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WELCOME

Welcome to Bethel Assembly Christian Academy. We sincerely trust that your child's time here will be rewarding and enjoyable. Our goal is that each child will be challenged academically, spiritually and socially.

BACA's function is to offer you, as a parent, an alternative for your child's education, not to cause conflicts with public schools and teachers.

CHURCH AFFILIATION

"Among the five implicit and declared reasons-for-being of the Assemblies of God, given in the Articles of Agreement dated October 10, 1916, is one which states 'to establish and carry on schools.'" ¹ Bethel Assembly Christian Academy was established as a ministry of Bethel Assembly of God. BACA has served Bertie and surrounding counties since September, 1980. The pastor, principal and official board of Bethel Assembly of God are the governing body of the school. Members and friends of our local church are encouraged to enroll their school-aged children and take advantage of the many benefits offered. However, Bible believing families of other faiths are welcome to enroll their children as long as they are willing to subscribe to the rules and discipline of Bethel Assembly Christian Academy. Bethel Assembly Christian Academy will subscribe to the Statements of Fundamental Truths of the Bethel Assembly of God in practice and teaching.

Students and parents are *encouraged* to belong to and to attend regularly a Bible believing church.

MISSION STATEMENT

To work as a team with the **home** and **church** so that each individual develops academically, spiritually and socially, becoming a Christian leader that can change the world for Jesus.

PHILOSOPHY

The Philosophy of Education for BACA corresponds to the Philosophy of Education of the Assemblies of God. It states, "Education... surveys all fields of knowledge but avowedly finds its center in the Bible, the written Word, and in Christ, the living Word's redemptive work for man.

It, therefore, insists on the pursuit of knowledge in a fervent Christian atmosphere. But more, it concerns itself with enabling individuals to organize his/her thinking in relation to the cross of Christ and to live in the light of all its implications.

In other words, its goal is a developed Christian personality directed toward Christian ends. The philosophy of Assemblies of God education embraces the fusion of **sound education and holy character."** ²

MOTTO

Jesus First
Honor All People
Personal Responsibility
Consistent Development
Servant Heart

OBJECTIVES

Objectives set forth the meaning and establish the basis for determining the progress of education. The following statements thus represent objectives for the youth attending Bethel Assembly Christian Academy:

- ❖ To ensure that each child has come to a saving knowledge of Jesus Christ, achieves a higher level of Christian maturity, attains a deeper commitment, and becomes a more effective witness for the Lord.
- ❖ To emphasize the individuality of the child and to assist each child in properly responding to himself and to others; to develop self-confidence, individual God-given talents and abilities in creativity, goal-setting, academic learning, and the principles of success.

- ❖ To promote self-discipline by training students to be respectful, appreciative and responsible in attitude, character and actions.
- ❖ To assist each child in seeking his/her purpose for life's service and necessary preparation for eternity through emphasis on Biblical relevance.
- ❖ To assist each individual in overcoming inadequate educational background, which is necessary for a continuous and successful learning experience.
- ❖ To encourage success and minimize failure by offering academic excellence; in bite-sized, achievable goals; inspiring achievement; reward of privileges; teaching to set goals, thereby learning the daily satisfaction which comes from accomplishments; and learning to take responsibility for living.
- ❖ To provide quality learning opportunities in the basic subjects of English, Mathematics, Science, and Social Studies; supportive instruction in the Bible and, as possible, related instruction in Art, Music, and Physical Education.
- ❖ To help each child to learn how to live to honor the Lord by meeting the daily responsibilities with which God has entrusted him/her.

Although the basic purpose of Christian Education is to assist individuals to accept, progress, and apply Christian teachings in a positive way to their everyday situation, it should be thoroughly emphasized that this school is not a **reformatory**. We will not accept students who are unwilling to accept God's Word as the final authority in all decisions. **A student who is rebellious and unwilling to change does not belong at Bethel Assembly Christian Academy.**

ADMISSIONS POLICY

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

- ❖ As a general rule, children above the sixth grade level will not be accepted if they do not want to come.
- ❖ Potential students are assigned a number based upon the date of paid registration. If a class is full, the child(ren) are placed on a waiting list until space is available. Paid registration does not ensure that the child(ren) will be accepted. It simply holds a place until a decision is made concerning acceptance.
- ❖ After reviewing records, if a question arises as to the student's abilities or performance, it may be deemed in the best interest of the student to do one or more of the following:
 - a. Place the child in the previous grade rather than to accept as promoted.
 - b. Recommend further testing in order to better understand the student's abilities.
 - c. Accept the student in the promoted grade under a special academic probation.
 - d. Advise a school more suited with differing academic settings and/or exceptional education programs.
- ❖ It is necessary to re-enroll each year and all admission policies apply. Therefore, students may be denied re-enrollment based on any of a number of concerns.

- ❖ Junior High and High School age children must sign a behavior contract, therefore submitting to the standards of conduct of BACA. They also agree to uphold a testimony of Christ due to the importance of their example and influence upon younger students.
- ❖ Usually, children are not admitted during the course of the school year or after a term has started. Exceptions are only made through the Church Board.
- ❖ Families are strongly encouraged to pray concerning leaving another school, especially when it concerns another Christian Academy. An attempt should be made to work out any problems before making a change of schools.
- ❖ All children in the family are encouraged to be enrolled unless special circumstances exist.
- ❖ No child will be admitted:
 - a. who has been adjudicated for, or confessed to, a violation either felony or misdemeanor or after having a petition filed has been found guilty.
 - b. who has used illegal drugs.
 - c. who smokes tobacco, vapes or drinks any alcoholic beverages.
 - d. who has been dismissed or expelled from any other educational institution.
 - e. who has left a school under the pretense of suspension or expulsion.
 - f. who has been married, has a child or is pregnant.
 - g. who has run away from home.
- ❖ Children must be potty trained to attend BACA.

NOTE: Violation of the above by existing students is grounds for immediate dismissal, to be determined by the Church Board.

Any exception to the admission policies must be approved by the pastor, principal, and official boards of Bethel Assembly Christian Academy. A definite proof of change in lifestyle, such as salvation, may be considered. A probationary period of 6 weeks will be considered for the above, then a re-evaluation of that students will be considered by pastor, principal, teacher and official boards.

ADMISSIONS PROCEDURES

1. Both parents, and/or legal guardian(s), and pupils are required to:
 - a. Visit the school for an interview with the principal as requested.
 - b. Read the school manual thoroughly and agree to uphold all policies, procedures, and standards.
2. Parents/Guardians are to:
 - a. Submit the registration form with the appropriate registration fees.
 - b. Release school records, including discipline reports.
3. Parents will be notified of acceptance.
4. Placement testing is required in grades 3 through 12 and may be given to lower grades if deemed necessary.
5. BACA reserves the right to refuse admission without explanation.

NOTE: All students must have all of the required inoculations and vaccinations (shots). Official records to this effect must be received before the child enters school. A copy of the birth certificate and social security card should be included with these records. In instances where a student needs medical attention, the school will call the parent or family doctor, in that order.

