BREAKAWAY ACADEMY®

STUDENT AND PARENT HANDBOOK 2026/2027

MINNESOTA

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Dear Students and Parents,

At Breakaway Academy®, we are dedicated to nurturing driven student-athletes and providing them with an exceptional academic and athletic platform to realize their full potential and pursue their dreams.

This Student and Parent Handbook includes information about the policies, practices, and procedures of Breakaway Academy. It serves as your one source of information to explain our school policies, ensuring that you understand and embrace our school's expectations. Student success is made possible by the combined efforts of a home and school partnership. By working together, we create the most conclusive learning environment for your child to thrive.

Our team of teachers, coaches, and staff are professional educators and instructors with a shared passion for empowering every student. In our caring yet challenging environment, we strive to bring out the best in each child, nurturing their unique talents and abilities.

Thank you for entrusting your child's education and athletic training to Breakaway Academy. We embark on this journey of growth and discovery together, creating a brighter future for your child.

Sincerely,

Andy Brink
Founding Member and School Administrator

Dave Snuggerud
Founding Member and School Administrator

BREAKAWAY ACADEMY

MISSION

Breakaway Academy prepares students for lives of leadership, responsible and meaningful citizenship, lifelong learning, and achievement. Our staff is devoted to excellence and integrity in all activities and committed to the development of each student-athlete.

OUR PURPOSE

Our purpose at Breakaway Academy is to provide aspiring student-athletes with direction and focus on reaching their full potential as both students and athletes. We are commited to providing students with a disciplined, focused, and encouraging environment. Above all else, we promote knowledge, strength, and character for the young people who walk through our doors.

IDENTITY STATEMENT

Breakaway Academy provides an innovative way of learning, combining superior academics, elite athletic training, and exceptional character development - all in a typical school day - to help children in grades K-8 reach their full potential as student-athletes.

Non-Discrimination Policy

Breakaway Academy does not discriminate on the basis of race, color, sex, nationality, and ethnic origin in administration of educational policies and athletic programs, and will comply with federal and state laws prohibiting discrimination and all requirements imposed by or pursuant to regulations issued thereto, to the end that no person shall, on the grounds of race, color, national and ethnic origin, gender identity, sexual orientation, marital status, status with regard to public assistance, age, or disability be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any educational program, or in employment, or recruitment, consideration or selection, whether part-time of full-time, under any educational program, employment, or activity operated by Breakaway Academy.

Administrative Interpretation of Handbook

The administration of Breakaway Academy reserves the right to interpret the procedures and policies in this handbook as individual situations and needs arise and address any situation that is not covered in this handbook but clearly violates the rights of the school or a member of the school community. Furthermore, the administration reserves the right to amend the Student and Parent Handbook for just cause.

Student and Parent Acknowledgment

Carefully read the Breakaway Academy Student and Parent Handbook. Discuss the contents as a family unit, and realize the need to abide by rules and regulations in order to establish a smooth communication between home and school. Please print and/or save a copy for reference during the school year. A copy of this handbook is available on our website.

CONTACT INFORMATION

We believe that open and transparent communication is the cornerstone of a successful partnership between students, parents, teachers, coaches, and school administration. Parents are welcome to contact any member of our staff directly with information, insights, and questions.

The best method to initiate conversation is through email. Email addresses consist of firstname.last name@ breakawayacademy.net. Staff contact info can be found on our website, under About, then select Staff.

Breakaway Academy Faculty and Staff

Academic Staff

- Principal, K-3rd Grade — Sean Bloomfield
- Dean of Students, 4th-8th Grade — Gretchen Stramel
- Director of Education, 4th-8th Grade — Joyce Thomas

Athletic Staff

- Co-Director of Hockey Operations, K-3rd Grade — Andy Johnson
- Co-Director of Hockey Operations, K-3rd Grade — Andrew Macleod
- Co-Director of Hockey Operations, 4th-8th Grade — JP LaFontaine
- Co-Director of Hockey Operations, 4th-8th Grade — Nick Mattson
- Director of Soccer Operations, 4th-8th Grade — Tommy Sivongsay
- Director of Performance Training, 4th-8th Grade — Andrew Roper

Operations

- Founding Member and School Administrator — Andy Brink
- Founding Member and School Administrator — Dave Snuggerud
- Administrative Assistant and Receptionist, 4th-8th Grade — Kristy Nutter
- Health Specialist — Heather Hansen
- Director of Communications and Community Relations — Jessica Martin
- Multimedia Specialist — Emily Campbell
- Director of Operations and Technology — Colton Witte

Phone

Our main phone number is 612-260-2226. To reach the 4th–8th grade front desk or health specialist directly, call or text 612-299-1508.

COMMUNICATION

Communication from the school regarding school events and other pertinent information is handled in the following ways:

Calendar

The school calendar can be found on the Breakaway Academy website under the Parents menu.
To subscribe to Breakaway Academy calendars, use the instructions linked below:

- Instructions for Subscribing to Breakaway Academy Calendars

Email

Breakaway Academy provides parents and guardians email communication. Informative emails are sent on a regular basis, providing continuous updates on events and other vital information.

Emails are sent to the email addresses we have on file - entered during the TADS application process.
It is the responsibility of parents and guardians to keep the business operations office informed of any changes to contact information.

GroupMe App

We use the GroupMe app to communicate with parents and guardians who use our dedicated bus service for morning or afternoon transportation.

Newsletters

School newsletters are sent to the email address that we have on file, and include important dates, academic information by grade, athletic programming, character lessons, photos, and more.

Text Message

We occasionally use text messaging to send time-sensitive information, primarily related to schedule changes. Text messages are sent to parents or guardians with a cell phone number on file in TADS.

Website

The Breakaway Academy website provides information about the school and staff contact information.
The Parents menu is intended to help you quickly access information like the school calendar, view lunch menus, purchase uniforms, and more.

Find quick links under the Parents menu to the most commonly used tools: attendance reporting, Monday Mentions, SchoolPass instructions, and instructions for accessing Google Classroom, report cards, and student schedules.

Please take time to visit breakawayacademy.net/parents to access helpful resources.

COMMUNICATION

Family Directory

We maintain a secure online household directory through Educate. If you'd like your contact information to be available to other Breakaway Academy families, you may opt-in.

To opt-in and/or view the Family Directory:

- Instructions for Accessing the Family Directory

Social Media

Follow us on our social media sites so you see the great activities taking place at Breakaway Academy. Be sure to like and double tap posts to help us stay in your news feed and show your love for our students by making positive comments, too.

- Facebook: Breakaway Academy
- Instagram: Breakaway Academy
- Twitter: @BrkwyAcademy
- YouTube: Breakaway Academy Official
- TikTok: Breakaway Academy

Academic Philosophy

At Breakaway Academy, our curriculum follows the standards set forth by the Minnesota Department of Education K-12. Lessons and individual support are structured so that every student has the opportunity to exceed state standards and achieve academic excellence.

Our students are held to high standards for classroom behavior and academic performance. We expect our students and teachers to push themselves to exceed state standards by not just being satisfied with meeting an objective.

Academic Attendance Expectations (Absences)

Grades K-3

If your child will be absent due to illness, family vacation, tournaments, or any other reason, please email your child's teacher to request any materials and/or check your child's take-home folder.

Grades 4-8

If your child will be absent due to illness, family vacation, tournaments, or any other reason, it is expected that they review Google Classroom prior to their return to school to stay current with their work.

Teachers post daily assignments, including any necessary links and printable materials, on Google Classroom. Students can access these resources using their Chromebook and Breakaway Academy google account.

If additional time is needed to complete assignments, students should communicate directly with their teacher to agree on an appropriate deadline.

Academic Requirements for Game Day Participation

Students not meeting academic standards may be required to forgo Game Day participation to retake assessments. This process is coordinated by the teacher, and students will receive advance notice if they will be excused from Game Day for academic reasons. (Game Days are further explained in the Student Life section.)

Artificial Intelligence

We recognize that artificial intelligence (AI) tools can support learning when used responsibly and appropriately. However, AI must not replace a student's own thinking, effort, creativity, or demonstration of learning. Students are expected to use AI tools honestly, responsibly, and in accordance with teacher instructions and assignment requirements.

Using AI in a way that violates teacher instructions or misrepresents a student's own work may be considered a violation of Breakaway Academy's academic integrity expectations and Code of Conduct. Consequences may include required assignment revision or resubmission, loss of credit, parent or guardian notification, required use of a school-issued Chromebook, or additional disciplinary action, depending on the circumstances and the student's grade level.

Class Placement

A student's placement in the classroom is determined by teachers (current and upcoming grade level), principal, dean of students, and the director of education. Many factors are considered when placing a student, including but not limited to academic ability, social skills, teacher/student personalities, and classroom dynamics as a whole.

