

Carolina Christian Academy

2022-2023

Student Handbook



“Academic Excellence in a Christian Environment”

PHILOSOPHY OF CAROLINA CHRISTIAN ACADEMY

Our philosophy of purpose is based on the authority of the Word of God. Proverbs 1:7 says "The fear of the Lord is the beginning of knowledge." Because of this truth, we believe there is no true wisdom or knowledge apart from God the Father and a personal relationship with His Son, the Lord Jesus Christ.

First, we are a school seeking to win young men and women to the Lord Jesus Christ who will serve and love Him. Second, we are a private, nonprofit, Christian school with high academic standards and goals to educate and prepare students for a life of service. Our goal is to train and equip Christian young people to live in the world in such a way as to bring honor to their Lord and Savior Jesus Christ in all they do and say as they seek to do His will. We believe there are two characteristics that are evident in those who have successful Christian lives, obedience and dependability. Jesus Christ is the perfect example of this; therefore, with Christ-centered materials and methods, we seek to train and influence young lives.

We further believe that God has instituted the family as the major arena of teaching for children. We, therefore seek to be of assistance to families by providing a message to students that is consistent with that given in the Christian home. We recognize the authority of the parents and do not seek to replace them in authority but assist only (Ephesians 6:1-2). We desire to cooperate closely with parents in every phase of the development of the students within the framework of our stated purposes.

School plays such an important part in the life of a young person. School can "make or break" him or her as far as their future is concerned. Special wisdom and strength are needed to train and raise our children for Christ. We stand ready to serve you and your children as we train them to fulfill God's will and potential for their lives –academically, emotionally, physically and most important, spiritually.

Carolina Christian Academy
A ministry of FIRST FREE WILL BAPTIST CHURCH

MISSION OF CAROLINA CHRISTIAN ACADEMY

The mission of Carolina Christian Academy is to provide academic excellence in a Christ-centered environment with a challenging educational program based on the principles of God's Word. Our goal is to train and develop young men and women of integrity who are committed to God and His Word and have a desire to impact the world for Christ. *We admit students of any race, color, nationality and ethnic origin to all rights, privileges, programs and activities made available to students at the school.*

THIS WE BELIEVE

I. SALVATION IS A FREE GIFT

Ephesians 2:8 "For by grace are ye saved through faith and not of yourselves; it is a gift of God, not of works, lest any man should boast."

II. JESUS DIED TO PAY FOR OUR SINS

Romans 5:8 "But God commendeth His love toward us in that, while we were yet sinners Christ died for us."

III. JESUS INVITES YOU TO BE SAVED TODAY

Romans 10:13 "For whosoever shall call upon the name of the Lord shall be saved."

Romans 10:9 "That if thou shalt confess with thy mouth the Lord Jesus, and believe in thine heart that God hath raised him from the dead, thou shalt be saved."

IV. PRAY AND TRUST CHRIST AS YOUR SAVIOR TODAY

Lord, Jesus, I confess I am a sinner, and I need to be saved. I believe that Jesus died on the cross to pay my sin debt, and arose from the grave victorious over death and hell. Forgive me for my sins, come into my life as my personal Savior and Lord, and save my soul. Thank you for saving me and for giving me the free gift of eternal life.

The Pastor and people of the FIRST FREE WILL BAPTIST CHURCH invite you to worship with them.

Sunday School	10:00am
Sunday morning worship service	11:00am
Sunday evening service	5:00pm
Wednesday evening service	7:00pm
Wednesday Children and Youth service	7:00pm

