Family Christian Academy

STUDENT HANDBOOK
2019-2020

The Word of God,
THE SPIRIT OF EXCELLENCE

"I am afraid that schools will prove to be the great gate of Hell, unless they diligently labor in explaining the Holy Scriptures, engraving them in the hearts of youth. I advise no one to place his child where the Scriptures do not reign paramount. Every institution in which men are not unceasingly occupied with the Word of God must become corrupt."

— Martin Luther **16TH CENTURY**

FAMILY WORSHIP CENTER

SERVICE TIMES

Sunday . . . . . 10:00 A.M. & 6:00 P.M.
Wednesday . . . . . 7:00 P.M.

SUNDAY

Ages 0–4 (Nursery) . . . . . 9:30 A.M.–Noon
5:30-7:30 P.M.
Ages 6–12 (Salvation Station Children's Ministry) . . . . . 9:30 A.M.–Noon
5:30-7:30 P.M.

WEDNESDAY

Crossfire (FCA Auditorium) . . . . . 7:00 P.M.
Christian Cadet Corps . . . . . 7:00 P.M.
Living Jewels/Little Treasures . . . . . 7:00 P.M.
Nursery . . . . . 6:45 P.M.

PRAYER TIMES

Monday–Friday . . . . 6:15 A.M. (SonLife Radio Building, 2nd FL, Cafeteria)
Tuesday . . . . . 12:00 P.M. (Sanctuary FWC)
Saturday . . . . . 10:00 A.M. (SonLife Radio Building, 2nd FL, Cafeteria)

SONLIFE RADIO

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Family Christian Academy

STUDENT HANDBOOK

Elementary School - K–4 through Grade 5
Middle School - Grades 6 through 8
High School - Grades 9 through 12

Gabriel Swaggart **PASTOR**
Christopher Granier, Ph.D. **PRINCIPAL**
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Carolyn Richards **BUSINESS ADMINISTRATOR**
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GOD'S MANDATE FOR CHRISTIAN EDUCATION

- Proverbs 22:6
- Deuteronomy 6:6
- Colossians 2:8
- II Timothy 3:15-17
- Psalms 78:5-7
- I Corinthians 3:19
- Proverbs 1:7

REVISED AUGUST 2019

INTRODUCTION

The Family Christian Academy Handbook was produced to aid its families in the understanding of FCA's educational philosophy, its general operating procedures, and the school's expectations of each student and family. This handbook is not intended to be a comprehensive statement of school policy, but rather a compilation of information vital to our students.

Family Christian Academy was organized in 1983 as a ministry outreach of Family Worship Center. Since that time, the school has seen hundreds of families touched by the Lord and blessed through this Christian School Ministry. We exist as an extension of the family to educate children in the fear of the Lord; that they may recognize and accomplish the tasks God has laid before them.

STATEMENT OF FAITH

We believe:

- the Bible is the inspired and only infallible and authoritative written Word of God.
- there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, in His personal future return to this earth in power and glory to rule a thousand years.
- in the Blessed Hope — the rapture of the Church at Christ's coming.
- the only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
- regeneration by the Holy Spirit is absolutely essential for personal salvation.
- the redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer.
- the baptism with the Holy Spirit, according to Acts 2:4, is given to believers who ask for it.
- in the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life.
- in the resurrection of both the saved and the lost, the one to everlasting life and the other to everlasting damnation.

OUR MISSION

We pray:

- that the student may find Christ as his Savior and cultivate a relationship with Him through prayer and the study of the Bible, thereby becoming a committed ambassador for Christ in today's world.
- that the student will be motivated to become a lifelong learner; applying research skills, critical thinking, and technological advances to his quest for knowledge and wisdom.
- that the student will, out of his love for Christ, develop a compassion for all humanity; recognize the Godly potential of those in his own environs, as well as the remote areas of the globe; showing concern, respect, and kindness to all.
- that the student will recognize God's order of government and will assume his scriptural position in the traditional family, the school, and society.
- that the student will acquire a Biblical work ethic in his educational pursuits, cocurricular activities, and family responsibilities.
- that the student will be prepared to meet the challenges of continued education by mastering effective study habits, becoming an avid reader, securing a solid mathematical and scientific foundation, acquiring healthy social skills, maintaining wholesome recreational activities and physical well-being to the glory of God.