REGISTRATION AND TUITION

Student applications should be accompanied by registration fees. These fees are non-refundable.

Tuition may be paid: 1) in full with a 3% discount; 2) in two payments-one each semester; or 3) in monthly installments. When an installment plan is requested, the first payment is due on the selected date in June and final payments is due in May. Payments that are not paid by the due date will be charged a late fee of \$15.00. This fee is implemented by FACTS Tuition on behalf of BACA. If a payment is made directly to BACA after the due date, the late fee will be collected by BACA. If an account becomes past due, a notice is sent by the tuition company. BACA uses FACTS Tuition to handle all tuition arrangements and payments. All questions and payment arrangements should be directed to FACTS. The terms and conditions of the FACTS Tuition

contract are binding and applicable to each account. All other fees and charges paid directly to BACA incurring insufficient funds will be charged a \$25 fee. After 2 returned checks any further payments made to BACA will be cash only. 4) If an account is not **current** at the end of the school term, your child(ren) will not be able to take final exams or tests to complete that grade. All tuition accounts are to be paid in full no later than May 20th of each year.

TUITION DELINQUENCY AND CONSEQUENCES

Please note the following consequences for delinquent tuition:

1. If an account reaches 60 days delinquent, students are automatically withdrawn from class.
**This includes summer accounts. Meaning, if an account is not current or more than 60 days delinquent, the student may not come to school until the account is made current, including the first day(s) of school.*
2. No report cards, records or information will be released unless accounts are current or paid in full.
**Including records for any applications to another school or college.*
3. Seniors will not receive a diploma or be allowed to participate in graduation if tuition, fees or any other monies due the school are not paid in full.

Note: Payments that are not paid by the due date will be charged a late fee of \$15. This fee is implemented by FACTS Tuition on behalf of BACA. If a payment is made directly to BACA after the due date, the late fee will be collected by BACA.

Payments made directly to BACA that result in insufficient funds once deposited will be assessed a \$25 fee. After 2 returned checks any further payments made to BACA will be cash only.

RE-ENROLLMENT

It is necessary to re-enroll students for the upcoming school year. During the second semester, letters will be sent home to complete and return, with appropriate fees, by the date(s) indicated. Although the re-enrollment fee includes the cost of books it is non-refundable. Any delinquent accounts must be made current before a student is officially re-enrolled. Not meeting these requirements could result in a child losing his/her spot for the next year. Also, the board reserves the right to deny re-enrollment of any students without explanation if it is deemed to be in the best interest of the student and/or the school.

WITHDRAWAL

Any student who withdraws during the year will be charged a withdrawal fee of one month's tuition. If a student is dismissed from BACA, appropriate credit will be given and any tuition due will be refunded. If a student, who has officially withdrawn, wishes to re-enroll at BACA, a re-enrollment fee will be charged, regardless of amount of time withdrawn.

HARASSMENT POLICY

BACA strives to maintain an atmosphere free from any type of harassment or intimidation. However, if a student or teacher feels that this policy has been broken, they should contact the administration immediately. Violations can result in dismissal or termination.

STANDARDS OF CONDUCT

Students of Bethel Assembly Christian Academy are expected to refrain from talking about or engaging in immorality, cheating, swearing, smoking, vaping, gambling, suggestive dancing, drinking alcoholic beverages and using narcotics or other drugs illegally both in and out of school. Also, students should refrain from listening to inappropriate music, viewing or discussing obscene movies, and engaging in sexual immorality, homosexuality, or other questionable practices. Students are expected to act in an orderly and respectful manner at all times, maintaining Christian standards of courtesy,

kindness, language, morality and honesty. Gripping, complaining and disobedience to the school staff will not be tolerated. Students must agree to strive toward unquestionable character in dress, conduct and attitude.

Social Networking Sites & Cellular Phones:

Students find numerous ways to socially "connect" with their peers and friends. One of the most popular ways to do just that is the use of social networking sites and cell phones. While using these, students must remember their Christian witness, and are encouraged to do just that – witness.

The standards of conduct apply to the use of these sites and devices, therefore, students must never use profanity or curse words, sexual suggestions, questionable pictures, plans or practices, etc. on any site or device. Also, students are never allowed to use these sites or devices during the school hours with either school or personal equipment. It is impossible for school teachers or officials to supervise all of this activity. Therefore, it is imperative that students and parents make every effort to comply with this policy and that it is enforced from home. Violations including use during school hours or by improper content, either discovered by school representatives or reported to school officials, will be punished as determined by the principal.

STUDENT PICKUP AND DISMISSAL

Parents are to communicate with the classroom/homeroom teacher ahead of time, if possible, either in person, with a note or a phone call when their child will be late or leave early. Also, the parent must send a note to the teacher if someone other than the designated driver(s) will transport the child. Your child's safety is our first priority. All students should be signed out and picked up in the office. No visitors are to go to the classrooms without prior approval. Approval may be granted through the office and a **visitor's pass must be worn while on school grounds**. Entering the classroom or staying after the tardy bell rings disrupts the class and must be avoided. Excessive leaving early will necessitate an absence according to the attendance policy.

ATTENDANCE

All students are encouraged to attend school every day of the school year. However, this is difficult for many students. A written excuse signed by a parent, guardian or medical provider must be presented to the teacher when a student returns to school after an absence. If the absence is foreseeable, a note should be sent in advance. All pre-arranged absences must be approved by the principal. Doctor, dental or other appointments are encouraged to be scheduled after school hours, if possible. All notes must be dated, give a detailed reason for the absence, tardy or early dismissal and signed by the parent, guardian or medical provider.

Absences for reasons other than sickness, emergencies or physical checkups will be excused only if: 1) arrangements are made in advance with the principal and/or teacher and 2) the student is in good standings academically.

A student will be counted absent if: 1) S/He does not stay at school for 3 hours and 15 minutes or 2) S/He does not participate in regular school activities for 3 hours and 15 minutes. (Ex. – The student stays in “sick bay” during the required time and then goes home.) Students should strive to make perfect attendance. However, **if s/he is truly sick, please do not send them to school.**

The following guidelines and consequences will enable our teachers to begin classes orderly and promptly each day. **Tardiness and leaving school early are considered occurrences. Five such occurrences equal one day of absence.** Records are kept and a running total will be maintained over the school year. A student is considered tardy if s/he is not in the classroom and ready to work by 8:00 a.m. as indicated by the tardy bell. Occurrences are also received for leaving school earlier than the set dismissal time. **With the exception of funerals, death, or doctor/dentist notes, all occurrences are automatically considered un-excused, however, during the course of a year a student may accumulate up to four (4) occurrences without consequence. Every fifth (5th) occurrence equals one day of absence. Occurrences resulting from the**

exceptions listed above will not be counted in this total. Due to their nature, absences resulting from occurrences will not necessitate a detention; however, these absences will be added to the twenty (20) day count. Continued tardies and/or leaving school early will necessitate a conference with the parent, teacher and principal, possibly leading to revocation of student privileges.