STATEMENT OF FAITH

- A. There is one God eternally existing in three persons: The Father, Son and Holy Spirit (Matthew 28:19).
- B. The Bible is the Word of God, verbally inspired, infallible and inerrant in all that it says (II Timothy 3:16, I Thessalonians 2:13).
- C. The Lord Jesus Christ is fully God (John 1:1), fully man (John 1:14), born of a virgin (Matthew 1:23), lived a sinless life (Hebrews 4:15), performed miracles (John 4:29), shed His blood and died a substitutionary death (Hebrews 10:10,12,19), arose bodily from the dead (I Corinthians 15:12-20), ascended to and sits in glory at the Father's right hand (Hebrews 1:3) and is to return for His own (John 14:3).
- D. Man is by nature and practice a sinner, separated from God and can become God's child only by faith in the Lord Jesus Christ and His work of redemption on Calvary (Jeremiah 17:9, Romans 2:23, Ephesians 2:8,9 and Romans 10:9,10).
- E. Those who are born into God's family have eternal life and those who are not remain in spiritual death and will be separated from God forever in hell (John 3:18,36, Matthew 25:46).
- F. The Holy Spirit lives in the believer and enables the child of God to walk in purity of life and submission to the will of God (Ephesians 1:13,14, Galatians 2:22,23).
- G. All believers are united together by the Holy Spirit in the body of Christ for the purpose of causing the growth of the body and building itself up in love (I Corinthians 12:13, Ephesians 4:16).
- H. The triune God created from nothing all that is in the span of six days (Genesis 1).
- I. The ministry of the local church is God's established instrument for carrying out the Great Commission. The body of Christ, the church, is composed of all born again believers who have by faith accepted Christ as Lord.
- J. The Bible is part of our daily curriculum. This Statement constitutes the doctrinal boundaries wherein we take a firm stand. The original King James Version of the Bible will be used in all teaching and Bible memory activities.
- K. Human Sexuality. We believe that God has commanded that no intimate sexual activity be engaged outside of a marriage between a man and woman (Hebrews 13:4 and I Corinthians 7:1-4). We believe that the only legitimate marriage is the joining of one man and one woman by mutual covenant (Genesis 2:24, Romans 7:2). We believe that men and women are spiritually equal in position before God (Galatians 3:28), but that God has ordained distinct and separate spiritual functions for men and women in the home and the church (Colossians 3:18, I Timothy 2:8-15). The husband is to be the leader of the home, and men are to be leaders (pastors and deacons) of the church (I Timothy 3:4-5, 12). Accordingly, only men are eligible for licensure and ordination by the church.
- L. Abortion. We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of an unborn human life. (Job 3:16, Psalm 51:5 and 139:13-16, Isaiah 44:24 and 49:1,5; Jeremiah 1:5, 20:15-18, Luke 1:44).

ADMISSIONS

Registration

Students apply for admission to Carolina Christian Academy by completing an application packet and submitting required paperwork.

- A completed application
- A signed enrollment agreement form
- A signed statement of faith
- A completed notarized medical release form
- A signed Handbook Agreement Policy
- Most recent achievement test results
- Copy of Birth Certificate
- Up to date immunization records

* Custody papers (if applicable) It is the sole responsibility of the parent to provide the school with any changes or updated legal documents.

Re-Enrollment

Re-enrollment will be made available to those already attending CCA. Re-enrollment will be on a first-come, first-serve basis beginning in January. Enrollment is a yearly decision and CCA administration reserves the right to deny re-enrollment to a current student.

Payments

A registration fee is due at the time of registration. Book fee is payable on or before September 1 for the coming year. Tuition has been divided into a convenient ten-month payment plan.

Tuition payments are due on the first day of the month and are delinquent after the tenth of the month. A late fee of \$25.00 is charged when not paid by the tenth of the month. Tuition payments that are allowed to become 30 days in arrears will result in your child not being allowed to come back to school. When an account is not paid by the last day of the month in which it is due, and the parent(s) has made no acceptable arrangement to correct this failure to pay for educational services, the student will be temporarily suspended until proper arrangements concerning payment can be reached between the parent and school. Should the account not be current by midnight of the last day of the month, the child will not be allowed to continue in school. The obligation to pay for educational services rendered will not be alleviated by suspension or withdrawal. Students will not receive progress reports or report cards if there is a past due balance.

Payments should be made payable to:

Carolina Christian Academy

If the bank returns a check, there will be a **\$30.00** charge. If the same check comes back a second time, the parents will be contacted to come into the office and clear the check by cash. After two returned checks, the account will be ruled as a cash only account and the school will no longer accept personal checks.

Academic Qualifications

Academically, students must be ready for the grade/level class for which application is made. C.C.A. does not offer SLD (Specific Learning Disability), EH (Emotionally Handicapped), ADHD (Attention Deficit Hyperactivity Disorder), or ADD (Attention Deficit Disorder) programs. While CCA has no individualized programs for special educational needs we do open enrollment to students who may have been previously diagnosed with one/any of the above. This will be decided on a case by case basis after interviewing with the parents, students, and reviewing any documentation the parent provides. If CCA feels it can offer the education the student needs, admission may be granted on a trial basis and reevaluate after the trial period has been completed.

