

Albuquerque Academy



Student and Parent Handbook

THINK ACADEMY CONTACT NUMBERS

Student Schedules & Billing – Think Academy Office	858-8811
Attendance	858-8812
Student Concerns	
Joe Coleman, Think Academy Summer Principal	828-3393
Josh Buchanan, Think Academy Director	828-3325
Policies & Procedures – Virginia Schultz, Associate Director	828-3393

Albuquerque Academy Think Academy Student and Parent Handbook

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General Information

Admission

Think Academy at Albuquerque Academy is open to students in the community at large and does not require testing or an admission process.

Calendar

March 3	Super Saturday Walk-in Registration 9:00 a.m.–1:00 p.m. <ul style="list-style-type: none">Albuquerque Academy West Campus GymnasiumDue to the popularity and limited enrollment of our programs—as well as scheduling complexities—walk-in registration is the only registration method.Class size is limited and classes are filled on a first-come, first-served basis.Please choose alternatives in case your first choices are full and closed.Confirmations will be mailed to the address provided within three weeks.
March 5-23	No registration—Think Academy Office Closed
March 27	Walk-in Registration March 27–May 21, 2018 Albuquerque Academy Think Academy Office (Natatorium N103) Monday–Friday, 7:30 a.m. to 5:30 p.m.
May 21	Registration ends Freeze on schedule changes until June 8. Last day to receive refund less 30% drop fee — applies to all changes, drops, and withdrawals.
May 22-June 1	Think Academy Office Closed
June 3	Open House: 1:00 p.m.-3:00 p.m. – Locate classrooms and meet teachers Orientation Schedule (By Program) <ul style="list-style-type: none">Children’s Workshop Orientation: noon-12:30 p.m. – Simms Little TheaterDay Camp: 2:00 p.m.–3:00 p.m.<ul style="list-style-type: none">Pre-grades 1-3: West Campus GymPre-grades 4-6: East Campus GymMulticultural Summer Honors Program: noon–1:00 p.m., Simms AuditoriumAquatics/Athletics programs: No Open House
June 4	Think Academy Summer Begins
June 6	Registration resumes for programs beginning on or after June 11 (new registrations or additions)
June 8-12	Elective schedule changes; based on availability and made at the discretion/approval of Think Academy faculty and staff. Change fees apply.
July 4	Closed—Independence Day observed
July 6	Last Day to register for Think!t Summer
July 9-13	Performance Week, Gallery Showings, and End-of-Program Events Visit aa.edu/thinksummer for complete listing.
July 11	Family Night 6 p.m.-8 p.m.
July 12	All library books due
July 13	Think Academy Summer ends
July 16-27	Think!t Summer

Enrichment classes, Academics and Fine Arts Class Schedule

Class periods equal 50 minutes unless otherwise designated. There is a 10-minute passing period between classes.

Extended Care	7:30	a.m.	–	8:10	a.m.
Period 1	8:10	a.m.	–	9:00	a.m.
Period 2	9:10	a.m.	–	10:00	a.m.
Break Time	10:00	a.m.	–	10:15	a.m.
Period 3	10:15	a.m.	–	11:05	a.m.
Period 4	11:15	a.m.	–	12:05	p.m.
Lunch*	12:05	p.m.	–	12:40	p.m.
Period 5	12:40	p.m.	–	1:30	p.m.
Period 6	1:40	p.m.	–	2:30	p.m.
Period 7	2:40	p.m.	–	3:30	p.m.
Extended Care	3:30	p.m.	–	5:45	p.m.

*Lunch Note

- Supervised Lunch required for pre-grades 1-2; recommended but optional for pre-grade 3.
- Students enrolled in camps or Supervised Lunch must bring a sack lunch each day.
- Students in pre-grades 3+ who are taking classes may purchase lunch in the East Campus Dining Hall.