ADMISSION

Family Christian Academy maintains a selective admissions policy. Students are enrolled who best fit within the spiritual and academic climate of the school. Admission to Family Christian Academy is a privilege and not a right. All students and their families must maintain proper standing with the school for continued enrollment. All parents must submit the appropriate enrollment information and pay all applicable fees upon enrollment. No student may attend class until all enrollment requirements are met. Student accounts are handled through the school's business office. All financial obligations not kept in good faith will forfeit one's admission to the Academy.

All fees paid to Family Christian Academy are non-refundable. Upon signing the enrollment contract, parents are responsible for the entire yearly fees as listed on the contract. Withdrawals involving a geographic relocation of the family beyond a 50-mile radius of Baton Rouge will result in a refund of any tuition paid less a forfeiture fee of $500.00.

Family Christian Academy admits students of all race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to 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, admissions policies, or other school-administered programs.

STUDENT ATTENDANCE

Attendance

It is impossible for a child to receive the necessary spiritual and educational training provided by the school when he does not maintain proper attendance. We require that all families be good stewards of their time and, therefore, keep absences to a minimum. The parent should call and notify the office when a child is absent from school.

When a child is absent, it is the responsibility of the parent and the child to make up any work missed and be prepared for class when he returns. Students should obtain a study partner when they know that they are going to be absent so that the student will be prepared for any tests or assignments due upon his return. Should a student experience an illness or other occasion that would hinder his continuing work at home, the child will receive time equal to his absence to complete the missed work.

Students will not receive credit for a course if they have 10 UNEXCUSED absences during the school year. All absences are counted toward the maximum of 9 UNEXCUSED absences; upon the 10th UNEXCUSED absence, the student will not pass to the next grade.

Valid Absence Excuses

- **Appointments:** a doctor/dentist written excuse must be turned into the respective office.
- **Injuries or illnesses:** a doctor/dentist written excuse must be turned into the respective office.
- School related activities approved by FCA administration such as field trips (for respective class only), sports events, BETA, and Rallies.
- **Bereavement:** deaths in the family require a funeral program or obituary. No more than 5 school days will be excused.

Students may be withdrawn from extracurricular activities if they have poor attendance and/or an unacceptable grade point average.

Student Athletes

ALL Student Athletes MUST BE ENROLLED for the upcoming school year, with contract signed, BEFORE they are eligible for Summer Athletics. Students will NOT be permitted

on FCA Campus for Summer Athletics if they are not enrolled for the upcoming school year. NO EXCEPTIONS

Tardies and Late Arrivals

Tardies and late arrivals disrupt the teaching pattern and, therefore, must be kept to a minimum. Students are allowed three unexcused late arrivals per semester. Upon the fourth late arrival, you will be charged a $25 fine. Upon the fifth, the student will be suspended or the parents will come to the school for counsel with the administrator to correct the problem.
Parents should not interrupt a teacher while they are teaching or supervising students in the classroom or elsewhere. They can communicate with teachers or request a conference through either the office or Sycamore.

Check-Ins

When a student is checking in late, a written excuse will be required. If the check-in is excused under the attendance policy, the student may make up work and confer with the teacher after school. If the check-in is unexcused, the student will receive a *"0"* for all work missed. Elementary students must be accompanied by an adult. Three late unexcused check-ins is equivalent to one absence.

Middle and high school students are tardy at 7:55 a.m. and elementary students are tardy at 8:15 a.m.

Check-Outs

All check-outs must be done through the office. Teachers will not release students from the classroom. All parties who wish to sign a child out from school must be prepared to show proper identification.

High school students who drive are allowed to sign out when parental permission is verified by the office. Non-driving students must be signed out by parents or be given administrative approval.

VISITORS

Parental visits to the classroom are encouraged but must be scheduled in advance with administration. Before any individual may visit a class or activity, he must obtain a visitor's pass from the office.

Students attending other schools may visit our campus provided that their visit is beneficial to the school and meets the following criteria:

- The student is a visitor from out-of-town.
- The student is applying for admission to FCA.

Approved visitors must wear a visitor's badge obtained from the office and agree to dress modestly. (Boys in slacks and collared shirts, Girls in a dress, slacks or skirt with blouse tucked in.)