Student Qualifications

Spiritually, students and parents must be in accord with the Christian purpose, standards and policies of the school. All students and parents must sign a statement indicating their desire and willingness to abide by CCA standards and policies to be in a Christian school. CCA admits students without regard to race, color, national or ethnic origin.

Health Qualifications

A doctor's examination is necessary within one year prior to entrance and must be on file in the office. An immunization certificate must be on file in the office prior to the first day of school, along with a birth certificate.

SCHOOL POLICIES

Attendance -Absenteeism-Tardiness

If a student must be absent from school, it is the parents/guardians responsibility to ensure that the school is notified in writing (txt/email/handwritten).

Students with absences exceeding 15 days in one school year (180 days) may not be promoted to the next grade level. When a student has accumulated six (6) unexcused absences, he/she will be referred to the principal/head of school. **Early dismissals** will also counted the same as a tardy.

The school laws of North Carolina hold the parent(S) or guardian(s) responsible for ensuring that their child attends school every day through the full day school term. Occasional illness or unavoidable problems within the immediate family are to be expected and students shall be excused from attendance by the school for the following reasons.

1. illness of the student
2. major illness in immediate family
3. death in the immediate family
4. any absence previously determined by the principal to be in the best interest of the student.
5. unusual trips or activities of such rare nature and short duration that the education and instructional value gained will outweigh the value of the instructional time missed from classroom activities.
6. professional health care (therapy, medical treatment)
7. civil responsibilities

All other absences shall be considered unexcused. As required by the North Carolina General Statute (G.S. 115c-378), all students between the ages of seven(7) and sixteen(16) shall attend school on a regular basis. A student must be present at least one half of the school day in order to be recorded present for that . All students making school-sponsored trips will be counted as present for attendance purposes. Students assigned to in-school suspension and counted as present and receive credit for all work completed in ISS.

Tardy

School begins each day promptly at 8:00am. Students should arrive at school between 7:30 and 8:00. Students who arrive after 8:05am will be considered tardy. It is important that students arrive at school on time not only so they will not miss important instruction time but also because they could be a distraction to the other students. Early dismissals count the same as a tardy.

ARRIVAL AND DEPARTURE

SPEED LIMIT ON THE SCHOOL/CHURCH CAMPUS MUST NOT EXCEED 5MPH

School begins each day promptly at 8:00am. Students should arrive at school between 7:30 and 7:55am. If you choose to walk your child to their cubby/classroom please do not use this time to conference with your child's teacher. Appointments needs to be made for discussions. Teachers should be using this time to greet your child and prepare for assembly in the sanctuary.

Names of those people permitted to pick up a student during the day are filed with the enrollment application. Children will not be released to anyone else without written permission or a phone call from an authorized person. It is the sole responsibility of the parent to notify CCA of any changes to the pick-up list.

Afterschool - Any student not picked up at the time of school dismissal (3:15) will be sent to afterschool. If your child is not picked up before 3:30, the parent will be charged \$10.00.

Incllement weather/school Closings

In the event of severe weather Carolina Christian Academy will most often be in compliance with Clay County Schools. We will enact the phone tree system to inform you of closings or delays. It is the responsibility of the parents to make sure a current phone number is available so that you can be reached in case of weather related emergencies. Always use personal discretion to determine if road conditions where you live are safe for driving.

Cell Phone Usage

The use of student cell phones is prohibited during school hours for many reasons. Students that bring cell phones to school MUST keep them in their backpacks or purses and not on them. Cell phones must be powered off. If a cell phone is heard or seen, it will be collected by the teacher and may be taken to the Administrator to keep until the parent comes to collect it or returned at the Teacher or Principal's discretion.

Chapel

CCA holds assembly each morning for pledges, singing, praying, and worshipping. Chapel services with Pastor Chris will be held for all students each Tuesday. Students will be expected to enter and leave quietly, as well as be respectful of God's house while in service. This will be a time of singing, praying, fellowship, inspiration, and challenge from the Word of God. Misbehavior will not be tolerated.

Communicable Diseases

Children enrolled or who seek to enroll at Carolina Christian Academy and are diagnosed to be carrying any communicable or potentially lethal disease will not be permitted to enroll or to continue to attend classes until they have been medically diagnosed as no longer carrying the communicable disease.

