

Warriors for Christ Christian Academy

*Accredited by the
National Association of Private Schools*

Student



Handbook

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*I can do all things through Christ
which strengthen me...*

Philippians 4:13



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Prologue

Welcome to Warriors for Christ Christian Academy. It is our privilege to have you join with us in trusting God to fulfill his purpose for you during your time here. It is our desire to assist you and your family in gaining knowledge and life skills based on Biblical values and academic excellence.

The guidelines set forth in this handbook are not inclusive of all the policies and procedures guiding the school. The handbook is subject to change when deemed necessary by Warriors for Christ Christian Academy.

Our goal is to offer a safe, orderly environment where students, parents, and staff alike can enjoy learning and extracurricular activities. Parents and students must familiarize themselves with the guidelines set forth in this handbook to become an integral part of the Warriors for Christ Christian Academy family.

WCCA is a small Christian school that tries, with the help of parents, to instill positive Christian morals and values in our students as well as provide an academic education. For a student to be successful the parents and school must work together. Our program is home school based which utilizes ABeka books for academic advancement. We provide things necessary for the student to be successful; however, it is up to the student to put forth the effort to be successful. Our program is not for every student and at any time we feel it is not in the best interest of your child to continue with us, we will remove him/her from our roll. At that point it is up to you, as a parent, to find an alternate education program for your child. We are willing to help as much as possible; however, we have an entire student body to consider. As a parent, if you feel our program is not for your child, contact our office to withdraw your child. We are always willing to have a conference with you to discuss any issues when an appointment is made.



Statement of Purpose

The purpose of the Warriors for Christ Christian Academy is to strive to train youth in the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity, and good citizenship. Through love, personal attention and firm control, we endeavor to make attendance at Warriors for Christ Christian Academy a rewarding and memorable experience. We believe each child should abide by the highest level of Biblical morality and behavior. Therefore, attendance at Warriors for Christ Christian Academy is considered a privilege and not a right.

We believe that Biblical principles should be taught in all aspects of life. We believe that living a Christian life requires living a moral life. This is accomplished through Bible-based education and character building.

A Christian school is an extension of the Christian home, working harmoniously with parents to achieve God's purpose for their child. This training takes place at three levels: what we say, what we do, and what we are. Successful Biblical training requires consistency at home and at school; it teaches the child to view life from God's point of view and to build a Christian worldview.

“Love the Lord your God with all your heart, with all your soul, and with all your strength. Never forget these commands that I am giving you today. Teach them to your children. Repeat them when you are at home and when you are away, when you are resting and when you are working.” Deuteronomy 6:5-7.

“Teach a child how he should live, and he will remember it all his life.” Proverbs 22:6.

WCCA Creed

As a Warrior for Christ and a member of this Academy, I believe in God, my country, the United States of America as “One Nation under God,” the Pledge of Allegiance to my country, the Christian Flag, and the Bible. I believe in and respect the American Flag, Christian Flag, my Country, the Constitution of the United States, and the Bible. I am committed to making my country a better place to live by obeying God’s word, respecting and helping my fellow students and teachers and respecting and helping others wherever and whenever I can. I am preparing myself to face life as a Warrior for Christ armed with faith and knowledge and by living my life as a Christian with honor.

Mission Statement

“Faith in God, in our country, with Knowledge and Honor”

Foundational Beliefs

The following are the foundational beliefs on which Warriors For Christ Christian Academy, is based

- ✚ We believe the Bible to be the only inerrant, authoritative Word of God. (II Tim. 3:16)
- ✚ We believe that there is one God, creator of all things, who is eternally existent in three persons: Father, Son, and Holy Spirit. (Deut. 5:4, Gen. 1:1, John 5:7)
- ✚ We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in his personal return in power and glory. (John 10:30, Matt. 1:18, Heb. 4:15, John 10:32, Rom. 8:34, Luke 21:27)
- ✚ We believe that for the salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely Necessary. (John 3:3-8)
- ✚ We believe that salvation is by grace through faith alone. (Eph. 2:8)
- ✚ We believe that faith without works is dead. (Jam. 2:8)
- ✚ We believe in the present ministry of the Holy Spirit by whose power the Christian is enabled to live a godly life. (Gal. 5:16)
- ✚ We believe in the resurrection of both the saved and the lost: that they are saved to the resurrection of life and that they are lost to the resurrection of condemnation. (I Thess. 4:16-17, II Thess. 1:9)
- ✚ We believe in the spiritual unity of all believers in our Lord Jesus Christ. (John 17:20-23)

All students and parents are encouraged to be committed to Christ. We urge each family to build respect for and a commitment to the Lord Jesus Christ through faithful worship.

Christian discipleship is an integral part of our basic purpose. Through regular devotions, and scheduled Bible reading times, students are taught Biblical principles with the hope that they will become life principles. Scripture memorization is an essential and required part of Warriors for Christ Christian Academy.



School Pledges

Warriors for Christ Christian Academy places emphasis upon the greatness of America's heritage and the sacrifices of her heroes. The Constitution of the United States guarantees liberties to educate in order to preserve freedom. We teach the Biblical doctrines of self - discipline, respect for those in authority, obedience to the law, and love for God, our flag, and our country. Therefore, we do daily pledge of allegiance to the American and Christian flags and to the Bible.

