



2022-2023 Academic Year

Handbook for Parents and Students

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Purpose: Train Christian Leaders of the Future

Mission Statement

Simonton Christian Academy is dedicated to providing a biblically based, quality education for its students by emphasizing traditional studies and the teaching of the Bible and a Christian worldview.

Isaiah 40:31 But those who hope in the Lord will renew their strength. They will soar on wings like eagles, they will run and not grow weary, they will walk and not be faint.

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A. PHILOSOPHY OF CHRISTIAN EDUCATION

Simonton Christian Academy starts with the premise that the only true education is a Christian education. This premise is based on the fact that only Christian education deals with all the dimensions of life as viewed from a Biblical perspective.

1. **Reality.** God is the personal and purposeful Creator and represents the guiding force of the universe. Reality in life involves the understanding that God is real and is active in the lives of men and women today.
2. **Truth.** All truth is God's truth. Truth is consistent throughout the universe. Truth exists and is an absolute. God has shown Himself through His scriptures, and man's understanding of truth comes through a study of the inspired Word of God and an understanding of His creation.
3. **Knowledge.** All knowledge must be put in the context of Bible truth. Any knowledge or personal conviction that serves as a guiding principle in an individual's life must be based on truth as revealed in God's inspired Word.
4. **Man.** Man is created in the spiritual and moral image, or likeness, of God. Man's essential nature is his freedom to choose or decide for himself what his behavior will be and what he will think, become, and do. His inherent nature and his environment of both good and evil affect man's essential freedom of choice. Therefore, he is in need of special help to choose good and to find fulfillment in a reconciled life made possible by Jesus Christ, the divine Son of God.

Implicit in Christian education are these basic truths:

1. Man does possess a spiritual dimension (Genesis 1:26-27).
2. Education involves the total being – spiritual, intellectual, physical, and social (Proverbs 9:9).
3. Each person possesses unique individual potential, traits, and needs (Romans 12: 3-8).
4. The educational experience must involve (as a primary emphasis) the development of Christian beliefs, attitudes, and skills toward application (Titus 2:1, 7-8).
5. An integration of Bible truth will be an inseparable and primary part of the total educational process. Christian concepts will be unified with, inseparable from, and central to the academic offerings.
6. Youth needs a steady influence while preparing to live in a complex society. Only the Bible has the answers to man's needs and longings, and therefore, will serve as our final authority on all questions.

B. ADMISSIONS POLICY

Simonton Christian Academy exists to assist parents as they attempt to provide a Christian education for their children. The primary basis for admission to the school is parental commitment (from both parents) to be substantially involved in the education of their children. SCA does not discriminate. The school will admit students of both sexes, regardless of race, creed, color, or national origin, provided that, in the opinion of the school, the student can profit from our program of studies using a Bible-based curriculum.

C. ENROLLMENT POLICY

The Simonton Community Church Board of Trustees will make all decisions concerning the admission and enrollment of a family into the school. The school administrator develops details of the enrollment procedure. The enrollment procedure includes:

1. Scheduling an interview with a school official. The student should also attend the interview.
2. Schedule for testing and placement of each student depending on grade level.
3. Potential students who do not test within grade level must perform remedial work to get to a minimum level prior to the start of school. The parents may choose to have their child placed at the grade level appropriate based on their test scores. Remedial work is the responsibility of the parent.
4. Complete all forms necessary for enrollment file and submitting the following paperwork:
 - a. Application packet forms
 - b. Copy of birth certificate
 - c. Copy of immunization record
 - d. Copy of most recent report card
 - e. Copy of most recent standardized test
 - f. Proof of address (i.e. current utility bill)
 - g. Copy of parent driver's license
 - h. Custody documents if applicable
5. Parents being notified by the administrator of acceptance or rejection of the student's registration.
6. Adhering to financial requirements of the school including:
 - a. Paying the registration fee for new students of \$200 per student (maximum \$300 per family) which is nonrefundable and nontransferable.
 - b. Paying the supply and book fee which is nonrefundable by May 15th.
 - c. Paying all previous balances in full, if a returning student.
7. Parents and students carefully reading the Handbook for Parents and Students and signing a Statement of Agreement to comply with the standards set forth in the Handbook.