If a student is absent 20 days, s/he is automatically on attendance probation and the church board is notified. A student who is absent more than 25 days in a given school year may automatically fail or be expelled. Exceptions might include prolonged illness or other home-bound circumstances, but must be reviewed and permission granted by the school board.

HIGH SCHOOL CLASS ATTENDANCE (In addition to the above policy on school attendance)

It is recognized that a student may attend school for part(s) of a day and still be counted absent for individual classes, either due to coming in late or leaving early. For this reason, individual class attendance must be kept separate from general school attendance. In order to decrease the rate of class absenteeism, students are considered absent from class if they do not attend at least half of the class time. Any student absent for any class more than 15 times, not including school attendance, during the school year may automatically fail the class.

NOTE: Additional policies apply to students driving to school and/or parking on school grounds. Also included are students who car pool with student drivers. See section - **Student Drivers/Riders, Parking and Attendance.**

GENERAL RULES AND REGULATIONS

- ❖ Students and staff are not to participate in activities not in keeping with the testimony of BACA. Bethel Assembly Christian Academy believes:

Jesus First
Honor All People
Personal Responsibility
Consistent Development
Servant Hearted

- ❖ Portable electronics are permitted to be taken on school trips with decision of the parents. The parents are responsible for inappropriate games and or music at BACA. If there are any damaged, stolen or misplaced items, BACA will not be held responsible. THE PARENTS ARE TO ACCEPT ALL RESPONSIBILITY.
- ❖ BACA students are to use official school transportation on all trips. Exception to this rule can only be given by the administrator.
- ❖ When staying overnight in motels, girls and boys are never to be in each other's room **at any time**. Parties or special mixed meetings are to be held in the chaperone's room.
- ❖ Students are expected to tip when eating in restaurants where they are served by waitresses or waiters.
- ❖ A student is not permitted to communicate or be out of his/her seat without permission. S/He should not turn sideways or around in his/her seat or tip back in their chair.
- ❖ Electronic devices of any sort, unapproved calculators, toys, etc. are not allowed at school without permission from the principal.
- ❖ Hats and caps are not allowed in the school buildings except for special events.
- ❖ Gum is not allowed during school hours.
- ❖ Seats are assigned and changed only by the teacher. The student is to care for his/her desk with pride. No sitting on top of desks/tables or writing/markings thereon or in any way defacing school/church property.
- ❖ Marked on, defaced or broken property is to be replaced at the offending student's expense.
- ❖ No student is allowed to address any member of the administration, faculty or staff on the campus by their first names only nor by nick names. At all times the students and staff should address the person concerned with

Dr., Mr., Mrs., Miss, Pastor, Brother, Sister, respectively.

- ❖ Guns, matches, firecrackers, lighters, knives, radios and any unapproved devices are not permitted on campus.
- ❖ Public displays of affection are not appropriate, therefore, physical contact is not allowed at school or at any school-related event. Students should keep their hands to themselves.
- ❖ When a student checks our physical education equipment, s/he is responsible to return it or pay for it.
- ❖ Only Christian music, that which glorifies the Lord, is permitted. Instruments are to be played only with permission or in music classes.
- ❖ All books and magazines must be approved by teacher upon student's arrival at school.
- ❖ Parties are not school-sponsored unless parents receive notification from the school.
- ❖ Cars and bikes should be locked. All students must stay out of and off vehicles from arrival time until departure. Only licensed drivers are permitted to drive automobiles to the school.
- ❖ The school phone is reserved for official school business, parent contact, and emergencies. Before and after school, phones will always be available for emergency use.
- ❖ Cell phones or other electronic devices are not allowed in the student's possession during school hours. Teachers are to collect these items when students enter the classroom and return them at the end of the day. They may be used for academic purposes by teacher permission only.
- ❖ Eat only in assigned areas. Clean off tables and put trash in trash containers.
- ❖ Students may not leave the school ground during school hours without permission in advance from the school office and parents.
- ❖ Visitors must obtain permission and a visitor's pass from the office before entering any classroom.
- ❖ Careless and/or reckless arrivals and departures could result in forfeiture of driving privilege on school property.

- ❖ Items in Lost and Found will be donated to charity if not claimed within the announced time.

MEDICAL REGULATIONS

No teacher or staff member has permission to give medication to any student without proper documentation. A copy of the medical policy, with approved medical form, may be obtained from the school office. **Only medicines approved under conditions of this policy, with completed medical form, will be administered at school.** Never is any student permitted to keep any medicine, prescription or over-the-counter, on his or her person or personal belongings with the exception of doctor prescribed inhalers. Also, never is any student allowed to share his or her medicine with another student. Violation of this policy warrants punishment as determined by the principal.

Students should be symptom free without medication for 24 hours before attending school. This includes fever, nausea, vomiting, diarrhea, etc. Therefore, if a student leaves school sick they should not attend school the following day.

SEARCH AND SEIZE

BACA reserves the right to interview any student and to search and inspect the student and the student's personal effects, purse, gym bag, back pack, book bag, clothing, vehicle, etc. at any time at its sole and absolute discretion. Interviews, inspections and searches may be conducted randomly, without cause, to check code compliance or they may be conducted, whether substantiated, investigated or not, and whether or not such information relates in any way to the on campus activities of the student. Searches and inspections may be exercised without prior notice and outside the presence of the parent, guardian or student. Parents/Guardians and students will be notified prior to the search. If materials are found at any time which violate BACA school policy or are illegal, improper or immoral, the same shall be subject to immediate confiscation by BACA. It may be used as evidence in determining the discipline and/or legal actions to be taken.

FIRE AND TORNADO DRILLS

A practice fire drill will be held each month during the school year. Drills are initiated by the intercom. Students are to stand and file out of the building in an orderly manner to a designated place. At the sound of the bell they may return to the classroom in the same orderly manner. A tornado drill will be conducted during "Tornado Awareness Week". Also, tornado drills may be conducted randomly. When initiated through the intercom, students are to stand, line up and follow the teacher's instructions. Students will walk calmly to the designated location and "duck and cover" quietly until the sound of one bell. With drills of any type, students are expected to refrain from talking, pushing or running. Each teacher will be with his/her class and ensure that all students are accounted for.

STUDENT DRIVERS/RIDERS, PARKING AND ATTENDANCE

Students of age to drive and holding a valid NC driver's license may be allowed the privilege of driving onto school grounds and parking in the approved parking lot(s). These students will be held to a high level of responsibility including the following terms: 1) Students will drive and park in a safe manner at all times abiding by all traffic and vehicular laws (on and off campus). 2) Students and riders will not stay in a vehicle while parked in the school parking lot(s). 3) Student drivers/riders will observe BACA policy at events and extra-curricular activities. 4) Student drivers/riders will observe BACA driving and parking policy as well as the policies of other schools when driving/riding onto their campus. 5) Students skipping school will receive two days in ISS and may lose their driving privileges, to be determined by the principal. 6) Students will not visit automobiles without permission from their teacher and the office. 7) Students will never use cell phones from an automobile during school hours. 8) Student driving privileges may be suspended for the remainder of the quarter and the following quarter after three infractions. **In all cases, reinstatement of driving privileges will be determined by the principal and/or church board.**

CLOTHING REGULATIONS AND PERSONAL APPEARANCE

Uniform attire is required for the students at BACA. All clothing should be clean and in good repair. The purpose of a uniform is to provide the following:

1. A uniform keeps the same standards of modesty and professionalism for every student in BACA.
2. Uniforms enhance the focus on academics.
3. Uniforms provide school distinction instilling a spirit of teamwork and community enhancing pride in being a part of the school.
4. Uniforms encourage individual self-expression through creativity and skills rather than through clothes.
5. Uniforms eliminate competition in dress and reduce the potential for harassment or bullying based on differences in economic standing among students.
6. Uniforms are cost efficient with the added benefit of easier dress.

