written order from a physician and permission from parents has been received and is on file. We are pleased to be partnered with Express Rx pharmacy to fill prescriptions and over the counter medications for students who attend Subiaco Academy. Parents may have their son's medication filled at Express Rx in Paris. The phone # is 479-963-6400. They will assist you in the process of obtaining prescriptions or transferring them to be filled. They will help you set up an account for the school year. All medications (prescription and over the counter) must be turned in to the school nurse. A prescription may be mailed to the School Nurse, or your physician may call the prescription in to Express Rx pharmacy.

The School Nurse may give over the counter medications including but not limited to Tylenol (acetaminophen), Advil (ibuprofen), Antihistamine (Benadryl), Zyrtec, Allegra, Claritin, Mucinex, Suphedrine PE, Pepto-Bismol, Maalox, Topical Hydrocortisone, Topical Antihistamine (Benadryl), Topical Calamine, Topical Sunscreen, unless prohibited by parent notification.

It is the responsibility of a student on routine medication to come to the school nurse's office at the designated time for medication administration. Subiaco Academy will make every reasonable accommodation to ensure timely and consistent distribution of medications to students.

If your son is on AR Kids insurance, when he needs medical services the nurse will call you to obtain a referral from your son's primary care physician.

2.02 Counseling

The Assistant Head of School for Academics and Communications oversees the student services area which includes the guidance and counseling departments.

Guidance Counselor

The Guidance Counselor helps students with personal and social problems that may affect study behavior and hinder learning. Parents should alert the Guidance Counselor about any family issues that might impact their son's learning potential (e.g., divorce proceedings, deaths in the family, family illness).

College Counselor

Planning for college is important for our students. The College Counselor assists students with issues related to ACT and SAT preparation, Advanced Placement exams, college selection and admissions, and college and scholarship applications.

2.03 Student Resource Center

The Student Resource Center, which includes the Martha Rush Library, is open from 7:30 a.m. until 4:00 p.m. Food and drinks are not permitted in the library. Most books may be checked out for two weeks. Reference books may not be taken out of the library.

2.04 Computers

All computer use on campus, including personal computers and devices, must follow the 'Acceptable Use Policy' as agreed by each student in the Enrollment Packet. Violations of this policy may result in corrective action.

2.05 Identification Cards

Student ID cards are issued upon enrollment at Subiaco Academy, all students and staff must wear their IDs on campus. Students must wear their ID so that it can be seen outside the outermost layer of clothes. All Academy service personnel are authorized to confiscate cards that do not belong to the person using them.

3.0 RESIDENTIAL LIFE

We are thrilled you have chosen to be part of our Residential Life Community. Whether this is your first or last year at Subiaco, we hope to make our campus feel like a place you will always call home. In our opinion, the key to a successful year is open communication. This entire Residential Life section contains advice, guidelines, and contact information intended to help you traverse the year successfully and meet our high expectations.

The residential life program is based on traditions and values established by the Benedictine Monks of Subiaco Abbey. This program focuses on educating the student with life skills. Boarding students have a unique opportunity to develop personal independence and the ability to live within our community. Students of Subiaco Academy are taught to use Catholic values, The Gospels, and the Rule of Saint Benedict to guide their lives. Cooperation, respect, hospitality, and empathy are strong components of our program.

Purpose: Residential life at Subiaco Academy embodies the principles of Catholic Benedictine education by fostering a supportive and nurturing community that emphasizes spiritual growth, academic excellence, and personal development. Subiaco Academy residential life aims to cultivate a sense of belonging and purpose, guiding students to live out their faith and values in all aspects of their daily lives.

General Responsibilities: Enhance current residential life with the following goals:

- 1) **Fostering Routines:** Our residential life program emphasizes the importance of establishing and teaching daily routines that promote responsibility and time management. By regulating structured schedules for study, leisure, and personal care, we prepare students for the demands of residential life away from home.
- 2) **Building community:** We aim to create a supportive and inclusive community where students can build lasting friendships and develop social skills. Through group activities and shared responsibilities, residents learn the value of community living.
- 3) **Ensuring Safety:** The safety and wellbeing of our students are our top priorities. We implement strict safety protocols, including supervised access to dormitory areas and regular safety drills, to ensure a secure living environment that allows students to focus on their academic and personal growth.
- 4) **Promoting Cleanliness:** Our commitment to cleanliness fosters a healthy living environment. Students are taught the importance of maintaining personal and shared spaces, reinforcing habits that contribute to overall well-being and respect for communal living.
- 5) **Residential Life:** We equip students with the skills necessary for life beyond high school. Students experience independent living, conflict resolution, and personal responsibility ensuring that they are well-prepared for life challenges.
- 6) **Encouraging Personal Growth:** Our residential life program is designed to nurture personal development. By providing a structured environment, students learn to become more independent and grow knowledge of their environment.
- 7) **Service and Leadership:** Instilling a sense of responsibility and commitment to serving others, reflecting the Benedictine values of humanity and charity.
- 8) **Enhancing Academic Success:** Providing a structured environment that encourages academic achievement, critical thinking, and lifelong learning in alignment with Benedictine traditions of discipline, structure and inquiry.

Our primary focus is on your well-being. The Director of Residential Life and the Residential Life Coordinator's main responsibility is to make sure that you feel and are safe. We strive to create an inclusive environment where you feel like family members with everyone on campus. Standards of behavior in our residential community are centered around safety, honesty, self-respect, and respecting the community and its mission as a whole. Our team takes those standards seriously, and as such will strictly enforce our policies.

Subiaco is known for its family-like community in which everyone knows everyone, each student is nurtured and challenged, and all students form bonds with friends and faculty that often last a lifetime. Deep relationships and high performance go hand in glove. That's why a family-like community will always be a passionate emphasis at Subiaco Academy.

We encourage every student to begin incorporating independent life skills into their daily routine. Students are required to put forth effort and meet their daily goal of waking up on time, eating during meal times, washing and drying their clothes, taking care of personal hygiene, and completing all academic and dorm responsibilities. Our residential life coordinators will assist all students in meeting their goals – but we can only take you as far as you allow yourself to go.

The Department of Residential Life is committed to enhancing and complementing the curricular and co-curricular offerings of the Academy by cultivating and nurturing values that emphasize self-awareness, engagement in learning, responsible citizenship, support and development of relationships, and the honoring of human differences in our community. Through the provision of caring and purposeful educators, committed and responsive staff, and a dynamic living experience, the department seeks to prepare students for the challenges and needs of a global and diverse society while reaching to achieve God's great glory.