D. FINANCIAL POLICY

It is the financial policy of Simonton Christian Academy that:

1. Invoices are due the 15th of every month. Invoices are sent via email.
2. Invoices paid after the 15th of each month are considered late. A \$25 late fee will be assessed on the 16th of each month.
3. There will be a \$35 fee for all returned checks.
4. Upon prior notice, a late charge may be assessed beginning at \$15 per day, if a parent is habitually late picking up their child.
5. In the case of a student transferring to another school, SCA reserves the right to withhold report cards or other personal file information until all past-due account balances have been paid.
6. School day to day operations, including staff pay, are based off of tuition. Enrollment and tuition are an **annual** commitment. Tuition is not prorated for holidays, vacations, illnesses, or inclement weather.
7. All tuition is non-refundable.
8. Withdrawal policies – Parents/guardians remain responsible for the yearly tuition after the first day of school. All withdrawals must be made by contacting the SCA office and giving written notification.
9. Families incurring financial difficulties will contact the school administrator as soon as possible in order for the school to have the opportunity to work with them. The Board has final decision on any adjustments made to this commitment.

E. PARENT ORIENTATION AND INVOLVEMENT

Simonton Christian Academy assumes there will be active and substantial parental involvement in the education of children. Therefore, after enrollment into the school, parents are required to participate in the following activities:

1. Attend Parent Orientation Session(s) prior to the opening of each academic school year.
2. Attend all scheduled parent conferences to discuss student progress.
3. Be an active participant in SCAPO (Simonton Christian Academy Parent Organization). This is the core of all volunteering and fundraising activity for SCA.
4. Daily monitoring and assisting with academic subjects as assigned by the classroom teacher.

5. Parents are requested to support the school with their time, talents, and transportation for student field trips.
6. It is the goal of SCA to train a student to be well-rounded in academics, spiritual maturity, and moral character. Our team emotionally invests in your child. Teachers and parents are to work together as a team with clear communication concerning the student. Parents that do not agree with the vision of SCA are not obligated to stay. The success of the student depends on the collaboration of the parents and teachers. All parents and family members are expected to act respectful to students and staff.

F. ATTENDANCE

Attendance will be taken by 9:00 am. Attendance is documented for all grades for record keeping.

Attendance for Kindergarten-6th grade

There are three types of absences:

1. Excused absences are those resulting from personal illness, illness in the family, or death in the family. The School will determine that inclement weather and/or road conditions warrant an excused absence. ***The reason for the absence must be stated in writing and signed by the parent.*** Make-up work with credit will be allowed. For each day of an excused absence, one day of make-up time is allowed. Make-up work will be available the morning after the excused absence.
2. Unexcused absences result from circumstances other than those defined as excused absences or absences that have no written excuse signed by the parent. Make-up work will be due the next school day after the student returns and a parent/teacher conference will be scheduled if necessary. After three unexcused absences, a conference between the administrator, teacher, and parent may be scheduled. If a student has more than three days of unexcused absences for the school year, he/she is in jeopardy of being held back or withdrawn. A committee of teachers and the administrator will meet after a student has three unexcused absences in order to determine the course of action.
3. Planned absences are acceptable occasionally if the parents contact the school office in writing at least one week in advance. Taking a planned absence from school does not in any way reduce or negate the student's responsibility for accomplishing the work normally due. The make-up work is due upon the day the student returns. Test dates, etc. must be prearranged with the teacher. The responsibility to do so is upon parents/students. These are coded as excused, as long as written notification is given ahead of time.

Truancy is defined as an absence without the knowledge and consent of parents and/or the school staff. This would include leaving school without permission before the end of the day or staying out of any scheduled class without permission. Such action will not be tolerated. Truancy violations will be considered grounds for dismissal from the school.

Early dismissal is strongly discouraged. Parents should try to schedule all medical appointments after school hours. However, if it is necessary for a child to be taken from school before regular dismissal, a request must be made in writing to the school office. Parents must go to the school office to pick up their child. No student will have permission to leave unless accompanied by his parent or guardian.

Tardiness is irresponsible behavior and unacceptable. It is important that students always be on time to school and to class. By being prompt, the student is demonstrating self-discipline and responsibility. Self-discipline in this area is not only important for proper academic achievements, it is essential for the development of personal habits that are characteristic of success and good citizenship in every walk of life.