DRESS CODE REQUIREMENTS FOR BOYS/MEN

Shirts: Plain, solid white polo school uniform, solid red “Dickies” style, or navy blue polo style shirt - all with no special stitching, marking, etc. All undershirts must be **plain**.

Coats: Only jackets which zip fully up/down may be worn. No hoodies, pullovers, long-sleeved t’s or half-zip jackets may be worn. No jackets may have hoods. We must be able to see that the student is wearing school-approved polo shirt at all times.

Pants: Navy blue, black or khaki uniform pants as well as jeans. Pants should not be torn and must be worn at the waist. Shirts with long tails should be tucked in. Students will be sent home to change if pants are sagging or underwear are seen through the day. Shorts are not allowed.

Shoes: Tennis/athletic or deck shoes with non-marking soles must be worn at all times. Crocs are not allowed. Shoes must be in good repair. Socks should be worn.

Hair: All boys’ hair should be as follows: neat, clean, and well-groomed. Length is of personal preference, but hair must be combed and look presentable.

Mustaches, sideburns, beards and goatees are allowed, but should be trimmed and kept neat.

Other: Hats/caps are not allowed in the buildings unless for a special event as approved by the principal. No earrings, pierced ears, body piercing or tattoos are allowed.

Formal Attire: 1) Pants no lower than the waist line.

Field Trips/Class Parties: Uniforms should be worn unless prior approval is given by the principal. Other possibilities may be approved depending on the nature and location of the trip. No shoes considered unsafe for the activities should be worn.

Friday and Special Privileges: Blue, black, or khaki jeans with a Christian t-shirt, school spirit t-shirt, or BACA event t-shirt may be worn.

Field Day: Shorts with the proper length and fit with Christian t-shirt, school spirit t-shirt or BACA event t-shirt may be worn.

DRESS CODE REQUIREMENTS FOR GIRLS/WOMEN

Jumper: Navy blue, black or khaki jumpers. Material should extend below the knee.

Skirt/Pant: Navy blue, black or khaki skirt or uniform pants (pleated or classic only). Jeans are allowed. The length of skirts must be such that the hem touches the floor when the girl kneels.

Coats: Only jackets which zip fully up/down may be worn. No hoodies, pullovers, long-sleeved t's or half-zip jackets may be worn. No jackets may have hoods. We must be able to see that the student is wearing school-approved polo shirt at all times.

Blouse: Solid white, navy blue, or red polo shirt should be worn with no special logos, stitching or anything else. The polo shirt should be worn with all but the top button fastened and the tail of the shirt should be long enough to cover the mid-section when seated (no midriff or skin shown when seated). All other style shirts or blouses are not allowed.

Shoes: Tennis/athletic or deck shoes with non-marking soles. Crocs are not allowed. Shoes must be worn at all times.

Other: No "questionable" pins, badges, rings, watchbands, bracelets, etc. may be worn. Girls in PreK through 4th Grade should not wear make-up. No body piercing (other than of the ears) or tattoos. Remember, we want to have a uniform and modest look.

Formal Attire: 1) No strapless dresses may be worn 2) Dresses should be knee to floor length 3) No splits higher than 1 inch above the knee 4) No revealing skin (stomach, sides, etc.) 5) No cleavage showing 6) Backs should not be lower than bra line 7) Dress should not be see-through. 8) Photos of or links to dresses should be sent to principal for approval.

All dresses are to be approved 2 weeks prior to the event. If there is any doubt about your clothing, it should not be worn. Students will not be allowed to participate in the event if policy is not followed.

Field Trips/Class Parties: Uniforms should be worn unless prior approval is given by the principal. Other possibilities may be approved depending on

the nature and location of the trip. No shoes considered unsafe for the activities should be worn.

Friday and Special Privileges: Blue, black or khaki jeans with Christian t-shirt, school spirit t-shirt, or BACA event t-shirt may be worn.

Field Day: Shorts with the proper length and fit with Christian t-shirt, school spirit t-shirt or BACA event t-shirt may be worn.

CONSEQUENCES FOR DRESS CODE VIOLATIONS

Students out of dress code will be sent to the office as soon as discovered or will not be allowed to participate in the activity/event they are attending. The student must call home in order to get the proper attire. Until the student meets dress code s/he will not be admitted to class or allowed to continue with the activity or event. They must remain in the office or separate from the group until the matter is taken care of. At school, the student will be given school work to be completed while in the office. Repeat offenders will be punished as deemed appropriate by the principal. Continued non-compliance with dress code may warrant dismissal from school or denial for re-enrollment the following year.

FIELD TRIPS

Students are allowed up to three field trips per year. Two of these trips must support the curriculum and be educational in nature. Field trips must not be scheduled during the last four weeks of school. For trips considered local (up to 50 miles round trip) participants will be charged a \$1.00 fuel fee when using school-provided transportation. For trips considered non-local, participants will be charged a \$3.00 fuel fee. When possible, parents will be notified two weeks ahead of possible field trips.

GUIDELINES FOR OVERNIGHT FIELD TRIPS

Some field trips and/or class trips require students to spend the night. Chaperones from the school and/or approved by the church board, will agree to monitor the students and will be responsible for the students throughout the entire trip. They will be the contact for giving permission, enforcing guidelines, etc. Students are held to the same standards while away from school as they are when on campus. Consequences for misbehavior and/or refusal to follow rules and guidelines will be addressed upon returning to school. Those consequences may include but are not limited to: 1) Suspension 2) Expulsion 3) Revoked privileges 4) Not allowed to participate in graduation ceremony 5) Other as deemed appropriate by the Principal and approved by the Church Board.

Dress codes also apply. Attire should be approved prior to the occasion and formal attire guidelines will apply when appropriate.

Parents may also be allowed to participate in the trip. However, as stated above, students should report to the chaperones for questions, concerns, etc. All adults traveling as a part of the group are expected to conduct themselves in a manner that conforms to the same guidelines as the students as well as the same dress codes.

EXTRA-CURRICULAR ACTIVITIES

Students will find many outlets for their energies. As the school grows, extra-curricular activities are added. These could include: sports, yearbook,

musical ensembles, special field trips, clubs, and special projects. A yearly activity fee may be charged for PreK through High School to help cover expenses.