Pledge of Allegiance to the American Flag

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Pledge of Allegiance to the Christian Flag

I pledge allegiance to the Christian flag and to the Savior for Whose kingdom it stands; one Savior, crucified, risen, and coming again with life and liberty for all who believe.

Pledge of Allegiance to the Bible

I pledge allegiance to the Bible, God's Holy Word. I will make it a lamp unto my feet, and a light unto my path. I will hide its words in my heart that I might not sin against God.

Academic Accreditation

Warriors for Christ Christian Academy, is accredited by the National Association of Private Schools (NAPS).

We have heard of no problems with students re-entering the public school system or entering college. The St. Landry Parish School Board does require that a child entering from our school be tested to ensure that they are performing on level. You must keep in mind that if your child is placed at an ability level with us and then tested at the school board on a different level, they may have difficulty passing the test. Anytime a student is placed at an ability level it is discussed with the parent and the parent must agree with and approve the level the student will be placed. At any time if a student chooses to re-enter a state or regionally accredited public or private school, the receiving school may choose to test the student to determine if he/she should be placed in the desired grade level or if certain credits may be transferred. Although the vast majority of Public and Private Schools are cooperative concerning transferring credits from Private Schools accredited by the National Association of Private Schools, they are not required by law to automatically accept credits from any school.

Like most Christian Schools in Louisiana, Warriors for Christ Christian Academy is not accredited by the State Board of Education. Warriors for Christ Christian Academy, is a Christian school with sincerely held religious convictions.

CURRICULUM:

Our students use A Beka Books for their educational advancement here at WCCA. We do **NOT** teach Common Core. A Beka books were developed as a result of 55 years of actual classroom experience at Pensacola Christian Academy, one of America's largest and most respected Christian Schools. A Beka Books is a treasury of textbooks and teaching materials that reflect the very best in scholarship, design, practicality, and Scriptural fidelity. The skilled researchers and writers of A Beka Books do not paraphrase progressive education textbooks and add biblical principles; they do primary research in every subject and look at the subject from God's point of view. A Beka Books can be trusted because their publications are built upon the firm foundation of Scriptural truth and are written by dedicated and talented Christian scholars who are well grounded in the practical aspects of classroom teaching. The authors of A Beka Books work to reach the goal of building the content of every textbook on the foundation of God's Word.

ADMISSION PROCEDURE:

Warriors for Christ Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at Warriors for Christ. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, and other school-administered programs.

Applicants who, along with parent or legal guardian, agree to abide by all standards, guidelines, and policies outlined in the *Warriors for Christ Christian Academy Student Handbook* are eligible for acceptance.

Any or all of the following may be required.

- 1) Parents interview with the administrator.
- 2) A second interview with the administrator -- parents and child, and child individually. The Parent-Student Handbook is reviewed at that time.
- 3) Parents complete and return all registration materials, immunization record, copy of birth certificate, copy of social security card, and application fee (non-refundable).
- 4) The administration will notify parents of acceptance. Students are accepted into Warriors for Christ Christian Academy under a nine-week probationary period. Warriors for Christ Christian Academy reserves the right to dismiss a student if the administration determines the student is not in harmony with the school's standards and policies.

Returning students must complete the Application for Re-enrollment and a new Standard of Conduct Form. Acceptance of returning students lies solely at the discretion of the administration of Warriors for Christ Christian Academy.

SCHOOL HOURS

PRE-K -8TH GRADE:

School hours are Monday through Friday 8:00 a.m. until 3:00 p.m. The school is open from 7:30 a.m. until 3:30 p.m. If students are to be dropped off prior to 7:30 a.m., there will be a \$4.00 charge. If your child stays after 3:30 there is a \$7.00 charge for the afternoon. If you need to drop off early and pick up late on a daily basis the charge is \$10.00.

EXTENDED DAY:

Extended day is now being offered to Pre K through 6th grade. A child enrolled in extended day is \$400.00 a month. If enrolled a child can be dropped off as early as 6:30 a.m. and picked up as late as 6:00 p.m. Extended Day follows the daycare schedule.

HIGH SCHOOL HOURS (9th – 12th):

School Hours are Monday – Thursday from 8:00 a.m. until 3:00 p.m. unless discussed otherwise.

All high school students are off on Friday provided they have completed all work due. Any work that is missed and/or not completed during the week **MUST** be made up on the Friday of the same week work is missed or it **WILL** result in a 0/F.

Fridays is also used for students to get extra help with any subjects that they may be having difficulty in. If a student wants extra help they are required to schedule a time with the supervisor.

TARDINESS:

School begins at 8:00 a.m. daily. Students are to be here when classes start. There is a five minute grace period. Students must sign in at the office if they arrive after classes begin at 8:05 a.m.

5 Tardies = 1 day absent.

ABSENCES:

Students are expected to attend school from 8:00 a.m. until 3:00 p.m. Monday through Friday.

Excessive absences will inhibit the student's progress. Any student missing more than twenty-one (21) days during a school term will be reviewed by the administration prior to the student progressing further.