Any student arriving after the tardy bell at 8:00 a.m. will be considered late. Students will be required to sign in at the office to be admitted to class. Every tardy will be recorded and an accurate attendance record will be kept in your student's permanent file. Each student is expected to be in the classroom and in his/her seat when the period begins. All students must come to class fully prepared with the materials needed for class.

Car-tags and carpooling

Parents using the car pick-up line, will receive a car tag to hang in the window. Please display it once you enter the pick-up line. If families are carpooling together, a car tag is needed for each child riding in the vehicle. If your child is riding home with someone else they typically do not go home with, please notify the office at least one hour prior to dismissal.

G. CONDUCT EXPECTATIONS

PreK behavior is handled in the classroom as much as possible. Parent communication is vital for the redirection of the students. Behavior charts are used by each teacher to guide and reward PreK behavior. For more detailed information, review the items sent by each PreK teacher.

The conduct expectations of Simonton Christian Academy delineate the standard for appropriate behavior. The basis for these conduct guidelines is set by Biblical principles and by the need for proper classroom environment. Students are expected to obey. Obedience demonstrates proper submission to God and God-ordained parental authority extended by agreement to the school administration and staff. Students are taught to accept responsibility for their behavior by being held accountable by their teacher/administrator.

1. Boy/Girl Relations

The Simonton Christian Academy provides opportunities for boys and girls to cultivate friendships with the opposite sex. In some instances, these associations will deepen into more than passing friendships. This is both natural and expected. However, all such friendships must be handled in a responsible manner. Public displays of affection, such as holding hands and other physical intimacies, will be considered in poor taste and will not be allowed.

H. DISCIPLINE PROCESS

Teachers will generally be responsible for the conduct of students throughout the school day. Students should expect to be corrected by a teacher whenever they are guilty of any act that is not in the best interest of the school.

1. Minor Offense

In the case of one minor offense, parents will be contacted at the discretion of the teacher. After three offenses of the same nature the student is to report to the Administrator's office and it will be recorded on their permanent behavior file. Upon three visits to the Administrator's office for any of the below stated offenses, there will be a mandatory parent conference with the parents, the student, the teacher, and the Administrator. After the conference, if the student repeats the offense, the student will serve one day of suspension and be immediately placed on 30-day probation. The student is ineligible to play/practice extracurricular activities on that day.

If within the 30-day probation period the student continues to violate the standards of acceptable behavior, displaying by his/her conduct an unrepentant heart and refusal to comply with school policy, the student, parents, and administrator will appear before the Board of Trustees. The Board of Trustees shall review the circumstances, documentation, and testimonies of the parent, the administrator, and/or faculty, and make a determination as to the eligibility of this student to remain enrolled in Simonton Christian Academy.

Minor offenses that are dealt with by the classroom teacher include:

Classroom Misconduct

- Interfering with the learning environment
- Fails to cooperate with classroom tasks/work
- Causing a distraction in class
- Talking in class without permission frequently
- Being unprepared for class
- Not being productive during class time
- Refuses to complete class work
- Note passing during class
- Eating or drinking in class without permission
- Personal grooming during class

School Misconduct

- Violation of dress code
- Direct disobedience
- Facial or nonverbal express of disrespect/contempt
- Disrespect of faculty or staff
- Back talk or arguing with any faculty or staff
- Body language that shows disrespect (i.e. rolling eyes), etc.
- Impure/unedifying speech/profanity
- Displays an inappropriate attitude

- Chewing gum
- Lying
- Gossiping
- Laughing at mistakes of others
- Mimicking others
- Littering the building and grounds
- Destruction or harm to another's property
- Going to or through off-limit areas without permission

2. Major Offense

A student who commits a major offense will automatically be sent to the Administrator's office. A second or third chance will not be given. The offense will be recorded in the student's behavior file and appropriate disciplinary action will be taken. Parents will be notified of the nature of the offense and also the disciplinary action taken via the RenWeb e-mail notification form.