Class Sizes

At Breakaway Academy, we're dedicated to keeping class sizes small so teachers can devote more time and attention to each student. The maximum number of students in a classroom in grades K-3 is 12 students. In grades 4-8, the maximum number of students is 15.

Conferences

Parents have the opportunity to schedule a conference with their child's teachers and coaches during fall and spring conferences. Additional meetings are on an as-needed basis and may be scheduled at any time.

Educate (All Grades)

Educate enables you to view your child's schedule and attendance history; check grades and report cards; view the Family Directory. Below are instructions for viewing various functions in Educate.

- Instructions for Viewing Student Schedules (Grades 4-8)
- Instructions for Viewing Report Cards and Athletic Testing Results
- Instructions for Accessing the Family Directory

Google Classroom (Grades 4-8)

Google Classroom is used to manage, measure, and enrich learning experiences. Parents can log in to your child's Google account for each class' Google Classroom to view the daily objective and the activities students complete to meet it.

To access Google Classroom, use the instructions linked below:

- Instructions for Accessing Google Classroom

High School Math Requirements

Algebra I and Geometry satisfy high school course requirements; however, acceptance for high school credit is determined by each individual high school.

IXL (Grades K-3)

IXL facilitates your child's individualized learning plan.

Measures of Academic Progress

In grades K/1st, we perform DIBELS Assessments two times per year for benchmark and progress-monitoring reading and math assessments.

In grades 2-8, we administer NWEA MAP testing in the fall and spring to measure each student's progress and growth over time in reading, language arts, and math.

Missing Work

- Because we do not offer study halls, missing work must be completed outside of school hours.
- In grades 4-8, opting out of hockey, soccer, performance training, or athletic flex to makeup missing work during W.O.W. time is not permitted, unless approved by a teacher.

Report Cards

Quarterly academic and athletic report cards are available in Educate, our academic student management system. To access report cards, refer to the instructions in the Educate section above.

Schedules

- K-3rd grade student class schedules are emailed to parents the week prior to the start of school.
- 4th-8th grade student class schedules are available in Educate. To access schedules, refer to the instructions in the Educate section above.

School Supplies

We provide a comprehensive school supplies package for a flat fee billed via TADS, our online payment system. The cost is $90 per K-8th grade students for the 2026-2027 school year. This service is optional in K-3rd grade; however, it is required in 4th-8th grade.

The flat fee covers nearly all essential school supplies that your child needs for their classes from the first day of school until the end of the year and all those extra general items, like tissues, paper towels, wipes, copy paper, and dry-erase markers.

Items you must supply:

- Pencil case, if desired
- Headphones compatible with the school-issued Chromebook or personal computer.
  (All grades) Tip: Headphones with a 3.5mm jack are compatible with Chromebooks.
- Chromebook or laptop, if not utilizing the school-issued device. (Grades 4-8)
- TI-30XIIS Scientific Calculator (Grades 6-8)

Transcripts Requests

If your child is transferring to another school, a request for transfer of records must be submitted, and all necessary information will be sent directly to the inquiring school. Submit K-3 transcript requests to the principal. Submit grades 4-8 transcript requests to the dean of students.

Differentiated Support

Grades K-3

Each student in grades K-3 follows an individualized learning plan. Additionally, students have one-on-one time with our reading specialist. We also provide individual and small groups for advanced learners and those who need extra help in any subject areas.

Grades 4-8

In grades 4-8, students receive instruction in math, language arts, science, social studies, and character and academic skills. Lessons are delivered to the class as a whole, in small groups, through cooperative learning, partner work, and individualized instruction from the teacher to student as needed. We offer differentiated level math classes, and we differentiate student reading levels based on NWEA MAP scores, teacher observations, parent input, and classroom performance.

- **Accommodation Plans:**
  Students who demonstrate a need for academic support may qualify for a Breakaway Academy accommodation plan. These plans are written when a student consistently struggles to meet our standards in the classroom. See our director of education for more information.

- **Win the Day (5th-8th Grade)**
  The objective of the Win the Day program is to create a culture of connectedness and to help build positive relationships with students at Breakaway Academy. Through this program, our teachers aim to identify students' academic and social needs, closely supervise their academic and athletic progress, recognize and implement necessary interventions, help them develop skills and behaviors critical for reaching their goals, and provide consistent communication to families.

- **W.O.W. Time:**
  The W.O.W. (Work On Weaknesses) Time is a space where teachers assign students to go during their athletic training time to focus on receiving additional academic support. This may be a time where students work independently on make-up work, retake an assessment, or when a student is retaught concepts by their teacher.

  Effective September 5, 2023, parents are no longer able to place their child in the W.O.W. Time for the purpose of completing missing work; assignments are solely at the discretion of teachers.

Because academics is one of the three pillars at Breakaway Academy, it is very important to us that our students find success in this area. Our goal is to make sure our students leave our school after eighth grade as confident learners ready to take on the challenges of their next endeavors.

Code of Conduct

Breakaway Academy expects students to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities, with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment, consistent with the code of student conduct:

- I will treat everyone with respect.
- I will treat personal, school, arena, and bus property with respect.
- I will create and maintain a positive and safe school environment.
- I will come to school on time and be prepared for learning.
- I will act responsibly and accept the consequences for my actions.

Zero Tolerance Policy

Breakaway Academy has a Zero Tolerance Policy towards bullying, harassment, and intolerance, which means there is no tolerance for transgressions that interfere with the safe learning environment of others in any manner. The school feels all children have the right to attend school in a positive and constructive learning environment. If a student interferes with another's right to learn in a safe, positive environment, that student will receive consequences commensurate with the transgression and may be considered for expulsion. Offenses may result in immediate suspension and a student may be expelled from school as a result of these behaviors. Expulsion is at the discretion of the school administration.

- Bullying is defined as repeated or intentional infliction of injury or discomfort on another person through physical contact, words, or in other ways that cause harm. These include but are not limited to: saying hurtful things, making fun of others, overlooking others, hitting, kicking, telling lies, spreading false rumors, sending mean notes or text messages, and deliberately excluding someone from a group.
- Harassment is defined as behavior that is unwelcome, is directed at, or is offensive to someone, consists of objectionable conduct, comment, material or display that demeans, belittles, intimidates, or humiliates another person. Further, the person committing the act knows, or ought reasonably to know, that his or her behavior is unwelcome. Harassment may include the misuse of authority, intimidation, threats, coercion, and blackmail; it may be either personal or sexual in nature.
- Intolerance is defined as repeated or harmful displays (oral, written, or demonstrative) which are not directed at any specific individual or any specific group of specific individuals, and which are directed toward race, sexual orientation, gender, religion, or physical disabilities, and which has an effect that could demean, belittle, intimidate, or humiliate another person.

Discipline

Discipline is a way of teaching and is a necessary and positive part of our school. Teachers and coaches set clear, easy to understand expectations. Students are reinforced positively when they follow an expectation.

When a negative behavior occurs, the positive expectation is stated first. If the misbehavior continues, the staff member will write a detailed description of the situation that occurred and the student will be given either a Minor or Major Penalty, depending on the severity of the offense as outlined below. Most of these offense can be handled effectively by the teacher, coach, or principal through normal discipline. In addition, at the end of the school day, the staff member may contact the parent to provide a detailed description of what has occurred.

Minor Penalty

These typically consist of repeated non-compliant behavior and disrespect for the Breakaway Academy Code of Conduct. These include but are not limited to repeated minor disruptive behavior in class such as talking, out of seat, disturbing others, or making loud noises in close proximity to classes in session, tardiness, poor attitude, on-ice minor penalties, altercation with peers, disrespecting athletic equipment, or use of cell phones in class, during athletics or transition periods, including shuttle buses, turf, gym, locker rooms, rinks, and on-ice areas.

A student who receives three minor penalties is not permitted to play in the weekly BA Cup game/Game Day.

Major Penalty

Greater offenses include but are not limited to blatant disrespect for a teacher, coach, adult, or other students, any hands-on incidents, fighting, bullying, harassment, lying, stealing, inappropriate language or gestures, cheating on class work, plagiarism, destruction of school property, graffiti, deliberate destruction of another persons' property, and improper use of the internet.

A student who receives one major penalty is not permitted to play in the weekly BA Cup game/Game Day.

Severe Offenses

Further offenses can be addressed at the administrative level for possible suspension or expulsion. Examples of severe offenses include but are not limited to possession of drugs, tobacco, alcohol, and illegal activities. Weapons on the school premises or situations that present a threat to person(s) at school will result in immediate removal from school grounds pending an investigation to gather information regarding the situation. If necessary, appropriate authorities will be notified and appropriate measures will be taken to ensure the safety of those involved. Pending results of the investigation, a student may be expelled from school. Expulsion will be immediate and at the discretion of the school administration.

K-3rd Grade School Hours

School is in session for grades K-3 from 8:30 am to 3:00 pm at Breakaway Academy, located in the Chaska Community Center (CCC). Drop-off and pick-up are at the CCC Arena Entrance. Drop-off begins 30 minutes prior and pick-up remains 15 minutes after.