General Policies

Attendance

Students are expected to report to classes on time. Report absences to the absence hotline (858-8812) or email SS_Attendance@aa.edu. Three unexcused absences? Think Academy Summer staff will contact parent/guardian using the contact information reflected in the registration materials.

Drop-Off and Pick-Up Locations

- See Campus Map for program-specific entry/exit and drop-off/pick-up instructions.
- Expect traffic congestion and allow extra time during peak periods: 8:00 a.m., noon, 3:30 p.m.
- Speed limits strictly enforced! 25 mph on campus; 10 mph in parking lots.
- Identify ONE pick-up location. Make sure everyone knows parking lot number and exact meeting place.

Early Pick-up from Think Academy Office

If you are picking up your child early—before the end of their regularly scheduled day (e.g., for a medical appointment or other reason), come directly to the Think Academy office. One of our staff members will contact your child's teacher or counselor and your child will meet you in the appropriate office. You will then sign your child out prior to leaving the building. *Do not go directly to the classroom or activity area.*

Pick-up Policy

All students, regardless of age, must be dropped off and picked up promptly (within 15 minutes of class/program start/end times).

- Students pre-grades K-2 may be picked up only by those adults listed as parents/legal guardians, emergency contacts or specifically authorized on the registration form and contract.
- Children who arrive more than 15 minutes before start times will be automatically enrolled in an appropriate bridge program, e.g., A.M. Club or Learning Center, and tuition fees will be charged.
- Children who have not been picked up from afternoon programs at appropriate end times will be relocated to an age-appropriate aftercare program. Late pick-up fees and/or tuition fees apply. If you are more than 15 minutes late, add \$1 per minute until your arrival. If your child is taken to Day's End/P.M. Club a second time, s/he will be enrolled in the applicable session at the full, tuition rate. Because we must staff appropriately for extended-care programs, we cannot allow drop-ins.

Transition Plan

Our safety plan calls for Counselors and Teacher's Assistants to escort/transition students from class to class as follows:

- pre-grade 1 & 2 students are escorted every day for the entire session.
- pre-grade 3 students are escorted the entire first week.
- pre-grade 4 and above students may need assistance locating classes the first several days. Counselors and Teacher's Assistants are available to assist.

Students in need of assistance should ask any Albuquerque Academy personnel in the designated safety colored shirt for help.

No Gap Policy

For your child's safety, Albuquerque Academy requires that every student be supervised whenever on campus. All students, regardless of age, must be dropped off and picked up promptly (within 15 minutes of class/program start/end times); all students must be enrolled in a supervised program or in consecutive classes throughout the day—a gap in a student's schedule is not permitted. Students may use Simms Library only if they are enrolled in a Learning Center class or supervised by an adult. *Exception: AA and current Think Academy students pre-grade 10+ who present a valid Student I.D. at the curriculum desk upon arrival and departure.* Unsupervised students will be automatically enrolled in a Learning Center class(es) or Extended Care program and be charged the applicable tuition and/or late pick-up fees.

Academic Placement

To foster a positive learning environment, Think Academy reserves the right to adjust a student's schedule, if necessary, so that s/he is enrolled in an appropriate course for his/her skill level. Parents will be notified prior to finalizing all changes.

Communication

A critical part of education is the opportunity to be involved in a free flow of information. In particular, open, honest, respectful, and timely communication between and among faculty, administrators, staff members, students, and parents is valued. When students or parents have questions concerning classroom or school policies, they should ask questions of the relevant people in an appropriate setting and should expect to receive a timely response.

The most useful communication is that in which the involved parties communicate directly with each other. This type of communication is most likely to produce valid information, avoid misinterpretations, and facilitate the speediest resolution of questions. For example, if students or parents have questions concerning a classroom matter, the conversation should generally begin with the appropriate teacher or camp supervisor. Principals, the Think Academy Camps and Extended Care Director, and the Think Academy Director are available for guidance or intervention when necessary.