Major offenses include:

- Cheating
- Bullying
- Stealing
- Vandalism
- Misconduct toward a substitute teacher
- Assaulting a staff member or student
- Instigating a fight
- Skipping class
- Possession of illegal substance on campus
- Possession of firearm or other weapon on campus
- Possession of prohibited item on campus
- Leaving campus without permission
- Public display of affection

3. Suspension and Probation

The Administrator may place a student, who is not performing according to the guidelines set forth by this handbook, on probation or suspension. This measure would follow appropriate lower level discipline measures, consistently applied and documented by the teacher. The parent would have received written and verbal communication regarding the problem behavior as part of the classroom discipline procedure and would have been requested to assist the teacher by administering the necessary chastisement in the home.

Students that have received in-school suspension and who have not corrected their behavior may receive suspension from school. If the conduct is not corrected, the student will be asked to withdraw voluntarily or will be expelled pending review by the Board of Trustees.

4. Expulsion

In unfortunate circumstances, after a review before the Board of Trustees, a student may be expelled for reason of misconduct, attitude, or sustained failure to put forth academic effort. A student who accumulates three or more days of suspension in a school year may qualify for expulsion. Once a student has reached this level of non-compliance, the Administrator shall recommend a course of action to the Board of Trustees, which may include expulsion or voluntary withdrawal. **Criminal offenses will be immediately reported to the civil authorities.** Offenses that result in immediate expulsion by the Board of Trustees are the following:

- Possession of firearm or other weapon on campus
- Possession of illegal substances (drugs, including alcohol and tobacco)
- Criminal misconduct (on or off campus)
- Assaulting a faculty or staff member or student
- Withholding material information during the application process

5. Voluntary Withdrawal

Parents may be asked by the Board of Trustees to voluntarily withdraw a student if it is determined by the school that the student has demonstrated that he/she is not eligible to continue attending for reasons of misconduct, attitude, or a sustained failure to put forth academic effort. Voluntary withdrawal versus expulsion is usually favorable for the student because it generally makes enrollment in another school easier.

6. Appeal Process for Suspension or Expulsion

If a parent wishes to appeal a suspension or expulsion, the written appeal must start within two school days of being assessed. The following sequence should be followed:

1. Pray in order to determine God's direction.
2. Appeal respectfully to the Administrator.
3. The Administrator's decision may be appealed to the Board of Trustees. Parents will be notified of the time and place of the meeting and will be expected to attend.
4. The decision of the Board of Trustees in all appeals is final.

7. Items Prohibited on Campus

The following items are prohibited on campus: firearms, knives, drugs* (including alcohol and tobacco), inhalants, skateboards, and books and magazines not specifically pertaining to academics. Items violating civil laws will be immediately reported to the police and these items will be turned over to them. Other items that are inappropriate (but not illegal) will be confiscated by the staff or faculty member. These items will be returned to the parent upon their personal request and then only into their hands.

Cell phones and electronic devices that might come to school must be turned off and turned in to the front office and picked up at the end of the day.

Toys should not be brought to school without prior permission from administrator.

*All prescription drugs and over-the-counter medications required to be administered during school hours must be left in the school office.

I. DRESS CODE

A student's appearance should reflect the impression that formal learning is important enough to call for precision and neatness in dress. Our standards for dress and grooming are in keeping with the high Christian ideals that we seek to establish in those who attend our school. Our dress and grooming standards are also intended to minimize distractions and discourage competition in dress.

1. Uniforms

Uniforms are required for all SCA students. They may be purchased at Lands' End, Wal-Mart, Academy, Old Navy, Children's Place, etc. All collar shirts must be embroidered with the SCA school logo.

The school logo/monogram is optional for PreK-TK.

Regular Uniforms (Monday - Thursday)

Boys

- White, navy, light blue, gray, or forest green collar shirt
- Khaki, gray or navy shorts or pants
- Shirt must be tucked in (not required for PreK)
- A belt must be worn on pants or shorts with belt loops (not required for PreK).

Girls

- White, navy, light blue, gray, or forest green collar shirt
- Khaki, gray or navy shorts, capris, skort, jumper, or pants
- Length of the dress uniform for girls shall be no shorter than fingertip length when her arms are down by her side. Jumpers and skirts must be worn with shorts, leggings, or tights underneath.
- Shirt must be tucked in (not required for PreK).
- A belt must be worn on pants or shorts with belt loops (not required for PreK).
- Leggings, ponte style fitted pants, etc. are not pants and are not approved.