Please notify the supervisor ahead of time, by letter, if you know your child is going to be absent for a portion of the school day. Please include reason (i.e. dentist appointment, doctor appointment, etc.), the time when the student will be leaving the Learning Center, and if he is expected to return later in the same day. If a student is checked out before 11:30 a.m., he will be marked absent for the entire day. If a student is checked out after 11:30 a.m., he will be marked absent for one-half day.

If prior notice was not given, a written excuse from a parent or guardian must be presented to the supervisor when a student returns to school after an absence. Please state the reason for the student's absence (e.g., fever, upper respiratory infection, etc.).

Written excuses may be verified by telephone if deemed necessary by administrator.

Unexcused absences (truancy) will necessitate a parent conference. Disciplinary action is determined on an individual basis.

PreK3 – 8th grade: If a student is absent 2 or more consecutive days, WCCA administration may contact you via phone or email.

9th – 12th grade: If a student is absent WCCA administration may contact you via phone or email.

Do your best to schedule appointments (doctor, dentist, etc.) or other personal activities after school hours. Please send a note or notify the office if a student is to be picked up before normal dismissal time.

Excessive tardiness and absences not only hinder academic progress but may also communicate a lack of diligence. Parents must ensure their children are on time and that unnecessary absences are avoided.

A child will not be dismissed to another person's care unless written notification is received from a parent, listing the names of adults that have permission to pick up a student. A student is not released to a minor other than a family member.

If the Warriors for Christ Christian administration deem that the school should be closed for any reason, every effort will be made to contact a parent prior to 8:00 a.m. Under most circumstances, if public schools close, Warriors for Christ Christian Academy will also close. If in doubt, please call the school at 337-407-8222 or the school cell phone at 337-418-1811 or you can check our website or Facebook page.

SUMMER SCHOOL Determined on a yearly basis. If held the following guidelines must be followed. Warriors For Christ Christian Academy holds summer school classes for those students who do not receive a passing grade in a subject. If the parent would like the student to attend summer school a monthly fee will be assessed. The monthly amount will be determined yearly. Summer school is held on Tuesdays, Wednesdays, and Thursdays. Students must attend both months and complete and pass all assigned work to receive credit. The summer school fee must be paid prior to receiving any books. No one will be allowed to take books home over the summer without enrolling in summer school. If students do not complete their work and do not attend summer school, they will not receive a passing grade.

IMMUNIZATIONS:

Current immunizations and records verifying such are required for student enrollment. Louisiana law requires that all children who enter a public or private school must have immunization records up to date. A copy of the student's immunization record must be provided at the time of registration.

Kindergarten/First Time Enterers:

- 🦋 New requirement for entry into KG or first time enterers into school: 2 doses of Varicella (chickenpox) vaccine. Please note that if a student's parent or guardian gives a history of having had chicken pox disease this is acceptable as proof of immunity for chickenpox.
- 🦋 Summary of required vaccinations: 2 doses Measles Mumps and Rubella vaccine (MMR), 3 doses Hepatitis B vaccine (HBV), 2 doses Varicella vaccine and booster doses of DTaP and Polio vaccines administered on or after their 4th birthday.

Middle School:

- 🦋 New requirement for 11 – 12 year old students: 1 dose of Meningococcal Vaccine (MCV4), 2 doses of Varicella Vaccine (chickenpox,) and 1 dose of Tetanus Diphtheria Acellular Pertussis Vaccine (Tdap). Please note that if a student's parent or guardian gives a history of having had chicken pox disease this is acceptable as proof of immunity for chickenpox.
- 🦋 Summary of required vaccinations: 1 dose of Meningococcal Vaccine (MCV4), 2 doses of Varicella Vaccine (chickenpox,) 1 dose of Tetanus Diphtheria Acellular Pertussis Vaccine (Tdap), 3 doses of Hepatitis B vaccine (HBV) and 2 doses of Measles Mumps and Rubella Vaccine (MMR).

For the safety and welfare of your children, all children who are sick must be kept at home. No child with fever over 100 degrees will be permitted to stay at school.

Students must not attend school if diagnosed with a communicable disease. If your child does suffer with such an illness, it is required that they bring a doctor's note stating that they are no longer contagious. Any such illness should be reported to the office immediately.

MEDICATION:

Medication may only be dispensed with written parental authorization. A Medication Form must be filled out to identify the child's name, the medication's name, dosage and time of administration. All medicines will be stored and administered by office personal. Prescription medicine must be in a bottle with the child's name, dosage and time of administration. **All prescription medication must be turned in by a parent to office personal only.** When students require medical attention or become ill at school, the office will notify the parent or family doctor in that order.

STAFF/PARENT COMMUNICATION

Our goal is to achieve excellent communication between parents and staff. Parent - staff meetings, conferences, Mid Quarter Progress Reports, Monthly Calendars and Discipline Notifications are some of the ways we keep parents informed of their child's progress and activities. Parents are encouraged to check in regularly to be aware of their child's performance.

Because a Christian school exists as an extension of a Christian home, parents are expected to assume major responsibility for the academic and spiritual development of their child. Warriors for Christ Christian Academy requires parents to attend a parent meeting, and parent - supervisor conferences regarding their child's overall progress when necessary.