Before and After School Care

Before and after school care is available. Contact the K-3rd grade principal for more information.

Daily Schedule

In general, the youngest students begin with on-ice training to allow parents to assist with equipment, and older students begin with off-ice gym class. This may change depending on daily activities at the CCC, pool use, or double-gym days. Athletic instructors are on hand to help all students with skates and helmets.

K/1st Grade	
8:30 – 9:30 am	Athletics
9:45 – 10:45 am	Athletics
11:00 – 11:45 am	Lunch/Recess
11:45 am – 12:30 pm	Academic Courses: Math, Language Arts, Science, Social Studies, and Skills (Order varies per class)
12:30 – 1:15 pm	
1:15 – 2:15 pm	
2:15 – 3:00 pm	
3:00– 3:15 pm	Dismissal/Pick-Up

2nd/3rd Grade	
8:30 – 9:15 am	Academic Courses: Math, Language Arts, Science, Social Studies, and Skills (Order varies per class)
9:15 – 10:00 am	
10:00 – 11:00 am	
11:00 – 11:45 am	
11:45 am – 12:15 pm	Lunch
12:30 – 1:30 pm	Athletics
1:45 – 2:45 pm	Athletics
3:00– 3:15 pm	Dismissal/Pick-Up

DAILY SCHEDULE | 4TH - 8TH GRADE HOCKEY

4th-8th Grade School Hours

Start and end times vary by grade at the 4th-8th grade level. Academics, performance training, athletics, and soccer training are at Breakaway Academy located within Champions Hall in Eden Prairie. Hockey training takes place at nearby Braemar Arena, Minnesota Made, and Eden Prairie Community Center. Drop-off and pick-up extend 15 minutes before and after school.

Daily Schedule

Refer to the schedule below for start and end times by grade. Breakaway Academy shuttles transport students to and from arenas for on-ice training.

4th Grade	
8:00 - 8:30 am	Drop-Off at the Rink
8:45 – 9:55 am	On-Ice Hockey Training
10:25 – 11:20 am	Academics/Performance*
11:25 – 11:45 am	Lunch
11:50 am – 3:10 pm	Academics/Performance*
After 3:15 pm	Parent Pickup
Please do not arrive earlier than 3:15 pm for pickup.	

*Class rotation. Varies per student.
Dropoff: Minnesota Made
Pickup: Breakaway Academy Main Entrance

5th Grade	
8:00 - 8:30 am	Drop-Off at the Rink**
8:45 – 9:55 am	On-Ice Hockey Training
10:25 – 11:40 am	Performance Training
11:40 am – 12:03 pm	Lunch
12:03 – 3:20 pm	Academics
After 3:25 pm	Parent Pickup
Please do not arrive earlier than 3:25 pm for pickup.	

Dropoff: Designated Rinks**
Pickup: Breakaway Academy Main Entrance

6th Grade	
8:00 - 8:25 am	Drop-Off
8:30 – 9:35 am	Performance Training
10:10 – 11:20 am	On-Ice Hockey Training
11:45 am – 12:07 pm	Lunch
12:07 – 3:30 pm	Academics
After 3:35 pm	Parent Pickup
Please do not arrive earlier than 3:35 pm for pickup.	

Dropoff and Pickup: Breakaway Academy Main Entrance

7th Grade	
8:00 - 8:15 am	Drop-Off
8:20 am – 12:03 pm	Academics
12:03 – 12:23 pm	Lunch
12:50 – 2:00 pm	On-Ice Hockey Training
2:30 – 3:40 pm	Performance Training
After 3:45 pm	Parent Pickup
Please do not arrive earlier than 3:45 pm for pickup.	

Dropoff: Breakaway Academy Main Entrance
Pickup: Champions Hall Main Entrance

8th Grade	
8:00 - 8:15 am	Drop-Off
8:20 am – 12:07 pm	Academics
12:07 – 12:25 pm	Lunch
12:30 – 1:35 pm	Performance Training
2:15 – 3:25 pm	On-Ice Hockey Training
3:30 - 3:45 pm	Pickup at the Rink***

Dropoff: Champions Hall Main Entrance

8th Grade Notes:

8th Grade Students that Ride the Bus or Depart from School
For 8th grade students riding the bus home or getting picked up at Breakaway Academy, the rink shuttle transports students back to school after on-ice hockey is finished.

****8th Grade Rink Assignments*
Because we use multiple rinks, rink assignments vary depending on the daily hockey schedule which is emailed at the start of each regular season.

Subject to change based on annual enrollment.

DAILY SCHEDULE | 4TH - 8TH GRADE SOCCER

Schedule for soccer student-athletes

Start and end times vary by grade at the 4th-8th grade level. Academics, performance training, athletics, and soccer training are at our school within Champions Hall in Eden Prairie. Drop-off and pick-up extend 15 minutes before and after school.

4th Grade	
8:00 - 8:25 am	Drop-Off
8:30 – 10:25 am	A.A.A. and Performance Training
10:30 – 11:25 am	Soccer Training
11:25 – 11:45 am	Lunch
11:50 am – 3:10 pm	Academics
After 3:15 pm	Parent Pickup
Please do not arrive earlier than 3:15 pm for pickup.	

5th Grade	
8:00 - 8:25 am	Drop-Off
8:30 – 10:25 am	A.A.A. and Performance Training
10:30 – 11:40 am	Soccer Training
11:40 am – 12:03 pm	Lunch
12:03 – 3:20 pm	Academics
After 3:25 pm	Parent Pickup
Please do not arrive earlier than 3:25 pm for pickup.	

6th Grade	
8:00 - 8:25 am	Drop-Off
8:30 – 10:25 am	Athletic Training and Performance Training
10:30 – 11:45 am	Soccer Training
11:45 am – 12:07 pm	Lunch
12:07 – 3:30 pm	Academics
After 3:35 pm	Parent Pickup
Please do not arrive earlier than 3:35 pm for pickup.	

7th Grade	
8:00 - 8:15 am	Drop-Off
8:20 am – 12:03 pm	Academics
12:03 – 12:23 pm	Lunch
12:30 – 2:00 pm	Soccer Training
2:00 – 3:40 pm	Athletic Training and Performance Training
After 3:45 pm	Parent Pickup
Please do not arrive earlier than 3:45 pm for pickup.	

8th Grade	
8:00 - 8:15 am	Drop-Off
8:20 am – 12:07 pm	Academics
12:07 – 12:25 pm	Lunch
12:30 – 2:00 pm	Soccer Training
2:00 – 3:40 pm	Athletic Training and Performance Training
After 3:45 pm	Parent Pickup
Please do not arrive earlier than 3:45 pm for pickup.	

Subject to change in based on annual enrollment.

Lunch

Students may bring healthy lunch or pre-select optional catered lunch. Catered lunch is prepared and provided by outside vendors each day.

- Each meal includes entree, fruit, vegetable, and carton of milk.
- The cost is $8 plus tax and processing fee per lunch.
- Lunches are pre-selected monthly via a Google Form. Meal selections are made in advance to help the caterers prepare an appropriate amount of food. New students must bring home lunch until the next ordering period and month availability.
    - In grades 4-8, students choose from a hot entrée, cold meat and cheese sandwich, or peanut butter and jelly sandwich. Students may take extra lunch servings based on availability for an additional cost. A second portion of the entree is $3.50; a second side is $2.00; a second carton of milk is $1.00. Bottled drinks and snacks are sold separately.
- In grades K-3: If your child hasn't signed up for the hot lunch on a particular day, please make sure they bring a packed lunch from home. (Sorry, we do not have extra meals on hand.)
- Lunch money does not need to be preloaded to your account. Lunch fees are processed through TADS, our online payment system, at the end of each month and billed on the 15th of the following month. Tax and processing apply to all charges.
- Lunch fees are charged in the event of an absence unless a cancellation is received one week prior.
- Lunch menus are available on our website, under the Parents menu.

To subscribe to the lunch calendar, use the instructions linked below:

- Instructions for Subscribing to Breakaway Academy Calendars

A La Carte Options

In 4th-8th grade, snacks and drinks are available for purchase a la carte.

- Rhody's offers snacks, beverages, and meals to the public during regular business hours. For our students, purchases are limited to before or after school and their designated lunch period only.
- We recommend setting parameters with your child about the a la carte items you allow them to purchase.
- Students are not permitted to buy items for other students.
- A strong emphasis on choosing healthy snacks is taught and reinforced frequently throughout the school year.

Lunch Questions

For questions about the 4th-8th grade lunch or a la carte program or to request itemized receipts, please contact Lisa Lovekin, Rhody's manager, at lisa@championshall.net.

Outside Food

No outside food may be brought in the school, other than healthy home lunch and snacks.