Spirit Friday/Free Dress Days

- Student/parent choice within dress code
- SCA spirit shirts.
- School appropriate bottoms as noted above are required
- Denim bottoms are acceptable (for girls they must be of dress code length)
- No high heeled shoes, flip flops, or shoes with wheels. PE appropriate shoes are necessary.
- No crop tops, see through tops
- No skulls, violent graphics, weapons, etc.
- Free dress days for Teacher Appreciation Fundraising will be scheduled throughout the year and notes will go home.

2. Outerwear

Jackets and sweaters intended to be worn inside the classroom should be solid navy, light blue, hunter green, white, or grey, in keeping with the uniform colors. They do not need the SCA logo. Coats to be taken off when entering the school can be any color choice.

3. Shoes/Footwear

Students should wear shoes that give adequate support such as tennis shoes. Flip-flops or crocs are not sturdy and safe for the playground or stairs and are therefore not allowed in school. Tennis shoes with wheels are also not allowed. PE requires closed toed, tennis shoes.

4. Off-Campus Functions/Visitations

Occasionally, an opportunity may arise for students to participate in activities at other schools, nursing homes, parades, competitions, or field trips. Typically, the students will wear the school field trip shirt with denim or uniform pants and tennis shoes.

5. Physical Education

Students in 3rd through 6th grades are required to change into shorts and T-shirts. P.E. uniforms can be purchased from Lands' End. All students must wear tennis shoes/sneakers to P.E. class. Girls should pull their hair back with a headband or ponytail.

6. Haircuts

Haircuts are to be conservative, clean, neat in appearance, and not hanging in the eyes. "Fad" haircuts are not acceptable. For school purposes, this includes no designs cut into the hair, no partial shaving such as "mohawks", no

unnatural color, etc. Hair should be clean, brushed and well kept. Facial hair is prohibited.

7. Jewelry

Girls are permitted to wear earrings, bracelets, and necklaces. Earrings may not extend more than one inch below the earlobe. Bracelets must not be noisy or interfere with classwork. Boys are not permitted to wear earrings. Body-piercings of any kind (except girl's earrings), visible tattoos, and ear gauges will not be allowed.

8. Make-up

Students in K - 6th grade may not wear make-up of any kind.

The school administration may disapprove clothing items and general appearance not listed above that is deemed inappropriate.

J. CURRICULUM

Simonton Christian Academy endorses A Beka, Purposeful Design, Bob Jones University, and Positive Action. Bible is taught daily in all grade levels. All teachers supplement textbook curriculum with other materials and activities. Curriculum is defined as everything utilized in a lesson from purchased textbooks, consumables, to teacher created items.

All students participate in a variety of enrichment classes. PreK attends music and PE. Elementary grades attend Art, Theater Arts, Computers, and Spanish in addition to music and PE.

K. HOMEWORK and AGENDAS

Homework is used as extra practice to reinforce skills learned in class. It is not mandatory, and it is not used as a grade. Points may be given by the teacher for homework. Please refer to the grading policy and information from the teacher.

2nd – 6th grade students will record in their agenda all homework assignments each day as well as the class objectives and activities. It is the parent's/student's responsibility to ensure that homework is completed and turned in on the assigned date. If a student is absent, it is his/her responsibility to secure any homework assignments from the teacher.

L. REPORTING STUDENT PROGRESS TO PARENTS/GRADING POLICY

- PreK classes conduct three assessments each year.
 - End of the 1st month of school.
 - End of the 2nd quarter.
 - End of the year.

Reporting student progress is an important part of parent/teacher communications. The reporting process is meant to convey the amount of growth of each student. Several

reporting methods will be utilized and in each case the focus will be upon the individual, not the group or a comparison with a group.

1. Progress Reports – Interim reports will be sent home for all students electronically. If you need a paper copy, please come to the front office after the marking period to request one.
2. Mandatory Conferences – Regularly scheduled conferences will be a part of the school’s reporting process. Parents **must** attend these conferences. Report cards will not be released until the conference is complete.
3. Standardized Test Scores – Kindergarten – 6th grade will take a summative, nationally recognized test each spring and the scores will be evaluated and sent home to the parents.