The staff desires a harmonious relationship with parents. If parents have a question about a school policy or an event that involves their child, the child's supervisor should be notified. We strive to resolve any differences and maintain excellent communication between parents and school.

Unless an emergency arises, please do not call supervisors during the school day. Send a written note with your question or request to be called, and the supervisor will send a written reply or call you at the earliest moment possible.

Parental support is needed in the educational process. Should a parent fail to support the supervisor or staff of the Warriors for Christ Christian Academy in that process, the Administrator or Director reserves the right to deny the student continued enrollment in the school.

A child's education cannot be complete without parental involvement. Warriors for Christ Christian Academy, encourages all parents to volunteer some time at the school (cleaning, maintenance, helping with P.E., assisting in the Learning Center, reading to the younger students, etc.). We all have the same goal – to provide a sound education based on the Bible in a facility we are all proud of. Parents with special talents, such as art, music, etc., who are interested in volunteering should contact the Administrator or Director.

Students of Warriors for Christ Christian Academy are expected to refrain from talking about or engaging in cheating, swearing, vulgar language, violence, and using narcotics. Students who participate in or discuss such activities at school are subject to suspension/expulsion. Students are expected to act in an orderly and respectful manner, maintaining Biblical standards of social courtesy, moral behavior, acceptable language, and honesty. Students must agree to strive toward unquestionable character in dress, conduct, and attitude.

Warriors for Christ Christian Academy, encourages students and parents to exercise utmost discretion in a student's choice of entertainment. We know you want quality character training, and if it is to be achieved, as many negative influences as possible must be eliminated.

“... fill your minds with those things that are good and that deserve praise: things that are true, noble, right, pure, lovely, and honorable.” Philippians 4:8.

FUND RAISING:

WCCA does two fundraisers a year. We do a raffle in the fall and sell World's Finest Chocolate in February.

For all fundraisers, it is **MANDATORY** that each family participate. If you choose not to sell, you will be assessed a fee of \$220.00 for the fundraiser. The fee must be paid at the time the monies are due for the fundraiser. If fees are not paid the amount will be added to your monthly tuition statement.

No sales other than Warriors for Christ Christian Academy fundraisers are allowed on school property.

GENERAL GUIDELINES

BEHAVIOR

Students are to act in an orderly and fashionable manner while in the Learning Center. Students must maintain self - control and self - discipline in following the Learning Center Rules.

COURTESY

Christians are supposed to treat everyone with the proper respect, and are to show proper deference to those in authority. Therefore, students are expected to maintain Biblical standards of social courtesy and moral behavior. Such conduct as talking back, sarcasm addressed to those in authority, complaining, and gossiping will not be tolerated and are punishable with Disciplinary Notifications up to expulsion.

CHEATING

Cheating in the end cheats the cheater. Anyone caught cheating must repeat that work at the expense of the parent and may result in an automatic suspension. Re-admission of the student after suspension will be at the discretion of the administration.

DRUGS/CONTROLLED SUBSTANCES/ALCOHOL

DRUGS/CONTROLLED SUBSTANCES/ALCOHOL Possession, Sale, or Use of Narcotics, Alcohol, Inhalants, Paraphernalia, over-the-counter drugs, look alike, electronic cigarette devices, or other dangerous drugs: (Such items will be confiscated by school authorities.)

1. Distribution in or out of school.
2. Possession, Sale, or Use of Narcotics, Alcohol, Inhalants, over-the-counter drugs, look alike, electronic cigarette devices, or other dangerous drugs.

Warriors for Christ Christian Academy prohibits the solicitation, sales, purchase, distribution, possession, use, or being under the influence of illicit drugs, alcohol, electronic cigarette devices, look alike or drug paraphernalia in school buildings, in school vehicles, on school grounds, or at any school-sponsored activity that includes students regardless of location. Such items will be confiscated by school authorities and students will be subject to discipline up to and including expulsion. Additionally the police will be notified and the student may be subject to criminal prosecution.

Drug Policy Violation

1. A staff member or other reliable individual witnessing the sale, use, possession, or distribution of alcohol, steroids, other drugs, inhalants, look alike, or drug-related paraphernalia including but not limited to electronic cigarette devices on school property or at school-related activities or a staff member who suspects a student is under the influence shall report the incident immediately to an Administrator.
2. The following is the administrative procedure of consequences:
 - Suspension from school for not less than (10) days or more severe penalties up to and including expulsion.
 - Notification of parents or guardians and the police.

STEALING

Stealing is taking anything that does not belong to you. This includes "borrowing without permission." Any students caught stealing will be required to replace items and/or money, and may be subject to suspension/expulsion, at the discretion of the administration.

VANDALISM

All property of Warriors for Christ Christian Academy and is to be treated as God's property. **Vandalism of any type will not be tolerated.** Any student vandalizing school property will be held responsible for its replacement costs, including any labor and other associated charges. The administration reserves the right to take further action against any student vandalizing the school's property, including but not limited to disciplinary action and filing criminal charges.

LANGUAGE

Students should not only refrain from cursing and using the Lord's name in vain, but also refrain from vulgar and slang expressions, which are offensive. Any student caught using inappropriate language may be subject to suspension/expulsion at the discretion of the Administrator. Neither swearing nor vulgar language is tolerated. A parent conference will be called and disciplinary action taken.