Eligibility: In order for students to participate in extra-curricular activities they must maintain an average of “77” or higher from the combined average of the following five subjects: Bible, English, Math, Science and Social Studies (in 9th Grade, P.E. is considered a core subject). Although English is a combined grade including Spelling/Poetry, Literature and Language Arts, students must pass each individual subject with a minimum grade of 70 percent. No failing grade will be accepted in these or any other subject including PE, Computer, Art, electives, etc. Therefore, grace is given when a student has a grade below “77” in one or more subjects while maintaining a combined average of at least “77” overall.

Eligibility dates are every 3 weeks and may be listed on the school calendar. Grades will be averaged on these dates and will be in effect the following day. Students are accountable each 3-week period, either “on” or “off”. Grace is not given, however, students who fail to meet the eligibility standard are encouraged to work hard in order to meet the standard by the next eligibility date. Teachers are not allowed to give special extra credit assignments to boost grades and should not be asked to do so. Ineligible students may participate in practices and sit on the bench at games (in school uniform), unless this would require them to miss part of the regular school day in order to attend games.

Students who do not attend BACA full time (homeschooled students) must meet the same academic requirements as full-time students in order to participate in extra-curricular activities. Proof of said academics must be provided prior to being allowed to participate.

Behavior Requirements: If a student receives either Out of School Suspension or more than 40 minutes detention in a week, s/he will be required to sit out the next game and will not be allowed to practice or play during the time of suspension. Ineligible students may attend practice **but no games may be played until full eligibility is met.**

Attendance Requirements: Students absent the day of sports activities will not be eligible to participate that evening/night. **Exceptions: Funeral, deaths (parents/guardians, grandparents, siblings, aunts/uncles and 1st cousins), doctor/dentist note.** Students receiving two or more occurrences (unexcused tardies and/or leaving early), in a week may not be allowed to participate in sports or any other extra-curricular activity for the remainder of that week. The student will be eligible the following week. Exceptions are the same as for "Attendance" listed above.

Additional information concerning athletics will be given to students participating in sports.

Homecoming Guidelines

Homecoming will be celebrated during a home game during basketball season. That date will be determined by the athletic director and principal and approved by church administration. "Spirit Week" will be a part of that week's activities. ASB will determine the events for each day and all staff and students are encouraged to participate.

A homecoming King and Queen will be announced the night of the game. Prior to this week, all staff are allowed to nominate candidates from grades 9 through 12. Each employee will nominate 3 males and 3 females. The top three nominees will be the homecoming court. Should there be a tie involving the top 3, then the top 4 will make up the homecoming court. Ballots will be given to students on the day of homecoming

so they can vote for King and Queen. Mothers are invited to join their sons at the crowning ceremony and fathers are to escort their daughters.

Athletic Department Policy

A copy of the athletic policy may be obtained through the office. All athletes must observe this policy.

DISCIPLINE/BEHAVIOR GUIDELINES

This is not a corrective institution; consequently, we ask that a child not be enrolled with the idea that we will reform him or her. We are here to work with the home but not to take the place of parents.

This school is dedicated to the training of students in a Christ-centered life and education. 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 classroom through kindness, love and a genuine regard for the students. However, when disciplinary action becomes necessary, it is firmly carried out, tempered by good judgment and understanding.

All new students are admitted on probation for the first quarter. The student must, at all times, conduct himself/herself in a manner becoming a Christian. If your child experiences correction or policy enforcement and is upset about this, please do the following:

- ❖ Realize your child is human, like all of us, and may not have included all the facts or information or potentially misunderstood something.
- ❖ Give the staff the benefit of the doubt by contacting them for their perspective of events as well as a conversation about the particular rule and why it may be in place.
- ❖ Bring the situation to administration if these steps do not bring it to resolve.

Parents must remember that the payment of tuition does not compensate for incorrect behavior. If a child's attitude is not in accord with the school policies or principles, the child will be placed on probation and both parents/guardians will be called for a conference. If the administration feels the situation has not changed within two weeks, parents will be asked to withdraw the child.

High School students in particular - because of their example before younger children - are expected to adhere to the school's motto and Christ-centered

goals. Such adherence includes abstinence from smoking, use of alcoholic beverages, use of narcotics, listening to inappropriate music, suggestive dancing, swearing, viewing or discussing obscene movies, sexual immorality, homosexuality and other questionable practices.

Problems arising from a lack of conformity as evidenced by disregard for school rules, peers, or school property, will be dealt with by the administration through means of consultation and parental partnership. Students whose attitudes and conduct both in and out of school that are deemed undesirable and in opposition to the basic principles and purposes of Bethel Assembly Christian Academy will be expelled.

Bethel Assembly Christian Academy recognizes that a school that is physically and emotionally safe and secure for all students promotes good citizenship, increases student attendance and engagement, supports academic achievement and promotes a Christ-like spirit. To protect the rights of all students and groups for a safe and secure learning environment, BACA prohibits acts of bullying, harassment, and other forms of aggression and violence. Bullying and harassment, like other forms of aggressive and violent behaviors, interferes with both the school's ability to educate its students and a student's ability to learn. All administrators, faculty, staff, parents, volunteers, and students are expected to refuse to tolerate bullying and harassment and to demonstrate behavior that is respectful and civil. It is especially important for adults to model these behaviors (even when disciplining) in order to provide positive examples for student behavior.

DISMISSAL/EXPULSION

The school reserves the right to dismiss or deny re-admission or re-enrollment to students for reasons the administration deems fit. They may come under the following categories:

- ❖ Attitude incompatibility
- ❖ Uncooperative spirit
- ❖ Rebellion toward discipline
- ❖ Chronic complaining
- ❖ Immorality
- ❖ Sowing discord
- ❖ Chronic tardiness/leaving early or un-excused absences
- ❖ Nonconformity to standards of conduct and/or grooming
- ❖ Lack of parental cooperation
- ❖ Inability to respond to the curriculum

General Consequences: With the ABEKA program the paramount rule is “Respect”. Consequences are given for failure to respect and keep class rules. The following schedule governs all classes; however, PreK-3 through 2nd grade will use the traffic “Signal Light” as a tool to teach the younger students to manage their behaviors:

Green light – means students are keeping rules and doing their assignments

Yellow light – signifies “caution” – students are breaking some rules, warnings are given with some privileges taken

Red light – signifies “danger” – students are to stop immediately, consequences given, danger of further consequences

Discipline Procedures: The following guidelines and procedures will apply for all students.

Students are expected to comply with all guidelines and policies listed in the BACA Parent/Student Handbook, Athletic Handbook and Behavior Handbook. Students are also expected to comply with the rules established by faculty and staff for behavior in the classroom and around campus at BACA. If disciplinary action by administration is warranted, faculty/staff member will refer students to the office using the Discipline Action Form. The appropriate action will be taken in accordance with

the BACA Discipline Chart shown below. Violations beyond these corrective measures will be dealt with as determined by the BACA School Administration and/or Askewville Bethel Assembly of God Church Board.