Albuquerque Academy's web site (www.aa.edu) is the only official public web site for the school. All community members are urged to use this site in particular to check the calendar for events as sometimes schedules can change.

Albuquerque Academy Think Academy will only use e-mail addresses provided on the registration forms to communicate about Albuquerque Academy and/or Think Academy. E-mail addresses will not be sold or made available to a third party. *Our privacy commitment – your e-mail address will not be shared beyond the Albuquerque Academy community.*

Credit Course Requirements (Albuquerque Academy Students)

Credit hours, exams, and grades: Credit classes meet for a total of 128 contact hours. Independence Day holiday hours will be made up as determined by individual instructors. Semester exams will be given at the end of the third and sixth weeks. Instructors will complete grade and comment forms at the end of each three-week semester. Summer credit class grades are listed on the student's transcript and satisfy graduation requirements, but grades are not calculated in the student's GPA.

In order to receive credit, students must:

- Meet the prerequisites listed for each course;
- Have no more than two excused absences during the session (one per semester).

The standard Albuquerque Academy curriculum for these full-year courses will be covered in the six-week period. Think Academy Summer courses are fast-paced and rigorous. Each night, students receive four to five homework assignments (a one-week equivalent). Successful students budget two to three hours per night to fulfill homework requirements.

Think Academy Summer credit courses are subject to a 30% drop fee if a student disenrolls by May 21, 2018 and a 100% drop fee thereafter.

All students are expected to comply with Albuquerque Academy's integrity policy which addresses cheating and plagiarism. Teachers will distribute a copy of the policy on the first day of class.

Discrimination Statement

Albuquerque Academy does not discriminate against students on the basis of race, color, religion, gender, national origin, or sexual orientation and makes reasonable accommodations for students with disabilities.

Publicity

As noted on the Registration Form and Contract, unidentified photographs of students are regularly used in Albuquerque Academy Think Academy catalog, advertisements, and other print publications. If you have any questions, please call the Think Academy office (858-8811). Students also should be informed, responsible, and proactive about parental wishes and guidelines.

Simms Library

All students enrolled in Albuquerque Academy Think Academy are invited to use Simms Library during the six-week session.

- Students may use Simms Library only if they are enrolled in a Learning Center class or supervised by an adult. *Exception: AA and current Think Academy students pre-grade 10+ who present a valid Student I.D. at the circulation desk upon arrival and departure.* Unsupervised students will be automatically enrolled in a Learning Center class(es) or Extended Care program and be charged the applicable tuition and/or late pick-up fees.
- Parents must inform students if they are not allowed to borrow library materials. *All library materials must be returned by **July 12, 2018**.* Think Academy student accounts will be charged for any lost or damaged books and/or other borrowed materials.
- Neither food nor drink is allowed in the library except in designated areas. Each student is expected to return materials on time, work quietly, and handle materials and equipment with care.

Simms Library Summer Hours

Monday-Friday	8:00 a.m.–3:30 p.m.
Saturday & Sunday	Closed
July 4	Closed

Student Dress Code

Clothing must be appropriate and not distracting. It is the school's prerogative to determine what is objectionable. The following are prohibited:

- Excessively tight or revealing clothing
- Clothing that exposes the midriff area
- Clothing that depicts ideology contrary to Academy philosophies and policies, whether stated or implied.
- Students whose appearance is determined to be in violation of the letter or the spirit of this policy will have to change clothes immediately, and parents may be called to bring appropriate items.
- On Think Academy Summer field trips, it is the sponsor's duty to inform students about appropriate attire.

Student Health (rev 11.01.13)

For the safety of our students, parents are obligated to notify the health office regarding all health issues, medication changes, and/or changes in physical or emotional status that occur or arise during the course of the Albuquerque Academy Think Academy program.

