



ELEVATION EDUCATION

Family Handbook

2026–2027

Elevating Learning. Empowering Students.

WELCOME

This handbook is designed to give families a clear, practical picture of daily life at Elevation—how we learn, how we care for our community, and how families and guides partner together.

Quick Reference

Address	1603 N. Lincoln Ave., Loveland, CO 80538
Website	elevationeducationco.com
Studio Phone	970-236-2594
School Hours	9:00 AM–3:30 PM
School Days	Monday–Thursday
Program	Full-time private school + part-time Afternoon Studios
Lead Guide	Megan Gerhardt • meg@elevationeducationco.com
Academic Guides	Alex Deniston • Cassie Urtel

Our goal for this handbook

To make expectations easy to understand so families can spend less time wondering about logistics and more time supporting their child’s learning journey.

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1. Who We Are

Our Purpose

Elevation Education is a private school in Loveland, Colorado, built around the belief that children thrive when they are known, challenged, trusted, and given meaningful ownership of their learning.

Mission Statement

Elevation’s mission is to elevate the way children learn. We cultivate curious, capable, and confident students through mastery-based, student-driven education. In a home-away-from-home environment, students are known, challenged, and inspired to take ownership of their learning. Through exploration, strong relationships, and high expectations, we prepare children not just for the next grade, but for life.

Our Values

Curiosity Over Compliance: We encourage questions, creativity, exploration, and deep thinking.

Mastery Over Grades: Students grow through demonstrated understanding rather than simply moving on because of age or seat time.

Ownership of Learning: Students set goals, reflect on progress, and take increasing responsibility for their work.

Whole-Child Development: Academic growth matters alongside character, work ethic, creativity, practical life skills, and confidence.

Community & Collaboration: Mixed-age learning, mentorship, service, and shared responsibility strengthen our school community.

Innovation with Purpose: We are willing to do school differently when a thoughtful change better serves students.

Portrait of an Elevation Learner

Elevation learners develop strong academic foundations while becoming independent thinkers, creative problem-solvers, thoughtful collaborators, and responsible community members.

- Build foundational literacy, mathematical reasoning, scientific thinking, historical perspective, and communication skills.
- Ask thoughtful questions, think critically, and apply learning in meaningful ways.
- Work independently and contribute to a team.
- Set goals, reflect, revise, and learn from mistakes.
- Demonstrate curiosity, responsibility, creativity, collaboration, confidence, integrity, and kindness.

2. How Learning Works

Mastery-Based Learning

Learning at Elevation is individualized. We identify what a student already knows, what they are ready to learn next, and where they need support or challenge. Students are not expected to move through every skill at exactly the same pace.

CORE Skills

Morning academics emphasize strong foundations in reading, writing, mathematics, science literacy, and history/social studies. Guides use small-group instruction, hands-on learning, discussion, projects, independent practice, and targeted skill work.

Literacy

Our literacy block combines independent reading with three small-group rotations: Writer's Workshop, Science Literacy, and History Literacy. Reading instruction is responsive to student need and may include explicit foundational skills, decodable text, literature, nonfiction, discussion, research, and written response.

History & Science

History and science are taught through rich texts, discussion, projects, exploration, and real-world connections. Our history sequence is chronological and includes geography, cultures, civics, and multiple perspectives. Science emphasizes curiosity, investigation, evidence, design, and communication.

Math Mastery

Students work from an individualized starting point based on demonstrated understanding. Guides use direct instruction, practice, manipulatives, games, problem solving, and assessment to help students build durable mathematical understanding.

CLIMB

Our CLIMB framework helps students take ownership of growth:

- Commit
- Learn
- Inquire
- Master
- Become

Students use goals, trackers, reflections, and milestones to make their learning visible and celebrate progress.

3. A Day at Elevation

Our daily rhythm balances community, focused academic work, movement, creativity, and reflection.

Time	Learning Rhythm
9:00–9:30	Handwriting & Wisdom / Morning Community
9:30–9:50	Morning Meeting: Pledge, World Watch, Words of Wisdom, Connection
9:50–10:10	DEAR: Drop Everything and Read
10:10–11:25	Literacy Rotations: Writing • Science Literacy • History Literacy
11:25–12:00	Math Mastery
12:00–1:00	Lunch + Recess
1:00–3:00	Afternoon Studios
3:00–3:15	Elevation Reset
3:15–3:30	Closing Meeting + Dismissal

Elevation Reset

At the end of each day, everyone helps leave the space ready for the next person. Students learn that caring for shared spaces is part of belonging to a community.

Closing Meeting

We end with a brief reflection, celebration, announcements, and a positive close to the day.

4. Attendance & Absences

Consistent attendance matters. Our small-group instruction, collaborative projects, Studios, and community routines build from day to day, so regular participation helps students stay connected and make strong progress.