Water Bottles

Please ensure your child brings a water bottle (labeled with his or her name). The drinking fountains and water bottle refill stations are open throughout both school buildings so students can refill.

Healthy Snacks

Eating with intention is something to be mindful of as part of developing an athlete and person of character. The best options for snacks are found outside the aisles of prepackaged foods at the grocery store. These are colorful items and may need some prep at home prior to bringing them to school. Consider including your child in food prep to help reinforce the lifestyle choices that it takes to foster an elite body and mind. Fresh fruit and vegetables with dips that provide protein are an ideal snack choice for athletes.

Fruits and Vegetables

- Apples
- Bananas
- Berries
- Broccoli
- Cantaloupe
- Carrots
- Cauliflower
- Celery Sticks
- Cucumbers
- Grapefruit Cups
- Grapes
- Honeydew
- Oranges or Clementines
- Sugar Snap Pea Pods
- Watermelon

Other Snacks Options

- Applesauce Pouches or Cups
- Beef Jerky
- Canned Fruit with No Added Sugar
- Cheese Sticks, Cubes, or Babybel
- Cottage Cheese and Fruit
- Dried Fruit
- Granola Bars (Clif, ZBar, Kind, Lara Bar)
- Greek Yogurt and Fruit
- Whole Grain Crackers and Cheese
- Half Sandwich on Whole Wheat Bread
- Meat and Cheese Roll Ups
- Hummus with pita chips or veggies
- Mini Bagel and Cream Cheese
- Organic Protein Bars
- Raisins
- Whole Grain Pretzels
- Brands: Popchips, Popcorners, Skinny Pop, Terra, Whole Grain Sun Chips

Prohibited Food and Drinks

During the school year, students learn about nutrition and how it plays a key part to living a healthy lifestyle. The goal of a snack or lunch is to provide energy in the middle of the day or before and after exercise. Food is fuel and it should have a purpose.

To reinforce this, only healthy snacks are allowed at Breakaway Academy. If a snack is deemed unhealthy, the student will be asked to put it away. The following are not permitted:

- Gum
- Candy
- Cookies
- Doughnuts
- Snack Cakes
- Unhealthy Potato Chips
- Coffee Drinks
- Soda Pop
- Energy Drinks

Food Allergies

Please be mindful of students with peanut, tree nut, or other food allergies before sending lunch or snacks to school. Talk with your child about the importance of proper hand washing. Students should always wash their hands with soap and water after eating, especially after consuming foods containing peanuts or tree nuts.

Health Information

To help us better understand your child's health needs, a parent or legal guardian must complete required health information upon enrollment. Required information includes health conditions, medications, healthcare procedures, allergies, concussions, and anaphylaxis treatment, if applicable.

- Health Information Form
  - Required for all new students.
  - Also required for any returning students with changes to health history.

Immunization Records

Immunization records are required for students entering Kindergarten or 7th grade, and all new students. If a child's parent or guardian, wishes to be exempt, based on their beliefs, from one or more immunization requirements, the parent or child may submit a statement to this effect, signed by the submitting person and notarized.

For quick reference, immunization templates are linked below. We also accept any immunization records from your physician's office or health portal.

- Kindergarten Immunization Record
- 7th Grade Immunization Record
- Conscientious Exemption

Immunization Records - Optional App

Docket Health, Inc. teamed-up with the U.S. Department of Health and Human Services to provide an app that enables easy access to your child's immunization records. Only you can authorize access of personal health data to your trusted care providers. All of your data is fully encrypted, both on Docket® servers and on your phone.

Use of the Docket app is optional and not required of Breakaway Academy families. If you would like more information or to download the app, visit https://docket.care/.

Emergency Medical Services

The welfare of your child is our first consideration. Unless your child has an Emergency Care Plan in place or you indicate otherwise, the following procedures will be followed in case of serious medical emergency:

1. 911 will be called immediately. You will be informed as soon as possible.
2. A copy of the Health Information Form will be sent with your child and the emergency attendant.
3. The school will call your documented emergency contact if you cannot be reached.
4. If you or your emergency contact cannot be reached, the school will make arrangements for emergency care as necessary.

Medication

Prescription and over-the-counter medications cannot be dispensed without written parent permission. A physician must complete authorization using the Prescription Medication Administration Form. A parent or guardian must complete authorization using the Self-Administer OTC Consent Form.

- Prescription Medication Administration Form
  - Required for all new or returning students who take prescription medications during school hours.
  - Note, physician and parent/guardian signatures are required.

- Self-Administer OTC Consent Form
  - Available from the health specialist upon request.

Breakaway Academy will only dispense prescribed medication that is in the original labeled container and displays the child's full name, attending physician, medication name, dose, and instructions for use. Over-the-counter medication must be received in the original sealed container or it cannot be dispensed.

Students in Kindergarten-5th grade may not keep their own medication on their person, regardless of type (i.e. Tylenol, Advil, cough drops, etc). All medications must be kept in the office and be dispensed by the appointed health personnel.

Students in 6th-8th grade may have over-the-counter medications for self-administration approved by their parents and with the knowledge of Breakaway Academy health appointed staff. We must have a completed Self-Administer OTC Form with a parent or guardian's signature.

Special Consent to Carry and Self-Administer Medication

Permission may be granted for a student to carry and self-administer life-saving medication only after the following process has been completed and is on file in the office. These medications may include but are not limited to inhalers, diabetic supplies/insulin and EpiPens.

1. A physician's written statement regarding the student's medical condition, medications, and dosage has been received and is understood by appointed Breakaway Academy health personnel.
2. The parent(s)/guardian(s), student(s), director, and appointed health personnel are aware of the student(s) needs, and are comfortable with the cognitive ability and maturity of the student(s) to appropriately carry and self-administer life- saving medication only.
3. The student(s) and teacher(s) is/are made aware of the student(s) special needs and the student(s) may be in possession of life saving medication.

This policy is for life saving emergency medication only.

Asthma Action Plan

If your child has asthma and carries an inhaler, please send his or her Asthma Action Plan to the designated school personnel at the appropriate Breakaway Academy location. If your child does not have an Asthma Action Plan, please call your primary clinic to request one. If your child 'self carries' an inhaler, the pharmacy label must clearly state your child's name, medication name, dose to be inhaled, and directions attached to the inhaler.

Anaphylaxis Action Plan

If your child has a known life-threatening allergy and has a prescribed EpiPen, one, preferably two EpiPens, must be provided for your child. They must be labeled with a pharmacy label, be accompanied by a completed Prescription Medication Administration Form or a copy of the physician's Anaphylaxis Action Plan with signature of the provider and parent or guardian. If your child will 'self carry' an EpiPen, the designated school personnel must be informed. Any child with a prescribed EpiPen will have them available on all school-based field trips.

Anaphylaxis Treatment Notification

Anaphylaxis is a rapid, life threatening allergic response triggered by insect stings, foods, medications, latex, exercise, or in rare cases by unknown causes. It requires immediate treatment. It is well documented that it is safer to administer epinephrine than to delay treatment for anaphylaxis. The epinephrine auto-injector rapidly delivers a premeasured, single dose of epinephrine by direct injection through the skin. If your child has a life threatening allergic reaction at school requiring epinephrine; administration, emergency medical services, parents, and the appropriate Breakaway Academy personnel will be called immediately.

Minnesota Statute 121A.2207 permits school districts to possess epinephrine auto-injectors (EpiPens) for a student or other individual experiencing anaphylaxis regardless of whether the student or individual has a prescription for an EpiPen. Therefore, Breakaway Academy has adopted a policy allowing appointed health personnel to administer an EpiPen for a severe, life-threatening allergic reaction.

The emergency EpiPen will be kept in a secure location in each of the buildings and accessible during school hours. It will not be sent on school-based field trips or available before or after the instructional school day. This protocol IS NOT intended to replace students who have known allergies and an EpiPen. This is intended for unknown, life-threatening allergic reactions.

If you do not want your child to receive a life-saving injection of epinephrine if he or she is experiencing a life-threatening allergic reaction, please send a notice to the health specialist. Otherwise, parental consent is implied for all students attending Breakaway Academy. If your child has a heart condition, please talk with his or her provider about the safety of administering an EpiPen in the event of a life-threatening anaphylaxis emergency.

Illness

To preserve the health of all students and staff members, do not send a sick child to school. If your child is absent due to illness, please notify us by 8:30 am using the method defined in the Attendance section. Leave your child's name, date, and reason for absence. This will enable us to inform necessary staff of your child's absence.