The role of the Residential Life Coordinator is to develop communities that promote the development of citizenship, community, student learning, and the honoring of human differences. It is our belief that living on campus enhances the educational and developmental aspects of a students' experience at Subiaco Academy. Our Residential Life Coordinators have an obligation to the Academy as well as to the students with whom they work to understand and explain the educational goals with confidence and competence. The Residential Life Coordinators assists in the realization and support of these goals through day-to-day contact, duties, and community activities. Finally, our residential life staff is committed to the belief that students must accept responsibility in a community environment not only for their behavior but also for the results of such behavior.

The following information is a guide to boarding life and is provided to help students, parents, and Academy faculty understand and meet the expectations of our residential community. No guide can address every circumstance or eventuality, and handbooks like this one are always works in progress. Rather than debate details, community members are expected to cooperate in good faith to meet the spirit of the guidelines.

As we continue to focus on whole person development, education doesn't simply end when the academic day is over. Our faculty works with each student to help them develop the skills and maturity to become successful and contributing young men. A Subiaco residential student shall:

- Promote the mission of Subiaco Academy and contribute to the culture of character, brotherhood, scholarship and faith.
- Act with integrity and exercise responsibility for their words, choices, actions, and belongings.
- Treat all members of the community with dignity and respect.
- Learn to independently manage their time and studies efficiently.
- Improve communication skills, which should, in turn, improve social skills and the ability to live in community with others.
- Enjoy an emotionally and physically safe environment.
- Become a self-advocate. Express their needs and is comfortable to ask

questions of anyone on campus.

- Take pride in your campus and the dorms by keeping their dorm rooms and public areas neat and well-organized.
- Become prepared to function confidently and competently in a college preparatory environment and into adulthood.

3.01 RESIDENTIAL LIFE COORDINATORS

Dorms are staffed with adults who are known as Residential Life Coordinators (RLC). These RLCs provide supervision, guidance, and support to individual students and the community. All primary RLCs live in the dorms. Assistant RLCs reside in the dormitory during shift work. A RLC is on duty at all times when students are in the dorms. If a student has an immediate need and it is during the duty shift, the student should first try to find the RLC. If the residential life coordinator is not available or it is during the night hours, go to the apartments of the live-in residential life coordinators to seek help. If the residential life coordinator cannot be reached, the next options are the Director of Residential Life and the Administrator on Duty.

Jessica Durham, Heard Hall Residential Life Coordinator	479-262-8792 X8040
Daiane Radiovajavic, Fuhrmann Hall Residential Life Coordinator	479-262-8280 X8040
Director of Residential Life, Matt Noble	501-218-5937
Administrator on Duty	479-475-5115
Jason McDaniel, Director of Safety and Security:	479-235-6002

3.02 PREFECTS

Prefects are upperclassmen leaders who serve a vital role in the dorms. They assist RLCs with daily tasks and serve as peer counselors and mediators and serve as role models for exemplary conduct, leadership, and achievement. Most importantly, they help bridge the gap of understanding and awareness that may exist between their peers and residential life coordinators.

3.03 ARRIVAL: CHECK IN

Residents must check in to their room on the designated date and time. Residents are required to complete a Room Condition Report (RCR) with their Residential Life Coordinator within 24 hours of checking into their room. Students should check the RCR carefully to ensure accuracy. Any discrepancies should be brought to the attention of a staff member before turning in the RCR. This same information will be used at check out to determine any change in condition to the rooms. Additionally, we will ask you to catalog your valuables, to include serial numbers and detailed descriptions.

3.04 ROOMS

Heard Hall (Underclassmen) and Fuhrmann Hall (Upperclassmen):

Every room is furnished with two beds, two desks, two desk chairs, and either two closets or wardrobes. This furniture is not to leave the room without the permission from the Director of Residential Life.

The student's room is to be kept clean and in good order. Beds are to be made before classes during the week and on Sunday by 9:30 a.m.

Rooms are to be prepared for inspections daily. Students have access to communal cleaning equipment. Each student's room is expected to meet all four of the following criteria:

1. Overall appearance is clean and neat
2. Bed is made and cleared
3. Floor is clear of debris
4. Desk is tidy
5. Trash is emptied
6. Drawers and cabinet drawers are closed

In concert with the Director of Residential Life, each dormitory establishes its own schedule for room inspections, and students should expect daily room inspections.

Fuhrmann Hall:

Fuhrmann Hall is for upperclassmen and students share a common area for each pod. This shared area is the responsibility of the residents living in this pod and is to be kept clean and neat. Bathroom counters should be tidy, wiped of all water, kitchen trash emptied, kitchen counters and sinks should be wiped of any messes and tidy, and the refrigerator should not have any messes and all food must be in a closed container.

Students who fail room inspection will receive notification of demerits. Accumulated demerits may lead to:

- 1) being assigned simple tasks around the residential dorm.
- 2) loss of off campus privileges
- 3) Student Life Report grade of **Unsatisfactory (U)**.

While a student's room is not considered to be a public space, students must understand that the school has the right and responsibility to search rooms, lockers, personal belongings and mail/packages when there is reasonable suspicion of wrongdoing or the possession of banned substances. The school also maintains the right to confiscate and search the contents of a student's computer and/or cell phone in the course of a disciplinary investigation. Students are responsible for the contents of their dorm room, lockers, as applicable, at all times.

All room decorations must meet the approval of the respective residential life staff. They should not damage room furnishings and should be in good taste as determined by the Director of Residential Life. By order of the fire marshall, blankets and tapestries may not be hung against walls, from ceiling tiles or curtain rods, or be allowed to hang freely into rooms by any other means.

Rooms may not be subdivided by furniture, sheets, blankets, flags, or hangings so as to prevent clear access or view to and from the door. Beds may not be placed in the middle of the room—they must be arranged with one long side against a wall. Bed legs must be on the floor, except when elevated by bed risers. Beds may not be suspended on bricks or cement blocks. Bureaus must have their backs against a wall, and desks are to have one side against the wall.

Halls must be kept clear at all times. Bicycles may not be stored in dormitory rooms.

During the academic day, the dorms are closed. Permission to enter the dorm must be obtained from the Director of Residential Life or the administration.

Computers, monitors, and sound systems are acceptable equipment provided that they are compatible with available space and group living. The only “cooking” devices which can be used in either dorm are those provided by the institution. Any items beyond those which are found in the dorms will be confiscated and retained until the end of the academic year. Students may use a mini-refrigerator provided they pay the use fee. A student will be held financially responsible for any defacement or damage to his room and its furnishings or any other Subiaco Abbey/Academy property.