- Full-time students are enrolled in Elevation’s private-school program for the academic year.
- Please notify the lead guide when your child will be absent. Advance notice is appreciated for planned travel or appointments.
- For illness or unexpected absence, email or text as soon as reasonably possible.
- Families are encouraged to communicate about extended absences so guides can help students reconnect with ongoing work and projects.
- Elevation maintains attendance records for enrolled students.

Family experiences matter

We value meaningful travel, family time, and real-world learning. Communication helps us balance that flexibility with continuity in your child’s school experience.

5. Arrival, Dismissal, Lunch & What to Bring

Arrival & Dismissal

School begins at 9:00 AM and dismissal is at 3:30 PM. Please use the designated rear drop-off/pick-up area and follow staff directions so arrival and dismissal remain safe and efficient.

Lunch & Snacks

Students should bring a lunch, healthy snacks, and a refillable water bottle each day. Refrigeration and warming options are available on site. Students are responsible for cleaning their eating space after lunch.

Elevation always provides a designated nut-free table during lunch and snack times for students who need it. Students eating at this table may not bring or consume foods containing peanuts or tree nuts. While Elevation is not a completely nut-free facility, we ask all families to be mindful of food allergies and to follow any additional allergy-safety procedures communicated by the school.

Personal Belongings

- Label personal items whenever possible.
- Students should bring only items needed for school unless a guide has approved something special.
- Students are expected to care for their belongings and respect the belongings of others.
- Optional comfort items such as slippers or headphones may be used when permitted by the guide.

Dress

We do not have a formal uniform. Students should wear clothing that is comfortable, practical, respectful, and appropriate for active learning, outdoor play, art, Makerspace work, and the day's activities.

6. Health & Safety

Health & Emergency Information

Families must provide current emergency contacts and disclose health concerns, allergies, medications, or other information staff need to safely support their child. Please notify Elevation promptly when information changes.

Illness

If your child is too ill to participate comfortably in learning and normal school activities, please keep them home. If a student becomes ill at school, a parent/guardian or authorized contact will be called to arrange pickup.

Medication

Medication may not be casually carried into the studio. Parents/guardians should coordinate medication needs directly with Elevation. Prescription medication should be provided in its original labeled container with written instructions. Additional documentation may be required depending on the medication and student need.

Allergies

Families must provide complete allergy information and an emergency plan when applicable. Elevation will communicate classroom or lunch procedures needed to reduce known risks.

Emergency Communication

In an emergency, Elevation will communicate with families as promptly as circumstances allow. Please keep phone numbers and emergency contacts current.

7. Behavior & Community

We want Elevation to feel safe, warm, productive, and respectful. Students have meaningful voice and freedom within clear boundaries.

Studio Guardrails

- Be Respectful
- Be Responsible
- Be Safe

Restorative Response & Three-Strike Framework

Guides respond to behavior with warmth, firmness, and the goal of helping students learn from mistakes. The level of response depends on the behavior, its impact, safety, and the student's needs.

- First concern: redirection, reflection, and a brief reset before rejoining the group.
- Repeated concern: separation from the activity, a deeper conversation, and a specific plan for making a better choice.
- Serious or continued concern: family contact and, when necessary, early pickup or a day away from school.
- Patterns that significantly disrupt learning or compromise safety may require a family meeting, additional support plan, modified participation, or termination of enrollment.

Strikes are a teaching tool, not a label. Students are welcomed back after a reset and given the opportunity to repair, reconnect, and try again.

Adult Conduct Around Students

Parents and guests may not discipline, reprimand, confront, or question another family's child. Concerns about student behavior or peer conflict must be brought to Elevation staff. Elevation may limit campus access or adjust drop-off/pick-up arrangements when adult conduct disrupts the learning environment or student safety.

8. Technology

Technology is a tool for learning, creativity, research, communication, and production. It is not the center of our school day.

- Use school devices only for approved learning purposes.
- Stay on assigned websites, apps, and programs.
- Use respectful language and behavior online.
- Do not access inappropriate content, unrelated games, videos, social media, or messaging during school time.
- Do not change device settings, download software, or access another student's account or device without permission.
- Tell a guide immediately if something inappropriate, confusing, or unsafe appears online.

School Devices & Property

Students are expected to care for school technology, furniture, materials, books, and Makerspace equipment. Families may be responsible for repair or replacement when property is intentionally damaged, lost through negligence, or misused. Device charges will reflect the actual repair/replacement need, up to the amount communicated in enrollment materials.

9. Communication

Strong family-school communication is essential. Email is the primary way Elevation shares important information, schedules, reminders, and updates.

- Please read weekly emails and school announcements.
- Email is the best method for non-urgent questions.
- Guides are focused on students during the school day and may not be able to have extended conversations at drop-off or pickup.
- For urgent same-day needs, use the studio phone or the contact method provided by Elevation.
- Please communicate concerns directly, respectfully, and early so we can work together toward a solution.