Parent(s)/Guardian(s) may be notified by phone, text and/or letter when students are referred to administration for disciplinary action. Multiple infractions may result in long-term suspension or expulsion. Students suspended from school shall be provided with an opportunity to make up standardized tests, exams, or major tests missed during the suspension period. If the teacher chooses, s/he may send work home to be completed at home and turned in the day the student returns.

Disciplinary Process:

Because the culture of our school is of utmost importance to us, we have high expectations for student behavior and parent partnership for all students enrolled at BACA. Our staff does everything possible to implement in-class consequences and incentives to keep students from a visit with the principal. However, if an office visit is needed, here is the process we will follow:

1st Violation	2nd Violation	3rd Violation
Parent Contact and/or Parent Meeting	1 Day Detention (30 Minutes After School)	4 Days Detention (No consideration for sports given)
4th Violation	5th Violation	6th Violation
In-School Suspension 1 Day	Out-of-School Suspension 3 Days	Board Review of Student’s File and Potential Expulsion

Other offenses may include but is not limited to Assault, Coercion or Extortion, Weapons and Dangerous instruments, Possession of a controlled substance, Tobacco products/vaping products, etc. These offenses will result in OSS, possible referral to law enforcement, possible recommendation for long-term suspension, etc. These will be looked at on a case-by-case basis.

PARENT/TEACHER CONFERENCES-BEHAVIOR

Parent/Teacher conferences for behavior issues may be requested and, if so, are mandatory. If within three days of scheduled conference there is no response from parent either by phone or visit, the student may not be allowed to return until this conference has been held. A certified letter may be sent if necessary.

PHYSICAL EDUCATION REQUIREMENTS

Students are required to participate in Physical Education on designated day(s) for their class. No student is excused from the required Physical Education course without a doctor's written excuse. Students unable to participate will be required, at the discretion of the Physical Education teacher, to go back to class or, if able to, walk laps for a period and then watch the regular activities intently. Never is a student allowed to just sit and talk.

When students fail to dress out or to be in complete uniform, s/he will be disciplined according to the school disciplinary procedure, listed under school discipline. Since the student misses out on required class activities, points will be deducted affecting the grade average.

The athletic program of this school is a coordinated effort of church, school and home. However, students are requested not to bring athletic equipment from home unless approved by the principal and/or Physical Education teacher. The students are not to expect use of school equipment during planned and/or authorized church or school activities.

Accidents will inevitably occur during play time and/or sports activities. An accident should be reported to the teacher immediately and then to the office. Emergency help will be called if needed and parents will be notified. Therefore, please make sure all emergency numbers for child(ren) are up to date on office records.

Recess: Physical Education is vital for the student's growth and learning. PE class may be limited to one, two or three periods a week *when possible*. Students are given recess each day. Recess may be either inside or outside, depending upon the weather and

conditions of the playground. The gym is used for all ministries in the church and will not always be accessible for recess; however, needed breaks will be afforded.

High School students are required to earn one P.E. credit and must participate in Physical Education to meet graduation requirements.

BETHEL ASSEMBLY CHRISTIAN ACADEMY
DRUG TESTING POLICY

Statement of Purpose and Intent: Participation in school-sponsored extracurricular activities, participating in Senior class trips, overnight trips, parking on campus, etc. at Bethel Assembly Christian Academy (BACA) is a privilege. Students who participate in student government, cheerleading, competitive athletic activities and off-campus trips at the 6th through 12th grade level represent the school within the community and have a responsibility to conduct themselves, at all times, in a Christ-like manner befitting their positions, which includes avoiding the use of illegal and performance enhancing drugs, tobacco products, vapes, juuls and alcoholic beverages.

The BACA Church Board has implemented this random drug testing program for students in grades six (6th) through twelve (12th) who participate in extracurricular activities, class trips or park on campus as one way to detect and deter drug use among students. ANY student suspected of the use of any of the products listed above may also be required to participate in a drug screening regardless of participation in extracurricular activities.

Participation in Extracurricular Activities

EXTRACURRICULAR ACTIVITIES COVERED UNDER THIS POLICY INCLUDE but are not limited to: BASEBALL; SOCCER; VOLLEYBALL; SOFTBALL; BASKETBALL; SHOOTING TEAM; CHEERLEADING; STUDENT OFFICERS; OFF CAMPUS TRIPS/ACTIVITIES

In order for a student to participate in the school-sponsored extracurricular activities listed above, the student's parent/guardian must consent to their student's participation in the school's drug testing program as a part of their enrollment as signified by signing that they have read the handbook. Any senior participating in the senior trip will be required to pass a drug screen. All students who drive to school will also be required to pass a drug screen. Screenings may be random for all others, and the church board reserves the right to require that ALL students participating in extracurricular activities will be required to pass a drug screen. A student participant's name will remain in the random pool

throughout his/her career at BACA. Also, a student participating in competitive athletics may be selected for a random drug test during his/her "off season".

Because students can be randomly selected from among all students at the school who are involved in the activities mentioned, it is possible a particular student might be selected more than once, while another student may not be selected at all.

A student who is randomly selected will be privately notified to report to a designated site at his/her school to provide a urine sample for drug testing. School personnel will perform the screening. The date and time of the screening will be unannounced. If a student refuses to provide a sample at the time of collection, or provides an adulterated or fraudulent sample it will be counted as noncompliant.

Parents/guardians may not be contacted if testing results are negative. If a test result is positive, parents will be contacted by a school administrator and given an opportunity to discuss the test results.

If a student's test is positive, s/he will be subject to the consequences outlined in the BACA Parent/Student Handbook and/or deemed by the principal and Askewville Assembly Board.

All students in grades six (6) through twelve (12) will be given a consent form and must have the consent form signed and returned to the school. This will prevent delays for any random or required screenings

The Pastor, Principal, and Askewville Assembly governing board reserve the right to make any changes, additions and/or adjustments to this policy as deemed necessary.

THE ABEKA CLASSROOM

The ABEKA classroom is structured from the moment the student enters the room at 7:45 until 2:30. Usually, a timeline is placed on the board for the day's work. Also, a section of the board is used for homework directions. Students are to copy these directions on the appropriate form. Discipline is firm but fair. A few simple rules along with appropriate consequences will be posted on the classroom wall in a highly visible location. Students are expected to abide by all rules. Respect for God, self, teachers and others is a must. Disrespect will not be tolerated. (More on 'Discipline' in the section so labeled.)

Grades: Grades are in accordance with other public and private schools to ensure our students can be competitive.

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = 59 and below

Homework: Under the ABEKA program, homework is often required. The teacher may use homework for seatwork. If your child has homework, please check to see if it is completed. Students need to return to school prepared and ready to learn. They will not be allowed to complete unfinished homework during class lecture time. Homework is given for several reasons: Reinforcement (review of the day's lesson); Practice (master material); Remedial (improve weak areas) and Special Projects.

AB Honor Roll/A Honor Roll: Parents are encouraged to support their child's efforts to reach Honor Roll. Each quarter students may qualify for academic honors according to the following guidelines:

AB Honor Roll – Requires that the student make no grade lower than a "B". The student's quarter average for ALL Core classes (Bible, English, Math, Science and History) cannot be lower than 80. There can be no grade (including electives such as Computers, Art, PE and other subjects considered non-core) lower than 60.