Extension cords must be UL approved. They must not be laid under rugs or walking areas. Splicing of cords is not allowed. Use only insulated staples to attach cords to moldings. Dorm rooms have duplex outlets, each of which is limited to three appliances unless a junction box with a circuit breaker is used.

All students are required to inform the Administration of their personal cell phone number to be uploaded into FACTS.

The costs of damage to common areas will be shared by the residents of the common area unless the responsible party is identified.

Students are expected to lock up all valuables. Students are expected to lock their room when they leave the room. Students should not keep cash in their rooms. Students should keep cash in the business office for safekeeping. Students should keep a record of serial numbers that pertain to valuable electronic items to help recover any missing equipment.

Candles, lighters, incense, matches, etc., are prohibited and will be confiscated. Matches and/or lighters needed for camping may be checked out from a residential life staff member and checked in upon return.

Out of respect for the sensitivities of others, music and other noise must be audible only

in the room in which they are playing. Headphones are encouraged.

Unless assigned to Supervised Study Hall, students are not permitted to leave the dorm during study hall.

Additional instructions and regulations will be given by the residential life staff.

3.05 MAIL

Mail sent to Academy students will be sorted by the mailperson and given to the student's dorm staff. Mail will then be distributed to the students following study hall or during meal times. To facilitate distribution, mailed items should be addressed to the student in the name that appears in the Academy files. If contraband is suspected of being sent or received through the mail, the student will be required to open his mail in the presence of a staff member.

3.06 OPEN WEEKENDS

Boarding students may leave campus to visit with family during open weekends. They may also visit with the families of other students. All students going home for a weekend must receive approval from the Director of Residential Life. In order to receive approval, a request must be made to the Director of Residential Life at least two days before the visit. If a student is to spend time with a host family, a written invitation must be made by that family.

Parental permission does not automatically grant permission to leave or visit with a host family. The Director of Residential Life and academy administration, for various reasons, may deny permission for the visit. Students must return to campus by 10 pm on both Friday and Saturday nights, and 8:00 p.m. on Sunday nights.

3.07 ROOMMATE ASSIGNMENTS

Room assignments are made at the beginning of the school year. Because Subiaco expects its boarding students to adapt to dormitory life and sharing space with a roommate, it does not allow room change requests until after Fall Break. At that point, changes will only be considered if the roommates have worked with each other, their residential life coordinators, and the director of residential life to resolve their differences. Further, students must recognize that it is not always possible to effect room changes, so their only option may be "to get along."

3.08 SIGNING IN/SIGNING OUT (SISO)

Signing in and Out is very easy and absolutely required when you are leaving campus as well as returning to campus. A sheet is available at the office of each dorm. You DO NOT need to sign out if you are leaving campus on a school sponsored trip. Name, destination, accompanying persons, time you are leaving and time must be clearly and neatly printed in this log.

If a student's parent(s)/guardian(s) has granted blanket permission for a student to come

and go at will, permission must be granted by their RLC or the Director of Residential Life **BEFORE** leaving campus.

We reserve the right to approve or disapprove the check-out destination. Parents and guardians need to be aware of school policies before granting a student permission that would violate these guidelines. Situations such as sickness, tardiness, discipline problems or lack of sufficient supervision would be some of the factors that would influence such decisions.

3.09 CURFEW & LIGHTS OUT

Heard Hall – on any night preceding a school day, students must be in their dorm no later than 9:30 pm. For grades 7 - 9, lights out is at 10 pm. For grade 10, lights out is at 10:30 pm. On other nights, students must be in their dorm no later than 10 pm. Lights out for everyone is at 11:30 pm.

Fuhrmann Hall – on any night preceding a school day, students must be in their dorm no later than 10 pm. Lights are out at 10:45 pm. On other nights, students must be in their dorm no later than 11 pm. Lights out is at midnight.

Lights Out indicates that all lights and electronic devices are turned off and students are in bed trying to sleep.

3.10 DEPARTURE: CHECK-OUT

When residents move out of a room or leave at the conclusion of the year, they must check out with the RLC. Residents are responsible for cleaning their room, returning all furniture to the way it was at check-in, and removing and placing trash in designated locations. Based on the Room Condition Report, the room will be assessed for damages above and beyond normal use and students will be assessed a charge for damages to the room. If any damage occurs during the course of occupancy, the resident should submit an online work order to Buildings & Grounds.

Additional charges may be assessed for reassembling furniture, removal of a resident's belongings or trash, and cleaning. All keys must be turned in to the RLC or the Director of Residential Life. Any keys that are NOT turned in properly will be documented as a lost key and the student charged accordingly. This includes any key left behind in the room or suite.

3.11 STUDY HALL/QUIET TIME

From Sunday through Thursday, study hall begins at 7:30 pm and ends at 8:30 pm. Any students not on independent study must have the door to his dorm room open. During study hall, students are expected to be in their rooms and should not try to leave to take a shower, do laundry, or visit with other students without permission from the residential life coordinator on duty. Furthermore, during study hall, regardless of the location, students are not to be on their cellphones, playing movies, or gaming. Any "group" work must be done in the common areas.

Additional Study Needs:

Tutoring will be available before school and during Enrichment.

Students who fail to complete homework or class assignments may also be assigned to Academic Study Club. Academic Study Club will take place in Alumni Hall, room 1, from 7:45 am to 8:15 am and will be monitored by the Assistant Head of School for Academics.

3.12 KEYS

The residential life coordinators distribute keys. If a key issued by the Academy is lost, the Director of Residential will replace it and the student's account will be charged accordingly. Unauthorized possession or copying of keys is prohibited and will be considered a major breach of discipline and referred to the Director of Residential Life, the Associate Head of School, or the Corrective Board.

3.13 VISITING ANOTHER STUDENT'S ROOM

Boarders are expected to conduct themselves with consideration and respect for other members within the community. In particular, the privacy of each boarder must be honored and each student's possessions must be left alone. Dorm courtesy requires that a student may not enter another student's room without first knocking and being invited to enter.

3.14 TRANSPORTATION ARRANGEMENT

Subiaco Academy provides paid transportation for students at extended breaks and holidays to centralized locations. Please refer to the school calendar on our website subiacoacademy.us and our mobile Application. Students arriving late and/or missing the scheduled transportation may have extended wait time at the airport while additional transportation arrangements are made. If a student wishes to avoid these wait times, the family would have to pay to use a taxi. In all cases, student transportation is arranged through the Academy's transportation director.

Parents should not book flights that require early or late shuttle travel without prior approval and coordination for special circumstances. Upon special cases, parents will provide an itinerary to the transportation director and/or should sign-up for Academy provided transportation at least two weeks prior to departure.