Parent Partnership

Parents are important partners in their child’s education. We welcome questions, observations, feedback, and collaboration while protecting instructional time and the privacy of all students.

10. Progress & Assessment

At Elevation, assessment is used to understand students and guide next steps—not simply to generate a grade.

How We Monitor Growth

- Daily observation and student work
- Reading progress monitoring as appropriate
- i-Ready diagnostic assessment three times per year
- Math and literacy skill checks
- Projects, presentations, portfolios, and written work
- Student goal setting, reflection, and CLIMB tracking
- Fall and spring learner reviews

Mastery, Feedback & Evidence of Learning

Rather than relying primarily on traditional letter grades, Elevation emphasizes feedback, mastery, revision, goals, and evidence of growth. Student work tells an important story about strengths, interests, challenges, habits, and progress.

Questions Families Can Ask

- What are you working to master right now?
- What are you curious about?
- What felt challenging today?
- What are you proud of?
- What did you revise or improve?
- Who helped you today—and who did you help?

11. Family Partnership

Our school works best when students, guides, and families share responsibility for a healthy learning community.

Families Commit To

- Support Elevation’s mission, community expectations, and learning model.
- Help students attend consistently, arrive on time, and come prepared.
- Communicate respectfully and promptly about needs, concerns, or changes.
- Stay informed through school communication and the website.
- Encourage responsibility, independence, effort, and respectful behavior.
- Meet financial and enrollment obligations associated with the student’s registration.

Volunteering & Community Involvement

Families may be invited to share talents, support special projects, help with field trips, contribute to events, or assist with community needs. Volunteer opportunities vary based on student needs, safety, scheduling, and the activity.

12. Afternoon Studios

Afternoon Studios are hands-on, interest-driven learning experiences offered in multi-week blocks. Studios may include areas such as STEM, engineering, robotics, art, sewing, yearbook, culture studies, entrepreneurship, cooking, life skills, leadership, history, and Makerspace projects.

- Studios generally run from 1:00–3:00 PM.
- Students are encouraged to stay with a Studio for the full block so they can complete deeper projects and build skills over time.
- Studio offerings may change by session based on student interest, staffing, materials, and scheduling.
- Full-time students participate in Studios as part of their school day.
- Part-time Studio students participate only during their registered Studio schedule; policies specific to full-time academic enrollment may not apply to them.
- All students are expected to follow Studio Guardrails and safety expectations.

Why Studios matter

Studios give students time to create, build, collaborate, practice real-world skills, discover interests, and experience the satisfaction of completing meaningful work.

13. Field Trips & Off-Site Learning

Learning extends beyond our building. Elevation may offer field trips, local excursions, guest experiences, community projects, or outdoor learning opportunities throughout the year.

- Families will receive advance information about planned trips.
- Transportation arrangements will be communicated for each trip.
- Students are expected to follow Elevation behavior and safety expectations while off campus.
- Emergency and medical information must remain current.
- Separate permission or waiver forms may be required for certain activities.

14. Photography & Media Privacy

We love documenting learning and community while respecting each family's privacy preferences. Families may choose different levels of photo/video permission.

Permission Area	Examples
Internal educational use	Student portfolios, classroom projects, documentation of learning
Private Elevation family sharing	Private/shared photo album accessible only to Elevation families
Yearbook	Printed or digital Elevation yearbook shared within the school community
Public/marketing use	Website, public social media, promotional materials, presentations

Families may approve all, some, or none of these categories. Elevation will honor the permissions on file and may contact a family to ask about a specific private use when their general public-media permission is declined.

Permission can be updated by contacting Elevation.

15. Agreements & Forms

Enrollment paperwork may include the following. Families should complete the current versions provided by Elevation rather than relying on an older downloaded copy.

- Student/family enrollment information
- Emergency and health information
- Allergy notification and emergency plan, when applicable
- Technology agreement
- Field trip permission/waiver
- Photography and media preferences
- Enrollment Accountability Agreement

Enrollment Accountability Agreement — Summary

Guides commit to a safe, nurturing environment; engaging and personalized learning; clear expectations; consistent communication; and professional growth. Families commit to attendance, preparation, respectful communication, staying informed, supporting student responsibility, and meeting enrollment obligations. Students commit to curiosity, kindness, participation, responsibility, asking for help, and contributing to a safe and cooperative community.

Handbook Acknowledgment

Families acknowledge receipt and review of the current Elevation Education Family Handbook as part of the enrollment process. The handbook acknowledgment is completed through Elevation's family enrollment forms. Elevation may update procedures during the school year when needed for safety, operations, legal requirements, or the needs of the school community. Families will be notified of material changes.

Thank you for trusting Elevation Education with your child's learning journey.

We are grateful to learn, create, grow, and build this community together.