Curriculum

Carolina Christian Academy utilizes both Christian and secular (North Carolina Standard Course of Study) curriculum. All curriculum is taught with a Christian perspective and infiltrated with Christian education philosophy.

Emergency Drills

Fire drills will be conducted monthly throughout the school year. Lock down drills will be conducted 4 times during the school year and Tornado drills will be conducted twice during the school year. Students are expected to perform drills in an orderly, serious manner and follow all instructions given by school personnel.

In the event of a true emergency parents will be contacted through the phone tree and given all pertinent information.

Field Trips

Field trips may be planned during the school year. Parents may go on the field trips, but must sign and follow the chaperone agreement. Both students and parents must follow dress code and conduct policies of the school. Parents who are out of dress code will be asked to change into proper attire. As part of the chaperone agreement, chaperones may be responsible for more than their own child. Students must stay with assigned chaperones from the beginning until the end of the field trip, and may not change chaperone groups for any reason. Chaperones must attend the entire field trip. Students may only leave a trip once their parent has signed them out with the teacher.

Fundraising

The school does not receive any federal or local aid and, therefore, asks every student and family to help in fundraising activities, which enable us to hold tuition to a minimum. The school conducts several fundraising events throughout the school year to enable us to meet the expenses not covered by tuition.

Head Lice

A student must be free of lice and nits to attend school at Carolina Christian Academy. Your child will be individually checked periodically for head lice. If the student is found to have head lice, he or she will be isolated in the sick room (office), and the parents will be notified to pick up the student. The parent must verify treatment, and the student will be checked upon re-entry. No student will be allowed in school with lice, active or dead.

Health Records

All students at Carolina Christian Academy must have a current physical and shot record on file at the school, as well as a birth certificate. No students will be admitted to class without these records.

Home Learning

Good home learning assignments are critically important to augment daily instruction. Home learning offers reinforcement, practice, remedial activity and emphasis on special projects. When parents detect problems with home learning (lack of interest, sloppiness or too much time involvement), the teacher should be notified. Coaching, encouragement and support are acceptable, but completing the home learning for the child is out of order. When problems arise, parents need to contact the teacher before it is too late to remedy a bad situation. **Home learning will not be assigned for completion on Wednesday nights.**

Illness

Keeping a healthy environment is important to all our students. We certainly commend a student's desire to come to school every day, but we desire our school to have the healthiest environment possible. Please keep your child(ren) at home if they have any of the following symptoms:

- Fever- defined as having a temperature of 99 degrees or higher. Students should be fever-free (without fever-reducing medications) for at least 24 hours prior to returning to school.
- Diarrhea
- Vomiting- within a 24 hour period
- Body rash with no doctor diagnosis
- Sore throat with fever and swollen glands
- Eye discharge- thick mucus-pink eye
- Head lice and Scabies
- Any communicable disease
- Child is irritable, continuously crying, or requires more attention than we can provide without compromising the health and safety of other children in our care.

Lost and Found

The school is not responsible for lost items. We urge parents to mark their child's name on clothing and personal articles to help in the proper return of misplaced items. Items that have been found will be turned into the lost-and-found at the school office. Items not claimed by the end of each nine-week grading period will be placed in the benevolent ministry of the church or given to a local charity.

Medication

Medicine must be in its original bottle with the child's name, doctor's name, date prescription was filled, name of medicine or prescription number and directions for dosage. Over the counter medications will only be administered with precise written directions from the parent.

Parental Visits

It is the desire of the administration and faculty to be of service to both parents and students. Each teacher welcomes a visit from the parents. We require, however, that any visit to a classroom for conference, discussion or viewing of the class, etc., be made by appointment with the student's teacher.

Problem-Solving - The Matthew 18 Principle

This school is truly a place for us, as believers, to practice Christian principles. As a chosen people, we must act initially to be responsive to God's plan, and secondly to serve as a model for the students. As problems arise, we must handle them in a Godly way. God's Word declares the way to problem solving. We can find the formula to relationship problem solving in the 18th chapter of Matthew. This principle can be exercised in the Christian school and can help maintain strong, serious-minded relationships. The Bible says: "Moreover if thy brother shall trespass against thee, go and tell him his fault between thee and him alone: if he shall hear thee, thou has gained thy brother. But if he will not hear thee, then take with thee one or two more, that in the mouth of two or three witnesses every word may be established. And if he shall neglect to hear them, tell it unto the church: but, if he neglect to hear the church, let him be unto thee as a heathen man and a publican."