Albuquerque Academy Think Academy has a full-time registered nurse available daily (8:10 a.m. – 3:30 p.m.) to all students, staff, and faculty. The school nurse will collaborate with both faculty and parents to promote the health of Albuquerque Academy Think Academy students. If your student has specific needs or health problems that may require special attention, parents are encouraged to call the school nurse at 505-858-8876.

If a student becomes ill while at Albuquerque Academy Think Academy, he or she should see the school nurse prior to going home. Students may use the help of their teachers or teachers' assistants to locate the nurse. The school nurse will be available to assess the needs of the student and will contact parents in cases of acute illness. In cases when a student has been diagnosed with a communicable disease by his or her healthcare provider or the school nurse suspects that a student may have a communicable disease, the guidelines established by the New Mexico Department of Health's *School Health Manual* will be followed.

In the effort to maintain a healthy community, students running a fever (greater than 100° Fahrenheit) or exhibiting other contagious symptoms may not attend Think Academy. Students should not come to school if they have been running a fever over 100° Fahrenheit until they have been fever free for 24 hours without fever reducing medication such as Tylenol or Advil. Students running a fever or exhibiting contagious symptoms during the school day will be sent home. We do not refund or prorate tuition for sick days.

Prescription medication will not be administered on campus without a completed authorization form. Students requiring any prescription medication (including asthma inhalers) during the school day must submit a *Health Care Provider's Medication Order and Authorization Form*, completed by both their physician and their parents, to the school nurse. *Students will not be allowed to carry and self-administer controlled substances (e.g., Ritalin, Dexedrine, Codeine), but they may carry and self-administer other prescription medications if the ordering health care provider, the parents, and the school nurse believe the student is capable of carrying and self-administering the medication safely. All prescription medications must be kept in a pharmacy labeled container and with only the amount of medication required for one school day.*

When a student is participating in extended school-sponsored trips (e.g., field trips, experiential education trips), arrangements are to be made between the parent and the school employee responsible

for the student during the trip for any medication administration. If the student is going to be taking prescription medication that may affect their well-being (e.g., antibiotics, allergy medication, or asthma medications) during the activity, then the parents should complete a *Health Care Provider's Medication Order and Authorization Form*. All controlled substances (e.g., Dexedrine, Ritalin, and Codeine) are to be carried by the school employee leading the activity. The leader will supervise the student's self-administration of that type of medication. All prescription medication, whether carried by the student or by the school employee leading the activity, must be kept in a pharmacy labeled container with only the amount of medication required for the duration of the activity.

In accordance with State Health Department regulations, all students enrolled in Albuquerque Academy Think Academy must be current on all state required immunizations. Albuquerque Academy Think Academy acknowledges that parents have the right to request "Religious Exemption from Immunization" status with the state of New Mexico to exempt their children from immunizations. In the event of an outbreak of an immunizable disease at the school or in Albuquerque, the school has the right to require that those students without immunizations stay home for the duration of the outbreak or until the school determines it is appropriate for them to return to class. As with students who are ill, we do not refund or prorate tuition for days that a student is absent due to an outbreak.

The Think Academy response team reacts to any medical emergency that occurs during school hours. The team, staffed by the school nurse and trained faculty, is available to provide first aid and emergency care to students, staff, and faculty until further assistance, if necessary, arrives. Parents will be notified as soon as possible in cases of injury or severe illness.

Student Health Reminders while on campus:

- Wear...a hat, sunscreen, appropriate attire/shoes.
- Bring WATER and drink often. Bring a snack and/or sack lunch, based on program/schedule.
- Do not approach, touch, or chase campus wildlife. To avoid health issues, do not touch birds/animals; report sightings to staff or Security.

Student Support Counseling

Think Academy Student Support counselors work as a team with teachers, the nurse, and administration in advocating for students. Parents should be aware that, according to New Mexico law, any student may speak with a counselor in confidence, only sharing information with the student's permission unless there is a significant risk of danger or harm to the student or others and/or when child abuse is suspected.