HEALTH POLICIES

Family Christian Academy maintains a healthy environment for all faculty, staff, and students. Therefore, the following general health rules will be adhered to:

- All parents must maintain proof of immunization for their children in accordance with our state's laws.
- **No medication will be administered by the school faculty.** Required prescriptions must be kept in the school office and be administered there.
- All student athletes will be required to undergo a physician's physical examination at the beginning of the school year.
- Contagious Illnesses: Parents should report all contagious illnesses and submit medical documentation from their physician immediately upon diagnosis.
- All children should be symptom and fever free for at least 24 hours before returning to school.
- In extreme emergencies, students will be transported to Our Lady of the Lake Regional Medical Center.

FCA Cafeteria
FCA Cafeteria provides well-balanced, tasty hot lunches for all its students at a nominal fee. Students may also bring lunch from home if they prefer. More information is available in either office.

Meal Options
Lunch is offered at the student cost of $20.00 per week. Payments are to be made in advance through the accounting offices in the elementary office. Breakfast is NOT offered.

Food Borne Allergy Policy: Please refer to the enrollment packet for more details regarding food borne allergies.

STUDENT PROGRESS

Parents are made aware of student progress by eight grading reports. These reports consist of four interim reports and four quarterly reports. The interim report is not kept for the child's permanent record. In grades 6-12, permanent grades and credit are recorded per semester and each semester of failed work must be repeated for credit. Students who do not maintain at least a 2.3 grade point average for any nine-week grading period will be placed on academic probation. If the student's grades are not raised above a 2.3 GPA by the next nine-week grading period, Administration may recommend the student be withdrawn from Family Christian Academy.

A student may be retained in the same grade for the next school year if he fails four or more semester's worth of courses during a school year. Retention of elementary students will be reviewed on the basis of social maturity, academic ability, and parental involvement.

Parents will be notified in the third nine weeks if retention of their child is being considered. If retention is recommended by the administration, summer school work will be considered remediation and will not substitute for repeating the grade. Summer school credit is accepted when a high school student has failed a semester of a course required for graduation. Family Christian Academy does not acknowledge any *"new"* work done in summer school.

Parent/Teacher Conferences
Both offices exist to serve as a liaison between the parent, teacher, and student. This office should be contacted to schedule teacher conferences, interventions, or graduate planning. The guidance office will document all conferences and will provide counseling for the student and the home.

Graduation Requirements
A student of Family Christian Academy must fulfill all the basic requirements of graduation in order to participate in graduation. All students are required to complete the Academy's Bible program each year. Failure of FCA's Bible program may result in probation and/or expulsion. It is the responsibility of the parents to ascertain that their child has earned the necessary Carnegie units for graduation. This is the sole responsibility of the child and parents.

The Student Planner
It is the responsibility of parents to provide an academic planner for each child. Parents are encouraged to use this planner as a way to track homework, test dates, etc. As well, parents are encouraged to always be aware of student progress by looking for graded test papers and scheduling regular conferences with the teachers. Observant parents will know when their child isn't performing academically.

Through Sycamore, we provide an online school system that tracks students' grades and allows parents to contact teachers and administration. Parents/guardians can sign up for Sycamore access through the high school office with the registrar.

DISCIPLINE, POLICIES AND REGULATIONS

Family Christian Academy is determined to maintain a Biblical discipline philosophy which reinforces the spiritual and academic training of each child. Our objective is that children discipline themselves by daily yielding to Christ's control of their lives. However, the school will take measures to correct the behavior of a child according to Hebrews 12:6, 11. The school expects parents to support the school in its disciplinary efforts as a loving responsibility to the child.

The Matthew 18 Principle

We ask that all parents agree to use the Matthew 18 Principle when dealing with any grievance, misunderstanding or concern. Matthew 18: 15-16 says:

> *"Moreover if thy brother shall trespass against thee, go and tell his fault between thee and him alone: if he shall hear thee, thou hast gained thy brother."*
>
> *"But if he will not hear thee, then take with thee one or two more, that in the mouth of two or three witnesses every word may be established."*

We must all be committed to the principle of good reports. Therefore, if a problem arises at the school, the parents should counsel with the individual involved first. If the conflict cannot be resolved, at that time, the matter should be brought before the school administration.

Grievances

In a spirit of Christian cooperation and in accordance with the principle of Matthew 18, any grievance should be solved as a testimony to the Christian ethic. When a problem arises, the individuals involved should immediately go to the person with whom the offense exists. If the problem is not rectified, then the individuals should confer with the school administrator for further efforts of resolution and reconciliation.