INAPPROPRIATE PHYSICAL CONTACT

ANY inappropriate physical contact will not be tolerated at school or school functions. Public displays of affection are prohibited on Warriors for Christ Christian Academy campus and at school functions. Inappropriate physical contact includes handholding, hugging between "boyfriends" and "girlfriends", kissing, or any contact, which the Warriors For Christ Christian Academy staff deems inappropriate. Disciplinary action will be taken at the discretion of the administration. Physical contact of a rough or violent nature (pushing, shoving, tripping, hitting, and fighting) will receive disciplinary action depending on the severity of contact, at the discretion of the administration. Any student observing any harmful situation should immediately discuss the matter with a member of the staff.

CELL PHONES

All cell phones must be turned in at the beginning of the day. The student is responsible for logging in the phone when class begins and then logging it out at the end of the day. If a cell phone is taken from a student there will be a \$30.00 fee and will only be given to a parent once the fee is paid.

CAMERA/AUDIO EQUIPMENT

Students **may not bring** personal tape players, radios, cassette tapes, compact discs, compact disc players or MP3 players/iPod's, PSP, DS or any game devices to school.

BOOKS/MAGAZINES

Books or magazines are **NOT** allowed.

BREAKS/RECESS.

10-minute breaks are given periodically throughout the day for all students at the Learning Center Supervisor's discretion.

COLLECTING CARDS/TOYS

Collecting cards (i.e. baseball, football, basketball, wrestling, etc.) or any toys is not permitted in school.

PARTIES

Birthday parties and other parties will be held at the discretion of the administration.

PHYSICAL EDUCATION

Physical education is a graded class. All students must participate in P.E. classes. A written note from a parent is necessary for a student to be excused on a short-term basis (1-5 days) from P.E. classes. A doctor's note is necessary for a child to be excused on a long-term basis (more than 5 days). High School students earn credit each year for satisfactory participation, which includes participating in all activities, and dressing for classes. If a student fails to participate, that student will be given other duties and that PE grade will reflect same.

Dressing out for P.E. is required of all 6th -12th grade students that take P.E. Uniforms will be purchased through WCCA.

TELEPHONE

The school telephone is reserved for official school business and emergencies only. If there is an emergency and a student needs to communicate with his/her parent/guardian during school hours, the student should come to the office to call. Forgotten homework, papers, books, gym shoes, other clothing needs and arranging for after school social events are not emergencies and students may not be allowed to use the phone for such purposes.

TRANSPORTATION

Cars should be locked while on school property. Warriors for Christ Christian Academy, is not responsible for lost or stolen property. Students may not leave the campus during school hours without permission. Leaving the school campus without permission will result in a three day suspension/expulsion with a \$30.00 return fee. Cars must be parked in designated parking areas. Students are not to be in a vehicle or on a vehicle during school hours. Students leaving with other students require written permission from parents. The administration reserves the right to verbally verify alternate transportation arrangements. Student drivers will be required to provide a copy of their driver's license. Unsafe practices with cars can cause loss of privileges. Practice safety!

PERMISSION PICKUP

Students will not be allowed to leave with anyone that is not included on the Permission Pickup form. Parents may call and notify the office if someone not listed is picking up their child. **WCCA requires a picture id from anyone picking up students.** If a parent comes to pick up their child and they are not listed on enrolling paperwork WCCA has to call the enrolling parent before releasing the child.

DELIVERIES

The office will handle any deliveries made to students. Such deliveries must be approved in advance so that the disruption to the students is kept to a minimum. Deliveries are to be made to the office. **DO NOT go to any classroom. All visitors must check in at the front office.**

LOST AND FOUND

Lost and found is kept in the school office. There is a \$1.00 handling charge given to the student for each item redeemed from Lost and Found. Items not claimed in a reasonable amount of time will become school property.

LUNCH

All students in grades K-12 are to bring their lunches each day or lunches can be ordered through the school on a daily basis. Payment must be made at the time of the order. We do handle pre-paid lunch tabs in the front office. Lunch money should be brought in an envelope with the child's name on it. If a child comes to school without a lunch and without money to order lunch, a parent will be contacted. A microwave oven and refrigerator are available for those who bring their lunch. Children who use lunch boxes must use appropriate ones only. If the lunch boxes do not meet approval, parents will be asked to replace them. Drinks can be purchased for \$1.00 at school during lunch time.

MONEY

No student shall have more than \$20.00 with him/her while at school. Warriors for Christ Christian Academy will not be held liable for any lost or stolen money.

OFF-LIMIT AREAS The following areas are considered "off limits" to Warriors for Christ Christian Academy students:

1. Supervisor's desk, files and chair.
2. Learning Center when a staff person is not present;
3. Administrator and Director's Office and school office without an OFFICE PASS;
4. Other student desk/work space;
5. Automobiles and parking area.

VISITORS Warriors for Christ Christian Academy maintains a closed-campus policy. All visitors MUST report to and sign in at the office. Visitors are required to sign in at the school office, present identification, state the purpose and intended length of their visit, and sign out when leaving campus.