Any child who has a fever (100 degrees Fahrenheit or higher) should not be sent to school under any circumstance. A child who is listless or shows active signs of illness should also be kept at home. If your child has any of the following symptoms, please keep them at home until investigated further by a medical professional:

- Persistent stomachache
- Diarrhea
- Vomiting
- Deep or hacking cough, even if a fever is not present
- Undiagnosed rash
- Painful, pink, swollen, matted/crusty and/or watery eyes that have not been evaluated by a physician
- Fever of 100 degrees Fahrenheit or higher

A child may return to school after an illness under these conditions:

- Fever and/or vomiting is gone and temperature has been normal for at least 24 consecutive hours without medication
- Energy level has returned to normal for at least 24 consecutive hours
- No symptoms or signs of diarrhea for at least 24 consecutive hours without medication
- Active signs of illness are no longer present

Health Services Contact Information

For questions regarding health services, please contact Heather Hansen, our health specialist at healthspecialist@breakawayacademy.net or 612-299-1508. This number accepts calls and text messages.

TECHNOLOGY - DEVICES & PLATFORMS

Chromebooks/Laptops

All K-3rd grade students are provided a school-issued Chromebook for a one-time fee of $400 per student for the 2026-2027 school year. Families with students in grades 4th-8th grade have the choice to select the technology package that includes a Chromebook for a fee of $400 for the 2026-2027 school year, or provide their own laptop.

There is a $235 technology fee per student for the 2026-2027 school year including license and support for Educate, TADS, IXL, and standardized testing, among others.

Students returning to Breakaway Academy keep their school-issued Chromebooks over the summer for use next year. Non-returning students and 8th grade graduates also keep their school-issued Chromebooks.

Student Email Accounts

Each student enrolled at Breakaway Academy is assigned an @breakawayacademy.net account through Google. This account allows reliable communication between the student and Breakaway Academy.

For non-returning students and 8th grade graduates, accounts are released from our management license and receive a factory reset by July 1st. For future use, students may sign in with any Google account or easily create a new account following the on-screen prompts.

Technology Platforms

We utilize technology platforms that provide excellent communication benefits to you as parents or guardians. Quick access to these tools can be found on our website under the Parents menu.

- Educate enables you to view student schedules and attendance history; check grades and report cards; view the Family Directory.
    - Instructions for Viewing Student Schedules
    - Instructions for Viewing Report Cards and Athletic Testing Results
    - Instructions for Accessing the Family Directory

- IXL facilitates your child's individualized learning plan. (Grades K-3)

- Google Classroom is used to manage, measure, and enrich learning experiences. Parents can log in to your child's Google account for each class' Google Classroom to view the daily objective and the activities students complete to meet it.
    - Instructions for Accessing Google Classroom

- TADS helps parents or guardians apply to Breakaway Academy, view application status, accept an admission offer, set up online tuition payments, and manage other fees.

- SchoolPass, an app that allows parents or guardians to select athletic activities. In grades 4-8, it's also used to aid in dismissal. Refer to the Appendix for SchoolPass instructions

UNIFORMS

Why Do We Wear Uniforms?

The purpose of Breakaway Academy uniforms is to promote respect and pride for the Breakaway Academy community and foster unity, a feeling of belonging to something bigger than oneself.

Our uniform guidelines support a student's individuality while maintaining standards. We believe wearing the proper uniform prepares students for dress in a professional environment. The uniform should promote a neat, clean, and modest appearance in all aspects.

At Breakaway Academy, we teach and reinforce the importance of wearing our school uniform with pride and to show respect for our school community:

- Students wear the appropriate uniforms with pride in class, on the turf/in the gym, and on the ice to show respect for our school and dress code.
- Students refrain from wearing hats in school, on the turf/in the gym, at the rink, or on the bus as a sign of respect.
- To show respect for our school community and dress code, students do not wear association, team, or tournament hoodies, shirts, and hats, as well as other non-Breakaway Academy items while at school, turf, gym, or the rink.

Reminders

- Breakaway Academy backpacks and hockey bags must be used.
- Hats are not permitted during school hours. Stocking caps are acceptable before or after school and on rink shuttles.
- Gym/performance/athletics/soccer apparel, including UNRL performance shirts and gray joggers, may not be worn in class.
- Polo shirts may not be worn in gym/performance/athletics/soccer training.
- Shorts and skirts in khaki only are acceptable academic uniforms during seasonable weather.

Uniform Requirements

Please take time to review uniform requirements on our website:

- Parents menu >> Apparel >> Uniform Requirements

New Students

We offer a new student uniform startup package to ensure each new student is set up for success when they begin their academic and athletic journey at Breakaway Academy.

New students who haven't received the required uniform prior to the start of school may wear a collared shirt with khaki pants, shorts, or skirt for academics and performance shirt and shorts for gym/performance/athletics/soccer training.

UNIFORMS

The Breakaway Academy uniform consists of the following dress standards for *Academics:*

Students are expected to wear the following uniform to class:

- Red or blue polo shirt with Breakaway Academy logo
- Black or gray UNRL polo shirt with Breakaway Academy logo is also acceptable.
- Khaki or black UNRL Performance Pants with Breakaway Academy logo
- Non-Breakaway Academy khaki pants, shorts or skirts are also acceptable*
- K-3rd grade students have the option to wear black joggers with the Breakaway Academy logo
- Blue UNRL Sublimated Hoodie with Breakaway Academy logo
- Red or black UNRL Crossover Hoodie with Breakaway Academy logo
- Jackets with the Breakaway Academy logo may be worn during the winter season.

The following are not acceptable uniforms for class:

- Performance shirts and shorts, including UNRL Stride shirts and shorts
- Gray joggers with Breakaway Academy logo
- Any shorts or skirts that are not khaki in color
- Any non-Breakaway Academy logo hoodies, shirts, or pants
- Any hats, stocking caps, or non-Breakaway Academy jackets

Label Your Child's Items

Please label all items that do not come personalized from our uniform supplier with your child's name, especially pants, joggers, and jackets.

*Not available in the Breakaway Academy Merchandise Store. Must be purchased separately.

UNIFORMS

The Breakaway Academy uniform consists of the following dress standards for *Gym, Performance, Athletics, Hockey, and Soccer Training:*

Gym, Performance Training, or Athletics

Students are expected to wear the following uniform to Gym, Performance Training, or Athletics:

- Red or blue performance shirt or black or gray UNRL Stride shirt - all with the Breakaway Academy logo.**
- Black performance shorts with the Breakaway Academy logo.
- 4th-8th grade students are required to wear gray joggers with the Breakaway Academy logo if they choose to wear pants during athletics.
- K-3rd grade students have the option to wear gray joggers with the Breakaway Academy logo.
- The Breakaway Academy soccer uniform is also acceptable.

The following are <u>not</u> acceptable uniforms for Gym, Performance Training, Athletics, or Soccer Training:

- Any non-Breakaway Academy performance shirts, shorts, pants, or hoodies
- Breakaway Academy red or blue polo shirt
- Breakaway Academy khaki or black UNRL Performance pants
- Any khaki pants, shorts, or skirts
- Any hats, stocking caps, or jackets

On-Ice Hockey Training

Students are expected to wear the following uniform to On-Ice Hockey Training:

- Breakaway Academy red or white jersey
- Breakaway Academy hockey socks
- Breakaway Academy hockey bag
- Hockey gear, including neck guards

The following are <u>not</u> acceptable uniforms for On-Ice Hockey Training:

- Any non-Breakaway Academy jersey, socks, or hockey bag

Soccer Training

Students are expected to wear the following uniform to Soccer Training:

- Breakaway Academy red or blue Nike performance shirt
- Breakaway Academy black Nike performance shorts
- Nike socks in blue
- The performance training uniform is also acceptable.

**Black or gray UNRL Stride Shirt with Breakaway Academy logo is retired and no longer available for reorder. Students are permitted to continue wearing them for performance training only.

UNIFORMS

Merchandise Store

To purchase additional uniforms, visit our website, click the Parents menu and choose Purchase Apparel. For reference, click here to access the store.

The Merchandise Store is open select periods throughout the year. Orders are processed at the end of each ordering period. Orders deliver 2-4 weeks *once the order window closes.*

Order Windows

#1	September 1st - 15th
#2	November 1st - 15th
#3	January 1st - 15th
#4	March 1st - 15th
#5	May 1st - 15th
#6	July 1st-15th

Note: Due to lengthy production times, the UNRL Sublimated hoodie is only available for ordering during the September, January, and July order windows.

No nicknames are permitted on personalized items. Students may choose any number for personalization, except for #99 and #00.

Delivery times are estimates; timelines may be delayed due to industry factors beyond our control. All items are considered custom-decorated, and all sales are final.

Hockey and Soccer Jackets

There are ordering windows in the fall for Breakaway Academy hockey and soccer jackets.

Spirit Wear

We also offer spirit wear available for online purchase during the same ordering window schedule above. Find the link to the BA Fan Shop on our website under the Parents menu. (Note: Spirit wear is not an acceptable uniform item and may not be worn to school.)

Hats, T-Shirts, Hockey Socks

Hats, t-shirts, and hockey socks may be purchased at school. Inquire at the front desk for more info.