Grading Policy (Kindergarten and above)

- Grades will be current each Monday by 5:00 p.m.
- 9-18 grades will be recorded for each core subject every 9 weeks. This is 1 to 2 grades per week. (Math, Science, Social Studies, ELAR/Phonics for example)
- Grades for core subjects are entered using a 0-100 scale. Kinder uses ESNU. See table below.
- If a student performs below satisfactory (70) on a test, teachers will reteach the skill and allow them to retest. They can earn a 70 on the corrections. Corrections to daily work will be at the teacher’s discretion. Not all students will make a 100/A, the grades are a true representation of their knowledge and progress.
- Minimal points may be taken off for missing items at the teacher’s discretion. This include things like student’s full name, heading, or if expectations for the assignment are not followed.
- If a student is not working or participating, teachers must address this with parents and office staff.

A	90-100
B	80-89
C	70-79
F	69 and below
E	EXCELLENT
S	SATISFACTORY
N	NEEDS IMPROVEMENT
U	UNSATISFACTORY

M. VISITORS POLICY

All visitors to the SCA campus must enter through the front office and receive a visitor’s pass to wear at all times.

No visitors will be permitted during recess.

Lunch visitors are only allowed on Fridays and student birthdays. Birthdays must be coordinated in advance.

Visitors will not be allowed in the dismissal carline areas. Parents must stay in their cars.

All late arrival students will be taken to class by SCA staff.

Visiting the classroom during class: Parents may visit the classroom during class time only if prior arrangement has been made with the school administration and the teacher has approved the in-class visit. This procedure is designed to minimize classroom disturbances, which might distract the children and otherwise interfere with regular classroom procedure. It is also a safety precaution. Appointments must be made in advance to ensure adequate time.

N. LUNCH/SNACK

All students are required to bring their lunch to school and they eat in the lunchroom. Please be aware that students will not have a place to refrigerate snacks and lunches on campus.

Our microwave ovens are limited and teacher's time for using the ovens is limited so please keep student lunches simple, but nutritious. We ask that lunches not require more than 30 seconds of microwave usage.

No student will be permitted to leave the school for lunch unless accompanied by a parent or other authorized person.

Please provide your child with a healthy snack each day separate from their lunch. PreK will need two snacks each day. One for the morning and one for the afternoon. Ideas: fresh fruit or vegetables, cheese, yogurt, dried fruit, fruit cups, cereal bars, granola bars, crackers. PreK follows a strict "no sweets" policy for school snack time. No candy, cookies, soda, or drinks with red or blue dye will be allowed.

A labeled water bottle is permitted in the classroom for refilling purposes if you would like to send one. Please ensure the water bottle is a sports bottle that is leak proof, sweat proof, and spill proof. Please do not send soda or drink mix pouches, they are not allowed.

O. STUDENT INSURANCE

The school will carry liability insurance on all students. If requested, the parents will be notified as to the type and cost of coverage provided.

P. SUPERVISION OF STUDENTS

Supervision of students on school property is provided from 7:35 to 3:15, unless extended care arrangements have been made. During this time, it is understood that a child is the responsibility of the Simonton Christian Academy, and as such, we retain the authority to exercise supervisory and disciplinary measures. Students should not be dropped off before this time, or wait at the door without a parent/guardian.

Q. TRANSPORTATION

Primarily due to cost and liability factors, Simonton Christian Academy does not provide transportation to and from school. Assistance will be given to help establish car pools. Any other cooperative effort of parents to facilitate transportation of students will be welcomed.

R. TELEPHONE CALLS AND MESSAGES

All telephone calls and messages to students or teachers must be directed to the school office. Student use of office telephone will be limited to calling parents/guardians.

Teachers can be contacted directly by e-mail or calling the school office. All phone calls and emails will be answered within a 24 hour period. Phone calls and emails made on Fridays will not be required to be returned until the following Monday by 3:00. It will be up to the teacher if they desire to give out their personal contact information or not. They are not required to do so by the school. No teacher will be called out of class except in case of emergency. Conference periods are built in each day and the teacher can be reached at that time. School email should be the primary form of contact with teacher to ensure accurate communication.