Elementary students that receive grades of S-, S, and S+ for these subjects cannot have any S- grades.

A Honor Roll – Requires that the student make no grade lower than an "A". The student's quarter average in ALL core classes (Bible, English, Math, Science and History) cannot be lower than 90. There can be no grade (including electives such as Computers, Art, PE and other subjects considered non-core) lower than 60.

Annual Awards: A program will be held at the end of the year to recognize various accomplishments as indicated below.

Elementary – Grades 1 – 5:

- Excellence in overall academics – Highest overall average in core subjects
- Excellence in individual subject areas – 97 or higher
- Most improved in subject areas-if applicable
- Perfect Attendance – All year
- Required Scripture – 93 or higher
- "AB" Honor roll all 4 quarters
- "A" Honor roll all 4 quarters
- Christian Character
- (Others as deemed appropriate)

Grades 6 – 12

- Excellence in individual subject areas – 97 or higher (Bible includes required scripture)
- Most improved in subject areas-if applicable
- Highest overall average
- Perfect Attendance – All year
- "AB" Honor roll all 4 quarters
- "A" Honor roll all 4 quarters
- Christian Character Award
- (Others as deemed appropriate)

Other distinct categories of recognition may include:

- Senior of the Year – Superlatives – Marshals
- Valedictorian – Salutatorian - Others

High School Course/Credit Requirements

The state of North Carolina requires both public and non-public high school graduates to meet certain requirements. A minimum of twenty-four (24) credits are required for graduation. These credits must be in certain areas. The ABEKA curriculum ensures that standards are met well above the minimum required. Students are automatically scheduled a College Preparatory program of study. We realize that ability levels vary from child to child and for this reason some students are scheduled alternate math and science courses when possible or available. We also realize that ABEKA is not suited for every child and for this reason we may recommend a change in programs and/or schools. Each student must have satisfactory scores on **standardized tests** to graduate from BACA.

BETHEL ASSEMBLY CHRISTIAN ACADEMY COURSES OFFERED FOR GRADES 7-12

Bible.....	7 th & 8 th
English.....	7 th & 8 th
Math.....	7 th
Algebra I.....	8 th
History.....	7 th & 8 th
Science.....	7 th & 8 th

(Other subjects for 7th and 8th grade may include PE, Study Skills, Keyboarding, Music, Worship Team, etc. depending on the availability of teachers)

Freshman (9th Grade) Year

<u>Subject</u>	<u>Credit</u>
Bible.....	1
English I.....	1
Math I	1
World History.....	1
Physical Science.....	1
PE/Health.....	1

(Other subjects may include Music/Choir, Driver's Ed, Art, Study Skills, Computers, Worship Team, etc. depending on the availability of teachers. College transfer courses are available for 9th grade if entry requirements are met.)

*This can be replaced with Consumer Math, Business Math or any other approved Math available. These may be done through the ACE program.

Sophomore (10th Grade) Year

<u>Subject</u>	<u>Credit</u>
Bible.....	1
English II.....	1
Math II.....	1
American History I.....	1
Biology.....	1
Office 2013.....	1
Personal Finance.....	1/2
(Other subjects may include Keyboarding, Music/Choir, Art, Study Skills, Weightlifting, Worship Team, etc. depending on the availability of teachers. College transfer courses are available for 10 th grade if entry requirements are met.)	

Junior (11th Grade) Year

<u>Subject</u>	<u>Credit</u>
Bible.....	1
English III.....	1
Math III*.....	1
Chemistry.....	1
American History II.....	1
First Aid/CPR.....	1/2
Spanish I.....	1
(Other subjects may include Keyboarding, Music/Choir, Art, Study Skills, Weightlifting, Worship Team, etc. depending on the availability of teachers. College transfer courses are available for 11 th grade if entry requirements are met.)	

Senior (12th Grade) Year

<u>Subject</u>	<u>Credit</u>
Bible.....	1
English IV.....	1
Economics.....	1/2
Government.....	1/2
Advanced Math.....	1
Physics.....	1
Spanish II.....	1

Depending on plans after graduation, some of these courses may be different than indicated for 9th and 12th grade.

(Other subjects may include Keyboarding, Music/Choir, Art, Study Skills, Weightlifting, Worship Team, etc. depending on the availability of teachers. College transfer courses are available for 9th – 12th grade if entry requirements are met.)

Honor Graduate Course Requirements

Credits from 8th Grade

Keyboarding
Algebra I

Freshman Year

English I
Math I
Physical Science
World History
Health/PE
Bible I

Sophomore Year

English II
Math II
Biology
US History I
Office XP*
Personal Finance (1/2)
Music Appreciation (1/2 - Optional)
Bible II

Junior Year

English III**
Math III
Chemistry
US History II
Spanish I
First Aid/CPR (1/2 – Optional)
Art Appreciation (1/2 – Optional)
Career Planning (1/2 – Optional)
Yearbook (1/2)
Bible III

Senior Year

English IV**
Physics (Paces)
Civics/Economics
Spanish II
Bible IV

* This course may be replaced with college transfer course CIS 110 (Dual Credit)

** These courses may be replaced with college transfer courses ENG 111 and ENG 112 (Dual Credit)

General Graduation Course Requirements

Credits from 8th Grade

Keyboarding
Algebra I

Freshman Year

English I
Math I
Physical Science
World History
Health/PE
Bible I

Sophomore Year

English II
Math II
Biology
US History I
Office XP*
Personal Finance (1/2)
Music Appreciation (1/2 - Optional)
Bible II

Junior Year

English III
Business Math (Paces)
Chemistry
US History II
Spanish I
First Aid/CPR (1/2 – Optional)
Art Appreciation (1/2 – Optional)
Career Planning (1/2 – Optional)
Yearbook (1/2)
Bible III

Senior Year

English IV
General Business (Paces)
Civics/Economics
Spanish II
Bible IV

Some classes may be subject to staff available to teach.
Students will need a total of 24 credits for graduation.

Additional community college courses may be taken and students will receive dual credit.

Non-Enrolled Courses: Students who are not enrolled at BACA, for instance homeschooled students, may request to take one or more courses at BACA. This will enable them to participate in sports. The cost per course is \$432.00 and must be paid prior to taking the course. This amount is nonrefundable. These students must adhere to the dress code while on the BACA campus. These students are also subject to drug screening as indicated in the drug screening policy. They are held accountable for their actions and behavior and all rules, regulations and guidelines of BACA must be followed.

Honors: Following the ABEKA curriculum's traditional approach which involved taking "A" level courses all four years of High School and the required electives, is classified as the "Honors Program of Study" here at BACA. At commencement, special recognition is given the student completing this program with "Honors". In order to graduate an "Honor" student one must have a cumulative GPA of 3.6 or higher. From these students one valedictorian and one salutatorian is chosen each year based upon the highest and second highest GPA. The two marshals chosen from the Junior class must be following the "Honors Program of Study" to qualify. The two marshals are selected based on the highest and second highest GPA. The length of time a student has attended BACA is not a part of this selection process.