Official Branded Merchandise

- Only school-issued Breakaway Academy uniforms and apparel are approved for use.
- The Breakaway Academy name, logo, and other brand assets are the property of Breakaway Academy.
- The reproduction or use of the Breakaway Academy name, logo, or branded artwork on apparel, merchandise, promotional materials, websites, social media, or other items is not permitted unless produced or authorized by Breakaway Academy.

Uniform Supplier Contact Info

Athletic Outfitters provides all of our uniform pieces. Please contact Mike Nelson with any questions at contact@athleticoutfittersmn.com. For general uniform questions, contact Jessica Martin.

PROCEDURES - ATTENDANCE

Attendance Expectations

Regular attendance is a key to academic and athletic success and is the responsibility of both the parents and students. Every attempt should be made to schedule appointments and vacations around the school schedule to minimize the impact on a student's academic and athletic experience. In the event that attendances becomes an issue interfering with a student's ability to progress, a meeting will be scheduled between parents or guardians and school administration.

Absences

If your child is not going to be at school for any reason, it is necessary to notify the school by 8:20 am. Each absence will count toward the cumulative total number of absences for the academic school year.

Reporting an Absence, Early Release or Late Arrival

The child's name, grade, and nature of the absence, late arrival, or early release must be included.

- To report a K-3rd grade attendance change, email your child's teacher and the principal. Refer to the Contact Information section for teacher email addresses.
- To report a 4th-8th grade attendance change, email attendance@breakawayacademy.net.
    - Note: Effective September 5, 2023, absence, early release or late arrival functions are not enabled in our SchoolPass app.

Late Arrival

Students who arrive at school late must use the Breakaway Academy main entrance and are required to stop by the front desk and sign in.

Early Release

All students departing early must use the Breakaway Academy main entrance, be checked out by a Breakaway Academy staff member, and a parent or guardian must come inside the school to complete the sign-out process. Only at that time will your child be called from the classroom or athletics.

4th-8th Grade

- For early pickup of 4th-8th grade students at the rink, you have the choice to come inside or wait in the pickup line for your child.
- The SchoolPass dismissal alert is not enabled for early release. For early dismissals, a parent or guardian must come inside to sign the child out.

Athletic Options:

To support student well-being and help prevent burnout, students may occasionally opt out of hockey or soccer on any given day with parent permission. Parents choose these daily athletic options on a weekly basis via the SchoolPass app.

In Kindergarten and 1st grade, the options are:

(1) One hour of hockey and one hour of gym
(2) Two hours of gym that provide additional physical activity and directed play.

In 2nd and 3rd grade, the options are:

(1) One hour of hockey and one hour of gym
(2) One hour of gym and one hour of academic/athletic enrichment activities, such as nutrition lessons, supplemental classroom work, additional athletic games, and character development lessons.

In 4th and 5th grade, the options are:

(1) One hour of hockey or soccer and one hour of performance training
(2) One hour of performance training and approximately two hours of academic/athletic enrichment activities called Academic and Athletic Academy (A.A.A.).

In 6th-8th grade, the options are:

(1) One hour of hockey or soccer and one hour of performance training
(2) One hour of performance training and approximately two hours of instructor-led activities that focus on mobility, sport mindset, nutrition, mental toughness, and opportunities to try various sports.

To make your child's Athletic Flex selection, use the SchoolPass app. Use the instructions linked below:

- Selecting Athletic Flex

Notes:

- Athletic Flex selection in SchoolPass is for use only when your child is present at school and will opt out of hockey or soccer. If your child will arrive late or leave early, resulting in a hockey or soccer absence, send an email notification to the addresses noted in the Attendance section.
- Athletic Flex selection must be made by 8:20 am.
- The Athletic Flex selection in SchoolPass should not be used to notify us of an early release.
- When opting out of hockey or soccer, students must participate in Athletic Flex when present at school.

Soccer Options for 4th-8th Grade:

We offer a modified athletic schedule for hockey players interested in adding soccer to their training program, and provide a choice to opt-in when it works best for your child. No long-term commitment.

Parents or guardians may sign their child up for occasional soccer training by completing a weekly sign-up form. For more info, contact the director of soccer operations. Note, students must play competitive soccer to participate in soccer training at Breakaway Academy.

PROCEDURES - DROP-OFF AND PICK-UP INSTRUCTIONS

Drop-Off and Pick-Up Instructions for K-3rd Grade

Use the Arena entrance at the Chaska Community Center to drop-off and pick-up your child.

Drop-Off and Pick-Up Instructions for 4th-8th Grade

The entrance to Breakaway Academy is located at the west end of the Champions Hall building.
For the safety of our students, it is not a public entrance to Champions Hall.

All grades have different drop-off and pick-up times. Refer to the hockey or soccer schedules on pages 17 and 18.

- If dropping off multiple children who start at different times, arrive at your group's earliest start time.
- If picking up multiple children who dismiss at different times, arrive at your group's latest pickup time.

Parking Lot Traffic Pattern for 4th-8th Grade

Follow the grade-specific traffic routes on the maps below to keep students safe and traffic flowing:

Morning Drop-Off for 4th-8th Grade

- K-3rd Grade Intercampus Shuttle Students Drop-Off Map
- 4th Grade Hockey Students drop-off directly at Minnesota Made
- 5th Grade Hockey Students drop-off directly at designated rinks*
- 6th & 7th Hockey Students Grade Drop-Off Map
- 8th Grade Hockey Students Drop-Off Map
- All Soccer & General Sports Students Drop-Off Map

Afternoon Pickup for 4th-8th Grade

- K-3rd Grade Intercampus Shuttle Students Pick-up Map
- 4th, 5th, & 6th Grade Hockey Students Pick-up Map
- 7th Grade Hockey Students Pick-up Map
- 8th Grade Hockey Students pick-up directly at designated rinks*
- All Soccer & General Sports Students Pick-up Map

*We use multiple hockey rinks for some grades. Rink assignments for 5th grade morning drop-off and 8th grade afternoon pick-up are shared via email.

Entry & Exit Route for Afternoon Pick-up for 4th-8th Grade

- Only right turns entering or exiting the parking lot via Washington Avenue are permitted between 3:00 - 4:00 pm.
- No left turns in or out of the parking lot are allowed between 3:00 - 4:00 pm.
- Review the Entry & Exit Route Map for a visual guide.

Dismissal Process for 4th-8th Grade

During your child's regular dismissal time, a parent or guardian does not need to enter the building for pick-up. Upon arrival at school, enter the appropriate pick-up lane. Remain in your vehicle and use the SchoolPass app to indicate you are onsite. A notification is sent to us and your child will be released when class, performance training, or soccer training is finished. To prevent texting while driving, the app will only allow you to mark yourself as arrived in the carline once you are in the parking lot. Refer to the Appendix for step-by-step SchoolPass instructions.

Pick-up Expectations for 4th-8th Grade

- Only right turns entering or exiting the parking lot via Washington Avenue are permitted between 3:00-4:00 pm. No left turns in or out of the parking lot are allowed during afternoon pick-up.
- Do not arrive before your assigned pick-up time. If you happen to arrive early, wait in an available parking space or along West 69th Street—not in a pick-up line.
- If you need to come inside, please use a parking space. Do not leave your vehicle unattended in a pick-up line.
- If picking up multiple children who dismiss at different times, arrive at your group's latest pick-up time.
- Pull forward as much as possible in the pick-up lines.
- Always proceed with caution watching for students crossing and/or other moving vehicles.

Tips for Drop-Off and Pick-Up for 4th-8th Grade

- The Bus Lane is reserved for buses only. Please do not block.
- Lanes 1, 3, and 4 are designated for drop-off and pick-up.
- Lanes 2 and 5 are used for exiting when your lane is not moving.
- As a courtesy to others, there is absolutely no waiting in Lanes 2 and 5.
- The entrances to Lanes 2 and 5 are blocked with cones. The cones should serve as a reminder that there is no waiting in these lanes.
- To keep traffic moving, consider using an available parking space when the pick-up line is long.
- Share this info with grandparents, nannies, or anyone authorized to pick-up your child.

Carpools for 4th-8th Grade

If your child is leaving with another Breakaway Academy family, action must be taken in the SchoolPass app by 2:45 pm to move your child to another carpool. Refer to the Appendix for step-by-step SchoolPass instructions.

Early Dismissal for 4th-8th Grade

The SchoolPass dismissal alert is not enabled for early release. For early dismissals, a parent or guardian must come inside to sign the child out.

8th Grade Dismissal at Rinks (Hockey Student-Athletes Only)

The SchoolPass dismissal alert is only available for dismissal from school or Champions Hall. If picking up at the rink, please text or call your child to notify them you have arrived.

Re-enrollment

Annual enrollment at Breakaway Academy occurs each January. Parents or guardians receive an email from TADS with a unique link to begin the registration process. The online form must be completed by January 31st to secure your child's place for the forthcoming year. Notice must be provided if you choose not to re-enroll. Refer to the Withdrawal from School section below for more information.