Electronic Devices

While electronic devices may enhance communication between students, their families, and friends, students who make use of them for non-academic purposes during the school day often lose valuable time that should be used for study, reflection, and face-to-face interactions with faculty and peers. When student cell phones or other electronic devices are on school property, school officials have the right to inspect the electronic contents of these devices (including such items as photos, text messages, etc.) if they have a reasonable suspicion that the phones have been used in violation of school policies and/or applicable law. Additional restrictions apply to credit courses particularly during tests and exams. During lockdowns, cell phones must be turned off until the all clear signal has been given throughout campus.

Students are not permitted to use cameras or the camera function on a camera-equipped phone in any restroom, exercise area, or shower facility at any time. In addition, students are not permitted to use camera-equipped devices to photograph any confidential documents or proprietary information.

Field Trips

Students will be under the direct supervision of their teacher or sponsor during field trips. Students are responsible for all school rules and standards of decorum.

Safety & Security

- Campus Security: 269-4896
- Need Help? Ask any staff member wearing a Think Academy shirt.
- Stay outside of buildings before/after school and during breaks.
- Bikes? Walk them on the path; lock them in bike racks.
- No skateboards, scooter, roller blades.

Student Property

Students are strongly discouraged from bringing valuables to Think Academy. The school assumes no responsibility for lost, stolen, or unclaimed student property. Unclaimed Albuquerque Academy Think Academy items are donated or discarded two weeks after programs end.

Visitors

Think Academy does not permit visitors to attend camps, classes, and programs without express permission from the Think Academy office. Parents, grandparents, friends, and family members are welcome to attend Open House and end-of-program events.

Computer and Wireless Computer Acceptable Use Policy

Users of Albuquerque Academy's computer resources are expected to act ethically and courteously. Computer use is a privilege, not a right; inappropriate use may result in revocation of computer privileges and/or disciplinary action. Because of the nature of advances in electronic communication, the school reserves the right to modify the *Acceptable Use Policy* at any time. The following standards have been established for the Academy's network and computer facilities:

1. Users are defined as faculty, staff, students, and anyone granted access to the Academy's network. Users are issued an e-mail account and access to the Internet by Technology and Information Services.
2. Users may access only those resources they are authorized to use and must use them only for the purposes specified in this document. Questions about appropriate use can be addressed to the principals, and the Think Academy Summer Director of Technology.
3. Although the school makes every attempt to back up and make available files saved by users, all users are ultimately responsible for the backing up of their own files kept on the school's system network drives.
4. E-mail correspondence and cell phone communication is governed by the same standards as Internet usage (see below). Intimidation or harassment through electronic communication, as well as perpetuation or initiation of electronic chain letters, is prohibited. Users should remain alert to the possibility of viruses or other types of malware and forward any concerns to technology and information services.
5. Account holders are responsible for all usage of their accounts (including use by other persons). Passwords must NOT be given to others. If a password is compromised, change it immediately and report it to the Think Academy office. Lost or forgotten passwords should be reported to the teacher or the Think Academy office.
6. Use of another's account without his/her permission or any attempt to impersonate a member of the community through electronic media may subject the instigator to a disciplinary response.
7. Users may not access, download, or copy software or data belonging to others or to the Academy without prior authorization from the director.
8. Users are responsible for adequately researching and complying with applicable copyright law as it pertains to writing, software use, research, or project development done using Academy computer facilities.
9. Users may not load software on Academy computers without authorization from the Think Academy Director.