3.15 LAUNDRY

Laundry facilities are available for students at the Academy. The students should keep the laundry area clean and not leave personal belongings unattended. On a school night, laundry must be finished and removed from the laundry room no later than 10 pm. Laundry facilities and use will be demonstrated and monitored by the RLCs.

3.17 BREAKS

During breaks over 10 days (Christmas and combined Spring/Easter), the dorms are closed. During our Thanksgiving and Spring break, the dorms will be open to students who have approval to be on campus. We strongly encourage families to host students who don't have the ability to travel home for these shorter breaks. If a student chooses to stay on campus, a nightly fee of \$50 is charged. This fee will be charged to the student's account and will be charged per night for the duration of the break.

3.18 STORAGE OF PASSPORTS

It is highly encouraged that all international students store their passports and other visa documentation with the front desk. As students need signatures on visa documentation, our designated signatories are Mr. Smith and Mr. Matjazic.

3.19 VISITORS TO CAMPUS

Visitors are welcomed to campus during visiting hours and only in designated visiting spaces.

Visiting Hours

Fri. 3:00 p.m. – 9:30 p.m.

Sat. 12:30 p.m. – 9:30 p.m.

Sun. 12:00 p.m. – 8:30 p.m.

Designated visiting areas include the seating area in front of the Academy, the tennis/outdoor basketball courts (court lights must be on), the volleyball courts (field lights must be on) west of Heard Hall, and the south parking lot in front of the Fuhrmann Events Center. The parking lots north of Fuhrmann dorm/west of the Centenary Hall, as well as any parking lots near and around the field house are off limits.

No female visitors will be allowed in dorm rooms other than immediate family members. Female family members under the age of 18 must be accompanied by parents. Visitors are expected to follow all Academy rules, policies, and campus boundaries. Visitors who do not follow Academy rules may lose visiting privileges.

Public displays of affection, such as but not limited to kissing and sitting on another's lap, are not permitted. The Academy does not allow for private visitation with young ladies outside of the immediate family at any time.

Visiting adults and parents may not spend the night in the dorms.

3.20 SUMMER STORAGE

Each summer, once returning students are fully re-enrolled, a storage option is available for international students as well as domestic students who reside more than 400 miles from campus. Students are allowed to store no more than two containers and a mini refrigerator. Any student not returning next year will not be permitted to use summer

storage.

3.21 EXPECTED BEHAVIOR

Subiaco Academy does not tolerate actions that compromise the health, safety, academic progress or general morale of the boarding community. Such actions will be interpreted as an effort to put oneself at odds with the community and may be cause for dismissal from the same.

There should never be loud music, running in the dorms, throwing of any objects, misuse of the facilities or Subiaco Academy property, or any other unnecessarily loud, inconsiderate or unsafe behavior. Headphones or earbuds are to be worn when listening to music, playing video games, watching movies, or while having a phone/video call.

3.23 MEALS

All boarding students are encouraged to eat their meals in community in our dining hall. All food is to be eaten in the dining hall. Also, the food that is there for meal times is to be consumed during that mealtime in the dining hall. It is not for you to take back to your room.

Attendance will be taken at the following meals: front door or at breakfast on school days, lunch on weekends, all dinners

3.24 STUDENT LIFE TIME

At designated times throughout the week, students are afforded time to work out and hang out with friends. Whether a student wishes to swim, play basketball or tennis, weight train, and/or spend time in the green room, students are only permitted in those spaces during posted times. Any student who is found to be in those spaces when they are "closed," will lose access to all athletics spaces for a designated period of time.

3.25 SKATEBOARDS, SCOOTERS AND BICYCLES

The use of skateboards, scooters, and bicycles is not permitted during the academic day. They may be used after school hours, but away from public entrances, buildings and monastic use areas. Pedestrians always have the right of way.

3.26 PETS

Students are not allowed to have pets in the dorms.

3.27 WIFI ACCESS

Access to the campus wifi will be turned off at Lights Out and will turn back on each morning at 6 am.

3.28 CHORES

Understanding that dormitory life comes with shared responsibilities that may differ from home, students are expected to contribute to the upkeep of common areas. To support a clean and respectful living environment, each student will be assigned dormitory chores related to these shared spaces. Chores will be assigned and monitored by the Residential Life Coordinators (RLCs) on duty and must be completed each evening by 9:45 p.m.

3.29 STUDENTS STAYING OVERNIGHT (day and 5 day boarding)

Day students requesting overnight lodging in Academy dormitories should request permission from the Director of Residential Life. This may be allowed because of a school event leaving in the early morning hours the following day or returning to campus late in the evening on the same day. In these instances, day students are not charged for staying in Academy dormitories.

5 day boarding students who wish to remain on campus during a weekend, requesting overnight lodging in Academy dormitories for convenience or visitation purposes should request permission from the Director of Residential Life. Students who remain on campus for convenience or visitation will be charged \$50.00 per day which includes meals.

Any day students staying in Academy dormitories will abide by all rules and policies of Subiaco Academy and are subject to the oversight of Academy personnel. This includes, but is not limited to, the search of the personal belongings or vehicle of the day student.

3.30 WEEKEND ACTIVITIES

Subiaco Academy offers various weekend activities. Activities include cultural experiences, outdoor activities, intramurals, and visiting major attractions in the region. Students can propose new activities to the Director of Residential Life as well as the Director of Student Activities. Subiaco Academy encourages students to participate in at least one activity per weekend. For the purpose of the well-rounded development of our students, some spiritual and social activities will be mandatory.

Boarders who are on campus Sunday morning will attend Mass and be dressed appropriately (Sunday Dress: Khakis, white button up shirt, tie and clean dress shoes). If a student does not attend Mass due to an illness, he will be campused in the dorm for the remainder of the day and can only leave during designated meal times.

3.31 CAMPING

On Friday nights students are allowed to camp overnight on the nearby ridges. To do so they must request permission from the Director of Residential Life as well as the Director of Student Activities. The Academy must receive parental permission prior to camping trips being approved.

- Each group is to have 3-7 members. Gear is to be checked out from the Outdoor Adventure Program in Wardlaw Hall.
- Students assigned Corrective Probation, detentions, or have dormitory demerits above 10 demerits are not eligible to camp until demerits are addressed.
- No school property may be used on campouts without permission.
- Groups are to camp at the designated campsites. No one other than the persons approved to be camping may join the group. Campers must remain near the campsite during light hours (yes, you can hike around the trails) and remain at the campsite during the dark hours.
- No living trees may be chopped. Fires are permitted only in existing fire rings. Students must supervise campfires.
- Fires must be extinguished completely and the campsite cleaned upon breaking camp.
- Day students who participate in camping must leave their vehicles on campus. The vehicle's keys must be left with a residential life staff member on duty.