WEAPONS Guns, knives of any kind, or weapon like objects are not allowed on school property. Weapons will be taken from students. Students caught with a weapon on school property are subject to automatic expulsion.

The student's parents will be notified of any confiscated material.

SEARCH AND SEIZURE Warriors for Christ Christian Academy and/or any authorized individual and/or officer reserves the right to search the student, his/her belongings and vehicle in the event the school suspects the student possesses an unapproved item. Such a search may be conducted without the student's or the parents' permission. Registration of a child at Warriors for Christ Christian Academy constitutes parental consent to such searches.

SUPPLIES: Each year supply list will be provided. The Supply List can be found on WCCA's website.

GENERAL RULES:

- Students may not communicate in any way with other students or be out of their desk without permission.
- Students may not turn sideways or turn around in their desk. All four legs of the student's chair must be kept on the floor. Chairs when unattended must be pushed under desk.
- Public displays of affection are prohibited on the Warriors for Christ Christian Academy campus.
- Students are not permitted to leave the Learning Center without staff permission.
- Gum is not allowed on Warriors for Christ Christian Academy's property.
- Break time must be used for sharpening pencils, using the restroom, and getting drinks of water.
- Students must show respect and to all adults and answer any adult at school with: "Yes, ma'am; No, ma'am; Yes, sir; No, sir".
- Students may not be in a Learning Center without a staff member present.
- Students must not sleep or rest head during class time.
- Students must always participate in Bible reading and assembly.
- Desks are assigned by the supervisor and must be cared for by the student.

If any of these General Guidelines, General Rules or any rules set by the school are broken it is the discretion of the Administrator on what action will be taken. Administration Action could range from a student conference up to suspension/expulsion.

Parent/Guardian Adult Agreement: I will do my personal best to . . .

- Keep my child home when he/she is ill
- Make an effort to attend the Open House session
- Attend the parent/teacher conference
- Support school discipline policy/dress code
- Get my child up and send him/her to school every day on time
- Help my child be responsible and successful with homework
- Encourage my child to do his/her best every day in school and to be available to provide support
- Stay aware of what my child is learning
- Attend school activities in which my child is participating
- Supply my child with necessary supplies
- Notify the school if there is a temporary change in caregiver (due to business, travel, illness, etc.)

Student Agreement: I will do my personal best to . . .

- Attend school regularly and be on time
- Respect the rights of others to learn
- Practice the rules of the Student Code of Conduct
- Alert adults of any problems interfering with my safety, well-being, and learning process
- Be responsible for alerting parents of supplies needed and important information from school
- Show my parents/guardians projects, homework and agendas

This is not a corrective institution. We ask that a child not be enrolled with the idea that he will be reformed. We are here to work with the home. The purpose of discipline is to aid both the parents and staff in training students to be responsible in proper decision making. **Encourage your child to correct unacceptable behavior.** If your child does come home complaining about a policy or discipline, please follow this procedure:

1. Give the staff the benefit of the doubt.
2. Realize your child's reporting is emotionally biased and may not include all the information.
3. Realize that the school has reasons for the rules and that they are enforced without partiality.
4. For the benefit of your child, support the school's action.
5. If you have a question contacts your child's supervisor or the office to speak to the Administrator or Director.

We prefer the "slanted news" approach: **"I promise I won't believe everything they tell me about you if you promise you won't believe everything they tell you about me."**

The child is human, the school's standards are high, and parents should expect an adjustment period. **Remember:** If a parent supports a child's gripe and becomes critical of staff members, the parent's attitude will be reflected in the child's attitude.

LEARNING CENTER and/or ADMINISTRATIVE DISCIPLINE NOTIFICATION

Students will be issued a Learning Center Discipline Notification (LCDN) for any offense that occurs in the learning center. When a student receives three LCDN he/she will receive an Administrative Discipline Notification (ADN). At any point if a student chooses to behave inappropriately, they may be sent directly to the office for an Administrative Discipline Notification or Administrative Conference without having received any prior LCDN.

ADMINISTRATIVE DISCIPLINE NOTIFICATION PROCEDURE

- 1ST OFFENSE - Student conference with Parents signing Notification.
- 2nd OFFENSE - Student and Parent conference.
- 3rd OFFENSE - Suspension with a \$30.00 fee for the student to return to class.
Third offense may also result in expulsion.

THE FOLLOWING MAY RESULT IN IMMEDIATE SUSPENSION/EXPULSION. ***

1. POSSESSION OF DRUGS AND/OR DRUG PARAPHERNALIA
2. DISRESPECTFULNESS
3. CHEATING
4. FIGHTING
5. DESTRUCTION OF PROPERTY - (**All Costs for damages will be assessed to Parents**)
6. INAPPROPRIATE OR FILTHY LANGUAGE/BEHAVIOR.

*** THE PARENTS WILL BE ASSESSED A \$30.00 FEE FOR ANY STUDENT WHO IS SUSPENDED. THIS FEE MUST BE PAID FOR THE STUDENT TO RETURN TO SCHOOL.

This list is not inclusive. Discipline Notifications can be issued for other inappropriate and unacceptable behavior at the discretion of the school staff. When a student receives a Discipline Notification, notice is sent home with the student, signed by the parent, and returned to the supervisor the following school day. Failure to return the Discipline Notification may result in suspension or after school detention.