Tuition Fees and Payments

Breakaway Academy is a private school and we fund our program by collecting tuition. Each family is required to authorize a tuition billing agreement and make payments accordingly. Non-payment will result in the student not being able to attend classes and athletic training until payment is up to date.

Tuition payments are due according to the tuition contract. Late payments are assessed a finance charge per month, which is then considered part of the tuition payment. See the TADS Enrollment and Payment Contract for any fees for late payment, NSF, and other expenses.

Withdrawal or termination of enrollment does not relieve parents or guardians of their financial obligations under the signed Billing Agreement and any associated forms. Families remain responsible for all tuition, fees, and other financial obligations agreed to for the applicable school year, regardless of when the student withdraws, unless otherwise expressly provided in the signed agreement or approved in writing by Breakaway Academy.

Withdrawal from School

Families that choose to withdraw or not re-enroll must provide notice of their decision to school administration. Upon receiving the withdrawal request, we will work with the family to address any outstanding financial obligations and provide academic records. Please refer to the Tuition Fees and Payments section for information about financial obligations upon withdrawal.

Birthdays

Birthday treats are a fun way to celebrate with classmates. We encourage families to consider a small, non-food item, such as a pencil, sticker, or other trinket, to share with the class.

If you prefer to bring a food treat, please choose a healthy option. Healthy ideas include mini bagels, fruit kabobs, pretzels, popcorn, baked crackers, or granola bars. No donuts, cupcakes, or junk food. Please be mindful of students with peanut, tree nut, or other food allergies.

Please make arrangements with your child's teacher.

Emergency Response Plan

Regardless of the type of situation that occurs, your child's safety is our first priority. Depending on the specifics of the situation, all students and staff onsite will either be evacuated to a safe location or kept onsite while securing the facility. Once everyone is safe and the immediate situation is under control, parents or guardians will be notified by text or email with information about the situation.

Inclement Weather

We take decisions regarding school operations during adverse weather conditions seriously. At Breakaway Academy, we choose to closely observe the unfolding weather conditions before reaching a conclusion rather than solely relying on weather forecasts. Our intention is to strike a balance between ensuring the safety of all and minimizing disruptions to the learning process.

In poor driving conditions, the most common adjustment we make is with our bus schedule. You may see a late start or an early bus departure, depending on how the roads look that day. We'll always communicate clearly and as early as we can.

The safety of our students and families is our priority. We want you all safe on the roads. Ultimately, the decision to send your child to school or early release remains with you. We understand that individual circumstances may vary, and we respect your judgment in determining what's best for your child's safety.

Lost and Found

Many student items become misplaced while at school. Breakaway Academy cannot assume responsibility for such losses. We have a designated area for Lost and Found items. To help prevent loss of personal items, label clothing, water bottles, and lunch bags with your child's name.

Mobile Devices

Student cell phones, smartwatches, iPads, or other mobile devices are not to be used during school hours. Should students choose to bring them, they are checked in at the start of each day and checked out at the end. If students need to use a phone to contact their parent/guardian, they must receive permission from a teacher, coach, or staff member to use their phone while at the front desk.

Prohibited Items

The following items are prohibited on school grounds at any time. Possession of these items on school property will result in immediate disciplinary measures:

- tobacco in any form
- alcohol
- illegal or illicit drugs
- weapons of any kind (both real and play items)
- explosives
- fireworks
- smoke or stink bombs
- any illegal or dangerous items

Proprietary Branding and Merchandise

The Breakaway Academy name, logo, and other brand assets are the property of Breakaway Academy. The reproduction or use of the Breakaway Academy name, logo, or branded artwork on apparel, merchandise, promotional materials, websites, social media, or other items is not permitted unless produced or authorized by Breakaway Academy.

Records

It is important that all student records be kept current and up to date. Any changes to student or parent/guardian information, including email, home address, contact phone numbers, emergency contact information, and special instructions should be communicated to operations@breakawayacademy.net.

Valuables

School staff is not responsible for valuables students bring to school or rinks. It is recommended that students leave all valuables at home. In general, students should not bring toys or special items to school unless they are intended for a specific purpose in the classroom and have been requested by the teacher.

Visitors

All parents and visitors need to sign in at the front desk. This is for the safety of all students at Breakway Academy as well as for the safety of visitors in the event of an emergency. This allows us to account for all people present at that time and enables us to provide a safe school environment.

Bus Transportation

Our dedicated bus service provides optional morning and afternoon transportation from designated locations near each campus and between our Chaska and Eden Prairie locations for an additional cost.

The following AM/PM Bus Routes are available:

Northwest Route
- Maple Grove
- Plymouth
- Wayzata

South Route
- Lakeville
- Prior Lake

East Route
- Eagan
- Woodbury

West Route
- Victoria
- Shorewood
- Minnetonka

Intercampus Shuttle
- Chaska Community Center
- Breakaway Academy Eden Prairie

Each bus route has a GroupMe chat used by parents, bus drivers, and the school for daily communication. Once you sign up for bus service, you'll be invited to join the GroupMe for your route.

Rink Shuttle Service for 4th-8th Grade

Hockey student-athletes are transported to and from on-ice training at Braemar Arena, Minnesota Made, and Eden Prairie Community Center.

- The 4th and 5th grade rink shuttle departs school at 8:00 am for the rinks. If you're unable to drop-off your 4th or 5th grader directly at the rink, drop off at school **no later than 8:00 am** to catch the rink shuttle.
- The 8th grade rink shuttle departs rinks and returns to school by 3:40 pm. If you're unable to pick up your 8th grader directly from the rink, pick up at school after 3:40 pm at the

Many great activities take place at Breakaway Academy that help our students learn and grow in a supportive and fun environment. Following are just a few of the unique experiences we incorporate into student life at our schools.

Look forward to more information throughout the school year about one-of-a-kind field trips, speech competitions, geography challenges, spelling bees, chess tournaments, community service opportunities, and so much more.

Academic Tournaments

Each spring, students in grades 4–8 have the opportunity to participate in academic tournaments that challenge them to apply their knowledge and showcase their skills. Tournaments include the Spelling Bee, Geography Challenge, Speech Competition, and Chess Championships. Students in grades K-3 participate in a Chess Tournament.

BA Brick Cup Charity Tournament

The Monday after Thanksgiving Break is a non-school day, and we use it to celebrate the BA Brick Cup, an in-house charity hockey tournament for Squirt /10U players. Funds raised are donated to a local charity of the students' choosing. There is no participation fee, but monetary donations are accepted.

Teams participate in pool play, culminating with the BA Brick Cup title game. Games typically run from 8:30 am to 3:00 pm. Registration required.

6th, 7th, and 8th grade student volunteers are needed to help with game day operations, like hype music, running bench doors, announcing, score-keeping, and more. Parent volunteers are needed to supervise.

BA Bucks and the BA Store

Students have opportunities to earn BA Bucks as rewards for demonstrating exceptional character, exceeding academic expectations, overcoming athletic challenges, and more. BA Bucks are used to purchase small items from the BA Store. BA Bucks are a privilege and may be taken away if misused.

The BA Store accepts many types of donations - sporting event tickets, experiences, hockey or soccer memorabilia, or gift cards - just to name a few. If you'd like to donate any items to the BA Bucks Store, please contact Mrs. Roane with K-3rd grade donations or Mrs. Dean for 4th-8th grade donations.

The BA Store is funded in part by the Breakaway Foundation, a 501(c)(3) non-profit organization. Tax ID # 81-1768029.

Character Week

Character Week is the is a week-long celebration in grades 4-8 with special activities honoring the character traits we embody at Breakaway Academy.

Students have a chance to dress in the spirit of the daily theme, connect as mentors and mentees, hear special guest speakers, participate in our Hockey and Soccer Tournaments, and much more. Each year, Character Week takes place the week of Valentine's Day.

Field Trips

Breakaway Academy takes field trips throughout the school year. Field trips vary by grade and may include but are not limited to the Children's Theater Company, Historic Fort Snelling, Minnesota History Center, Science Museum of Minnesota, Target Field, Mill City Museum, Camp Ihduhapi, Base Camp, Minnesota Wild Training Camp, Minnesota Gopher Men's and Women's hockey practice, and MSHSL boys and girls hockey and soccer state tournaments.

Fees

The Breakaway Foundation, a 501(c)(3) nonprofit organization, generously helps offset the cost of student field trips, with an average allocation of up to $50 per student. Once the Foundation's allocated budget has been used, parents are responsible for the cost of additional field trips.

Regardless of whether field trip expenses are covered by the Breakaway Foundation or paid by parents, the same cancellation policy applies. Because tickets and transportation are often committed and paid for in advance, parents are responsible for costs associated with their child's absence from a field trip.

- 48+ hours notice: Your TADS account will be charged the ticket cost.
- Less than 48 hours notice: Your TADS account will be charged the ticket and transportation costs.
- No notice: Your TADS account will be charged the ticket and transportation costs.