ATHLETICS

4.01 Athletics

Subiaco Academy offers an athletic program designed to maximize student participation. Subiaco Academy is a member of the Arkansas Activities Association, follows the rules and guidelines of the AAA and offers the following options: Cross Country, Football, Tennis, Golf, Basketball, Soccer, Quiz Bowl, Baseball, Swimming, Track and Field.

4.02 Letter Jackets

Students earn letter jackets through participation in designated school activities. The coaches/directors of activities will determine the criteria for lettering and will provide a list of eligible students to the Athletic Director who will facilitate the order.

4.03 Physical Fitness

Physical fitness and exercise is a critical component of staying healthy and maintaining a healthy weight. Physical fitness and exercise also helps students remain alert and attentive in class. For these reasons, Subiaco Academy requires all students to participate in athletics or other after school activities.

4.04 Sporting Events

The student body is expected to support their fellow students who are playing sports. Attendance at all home football and basketball varsity games will be required as well as select soccer and baseball games. Students are expected to show courtesy and good hospitality to visiting teams and all guests.

HONOR AND DISCIPLINE

5.01 Philosophy

In accordance with the Academy's Mission, corrective policies and rules are created to protect students' health and safety, promote virtuous living, and teach students how to live in community with others.

Since each student always represents the Academy, conduct in any setting which harms the reputation of the student, the Academy, and/or the Abbey may result in corrective action by the Academy.

5.02 Honor Code

The student body has adopted and expects each student to strive to uphold the following Honor Code:

As a student of Subiaco, I understand that I am a part of something bigger than myself. This means that I have the rights of being a Subiaco student, a Trojan, and later, to become an alumnus. Rights and responsibilities go together. My responsibility is to uphold the honor and tradition of Subiaco, to refrain from doing things that would bring dishonor to Subiaco.

Subiaco Abbey and Academy and our traditions have ancient roots. These traditions started at this location over 135 years ago, but through our founding, these traditions extend back to St. Benedict who lived during the fall of Rome. St. Benedict and Subiaco follow the Tradition of the Catholic Church which connects all of us back to the time of Christ and His apostles, who are Jews in the lineage of Abraham, Isaac and Jacob. At this point we have arrived at the foundations of written human history.

Subiaco is a shining city on a hill from which young men have gone out into the world to bring the light of faith, character, scholarship and brotherhood to others. Subiaco, and I as one of its ambassadors, can change the world for the better. But to truly make the world better, I must first become better. I must become a Subi-man.

A Subi-man exhibits Benedictine values. By calling myself a Trojan or a Subi-man, I promise to remember these values, to carry them with me, and to exhibit them in my behavior to the best of my ability. I promise to take correction from others when I fail and to encourage others in their struggles to become a true Subi-man.

A Subi-man lives the following values:

S – stability

U – understanding

B – brotherhood

I – integrity

M – moderation

A – accountability

N – nobility

By living out these values in my daily life, I will become an example to others. Some men may look up to and admire me for these traits, but others may despise me because I exhibit the qualities that they have not had the courage or opportunity to develop in their

own life. A true Subi-man, like Christ himself, will be both a light to some and a stumbling block to others.

Honor Court

The Honor Court is a group of students who have been peer-elected to uphold the student body Honor Code. A student who is found to be in violation of the code should be referred to the Honor Court advisor. A hearing will then be conducted to decide if the student in question is found to have dishonored himself or the community. The Honor Court is obliged to bring their findings to the Associate Head of School with the court's suggested course of action. A copy of the court's proceedings will be kept on file as a reference for future cases.

5.03 Major Offenses

Some behaviors are more damaging to self and community than others. Major offenses include but are not limited to:

- Physically endangering others
- Possession or use of weapons of any kind
- Violent outbursts, threatening language, physical aggression, expressing blatant racism, or harassment of any nature
- Extreme disrespect of others
- Refusal to obey legitimate authority
- Theft of property
- Use or possession of alcohol and/or substance use, including vaping with illicit or intoxicating substances
- Inappropriate sexual behavior
- Possession or viewing of pornographic material
- Repeated or major academic dishonesty
- Possession, use or distribution of alcoholic beverages or drugs, or any related paraphernalia
- Possession of tobacco products
- Leaving campus without proper permission or following through on the stated process to be off campus
- Possession or Use of flame for any reason
- Ordering medications without the consent of the nurse

Note: this is not necessarily an exhaustive list of all items and actions that may be prohibited or restricted. Other restrictions and prohibited actions and items may be added at the discretion of the administration.

Any major offense will be referred to the Honor Court and/or the Corrective Board if it does not result in immediate separation or suspension. The Corrective Board may recommend extended community service, counseling services, corrective probation, or separation to the Headmaster. In instances of theft of property and/or destruction of personal property, restitution shall be paid.

5.04 Classroom Behavior

Student behavior which disrupts the learning environment of a class, demonstrates lack

of cooperation, or shows disrespect toward others, will result in corrective action. Being sent from class for disruptive, uncooperative, or disrespectful behavior will result in more serious corrective action.

5.05 Right to Search

Subiaco Academy retains the right to search, without permission or prior notice, a student and his possessions, including but not limited to lockers, computers, chromebooks, cell phones, vehicles, and residence hall rooms.

5.06 Corrective Behavior Point (Demerit) System

In addition to our Honor and Discipline section in our student handbook we use a point system. Faculty members who observe a violation will first address it with the student(s), then report the student(s) to the Dean of Students (DS) via email. The DS will then assess the violation, meet with the student(s) and faculty member (if needed) and then assign an appropriate number of points. This violation will then be entered into RenWeb. If parents are to be contacted, it will be initiated by the DS. Finally, once the violation has been processed, the DS will let the faculty member know about any sanction.

Major Offenses: These will receive (5) demerits and a mandatory Corrective Board meeting.

Examples include, but are not limited to:

- Physically endangering others
- Possession or use of weapons of any kind
- Violent outbursts, threatening language, physical aggression, expressing blatant racism, or harassment of any nature
- Extreme disrespect of others
- Refusal to obey legitimate authority
- Theft of property
- Use or possession of alcohol and/or Substance use, including vaping with illicit or intoxicating substances
- Inappropriate sexual behavior
- Possession or viewing of pornographic material
- Repeated or major academic dishonesty
- Possession, use or distribution of alcoholic beverages or drugs, or any related paraphernalia
- Possession of symbols or depictions of violence, hate, racial intolerance
- Promotion of ideology which are antithetical to the Catholic Church
- Possession of tobacco products
- Leaving campus without proper permission or following through on the stated process to be off campus
- Possession or Use of flame for any reason
- Ordering medications with the consent of the nurse

Minor Offenses: These will receive (1) demerits each. Once a student reaches 5 points he will be referred to the Corrective Board for consequences.