Depending on the situation a student may be suspended/expelled without prior Discipline Notifications.

Probation/Suspension:

When a child's attitude is not in accord with school policies or principles, a parent conference is held and the student is placed on probation for the purpose of correcting the difficulty. If the administration feels the situation has not changed within a designated time limit, suspension may be instituted. If the student's behavior still does not improve, the student will have to be withdrawn for WCCA.

Detention:

If your child gets detention he/she will have to stay in for lunch recess and/or P.E. time with one of our staff members. During this time they will be assigned additional academic work and/or various cleaning duties.

GRADING SYSTEM

The school year is divided into four 9-week periods. Mid 9-week Progress Reports are given to students each quarter. Report cards are given at the end of each 9-week period. Mid 9-week Progress Reports and Report Cards are to be signed by the parent and returned the next school day and a duplicate copy will be sent home. **Mid 9-week quarter and quarter ending dates can be found on our school calendar.**

Any student who does not pass the 4th quarter will fail that course for the year.

Warriors for Christ Christian Academy uses the following grading scale:

| | | |
|----------|----------|------------|
| 100 - 92 | A | (4 points) |
| 91 - 83 | B | (3 points) |
| 82 - 75 | C | (2 points) |
| 74 - 67 | D | (1 point) |
| Below 67 | F | (0 points) |

Homework

Students who have not completed their classwork will be expected to finish it at home. Students are responsible for completing their daily work either at school or at home when not completed. If homework is not completed the student may receive a 0 for that homework assignment.

Positive Incentives

Warriors for Christ Christian Academy, believes the use of positive incentives is helpful in motivating students. The Warriors for Christ Christian Academy incentive program is designed to promote and reward the students for their efforts. These privileges and rewards are for good behavior and academic achievement. Rewards are earned by the students as a group by consistently displaying moral behavior, following Warriors For Christ Christian Academy rules and guidelines, and consistently meeting daily goals. Rewards include “In School Day Off”, Movie Day, “Free Dress Day”, etc.

High School Credits

A minimum of twenty – four High School units is required to graduate. You can find the graduation requirements on the next page. A prescribed course of study will be recommended by the Administrator for each high school year. An Academic Projection is filled out and given to the student. The student takes it to his/her parents to be reviewed. The parent signs the Academic Projection and returns it to school. If there are questions or concerns, the parent must call to schedule an appointment with the Administrator.

Every high school student should fill out a Home Study Approval Form and file it with the state. Since we are a home school based program these forms need to be completed yearly to avoid any issue for higher education. WCCA will assist with this; however it is the responsibility of the parent/guardian to make sure this form is filled out yearly.

GRADUATION REQUIREMENTS

ENGLISH 4 Units

MATH 4 Units

SCIENCE 4 Units

SOCIAL STUDIES 4 Units

HEALTH ½ Unit

PHYSICAL EDUCATION 1 ½ Units

FOREIGN LANGUAGE 2 Units

BIBLE 4 Units

ARTS 1 Unit

TOTAL 25 UNITS

When students transfer from another school, any credit issued will count Towards total credits needed.

TOPS

If student is planning on applying for TOPS, he/she must notify WCCA Administrator as soon as possible to ensure TOPS required classes are taken. There are some differences for TOPS students then what is listed above.

DRESS CODE AND PERSONAL APPEARANCE

UNIFORMS

Students must be in academic uniform. Students who arrive at school in a incomplete uniform will be sent home to obtain the proper attire.

Students should always wear their full uniform to any and all school functions unless informed otherwise.

Shirts & Bottoms

- White or red knit shirt with emblem tucked in and buttoned. (The shirts can be purchased at Tikey T). If purchased elsewhere the emblem must be put on.
- Navy or khaki bottoms. **Boys:** pants or shorts. **Girls:** pants, shorts, Capri pants, skirts or jumpers. Hems are to be 2 inches above the knee for skirts, jumpers and shorts. Navy or khaki shorts must be worn under uniform skirts and jumpers, if there are no bloomers attached.
- **Plain WHITE, RED, OR NAVY undershirt (T-shirt), or WCCA t-shirt, if worn.**
- **No form fitting or tight clothing.**

Shoes, Socks & Belts

- Any full shoe tennis shoes (Must cover entire foot). **NO sandals** (except on Free Dress Days). If boots are worn pants **MUST** be over the boot.
Girls: NO boots with uniform shorts, skirts or jumpers; only with uniform pants. Pants must be worn over the boots.
- Socks must be matching colors (No mix match). **Girls:** Navy, red or white tights.
Sock colors SOLID: white, black, red, navy or gray.
- **Belts must be worn every day. Belt colors:** Navy, brown or black belts.

NO HATS ALLOWED AT SCHOOL. This includes free dress day.

Physical Education Uniform:

Kindergarten – 5th grade are not required to dress out.

6th – 12th grade P.E. uniform required. Uniforms are purchased through WCCA. Order forms will be handed out for the mandatory parent meeting. For grades 11th and 12th check your child's schedule to see if your child is taking PE.