These charges apply even when an absence is due to a last-minute illness or other unexpected circumstance. We understand that things come up, and we appreciate your help in providing as much notice as possible when your child will be unable to attend.

Transportation

Transportation for most field trips is provided utilizing our school bus service, and a portion or all of the cost may be funded by the Breakaway Foundation. A transportation waiver is completed via TADS during the enrollment process.

Attire

All students participating in field trips must wear the Breakaway Academy uniform (unless stated otherwise.)

Game Days

Each week, students look forward to Game Days. They have become a tradition at our schools. Parents are welcome to attend.

- **K-3rd Grade:** Students are divided into equal teams per grade and compete in the weekly BA Cup competition. At the end of the semester, teams are seeded and participate in a playoff to determine the BA Cup Champions.

  Throughout the week, students are rewarded for great effort and behavior in the classroom and during athletics by being named team captain for a week. Students not following school rules or expectations will receive minor and major penalties, according to the severity of the offense. If a student receives three minors or one major penalty during the week, he or she will not be allowed to participate in Friday game days.

- **4th-8th Grade:**
  - Hockey Game Days: Students play either full-ice 5-on-5 games or small-area games, depending on the training phase and time of year. Team standings are kept, teams are seeded, and participate in playoffs. The school year wraps up with the Hegenes Cup competition, named after our co-founder, Gary Hegenes. Game Days vary per year and are communicated in back-to-school emails.
  - Soccer Game Days: Students play weekly games on Fridays and the school year wraps up with the Sivongsay Cup competition, named after our soccer coach, Tommy Sivongsay.

Holidays

Teachers in grades K-5 may choose to host class parties to celebrate Halloween, Christmas and Hanukkah, and Valentine's Day. Dates and expectations will be communicated accordingly by your child's teacher(s).

Halloween

All students are encouraged to participate in our annual Halloween Costume Contest. It's a fun tradition that draws a lot of creativity among students and staff alike. They can have fun with their selection, but costumes must not contain any violent or political props or any aspect that could be distracting or detachable. Prizes are awarded for the best dressed.

Halloween candy is not permitted. We want to uphold our standards for living healthy lifestyles. Please choose healthy snacks and beverages if you wish to share with classmates.

Holiday Attire

Students may wear fun holiday sweaters or attire on the designated day before winter break. Students are not permitted to wear rival hockey or soccer jerseys as their "ugly sweater."

Valentine's Day

Valentine's Day candy is not permitted. Please choose healthy snacks and beverages if you wish to share with classmates.

Mentor Days

During Mentor Day, students are paired up as mentor and mentee to participate in fun educational, athletic, and leadership activities emphasizing becoming a good student, an unbelievable athlete, and an outstanding person. Mentor Days take place in the fall and spring in grades 4-8.

Monday Mentions

We love recognizing current student success on our social media channels through a campaign called "Monday Mentions." We give shout-outs for academic and athletic achievement or for demonstrating high moral character. To submit a Monday Mention, complete the Monday Mentions Submission Form by **9pm on Sunday** to be featured the following day.

Nature Walks

Students in grades K-3 take nature walks every Tuesday, weather permitting. This is an opportunity for students to explore nature, enjoy a change of scenery, and experience fresh air. It's important that students are dressed appropriately for the season's conditions.

School Pictures

Breakaway Academy takes your child's school photo at the beginning of each academic school year. We also take individual hockey and soccer photos as well as class pictures. All photos are available for purchase online.

Yearbook

Each year, Breakaway Academy publishes a yearbook at the conclusion of the school year. The online ordering period takes place in the spring.

CHARITABLE ACTS

At Breakaway Academy, we believe that fostering a compassionate community is a way of life. We teach and encourage students to embody values of empathy, understanding, and generosity. Our dedication to acts of kindness and charitable giving extends beyond the classroom. Students have many opportunities to participate in various charitable acts throughout the year. Following is a sampling of our favorite charitable contributions.

Coin Wars (All Grades)

Students participate in Coin Wars during the Kindness and Charity Character unit in December. This is a fun competition between grades to inspire our students to raise money for a local charity.

Clothing Drive (All Grades)

Grades K-8 participate in a winter clothing drive in November to help those in need of cold weather items.

Food Drive (K-3rd Grade)

Each year, students in grades K-3 participate in a food drive in the fall. Donations are provided to a local food shelf before the holidays.

Hockey Equipment Drive (All Grades)

Grades K-8 participate in a hockey equipment drive to support the DinoMights, a local non-profit organization dedicated to bringing hockey to everyone.

Read-A-Thon (K-3rd Grade)

In the spring, students in grades K-3 participate in a Read-A-Thon, collecting pledges to encourage reading. All money raised by students is donated to a charity in need.

Service Learning Projects (4th-8th Grade)

The Service Learning Program is a meaningful opportunity for 4th-8th grade students to connect with a specific non-profit organization throughout the school year. Each grade level completes multiple service projects to help support the mission of their chosen charity. The year-long charity relationship builds a deep connection and sense of community.

The Service Learning Projects are funded in part by the Breakaway Foundation.

Breakaway Academy Foundation

The Breakaway Academy Foundation's mission is to support, fundraise, and distribute funds that enhance the experience of Breakaway Academy's community and its student-athletes.

When you donate to the Breakaway Academy Foundation, your financial support enhances the school's facilities, curriculum, classrooms, and athletic experience. If a donation is not directed for a specific purpose, the Foundation's Board of Directors allocates the funds based on feedback gathered from those who work closest with the school's student-athletes - their teachers and coaches. Donations are accepted on our website.

Breakaway Foundation is a 501(c)(3) nonprofit organization. Tax ID # 81-1768029.

Parent Ambassador Program

Our Parent Ambassador Program is a parent-led organization with one goal - to foster a feeling of community and enrich the experience for students, parents, and staff at Breakaway Academy.

The Ambassador Team coordinates special events, like Back-To-School gatherings for each grade, parent social events, holiday class parties, organizes holiday gift donations, or any key grade level activities or times that we need helping hands. This team also plays a role in coordinating our biggest fundraiser of the year, the Party with a Purpose.

The Ambassador Team is led by Heather Baranivsky, Breakaway Foundation Director and alumni parent, with oversight from school administration. Feel free to contact Heather Baranivsky for more info, ideas, suggestions, or to get involved.

Special Events

The school, in collaboration with the Breakaway Foundation and Parent Ambassadors host several annual events that promote the spirit of community, camaraderie, and fun. These are great events for parents to make connections with fellow parents and celebrate a shared purpose.

Party with a Purpose

Our school's biggest fundraiser is held each fall. It's a special night to come together and make a positive impact on the student experience at Breakaway Academy.

Family & Friends Golf Scramble

Held in August, this 18-hole golf scramble is a family-friend event that creates lasting memories.

Dining & Shopping Events

Several local businesses offer dining and shopping events that benefit the Breakaway Foundation. More info is shared in advance of each event.

SchoolPass

Breakaway Academy utilizes the SchoolPass app at both school locations. In grades K-3, parents use the app to select daily athletic options. In grades 4th-8th grade, parents use the app to select athletic flex, and during dismissal.

Getting Started

Unique login instructions provided by SchoolPass are required to begin. A Welcome to SchoolPass email is provided to new users. New families receive login credentials the week prior to the start of the school year. If enrolling during the school year, login credentials are sent during the onboarding process.

To setup your SchoolPass profile, use the instructions linked below:

- Instructions for SchoolPass Activation

Instructions for Various Functions

Athletic Activity Selections (All Grades)

Refer to the Athletic Flex Options section in Procedures for more information about flexible athletic options.

- Instructions for Selecting Athletic Activity - Must be done by 8:20 am

Dismissal (4th-8th Grade Only):

Refer to the Drop-Off and Pick-Up Process section in Procedures for more information about the dismissal process.

- Instructions for Using SchoolPass at Dismissal

Carpool Function (4th-8th Grade Only):

Refer to the Drop-Off and Pick-Up Process section in Procedures for more information about carpools.

- Instructions for Moving to Another Carpool - Must be done by 2:45 pm

Absences, Late Arrivals, & Early Releases:

Refer to the Attendance section in Procedures for instructions on reporting absences, late arrivals, and early releases. These functions are not enabled in the SchoolPass app.

Troubleshooting

- If the SchoolPass app is not working, please swipe out of the app. Then, close it down.
- Dismissal for 4th-8th grade:
  - The app uses geofencing to identify your arrival at Breakaway Academy. If you attempt to check-in before you arrive at Champions Hall, you will receive an error. To fix, swipe out. Then, close the app fully.
  - If "EARLY PICKUP" appears at the top of your screen, the app will not function properly. To fix, swipe out. Then, close the app fully.
  - Fully close down the app by following the video instructions below.
    - *Closing Apps on an iPhone*
    - *Closing Apps on an Samsung*