Examples include, but are not limited to

- Repeated classroom misconduct
- Repeated dress code violation
- Repeated grooming violation
- Tobacco, nicotine substances, and vaping
- Two unexcused tardies
- One unexcused absence
- Misuse of a cell phone or other electronics
- Excessive noise and noise during quiet hours
- Other violations which are deemed by the administration to be a minor offense

Retraction of Points: A student may have his points retracted during the school year. Below are some suggestions on how a student can do this.

- One point for a very positive teacher report concerning the student
- One point after two weeks if no further points have been received
- One point for any administrative approved service done within a week of infraction
- One point for reported random acts of kindness
- One point for working concession stand at sporting events

A student can also have points retracted for reported and verified community service activities above and beyond the 20hr student requirement.

5.07 Detention

Detention may be given as a consequence for an infraction(s). These may be served after school or on Saturday. Saturday detentions are more serious and are served at a time determined by the administration.

5.08 Suspension

The Associate Head of School, or designee, may suspend a student when deemed necessary. A student may be suspended for serious or repeated misbehavior. Suspension automatically places a student on probation and the student will receive an X for that quarter on their Student Life Report.

A suspended student is not allowed to attend classes or participate in any school-related function, even as a spectator, until he is released from suspension. A suspended student must make up the assignments missed. A student who is suspended during semester exams will be allowed to receive full credit; however, other consequences may follow.

5.09 Immediate Separation

The Headmaster of Subiaco Academy, or his designee, reserves the right to separate a student from the Academy at any time when the attitude or behavior of the student is judged to be contradictory or harmful to the atmosphere and values of Subiaco Academy.

Students separated from the Academy must leave the campus within twenty-four (24) hours. Separated students may not visit the campus in the future without permission from the Headmaster.

5.10 Corrective Probation and Readmission

Probation

The Headmaster, or designee, and/or Corrective Board may place a student on corrective probation for serious or repeated conduct which could lead to the separation from the Academy. Students on corrective probation may be assigned a variety of consequences. A student generally remains on probation for one year. The Headmaster makes all final decisions regarding probationary status and separation.

Readmission

A separated student may be readmitted to the Academy, but must present evidence of significant attitudinal and behavioral changes to the Administrative Team.

5.11 Corrective Board and Appeals Process

Corrective Board

The Corrective Board is composed of a Chair, as appointed by the Head of School, and three faculty/staff members appointed by the Head School. The Guidance Counselor will be present to serve as the student advocate. The Corrective Board recommends consequences to the Head of School. The Head of School will either accept the consequences of the Corrective Board or revise them. The administration notifies the parents and other necessary parties of the actions taken.

Appeal Process

A student has the right to appeal the Corrective Board's decision through an appeals process as follows:

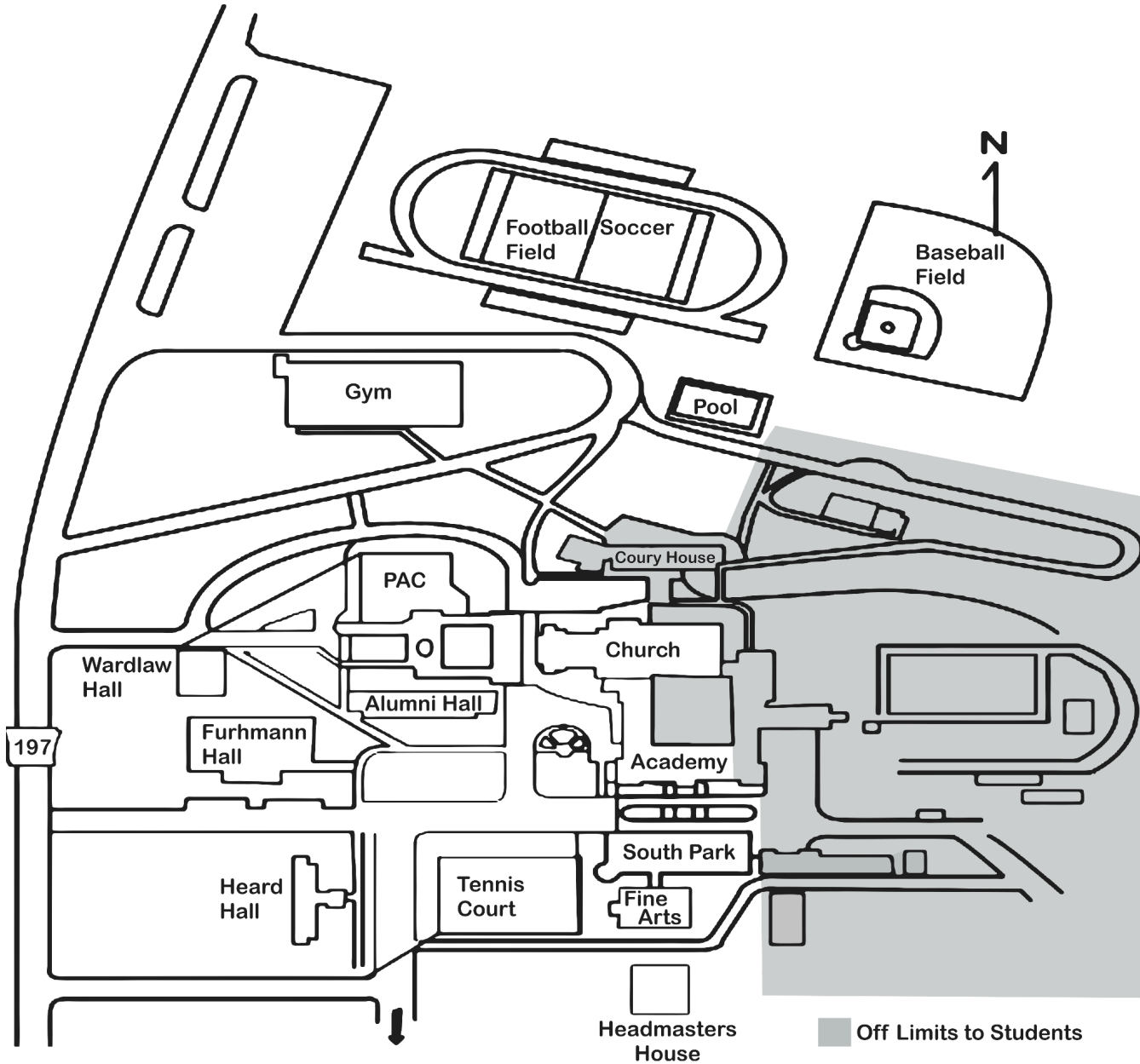
- The Guidance Counselor acts as an advocate for the student.
- The student presents to the Headmaster, in writing, additional evidence which may warrant review.
- The Appeals Review Committee composed of the Headmaster, a teacher of the student's choice, a teacher of the Headmaster's choice, and the Associate Head of School (ex-officio) is convened to review the evidence.
- If the Appeals Review Committee believes the additional evidence does not warrant a review, the appeal is denied.
- If the Appeals Review Committee believes the additional evidence warrants a review, the Corrective Board will reconvene to consider the additional evidence.
- All decisions from the Appeals Review Committee are final.