Valedictorian and Salutatorian

The school's grading system program, GradeLink, automatically figures the student's GPA. The GPA is figured to the nearest thousandth of a point. In order to qualify for Valedictorian or Salutatorian, the student must be an honor graduate (see course listing for that requirement under BACA High School Course Listings). All courses taken under the Career and College Promise Program through community colleges are weighted on the 5.0 scale. The student with the highest GPA will be named the Valedictorian and second highest, Salutatorian. No minimum number of years of attendance at BACA is required as long as grades from previous school(s) are provided. The Valedictorian will provide a speech at graduation and the Salutatorian will open the ceremony with

prayer and will lead in the turning of the tassels and the end of the ceremony.

The Career and College Promise Program courses that will be considered a part of the student's total GPA are as follows. Two additional courses may also be included as approved by the counselor/administrator for a total of 12 courses. They may also replace classes offered at BACA (Dual Credit).

ACA-111	ENG-112
CIS-110	BIO-110
COM-231	CHM-151
PED-110	HIS-111
ENG-111	MAT-171

Graduation Marshals

The school's grading system program, GradeLink, automatically figures the student's GPA. The GPA is figured to the nearest thousandth of a point. In order to qualify for a graduation marshal, the student must be on the honor graduate track (see course listing for that requirement under BACA High School Course Listings). All courses taken under the Career and College Promise Program through community colleges are weighted on the 5.0 scale. Grades below a "C" will not be entered as a part of the transcript or GPA. The students with the highest and second highest GPA will be named marshals for graduation. They will be a part of the high school graduation and also assist the first grade marshals at Kindergarten graduation. First grade marshals are the top boy and the top girl in first grade.

PARENT/TEACHER CONFERENCES-ACADEMIC

Parent/Teacher conferences may be requested for struggling students and, if so, are mandatory. If within three days of scheduled conference there is no response from parent either by phone or visit, the student may not be allowed to return until this conference has been held.

PARENT INVOLVEMENT

Parent/Teacher Conferences and Communication promote a good understanding between parents and/or guardians and the faculty/administration of this school. Please be responsive and collaborate with your student(s) teachers.

Open House is scheduled each year prior to the first day of school. At this time the upcoming year and its activities will be discussed. Following the meeting there will be a time of fellowship among the parents and teachers. Other meetings with parents and staff will be scheduled as deemed necessary.

Report Card Pick-Up nights are our primary way of non-urgent Parent/Teacher conferences. These conferences are for the purpose of discussing a child's progress for the quarter and for getting to know your child's teacher. Report cards are given to the parents at this time. These conferences are mandatory and should be rescheduled if the scheduled night cannot be attended.

Parental involvement is a vital part of a student's success at BACA. If there is a problem with your child, please address it with his or her teacher, first. If things are not resolved, then an appointment can be made with the principal/administrator.

Remember:

- ❖ Communication can solve most misunderstandings
- ❖ Get both sides of the story
- ❖ There are reasons for rules

CHRISTIAN LEADERSHIP TRAINING

Devotions are conducted with students daily in their homeroom. Principles of life are organized, outlined, illustrated and discussed in these meaningful sessions. Prayer requests are encouraged and prayer time for these requests is provided.

Weekly, all students are involved in chapel sessions during which the student identifies his education with the ministry of the church. Time changes may sometimes be necessary for convenience of speakers. Parents are invited and encouraged to attend these chapel sessions. Local pastors, youth pastors, staff members, and special speakers teach these chapels.

PLEDGES

In respect to God, fellow believers, the Bible, and our country the following pledges are recited daily:

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.

Christian Flag: I pledge allegiance to the Christian Flag and to the Savior for Whose Kingdom it stands, one Brotherhood uniting all true Christians in service and in love.

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

INCLEMENT WEATHER/ SCHOOL DELAYS OR CLOSINGS

In the event that school has to be delayed or cancelled we will attempt to notify families through phone call and/or text. In some instances we may communicate on TV stations: WITN 7 - WNCT 9

ACCREDITATION

Accreditation by a state governmental agency is an administrative mechanism designed as an attempt to attain uniform education for all children in government schools. It was established as a governmental means of causing local public school districts to meet what the state educational agencies determined to be minimum academic and facility standards for all schools. Accreditation teams, therefore, investigate and approve or disapprove facilities and curriculums in educational institutions according to the criteria developed by secular educational administrators who may not be Christians.

Accreditation of a private Christian school is not necessary for a graduate of that school to enroll in a college or university. Registrars of such institutions

are interested in the academic merits of individual students, not in the name of their school or graduation. Thus, they evaluate each applicant's academic aptitude through nationally standardized tests.

BACA is registered with the State of North Carolina through the Department of Non-Public Instruction in Raleigh. Also, we hold membership with the Association of Christian Teachers and Schools. Our goal is to promote the highest possible academic program.

SCHOOL HOURS

Hours of operation Monday through Friday are as follows:

7:30-7:55	Student drop-off
7:55	First Bell
8:00	Tardy Bell
12:00	PreK 3 and PreK4 Dismissal (If this is the parent's choice)
2:15	K – 3 rd Grade Dismissal
2:30	4 th through 12 th Dismissal

Breaks and lunch times are different for each grade level and may vary. Times are set up in the school's master schedule.

After Care: After school supervision is provided from 2:15 until 5:30. Fees apply for this service.

CLOSING COMMENTS FOR PARENTS

It cannot be overemphasized that BACA does not take the responsibility placed on the home. Our motive is to work with the home to produce a consistency in Biblical training for the child. It must be remembered that we should both have the same goals: That the student has a personal relationship with Christ and that the student gets a quality education that prepares him for life.

The "communication lines" between parents and staff must always be open. Problems always grow and drive us apart when "questions" or disagreements are not discussed.

Finally, the staff of BACA asks that you pray earnestly for them as they work with your children. They need God's wisdom and help to make their work successful.

NOTE: THE ADMINISTRATION OF THE CHURCH RESERVES THE RIGHT TO MAKE ANY

NECESSARY CHANGES AND/OR EXCEPTIONS TO THE RULES IN THIS MANUAL. ANY DISAGREEMENT WITH DECISIONS MADE BY THE CHURCH BOARD MUST BE HANDLED THROUGH PROPER CHANNELS. A FORM FOR GRIEVANCES CAN BE OBTAINED FROM THE SCHOOL OFFICE. ANY PUBLIC COMMENTS SHARED ON ANY TYPE OF SOCIAL MEDIA MAY BE CONSIDERED NON-SUPPORTIVE AND OUT OF COMPLIANCE WITH THE SCHOOL'S POLICIES AND PROCEDURES. FURTHER ACTIONS MAY BE DEEMED NECESSARY IN SUCH CASES.

¹ *Assemblies of God Philosophy of Education, Springfield, Mo., 1977*

² *Ibid.*

REVISED March 21, 2023