Optional Items:

WCCA sweatshirts can be purchased through the school. A uniform shirt must be worn under sweatshirt. WCCA spirit shirts can also be purchased through the school, and can worn with jeans on Spirit Days. Spirit Day is every Monday.

Dollar day Thursday is every Thursday. Students pay \$1.00 to casual dress for that day.

Illness Awareness is the last Wednesday of every month. Students are allowed to wear an illness awareness shirt with jeans, shorts, etc.

Jackets /Coats:

NO advertisements or big bold lettering can be on jackets/coats. If you have a question about jackets/coats please call the front office.

Free Dress Code:

On a Free Dress Day, students may wear casual clothes. Shorts three inches above the knee are permitted. Neither shorts nor pants may be form fitting. Shirts must not show any mid-drift. Clothing must not display inappropriate television characters, bands, slang, etc.

UNIFORM INFRACTIONS:

In addition to your child(ren) being assigned detention, you will be charged \$1.00 for each uniform infraction. The charge will be added to your monthly statement and must be paid the following month with your tuition.

FOR EVERY 10 UNIFORM INFRACTIONS STUDENTS WILL RECEIVE A ONE DAY SUSPENSION.

Personal Appearance:

Students and staff are expected to be well groomed and to wear clothing that is neat, pressed, a proper fit, and in good condition.

BOYS

- Boys are to maintain a conservative haircut, off the collar and ears, and out of the eyes. Hair must be natural colors. Novelty haircuts will not be allowed (i.e., Mohawks, designs, tails, undercuts, parts or swirls cut into hair). Sideburns are to be no longer than the middle of the ear. If in doubt, please ask a staff member before getting a haircut.
- **All boys must be clean shaven.**
- Boys may not wear earrings. No visible piercing allowed. A gage **is** considered a piercing.

GIRLS

- Girls' hairstyles should be neat and clean. Hair must be natural colors.
- Make-up must be natural looking. Excessive make-up may not be worn at school or school functions. The student will be instructed to wash off excessive make-up.
- Girls may wear small earrings. No more than two earrings may be worn on each ear. Placement of earrings is located at the traditional site for earrings, near the end of the earlobe. No other visible piercing allowed.

Students will be instructed to remove excessive jewelry or jewelry of inappropriate size or design. Students may not wear jewelry in any other pierced site. Students who attend school sponsored activities must comply with Warriors for Christ Christian Academy's dress standards.

Nail Polish must be natural colors, such as light pink. NO bright or vibrant colors. All nails must be the same color. If in doubt about colors check with the front office.

WCCA Tuition and Fees

APPLICATION FEE:

| | |
|-----------------------|----------|
| Returning Student | \$100.00 |
| New Student | \$150.00 |
| Each additional child | \$125.00 |
| | |

REGISTRATION:

| | |
|--|----------|
| Pre K 3 – Kindergarten | \$350.00 |
| 1 st – 12 th Grade | \$400.00 |
| Maintenance Fee (paid with fundraisers) | \$220.00 |

MONTHLY TUITION:

| | |
|---|-----------|
| 1 Child | \$285.00 |
| 2 Children | \$550.00 |
| 3 Children | 8700.00 |
| 4 Children | \$1050.00 |
| Extended Day Pre K3 – 8 th (1 child) | \$400.00 |

AFTER SCHOOL CARE:

| | |
|--|----------------|
| WCCA Students (3:30 - 5:30) | \$7.00 per day |
| *Any student not picked up by 6:00 will be charged \$1.00 per minute for every minute beginning at 6:01. | |

Terms: All tuition is payable in full by the 1st day of each month, beginning with August 1st with subsequent payments due on the 1st of each month ending with May 1st. **A late fee of \$30 00 will be assessed if the payment is not paid by the 5th of the month and \$5.00 per day after the 10th of the month.** Students with delinquent accounts after the 30th of each month **WILL NOT BE ALLOWED** back to school until account balance is paid in full. Once an account is brought up to date, any subsequent delinquency past the 15th of the month will result in the student being dropped from enrollment. In the event an account requires legal action for collection, the offender will be responsible for any and all attorney fees, costs, and legal interest as part of the balance due. I understand and agree to pay according to the above mentioned tuition and fees. I further understand that any and all tuition and fees are non refundable.

Handbook Agreement

SIGN AND RETURN

My child and I have read and agree to abide by all rules and guidelines in the **Warriors for Christ Christian Academy Handbook**. We understand that each student must conduct himself or herself to reflect these standards both in attitude and action at all times. It is also understood that WCCA has the right to search the student and his/her belongings at the discretion of the schools Administration. We also understand that if the rules & guidelines set forth by WCCA are not followed, further disciplinary action will be taken including, but not limited to suspension/expulsion. As a parent I agree and understand my financial agreement to WCCA.

PARENT SIGNATURE

DATE

STUDENT NAME (PLEASE PRINT)

DATE

STUDENT SIGNATURE

DATE

PARENT EMAIL ADDRESS (MOM)

PARENT EMAIL ADDRESS (DAD)

School Use Only

TO BE FILLED OUT BY STUDENT'S LEARNING CENTER SUPERVISOR

LEARNING CENTER SUPERVISOR

DATE RETURNED