As children of God, we need not be easily offended or overly sensitive. CCA expects all parties involved to apply and follow the Matthew 18 principle and seek a resolution privately among believers. If misunderstandings or problems arise between the teacher and a student, teacher and parent, parent and the school, or any of several possible areas it is often the result of lack of communication between those involved. The CCA communication policy is based on Matthew 18:15-17 and should be used for handling communication.

1. All questions, problems or complaints should be brought directly to the teacher first before anyone else is involved.
2. If the situation is not resolved at this level through direct contact, (95% of them are!), it should then be brought to the Principal/School Head.
3. If it is still not solved at this point, it should be presented to the Chairman of the Board in writing for his/her consideration.
4. Finally, but only when all of the above steps have been exhausted, in order and without satisfactory resolution, does the problem find its way to the School Board through written approval.

Textbooks/Supplies

Textbooks and workbooks are distributed on a purchase-loan agreement. Under this agreement, some consumable books, such as workbooks, will be used up by the student and belong to them. Other books, such as readers and textbooks, are the property of the school and, therefore, are to be treated very carefully.

The student's name must be written in ink in the front of each book in the space provided. In the event of loss of textbooks, workbooks or library books, the student will be charged for the total price of replacement.

No report cards or grades will be issued unless the proper books are recovered and any lost or damaged books are paid for. Students **must** have their own supplies (books, paper, pencils, notebooks, etc.). Any item a child brings to school should have his/her name on it.

Withdrawals

Withdrawal from school must be made through the school office. Parents or guardians must take care of withdrawals. Full payment must be made through the month of withdrawal on all fees, books, etc. Report cards and student records cannot be released until all accounts are cleared. No refund will be made on registration fees or matriculation fees.

Discipline Policies

The last thing Jesus Christ did on the earth was to command His followers to make disciples of all people (Matt. 28:19). Inasmuch as the words "disciple" and "discipline" come from the same root word, it is clear that disciples are not made without discipline. It is therefore, the policy of CCA to maintain loving, but firm disciplinary procedures.

Students and parents are reminded that the Lord Jesus Christ expects us to be disciplined in all of life. "Let every soul be subject unto the higher powers." (Romans 13:1a) When parents enroll their children at CCA, they are placing their children under our authority with the expectation that we will exercise authority for the benefit of their children. Parents are therefore expected to be supportive of those they have chosen to serve in positions of authority over their children. Parents can expect their children to receive caring discipline. Carolina Christian Academy personnel will not administer corporal punishment.

Although the punishment for some offenses is specific, no student or parent should automatically expect to receive the minimum or maximum disciplinary action when he/she is involved in a problem. Disciplinary action may be determined on an individual basis based on a wide range of variables such as, but not limited to, the age of the student, past record of behavior, student attitude, the severity of the infraction, and the severity of the problem as it exists in that particular setting, unique factors preceding the misbehavior, and the degree of involvement by the student.

The administration has the right to adjust the discipline to meet unusual circumstances and situations. School administration and leaders will exercise professional judgment in these decisions. They will retain the right to treat each occurrence on an individual basis without creating a precedent in any future case and to suspend any disciplinary action that they deem appropriate.

Each incident of inappropriate behavior is unique in terms of situational variables. No student is allowed to disrupt the class with words, actions, or a negative attitude. Carolina Christian Academy will use one or more of the following options when it becomes necessary to show our student that we love them:

- Non-verbal and verbal warnings
- Copying God's word that is appropriate to the situation
- Denial of in school and extracurricular privileges including fieldtrips
- Silent lunch
- Walking laps around the playground instead of free play during recess
- Detention: Appropriate cleaning duties or other service activities around the school (after 3 detentions the student will receive ISS)
- ISS (In-school suspension) or OSS (Out-of-school suspension): Work missed during any suspensions will be completed, but any quizzes or tests missed during an OSS will be an automatic zero. Any student who receives three suspensions in one school year will be considered for dismissal. If a student is assigned ISS, the parents account will be billed a fee of \$25 per day.