OTHER POLICIES AND RULES

6.01 Campus Area

Subiaco Academy shares facilities with Subiaco Abbey which conducts other ministries besides the Academy. The campus map (below) designates student-allowed areas. The

unshaded area represents the general campus where students are generally allowed. The shaded area represents the restricted campus which may only be used during specific times and/or activities. Approved student activities are noted below.



Note: area that is shaded is off limits to all students unless you:

1. are in the Coury House with your parents (not someone else's parents).
2. are on the road toward the Tap House because you have permission to go to the Ridges (camping, fishing, hiking, biking), are running or biking as part of a school sponsored activities, or are with a faculty/staff member.

EXTENDED CAMPUS

Students who wish to go to the ridges, one of the academy ponds or lakes, or the Outpost must get personal permission from a residential life coordinator, the director of residential life, or an administrator before leaving campus. Students should not walk on any highways while traveling to and from these extended campus locations. The City Park is no longer considered Extended

Campus and students are not to be in or near the park at any time. Students should never walk on Highway 197.

6.02 Fire Drills

For the protection of all, the buildings are equipped with fire alarms, smoke detectors, and other necessary systems. When the fire alarm sounds, students must leave the buildings in an orderly fashion, following posted evacuation directions. Students are to remain quiet and follow directions given by the instructors. Causing false alarms or disabling smoke detectors or fire alarms will result in corrective action.

6.03 Residence Requirements

Every student must live in a campus dormitory or at the house where his parents or legal guardians are currently residing.

6.04 Dining Room

Proper conduct towards staff and students in the dining room is essential. Loud and boisterous conversation, use of electronic devices (e.g., cell phones), and/or rough-housing is not permitted. The dining area is to be left in good order. Appropriate clothing is to be worn at all times. Dining room property and or food should not be removed from the cafeteria.

6.05 Food and Drink

Food and drink should be consumed appropriately around campus and in school buildings with permission. Food and drink are not allowed in the library or in church.

6.06 Spiritual Development

Spiritual development is important for all people regardless of faith. Attending regular worship is an important part of Subiaco life. Students are required to attend the weekly Academy Mass and other special occasion liturgical events. Attendance at daily Mass is encouraged. Students have an open invitation to attend the Divine Office with the monastic community. Sunday Mass is required of all students on campus.

6.07 Camera Security System

Subiaco Abbey and Academy property are equipped with a camera security system for the purpose of safety and security of property. This system is for security and the privacy of our community is not violated. In the event of a suspected violation of our community standards, video from cameras may be reviewed and used during an investigation in order to gain a fuller picture of what has transpired. Students and parents sign a waiver during enrollment acknowledging the system.

6.08 Dress, Uniform, and General Appearance

During the academic day, students are to be in school uniform which should be clean

and pressed as applicable.

- School Uniform Khaki colored pants – no cargo pants
- Khaki colored shorts – allowed during warmer weather; no cargo shorts
- Dress, casual, and athletic shoes – no hiking boots
- Polo Shirts – orange or blue purchased from the Trojan Shop
- Dress Belt – must be worn while attending classes

Hooded pullovers – only allowed if purchased from the Trojan shop AND with an approved Subiaco Academy logo; Subiaco issued sport team hoodies are also allowed. Subiaco letter jackets are allowed as well as Subiaco sport team jackets.

Overcoats – only during very cold weather a student may wear an outer coat; conservative colors are preferred. Overcoats are not to be worn in the classrooms.

Athletic shoes as well as dress and/or casual shoes (and yes, socks are always a must) are permitted to be worn with khaki pants and khaki shorts while wearing the regular school day uniform. Subiaco sport team jerseys are allowed to be worn by team members on game days. Aside from the team jersey, each student must wear either khaki pants or khaki shorts.

Formal Dress

Formal attire must be worn to Sunday Mass, School Mass, and other special occasions as announced. This formal dress uniform is also worn at the Senior Ring Ceremony and Commencement.

- Khaki colored pants – no cargo pants
- Dress Shoes or Boots – no hiking boots or athletic shoes; socks are to be worn
- Dress Shirt – long sleeved, collared, with the Subiaco logo
- Undershirt – solid white, worn under dress shirt
- Tie – school issued dress tie
- Dress Belt – with buckle

Apparel outside of class hours

A shirt is to be worn at all times on campus, except at the swimming pool and on the athletic or intramural fields. Shoes must be worn in the academic buildings, dining room, library, and study halls. Hats are not to be worn at any time during the academic day.

Grooming

Hair is to be neat and well groomed at all times. Hair is not to cover any part of the face or touch the top of the shirt collar. Sideburns must be no longer than the bottom of the ear. Students are neither to dye nor bleach their hair and shaving patterns in hair is not permitted. Unless pre-approved by the administration, students may not shave their heads. At all times, haircuts and hairstyles must be of a conservative style and of uniform length. Students must be clean shaven every school day, during any Mass, and when a student is attending a school activity, whether as a spectator or participant. Any student whose haircut, hairstyle, or general appearance, is, in the opinion of the

administration, is neither neat or well groomed, will not be permitted to attend class or activities until their appearance meets the administration's expectations. The administration will have final discretion on what is considered neat and well groomed.

Subiaco Academy administration reserves the right to bill a student's account for the cost of an academy provided haircut or remove students from classes, including semester/final exams, with unexcused absences for failure to follow the grooming policy.

Piercings and Tattoos

Earrings and other piercings are not permitted during the academic day, during any Mass, or when a student is attending a school activity, whether as a spectator or participant.

If a student has a tattoo(s) it should be covered by clothing. Students are prohibited from getting additional piercings or tattoos while students at Subiaco.

