

*Saline Christian
Academy*

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A Ministry of Saline Baptist Church

**PARENT & STUDENT
HANDBOOK**

Opportunity

The objective of a private school is to teach children how to live and to equip them for success. The Bible verse in Proverbs 22:6 admonishes adults to train up a child in THE way he SHOULD go.

A private school is an extension of the home in training young people. The school staff works closely with parents to train the whole child.

Attendance at this school is a privilege and not a right. The goal of this school is to train youth of every ability in the highest principles of moral character, self-discipline, individual responsibility, personal integrity, and good citizenship. This school stands without apology for high standards of morality and wisdom.

Biblical Principles

One of the basic reasons why parents enroll their children in a private school is to obtain an education grounded in moral values. This school uses the Biblically based School of Tomorrow curriculum, which includes Scripture memory passages and references to God and Jesus Christ -- all designed to help students develop moral character, a sense of accountability, and wisdom in their lives. Standards of personal conduct, school policies, and curriculum continue to build the student's sense of responsibility and integrity.

Standard of Conduct

Students in this school are expected to refrain from talking about or engaging in cheating, swearing, smoking, gambling, rock music, public dancing, drinking alcoholic beverages, sexual activity, and using narcotics. Students who participate in and discuss such activities at school are subject to suspension. 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.

Any student observing questionable activities or overhearing conversations which are contrary to the policies of this academy should immediately discuss the matter with a supervisor. This is not tattling. It has been said, "All it takes for evil to triumph is for good men to do nothing." "... to him that knoweth to do good, and doeth it not, to him it is sin." James 4:17

Admissions Policy

This school admits students of any race, color, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the

students at the school. It does not discriminate on the basis of race, color, and national and ethnic origin in administration of its educational policies, admissions policies, and other school-administered programs.

Christian Americanism

Christian Americanism places emphasis upon the greatness of America's heritage and the sacrifices of her heroes. America's Constitution guarantees liberties to educate in order to preserve freedom. We unashamedly teach the Biblical doctrines of self-discipline, respect for those in authority, obedience to law, and love for God, flag, and country.

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 light unto my feet, and alight unto my path; I will hide its words in my heart, that I might not sin against God.

Discipline

This is not a corrective institution; consequently, we ask that a child not be enrolled with the idea that he will be reformed. We are here to work with the home, but not to take the place of parents who have experienced difficulty in fulfilling their roles.

All new students are admitted on probation for the first six weeks.

The student must at all times conduct himself in a manner becoming a lady or gentleman. **Griping is not tolerated!** 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 that your child's reporting is emotionally biased and may not include all the information.
3. Realize that the school has reasons for all rules and that are enforced without partiality.
4. Support the administration and call the school for all the facts.

When the child's attitude is not in accord with school policies or principles, the child will be placed on suspension and both parents will be called in for a conference. If the administration feels the situation has not changed within a designated time, parents will be asked to withdraw the child.

High-school students in particular - because of their influence on younger children - are trained to adhere to the school's philosophy and Biblically based program. Such adherence includes abstinence from smoking, use of alcoholic beverages, use of narcotics, listening to secular music, public dancing, swearing, viewing or discussing pornographic items, and other questionable practices.

This school is dedicated to the training of children in a program of study, activity, and living that is Bible-centered. We believe that "all things should be done decently and in order" and that our students should be taught to accept the responsibility to "walk honorably before all men."

Here, a discipline is maintained which is firm, consistent, fair, and tempered with love. Our staff maintains standards of behavior in the Learning Center through kindness, love, and a genuine regard for the student. However, when disciplinary action becomes necessary, it is firmly carried out, tempered by good judgment and understanding.

Students are reminded that God expects us to be disciplined in all areas of life:

"Children, obey your parents in all things: for this is well pleasing unto the Lord."

Colossians 3:20

"Let every soul be subject unto the higher powers..." Rom. 13:1

"Obey them that have the rule over you, and submit yourselves..."

Hebrews 13:17

"Chasten thy son while there is hope, and let not thy soul spare for his crying."

Proverbs 19:18

Demerits

The paramount rule is "do right; do not disturb." Demerit marks are given for disturbances or broken rules. Accumulation of demerits may result in a meeting with the discipline committee and possible suspension or expulsion.

Demerits are an indication that a student may need direction in the development of principles of character in his life. Conferences are sometimes necessary to assure this growth.

Learning Center Rules

General:

A student is not permitted to communicate or be out of his office without permission. He should not turn sideways or around in his office or tip back in his chair.

Activities not related to prescribed material are not to be conducted in an office unless authorized by a supervisor.

A flag (such as a Christian flag) should be raised for guidance in academic difficulties. The American flag is to be raised for assistance with non-academic activities (check out reference book, use rest room, sharpen pencil, etc.). Personal questions should be asked on break time.

Student Offices:

Offices are assigned and changed only by the supervisor. They must be cared for by the student.

A chair cushion and approved background material for the bulletin board may be brought in by the student.

Anything to be placed in the office must be approved by the supervisor.

Electrical outlets are for approved school equipment only.

The Goal Card is to be kept up-to-date; use pen in setting goals. Goal Card is placed on student office bulletin board.

A Progress Chart is to be placed on the student office bulletin board. No marks are to be made on it.

PACEs and Textbooks:

PACEs and textbooks are private property and are not to be shared among students.

After a PACE is complete, the PACE is turned in to the supervisor, and the student waits until the following school day before receiving the Test; he will wait until the following school day before receiving Test results and a new PACE.

Work in PACEs and textbooks is done in pencil.

Calculators are permitted in the Learning Center only at the supervisor's discretion.

Goal Card:

The student should keep his Goal Card posted on his bulletin board.