10. Users must not modify or disconnect any hardware, or erase or disable any software provided by the Academy. Computer areas are to be kept clean and computers must be used responsibly. Any damage to equipment or software may result in appropriate disciplinary action.
11. Users should respect the rights of others. A user may neither hamper nor deprive another of access to resources or encroach on another's use of computer facilities. Users must consider the impact of their conduct on others. The highest priority for use of technology on Albuquerque Academy's campus is for educational endeavors.
12. Users should exhibit caution in divulging any personal information (name, address, telephone number, credit card information, age, etc.) to online sources accessed through the school system. The school accepts no liability for this activity.
13. Internet use should in general be limited to scholarly research and educational exploration. Users may not access or exchange inappropriate materials. Unless they are being used for academic work, the following are off-limits: sexually explicit material, and/or hate related material unconnected to coursework. Appropriate games may be used in the Learning Center at the discretion of the Learning Center teacher. If an inappropriate site is accessed accidentally, it should be reported to the Think Academy office.
14. The Academy monitors all Internet use on a regular basis. Access to information considered to be inappropriate as stated in this policy and the frequency and duration of this use will be reported to the Principal or his designate. Any violation of this policy may result in disciplinary action.
15. The school reserves the right to view, investigate, or otherwise inspect any electronic files kept on the school system.
16. Students should be aware that school representatives can and do periodically read social networking sites and that the school will act on information from such sites when that information indicates violations of school policy and/or rules.
17. No food or drink is permitted in computer labs.

Financial Policies and Procedures

Parents, guardian and/or the financially responsible party shall be responsible for reasonable expenses incurred by Albuquerque Academy in enforcing the terms of the Think Academy Registration Form and Contract including, but not limited to, attorney's fees and other expenses of collection. The Registration Form and Contract shall be interpreted and enforced in accordance with the laws of New Mexico. Families with an unpaid balance will be unable to register for future Think Academy programs.

Emergency Preparedness Information

Should Albuquerque Academy Think Academy and/or the appropriate governmental authorities determine that it is in the best interests of our students, faculty, and staff to cease operations for a period of time, fees paid for summer classes, programs, and camps will be refunded as follows:

- 10% of the total fee paid will be retained by the Academy to offset administrative costs incurred.
- If closure is necessary during the first four weeks of Albuquerque Academy Think Academy, the remaining 90% will be refunded on a pro-rated basis according to the number of unused days remaining in the class, program, or camp.
- If closure is necessary during weeks five and six, tuition will not be refunded.

Fees for Drops, Withdrawals, and Schedule Changes

- Think Academy programs charge a fee equal to 30% of the individual course/program tuition whenever a student drops or changes a class (e.g., to withdraw or to make a schedule change).
- Registration for six-week programs ends May 21, 2018, which is the last day to drop, withdraw, or make a schedule change; a freeze on schedule changes remains in effect through June 7, 2018.
- Effective June 8, 2018, elective schedule changes will be made at the discretion and approval of Think Academy staff; 30% change fees apply.
- No fee will be assessed if a schedule change is made at the request of Think Academy staff.

Refunds & Cancellations

- 70% of tuition paid will be refunded as long as Albuquerque Academy and Think Academy programs receive a drop or withdrawal request by May 21, 2018 (for six-week programs); requests must be received five business days prior to the first class/program meeting date for all other programs.
- Think Academy program policy allows for full refunds **only** when a significant event beyond a family's control prevents a child from attending the program. In this case, Think Academy programs are required to obtain documentation from a third party to support the request, e.g., copy of military transfer orders, employer offer letter with job relocation requirement, family illness that requires travel outside of Albuquerque, or a doctor's letter indicating that a child is unable to participate because of medical issues.
- Albuquerque Academy and Think Academy programs reserve the right to cancel a course, section, or program; 100% of tuition paid will be refunded.
- No refund will be made if a student is dismissed.

Disciplinary Policy

Albuquerque Academy Think Academy rules and regulations reflect the school's values which are based on the principle of mutual respect. They are designed to articulate clear standards of conduct and a range of reasonable and fair consequences for violations. The major violations listed below must be reported, and students are subject to a full range of disciplinary consequences. Failure to fully cooperate and be honest during the disciplinary process may result in additional disciplinary consequences.