- Restitution- This is used in cases of theft or destruction of property. It is expected that anyone found guilty of an offense of this nature will return what has wrongfully been taken or replace what has been lost or damaged.
- Expulsion: Expulsion may be used in rare instances where a child is consistently antagonistic to school standards/ authority and is non-responsive to other forms of discipline. It is also used when a child is having a significant negative influence on the school or other students. The school board, upon recommendation of the Principal, decides if and when expulsion is warranted.

Some offenses show blatant disrespect for authority, directly disobeys, violates Biblical moral conduct, or seriously threatens the safety of others. **Any action of this nature will be immediately referred to the Principal.** The Principal will determine the proper disciplinary action based on the situation.

Student Standards of Conduct

1. Students must display an attitude of reverence for God and the things of God.
2. Students must show respect during the pledge of allegiance to the American flag, Christian flag and Bible.
3. Students must exhibit respectful obedience to authority (parents, teachers, etc.) and school regulations, even when the person in authority is not immediately present. Such obedience should be willing and immediate, and is to extend to any member of the school staff, even if that person is not the student's own teacher.
4. Students should develop responsibility in doing assigned or expected tasks.
5. Students should never leave their classroom, assigned area, or the school campus without permission from a teacher or office personnel.
6. Students should not open a door leading to the outside for **any** person, even if they know them. They should tell an adult and that adult should open the door. This is for safety reasons.
7. Unnecessary bodily contact, whether it is affectionate, playful, or hostile, is not acceptable conduct while at school. Such incidents, which may seem harmless, often expand rapidly and tend to detract from the development of proper relationships and a constructive educational atmosphere.
8. Conversations held on the CCA campus are not to infringe on the rights of others, and they are to relate constructively to the time and place. Within class discussion a student may speak when he/she has been properly recognized and "has the floor". At other times he/she should remain quiet, attentively and respectfully listening to the contributions of others. Conversations, private or public, are expected to be positive, constructive, and respectful. Provocative, dirty, or suggestive language, drawings, or stories, pornography of any sort, gossip, misuse of God's name or spiritual terms, suggestive "sign language," "degrading names," "putting others down" by telling them to "shut up," "get lost," etc., even if "done in fun," are examples of conduct which are unacceptable at CCA and are causes for immediate disciplinary action.
9. All property, personal or other, is to be treated with due respect. Damaged or destroyed property belonging to others is to be replaced by the student or students responsible.
10. Students are to refrain from bringing or listening to secular music while on campus or attending school functions.
11. Internet usage is a privilege that will be removed if abused. Any student caught trying to access websites with pornography, foul language, etc. will be subject to loss of all internet privileges and suspension from school.
12. Cheating or plagiarism in any form is not tolerated at CCA. Cheating will result in a grade of 0 on the assignment/test and communication with the parents. Further incidents may be cause for immediate suspension.
13. In order to best promote the goals and purposes of the school, students are asked to leave all **toys, electronic games, I-pods, I-pads, cell phones, non-educational magazines, and questionable books at home, unless requested by the teacher.** If the above items are found on school premises, the school reserves the right to collect the item to be returned at the Principals discretion.
14. Students must not steal, which includes borrowing without permission.
15. Student actions must not include assault and battery, intimidation or bullying, coercion, other behavior detrimental to learning, verbal and/or physical abuse.
16. Each student is expected to come to class prepared. This includes bringing the correct books and materials to school/class, completing assigned homework and projects on time, and participating in class discussions.
17. Students are expected to follow the school dress code policy. Repeated non-compliance may result in disciplinary action or fees and/or the parent may be called to bring the appropriate items to school.
18. It should be remembered that the school not only hopes to contribute much to the student, but the student is expected to contribute much towards the school. A student who counteracts the goals and purposes of the school by indifference, overt action, willful action or choices that damages the reputation of the school will be subject to discipline.