He should set the exact page numbers of the work for that day in blue ink.

He should cross off daily goals in blue ink when they have been scored and corrected.

Score Station:

Score Keys are to be handled carefully.

Mark a red "X" beside each wrong answer. (This indicates to the supervisor that you may need help.)

If working on a PACE which has a score strip, put a red "X" in the first box of the score strip.

Use only red pen supplied at score table (red pens are never kept at office).

Score Key answers are for scoring work only.

Correct wrong answers in pencil at office.

If working on a PACE which has a score strip, put an "X" in pencil in the second box of the strip.

Rescore - circle each red "X" in red when answer is correct.

When scoring is completed, put a red "X" in the third box of the score strip in the PACE.

Replace pen in holder.

Replace Score Key in proper place.

Test Table:

After the PACE is completed, scored, restudied, and turned in, the Test is issued the following school morning. Tests are administered at the Test Table.

Medical Guidelines

No staff member will be allowed to administer any medicines without parent authorization in writing.

Attendance

A written excuse signed by a parent or guardian must be presented to the supervisor when a student returns to school after an absence. If the absence is foreseeable, a note should be sent in advance. Doctor, dental, music, and other appointments are to be scheduled after school hours.

Absence for reasons other than for sickness and emergency will be excused only if arrangements are made in advance with the supervisor and the student is sufficiently advanced in his work.

Excessive absences will inhibit the student's progress. If, in the opinion of the administration, the absences are unnecessary, the student will be considered truant.

A student is considered tardy if he is not in the Learning Center on time. Demerits will be given. Continued tardiness will necessitate a conference with parent and principal, possibly leading to revocation of student privileges or suspension.

Honor Roll Trip

On a designated day during the first week of each quarter, students whose average for the previous quarter is 88 to 93 percent (Supervisor's Honor Roll) or 94 percent or above (Principal's Honor Roll) are taken on a special outing.

Students who have met Honor Roll requirements during the previous quarter (monthly Scripture memorized and 3 PACEs in each of the five academic subjects, with at least an 88 percent average) are eligible for the Honor Roll trip.

International Student Convention

A most exciting and rewarding event for students is the annual School of Tomorrow regional convention. Students who attain their thirteenth birthday by December 31 of the current school year and who have not attained their nineteenth birthday by the same date, are encouraged to prepare for competition in any of over 150 events including academics, athletics, music, drama, arts/crafts, and science exhibits. Winners are eligible for the International Student Convention held each spring. *Student Convention Guidelines* are

available to assist students in preparing for competition. Preparation begins in the fall under supervisor control.

Progress Reports

The grading system of our school is designed to give parents a true indication of the student's progress or lack thereof.

Progress Reports are given to students to present to their parents on the Wednesday following each nine-week period. The report is to be signed by the parent and returned to the school promptly.

Homework

The responsibility for scholastic achievement is placed on students. Most students should not need to take academic work home. The goals set by the student and reviewed by the supervisor usually are no more than the student is capable of completing during the school day. Should the student not meet his goals for that day, he will be required, at the discretion of the supervisor, to complete the work at home or after school in the Learning Center. Should the student have homework, a Homework Slip giving the pages to be completed will be stapled to the PACE. The slip is to be signed by the parent and returned the following day. No resource books may be taken home.

Christian Leadership Training

Weekly chapel sessions are held during which the student identifies his education with Biblical principles and wisdom.

Students must bring Bibles to all chapels, and special meetings.

Clothing Regulations and Personal Appearance

Learning Center and P.E. Attire:

Each student's appearance must be discreet and modest. It is vital each student wholeheartedly support the dress standards. Ask for a copy of the guidelines on school dress attire.

Special Activities:

Students who attend official school activities after school hours (either on or off campus) must wear clothing consistent with the Learning Center standards set by the principal.

Awards Program

Awards of different sorts highlight the annual Awards Program held each spring. Students compete during the year to attain these awards.

This is a list of awards presented:

Learning Center Awards

Highest PACE Average

Most PACE's Completed

Perfect Attendance

Honor Roll

Penmanship Certificates (primary)

Miss Improved Student

Mr. Improved Student

School Spirit Award

Golden Apple Award (Proverbs)

Golden Lamb Award (John)

Golden Harp Award (Psalms)

Christian Soldier Award (Romans, Galatians, Ephesians, and Philippians)

Outstanding Character

Administrative Award (#1 overall upper-level student)

Athletics

General Comments for Parents and Students

Gripping:

Gripping is not tolerated (demerits for violations)

Property:

Marked on, defaced, or broken property is to be replaced at offending student's expense.

Guns, matches, lighters, knives, radios, student's tapes, CD's, MP3's, DVD's, cell phones, pagers, are not permitted on campus.

Language:

Use only words which glorify the Lord.

"Six-Inch" Rule:

ALL students should keep "hands off other students." - "six-inch rule", "no back talk", and "no monkey business."

Lunch Procedures:

- Eat only in assigned areas.
- Put trash in wastebasket.
- Clean off table.

Off Limits:

- Other students' offices
 - Learning Center Control Station and files
 - Computers and related equipment and materials
 - Learning Center when staff is not in attendance
 - Gymnasium except under supervision
 - Autos and parking area
- (Closed campus policy: students may not leave the school grounds during school hours without permission.)

Books/Magazines:

- Must be approved by school supervisor upon arrival at school.

Student Bulletin Boards and Offices:

- Only "positive", approved items are allowed.

Transportation:

- Cars should be locked. All students must stay out and off vehicles from arrival time until departure.

Telephone Use:

- The school phone is reserved for official school business and emergencies. Students desiring to place emergency calls must have their supervisor's permission.