If there is a concern that involves the school Administrator, please call and make an appointment so that you will be guaranteed time to meet. Drop in visits can be made, but it is not always possible for the Administrator to be available. No meetings will be possible before morning assembly at 8:00 a.m. or during school dismissal from 3:00-3:15 p.m.

S. SCHOOL HOURS

PK – 6th grade: 8:00 a.m. – 3:00 p.m.

Students should be picked up no later than 3:15 p.m.

All students leaving early will need to be signed out in the front office.

Important Notice: Parents who are habitually late (more than two times in a semester) picking up their children may be assessed fees beginning at \$15.00 a day per child. Late pick-up fees will be charged to their account.

After school care is based on need and interest from year to year.

T. ACCREDITATION

Simonton Christian Academy is accredited by the **National Association of Private Schools (NAPS)**. Simonton Christian Academy is also a member of the **Association of Christian Schools International (ACSI)**. During the school year, students may compete in ACSI national and regional competitions.

1. Simonton Christian Academy will not be bound by state curriculum that is often inferior and/or contrary to those of Christian education standards. SCA will attempt to follow curriculum objectives of the state (TEKs) as long as they coincide with the mission of the school.

2. Simonton Christian Academy is not interested in using textbooks adopted or approved by the state. Many of those texts are developed by secular authors who reject fundamental Christian principles and, therefore, are saturated with humanistic values.
3. Simonton Christian Academy believes it is unreasonable for parents to withdraw their children from a government school with its academic and moral ills and place them in a private institution with the same curriculum methods and objectives. To accept the secular school and their accrediting criteria as our standard would be to leave no viable alternative available to Christian parents.
4. Accreditation of a Christian school is **not** necessary for a graduate who wishes to enroll in a college or university. The basic criteria for college admissions are student aptitude and achievement as determined through nationally formed standardized tests. The instructional program of Simonton Christian Academy is designed and implemented to allow its graduates to stand on their own academic achievements and merit. Simonton Christian Academy's philosophy is that state certification does not automatically qualify a person to be a teacher. The most important quality a teacher can possess, Simonton Christian Academy believes, is to be degreed and to display an intense Christian desire to educate and inspire students. Professional development is offered to ensure staff is highly qualified to meet needs of all students.

U. GENERAL

1. Damage to School Property: It is expected that all damage, even if accidental, will be acknowledged by the person involved and a plan for reimbursement will be made.
2. Closed Campus: We follow a closed campus policy. Students must stay on the school grounds from the arrival time until dismissal.
3. Communicable Diseases: Schools are fundamental to child and adolescent development, and in-person instruction should be the goal for all schools. Stay home or keep your child at home if you feel ill. School policies at SCA will be age appropriate, flexible, and may be revised at any time needed based on the health concerns of our community and stakeholders. Policies were developed after review of state and national recommendations as well as the families we serve.

Please telephone the school immediately if your child is diagnosed with a contagious disease. Per health requirements some contagious diseases require notification of the health department. We appreciate your cooperation in this matter.

Information specific to COVID – We believe that it is up to each individual to make the choice best for them and their families in regard to vaccination. Face masks are optional. Cleaning and disinfecting of restrooms and common areas

will be done throughout the day, teachers will also sanitize their classrooms regularly with EPA approved materials. Hand sanitizer is located throughout the building and in each classroom. Handwashing and good hygiene signage will be posted throughout the classroom and staff will remind students of good practice. Anyone with underlying health issues or concerns should take precaution necessary to ensure they are safe and healthy. If you have been in direct contact with someone who has tested positive for COVID-19, monitor your health. Follow recommendations of health officials in regard to quarantining based on your health status. If you or your child have tested positive, stay home. If there is a case of someone on campus that directly impacts all stakeholders, SCA will send out notification. The campus will not close due to a confirmed case. If you feel it best for your family, you may decide to stay home for 2-5 days to monitor the health of your family. A person who has tested positive will not be allowed back on campus until they are fever free for 72 hours without medication, have improved symptoms, AND 10 days have passed since their first symptoms appeared. Simonton Christian Academy and Simonton Community Church have put measures in place to reduce the spread of COVID-19. However, we cannot guarantee or assure you that your child will not become infected with it after attending activities on our campus or other school or church functions. Parents and guardians acknowledge the nature of COVID-19 and various other strains that may develop and voluntarily assume the risk on behalf of their child that their child may be exposed to or infected and such exposure or infection may cause other health issues, even death. They waive, release, covenant not to sue, discharge, and hold harmless SCA/SCC, its officers, board members, employees, and agents of all claims, liabilities, actions, costs, etc. that are directly or indirectly connected to COVID-19 infection.