PARENT/SCHOOL AGREEMENT

1. In the event my child becomes ill or injured while under school supervision, I agree that the school authorities shall first contact the responsible parent or guardian. In the event no one can be reached, the school authorities shall contact the student's physician and follow his instructions. If the student's physician cannot be reached, school authorities will use their own discretion in contacting a properly licensed and practicing physician and follow his instructions. If, in the opinion of a properly licensed practicing physician, my child needs medical or surgical services which require my consent before being supplied and I cannot be reached, I hereby authorize, appoint, and empower the principal/teacher to furnish on my behalf such written or oral authorization as may be required. Further, I release the principal/teacher and the school from any liability which might arise from the giving of such authorization, it being my desire that my child be furnished with such medical or surgical services as soon as reasonably possible after the need arises.
2. I give my permission for my child to go on scheduled field trips and other school-approved activities.
3. I acknowledge that the school reserves the right to suspend or dismiss any student who: (a) has a conduct record which is not in keeping with the best interest of the school; (b) develops a negative attitude toward the Christian philosophy of the school; (c) is found to be in possession of or using drugs, alcoholic beverages, tobacco products, weapons or involved in sexual immorality; or (d) becomes engaged, married or pregnant. As representatives of the school, these guidelines apply both on and away from campus.
4. The school is not responsible for the loss of personal property, whether the loss occurs by theft, fire or any other cause.
5. Carolina Christian Academy reserves the right to dismiss any student who persistently and willfully neglects his academic work, exercises poor citizenship, reflects adversely on the Christian principles of the school or genuinely fails to cooperate with instructors or administration. He or she may be indefinitely suspended or asked to withdraw from the school.
6. **I agree to comply with and support the spiritual, moral, dress and disciplinary standards and policies of the school.**
7. The full cooperation of the home in the education of the child is expected. Failure on the part of the parents to cooperate with the school will be considered grounds for dismissal of the student.
8. I agree, in accordance with the principle of Matthew 18:15-17, to bring any and all questions and criticisms to the person most directly involved. If I have a question about a specific classroom action or procedure, I will contact the appropriate teacher. If a satisfactory conclusion is not reached, I will then contact the principal.
9. I will attend school functions whenever possible.
10. I understand I agree to an annual tuition payment upon enrollment. Withdrawal does not alter this commitment. Only a geographical move out of the service area for employment purposes will negate this commitment. I agree to fulfill financial commitments on time.
11. I agree to abide by and verbally support all the regulations and policies of the school.
12. My child is permitted to take part in all school activities, including but not limited to all school-sponsored field trips. I absolve the school from liability to me or my child in case of accident or injury to my child at school or during any school-sponsored outing.
13. As parents, we sincerely pledge our loyalty to the aims and ideals of the school. We hereby invest authority in the faculty and administration concerning the discipline of our child as necessary. We further agree that we will support the faculty and administration in discipline at home as needed.

14. It is understood that all students are accepted on a trial basis for the first thirty days before grade placement or enrollment becomes final.
15. Carolina Christian Academy admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate in the administration of its educational policies, admission policies, scholarships, athletic programs and other school activities.
16. I agree with the following statements supporting the Biblical conviction for a Christian education: (a) God, in His infinite wisdom and according to His divine purpose, has placed children under the primary and direct responsibility of parents who are commanded in the Scriptures to bring them up in the nurture and admonition of the Lord. (Ephesians 6:4, I Timothy 5:8); (b) parental responsibilities include seeing children are taught the "truth" and shielded from instruction that "causeth them to err" (Proverbs 19:17).
17. Carolina Christian Academy does not provide programs for EH (Emotionally Handicapped), SLD (Specific Learning Disability), ADD (Attention Deficit Disorder), or ADHD (Attention Deficit Hyperactivity Disorder) children.
18. I understand that if I, or any agent acting in my behalf or on behalf of my child, bring any legal action against the school or its agents and such legal action is found in favor of the school to its agents, I will be responsible for paying all legal fees and other expenses related to such action.

DRESS CODE

The dress and appearance guidelines of Carolina Christian Academy represent our desire to maintain a distinctive testimony in our community exemplifying the highest of Christ-like values. Scriptural guidelines for students, staff, and volunteers to follow in reference to personal appearance are as follows:

- **Modesty (1 Timothy 2:19)**
- **Distinction between the sexes (Deuteronomy 22:5)**
- **In a manner pleasing to the Lord (Romans 12:1)**
- **Appropriate dress for the occasion (1 Corinthians 14:40)**

The uniform dress code applies to **all** students Kindergarten through 8th grades and is in effect for all school days with exceptions of announced \$1.00 jean days, special dress up days, field trips and ceremonies.