6.09 Automobiles

Student driving is a privilege, not a right. Campus driving privileges may be revoked for failing to comply with Academy rules and policies. The Academy assumes no liability for items in vehicles or for vehicles damaged or stolen while vehicles are parked on or near campus. Students are not allowed to be in the parking lot during the school day and should not loiter there in the morning, after school, or during the weekends. Only boarding students in grades 11 or 12 may have a vehicle on campus.

Boarding Students (including 5 day)

With the permission of their parents, all properly licensed boarding students may drive to school. All vehicles must be registered with the Academy and parked in the Student Parking Area located on the west side of campus between Centenary Hall and Wardlaw Hall. All vehicles should be locked and properly parked. Boarding students may not provide transportation to other students without the express consent of both the driver's parents and the passenger's parents and approval of the on duty RLC or prior approval from the Director of Residential Life. Vehicle keys must be turned into their RLC. Failure to turn all keys in (to include a secondary set of keys) may result in vehicle privileges being revoked. Boarding students are not permitted to drive unless they are going to/from home with parental permission.

Day Students

With the permission of their parents, all properly licensed day students may drive daily to school. All vehicles must be registered with the Academy and parked in the Student Parking Area located on the west side of campus between Centenary Hall and Wardlaw Hall. All vehicles should be locked and properly parked. Students should not visit or move their vehicles prior to the end of the school day without the permission of the administration. Day students may only offer transportation to boarding students with the express permission of the driver's parents, the passenger's parents and the administration. Permission by the school will only be granted in cases where the

transportation will alleviate a major inconvenience.

6.10 Harassment/Bullying

Subiaco Academy maintains a policy prohibiting the harassment of students based upon race, color, sex, religion, national origin, or disability by students, faculty, or any individuals associated with the Academy. Harassment may be physical, emotional, or sexual and may be delivered through teasing and/or bullying. Any activity that fosters or can be interpreted as hazing or verbal harassment either person-to-person or via communication venues will not be tolerated. Such conduct is defined as any behavior that creates an environment that limits a student's ability to participate in or benefit from the educational program. Students who violate this policy whether on Abbey/Academy grounds, or traveling to and from school events, or at school events are considered to have committed a major offense and said actions will result in an infraction report to be reviewed by the Corrective Board.

6.11 Drugs and Alcohol

The possession, sale or use of illicit drugs, non-prescribed prescription drugs, canned air, alcohol, electronic cigarettes, vape pens and other substances by any student will not be tolerated.

If there is probable cause to suggest that drugs or other substances are being used by a student, the school reserves the right to require a drug test to be taken, as well as search a student's vehicle, dorm room, locker, and other property. The costs of testing will be charged to the student's account. Refusal to take a drug test will be considered an admission of guilt and may result in permanent separation.

6.12 Pornography

All forms of pornography are forbidden. In addition, the computer or electronic device used for pornographic purposes may be confiscated for a period of time to be determined by the administration.

6.13 Tobacco/Nicotine/Vaping

The possession, use, and distribution of tobacco and nicotine products in any form are prohibited regardless of the age of the student. All offenses are to be reported to the administration for corrective action. Repeated infractions will result in increasing consequences including being separated from Subiaco Academy.

6.14 Weapons

No weapons or ammunition are allowed in the student's possession or on campus. **This includes knives of any size.** Violations of this policy will not be tolerated.

6.15 Sexual Misconduct Policy

Sexual harassment is any activity of a sexual nature that is offensive or unwelcome to a

reasonably prudent person. Sexual harassment may consist of requests to perform sexual acts, subtle pressures to perform sexual acts, unwanted touching, and, in certain circumstances, lewd comments and gestures. Such acts are illegal and immoral and should be immediately reported to the administration, Guidance Counselor, or Chaplain, who will take appropriate action.

If an Academy student is sexually abused, the incident should be immediately reported to any employee. The administration will offer the student whatever immediate help he may need. The Office of Child Protection will also be contacted immediately based on Abbey and Diocesan policy and civil law.

6.16 Recreation Rooms

Subiaco Academy provides recreation rooms around campus. These rooms should be kept clean and treated with respect. No horseplay or roughhousing is allowed. The lights should be turned off after use. Food and drink is not permitted in these rooms.

6.17 Photographs/Recording/Posting

Students may not photograph, record, or videotape other members in the community without their permission and may not share and/or post photographs, recordings, or videos of other community members to any social media site, application or the like without their permission.

ATHLETIC SPACES

6.18 Courtesy

Common courtesy includes more than not using foul or inappropriate language. Proper etiquette and proper forms of address when speaking to others are also important, especially toward those in authority.

6.19 Custody Arrangements

Divorced parents must file with the school a copy of the court order stating custodial/visiting rights.

6.20 Electronic Devices

The use of electronic devices is only allowed when specifically stated in this handbook or by faculty or administration. Non Academic use of electronic devices will result in confiscation of the device.

6.21 Drone

Drones are not permitted on campus unless approved by the administration.

6.22 Checking Students Out of School

Students may leave school only with those individuals outlined in the enrollment packet or with the written permission of the parent/guardian, third parties may be allowed to check students out of school. In the case of emergencies, the Headmaster and/or an administrator may grant exceptions.

6.23 Confidential Records

A student's official records are confidential and will be open only to members of the professional staff, the student's parent(s)/guardian(s), or the student himself if he has attained the age of eighteen (18), at times prearranged with the Headmaster and student.

Requesting Records

Subiaco Academy will transfer records to another school upon receipt of proper documentation.

Upon request, custodial parents may be given a copy of the student's records.

Transcripts may be withheld if a student has past-due financial accounts. When seniors or high school graduates apply for admission to colleges, the Registrar or College Counselor will send the complete scholastic record to designated institutions.

6.25 Additional Fees/Costs

Mini-refrigerator - \$75.00/year; this fee is for electric only
Replacement room key - \$25.00
Replacement student ID - \$25.00
Private Room - \$3,000.00/year
Furniture – replacement cost
Room damage – repair/replacement cost
Five Day Boarder/Day Student overnight stay - \$50.00 per day

6.26 Transportation Fees

Fees applied for doctor, airport and school break trips. If a location/fee is not listed below, contact Dan Smith at dsmith@subi.org. Note: the fees below are for one-time or in-frequent use. The fees associated with regular use are allocated at a different rate.

Fort Smith – \$50
Little Rock – \$70
Clarksville – \$40
Russellville – \$50
Paris – \$15
Denison/Texas State Line – \$125

7.0 Subiaco Fight Song

Onward Trojans
Onward Trojans
Alma Mater calls to you.
Sons of Subiaco Always stand in back of
Subi's good old Orange and Blue.

Onward Trojans
Onward Trojans
Subi wants you to be true.
So with voices clear
Stand right up and cheer
For the good old Orange and Blue.