If your child is sick: Children must be free of fever (less than 100.4 degrees) for 24 hours without the use of fever reducing medications (such as Tylenol or Advil/Motrin) before returning to school. Children must be free of diarrhea for 24 hours before returning to school and need to be eating and drinking without any problem. If a child vomits two or more times within 24 hours, they will need to stay home for at least 24 hours to ensure they are not contagious. Please call the school if your child has been diagnosed with a contagious condition such as pink eye, strep throat, chicken pox, head lice, impetigo, ringworm, flu, COVID, or has vomiting and/or diarrhea.

4. Illness During School Hours: If a student becomes ill during the day, the school office will contact a parent. The student then may be excused by the administrator to go home with the authorized adult. Students who show signs of contagious illness will be separated from the rest of the campus until a parent arrives. **A student that vomits, has diarrhea, or with a fever of 100.4 degrees or higher will need to go home as soon as possible.**
5. Health Records: All vaccinations in accordance with the Texas Department of State Health Services are required. Students entering school are to present a certificate of immunization.

6. Medications: No medications, including over-the-counter medications, will be administered without the written request of a parent and /or directive of a physician. All medications, including over-the-counter medications, must be in their original containers and must be stored in the office. The only exception is prescription inhalers. Prescription inhalers can be kept in the classroom in the custody of the teacher.
7. Emergency School Closing: Occasionally, emergency conditions make it necessary to close school. In most cases this will be due to inclement weather, which makes the roads impassable or unsafe. In case of emergency closing the administration will attempt to notify parents through "Parent Alert" via text message. The decision to close school will rest with the administration.
8. Field Trips: Notes giving details of trips will be sent home with a permission slip. It is essential that parents sign the permission slip and return it to the school. **NO** student will be permitted to go on a trip without this permission slip being on file in the office.
9. Emergency procedures: SCA has specific plans in place for a variety of emergencies. It is imperative that students follow the directives of the staff during such times. Each student is to remain with their classmates at all times and follow all staff directives. For evacuations, all classes will have an assigned exit. When the emergency alarm sounds, all persons in the school building will file out in a quiet, orderly fashion. There should be no talking. A signal will be given when it is safe to return to the classroom. For sheltering emergencies, each class has a designated location. We will have regular emergency drills throughout the year for events such as fire, tornado, and emergencies in the community. Information will always go home regarding all drills as well as any actual emergencies. For specific details about the different kinds of emergency we have procedures in place for, please contact the school office.
10. Lost and Found: PLEASE LABEL ALL clothing, jackets, lunch boxes, and supplies. All items found should be turned in to the office. Lost items that are not claimed by the end of each month will be given away.

V. MORNING ASSEMBLY

Morning assembly will take place in the chapel unless otherwise notified. Parents are encouraged to attend and are expected to sit with their child and their child's class, not at the rear of the chapel. Students should participate by reciting pledges, participate in songs, not talking off task and following staff directives.

Pledge 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 to the Texas Flag

Honor the Texas flag; I pledge allegiance to thee Texas, one state under God, one and indivisible.

Pledge 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 to the School Flag

Honor the flag of Simonton Christian Academy; by our actions, by our faith, and by our love of God.

Pledge 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.

W. ENDING REMARKS

Many institutions take the position that their responsibility to the student does not go beyond the academic work of school hours. We at Simonton Christian Academy do not take such a position. We believe it is our responsibility to set full behavior standards for our students and we will take a firm stand in doing so. Each student and parent makes the decision to attend the Simonton Christian Academy. Those who decide to do so thereby agree to model the Academy's standards, principles, and requirements. For us to pursue any other course would be to abandon the responsibility of a Christian school. We appreciate the confidence shown in placing your children in Simonton Christian Academy to guide and teach socially, academically, and spiritually.

Train up a child in the way he should go, even when he is old he will not depart from it.

Proverbs 22:6