Albuquerque Academy Think Academy reserves the right to dismiss any student whose conduct or lack of cooperation and/or whose parent/guardian's conduct or lack of cooperation interferes with the School's policies and procedures. A student's inability or failure to conform to Albuquerque Academy Think Academy rules and regulations may result in immediate dismissal without prior notice or refund of tuition.

Discipline is handled by teachers, the camp supervisors, and/or principals. Serious disciplinary matters are usually investigated by the assistant principals who consult with students and teachers, then recommend a course of action to the Principal. In all disciplinary matters, parents will be notified in a timely fashion through a telephone call or in writing from teachers, camp supervisors, and/or principals.

Consequences may be discussed with teachers, assistant principals, and students, but the Principal determines the final decision. A student may be dismissed or expelled at the discretion of the Principal. Cases are resolved as quickly as possible. In all disciplinary cases, parents and students may appeal any action to the Think Academy Director within five school days of the decision.

Violations

Harassment

In order to fulfill the Academy's mission, all individuals must be free to develop relationships, work, and learn in a healthy environment that is free of fear, intimidation, humiliation, or unwanted or unacceptable behaviors that create a hostile atmosphere. To that end, any act of deliberate unkindness or cruelty (even a single incident) is considered harassment under this policy and will be subject to severe consequences. Harassment should never be construed, however, to include respectful thought, study, or discussion concerning controversial issues. Students who feel they have been harassed are urged to bring the matter to the attention of their teacher, camp supervisors, principals, or the Think Academy Director. They may also speak to a student support counselor.

Bullying includes any gesture or written, oral, electronic, or physical act where the perpetrator demonstrates an intent to harm by engaging in conduct that physically or emotionally harms a community member or damages his or her property; places a community member in reasonable fear of physical harm or damage to his or her property; or insults, demeans, or embarrasses any community member or members in such a way as to disrupt or interfere with the school's mission or the education of any student.

Hazing includes, but is not limited to, engaging in any offensive physical contact or restraint of another student, or requiring or encouraging a student to perform any dangerous, offensive, or demeaning physical or verbal act for any purpose, including as a condition of membership or initiation into any team, group, activity, or class, sponsored or operated by Albuquerque Academy Think Academy.

The school recognizes that activities that take place entirely off-campus can have a profound impact on the lives of the students on-campus; therefore, involvement in harassment that takes place away from the school may subject the involved students to disciplinary action at Albuquerque Academy Think Academy .

Student Use of Alcohol and Other Drugs

Albuquerque Academy is a smoke-and tobacco-free campus. E-cigarettes are prohibited on the Albuquerque Academy Campus. Albuquerque Academy believes that there is neither any reason nor excuse to possess, use, sell, purchase, or be under the influence of alcohol or any illegal and/or non-prescribed drug at school or at a school-sponsored event. Using such drugs or alcohol on campus, during the school day, or arriving to Think Academy under the influence of such drugs or alcohol will result in dismissal for the remainder of Albuquerque Academy Think Academy. Any misuse, sale, or purchase of prescription medications is considered a violation of this policy. Abuse or misuse of over-the-counter medications by a student will also be considered violations of this policy.

Other Major Violations

- Knowingly furnishing false information to the Academy, including making false or misleading statements to faculty or staff, forgery, alteration, or misuse of school documents or school instruments.
- Theft, unauthorized possession, damage, or misuse of school or other property on campus or property belonging to any member of the Academy community, or involvement in such acts.
- Reckless or disorderly conduct, including driving offenses.
- Unauthorized entry into or use of school facilities or possession of a school key.
- Violation of the Acceptable Use Policy.
- Disruption or obstruction of teaching, administration, disciplinary proceedings, public functions, or other Think Academy activities, including interference with the freedom of movement or freedom of speech of any member or guest of the Academy community.
- Willful failure to comply with directions.
- Possessing a weapon of any kind.
- Violations of local, state, or federal law, even if committed outside of school or school-sponsored events, may render a student subject to disciplinary action.