Boys

Uniforms

- a. Knit Polo Shirts: Any solid color
- b. Pants: Must be khaki or navy in color. No excessively baggy or tight pants.
- c. Shorts: Khaki or navy in color
- d. Shoes: loafers or athletic shoes (please no shoes that light up or open toed shoes)

Guidelines

- a. Uniforms are to be worn daily.
- b. Hair must be kept at a moderate length; conservative styles are appropriate.
- c. Hats may be worn before school and after school.
- d. No pierced ears, body piercing or tattoos are permitted.
- e. Sweatshirts/hoodies worn over uniform shirts are acceptable. (Symbols, pictures, slogans or patches must not take away from a positive Christian environment)

Casual Dress/Jean Day

- a. Jeans must be appropriately sized, pulled up and cannot have holes.
- b. Regular uniform polo shirts OR CCA t-shirts only.

Girls

Uniforms

- a. Knit Polo shirts: Any solid color
- b. Skirts, skorts or jumpers: navy, khaki or plaid
- c. Pants: khaki or navy pants
- d. Shorts: Khaki or navy "bermuda" length
- e. Shoes: loafers, casual dressy flats, casual low heels or athletic shoes (please no shoes that light up or open toed shoes)

Guidelines

- a. Uniforms are to be worn daily.
- b. Proper undergarments are to be worn at all times.
- c. Ear piercing is allowed, one earring per lobe. Body piercing or tattoos are not permitted.
- d. Sweatshirts/hoodies worn over uniform shirts are acceptable. (Symbols, pictures, slogans or patches must not take away from a positive Christian environment)

Casual Dress/Jean Day

- a. Jeans must be appropriately sized, pulled up and cannot have holes.
- b. Regular uniform polo shirts OR CCA t-shirts only.

Grades

Report Cards

Students will receive report cards once every nine weeks. The report card is to be signed by the parent(s) and returned within two working days. A \$5.00 fee will be charged for each lost report card.

Grading Scale for Kindergarten – First Grade

Students are evaluated in three different areas:

- 1. Academic Achievement
- 2. Effort
- 3. Conduct/Work Habits

4-Exceeds the Standard	3-Meets the Standard	2-Approaches the Standard	1-Falls Below the Standard	NA-Not Assessed at this time
------------------------	----------------------	---------------------------	----------------------------	------------------------------

Grading Scale for Second grade and up

A = 93-100 B = 85-92 C = 76-84 D = 70-75 F = 69 or below

PE, Spanish, Drama and Art classes will be graded as:

- O – Outstanding
- S - Satisfactory
- N - Needs Improvement
- U - Unsatisfactory

Music class will give number grades

*** Specials affect Honor Roll**

I - Incomplete indicates the student has, for some reason, not completed a sufficient amount of work to receive a letter grade at the close of the present reporting period. All incomplete grades are to be resolved within one week, and the "I" changed to a letter grade or it becomes an "F".

N/A means not applicable.

Effort reflects the amount of student potential that is being utilized.

Conduct and Work Habits reflects the attitudes, behavior, and organizational skills that are being utilized

O - Outstanding: Doing work above and beyond work required, exceptional attitude, helpful and obeys rules

S - Satisfactory: Does the work required, positive attitude

N - Needs Improvement: Needs improvement and often needs correction

U - Unsatisfactory: Unsatisfactory and does less than is expected, poor attitude, inconsistent in homework and obedience to rules, a problem in class, unprepared for work

Academic Honor Rolls

Principal's Honor Roll

The student must receive all A's in academic achievement, a Q in effort, and all Q's in conduct/work habits.

"A" Honor Roll

The student must have **all A's** in academic achievement.

"B" Honor Roll

The student must **have no grade lower than B's** in academic achievement.

Conduct Honor Roll

The student must receive all Q's or V's in effort and in conduct/work habits. A student may receive both an academic and a conduct honor roll each 9 weeks.

Retention

RETENTION: This recommendation is made for students whose end-of-the-year average in 2 or more core subjects (Math, Reading/Phonics, or Language) is an F. Since this condition cannot be determined until the end of the year, parents may be told of this possibility if the teacher feels a student might meet this criteria. Resistance to this recommendation will be handled on a case-by-case basis and the school administrator will make final decisions.

GRADE LEVEL READINESS: At times it is necessary for a teacher to request retention based on maturity. These requests will be handled on a case-by-case basis. Students with this requirement that move on to the next grade will be placed on a 9-week probation.