At no time should offended parents attempt to involve other parents or individuals in an offense. Such only hinders the efforts of the school and ultimately the ability of the child to learn in the Christian school. If there is a legitimate problem in the school, parents individually expressing concern for their child to the administrator will provide insight needed to correct the problem.

Discipline Protocol

At Family Christian Academy, teaching and learning are at the center of everything we do. One of our top priorities is to create an environment that is welcoming, safe, and secure to facilitate an excellent education. As well, students and families have a role to play in creating that environment. It is our sincere intent that students and parents clearly understand and accept the responsibility of positive behavior.

FCA has implemented a more standardized Disciplinary Protocol System that will benefit both student and teacher. Together, we must create an environment that leads to effective overall learning. This 3 Point Discipline Protocol was developed to assist students, parents, and staff in understanding discipline policies currently in place and the consequences of not adhering to those policies.

Students will receive a disciplinary write-up and accumulated points for the following minor, moderate, and major infractions:

Minor: (1 point per infraction)
- Chewing gum
- Dress code violation
- Unapproved food/drink in classroom
- Tardiness after first hour

Moderate: (2 points per infraction)
- Profanity
- Disrespectful attitude
- Failure to follow direction

Major: (3 points per infraction)
- Physical altercation
- Inappropriate displays of affection
- Cheating/stealing/vandalism
- Skipping class
- Insubordination

Based on an accumulated 3 point system, at each accumulation of a multiple of 3 points, the following consequences will be administered:
3-9 Points: After school detention
12-18 Points: In school suspension, and unreplaceable zeros for missed work.
21-27 Points: At home suspension, and unreplaceable zeros for missed work.
30+ Points: Counseling with administration and possible expulsion.
Infraction Reset Schedule:
Minor: every 4.5 weeks
Moderate: every 9 weeks
Major: at the end of the semester
Subject to change:
Administration reserves the right to raise or lower point values depending on the severity and/or repetitive nature of infractions.

Student I.D.

Students in grades 6–12 will be issued a current year student identification card and lanyard that must be worn daily. Students must show card to redeem school lunches and to gain free entrance into home games. *Replacement cards are $5.00.

Cell Phones

Cell phones must be kept in lockers during school hours. If a cell phone is **SEEN OR HEARD** during school hours it will be confiscated. The first time a cell phone is confiscated it will be returned to parents or guardian at the end of the day. Upon the second offense the cell phone will be held until a $50 fine is paid, and a parent or guardian must pick up the phone. The third offense will result in phone being kept for the remainder of the school year.

This is necessary because cell phones distract students, disrupt classrooms, and they can easily be used in cheating.

Students are **NOT PERMITTED** to use their cell phones to video and post to social media (including, but not limited to: Facebook, Instagram, Twitter, Snapchat, YouTube, and Vine).

Also NOT PERMITTED is anything or anyone using a tag such as @FCA, a hashtag such as #FCA, or any other @/# indicating, tagging, or implicating Family Christian Academy in any way, form, or fashion. Violation of these rules can or will result in student dismissal.

If a student "misuses" his/her cell phone while at school by calling a parent for a discipline reason that has been issued by the school without going through the office, please be aware that there will be an additional discipline consequence.

Electrical and/or Electronic Devices

Electrical items such as radios, headsets, CD players, iPods, iPads, PEDs, Apple, Smart, etc. watches, game devices, etc. are not permitted on campus. If lost or stolen, FCA cannot be held responsible. On days of away games, athletes may use portable electronic devices on the bus. These devices should be locked up during school hours. Coaches may hold these for their athletes.

Drug Testing

FCA reserves the right to drug test any student at any time for any reason. Random drug tests may be conducted throughout the year.

Cars Driven To School By Students

Any cars driven to FCA by students must be registered in the high school office, which includes a current copy of the student's driver's license and proof of insurance. A parking permit is required and may be purchased for $3.00.

Personal Searches

A student's person or personal effects (e.g. backpack, purse, pockets) may be searched by a staff member to determine whether the student is in possession of contraband. Searches may be performed without notice, without consent and without a search warrant. All personal searches will be performed in a manner that is respectful of the norms

of decency and the emotional maturity of the student. A school administrator of the same sex will conduct the search in private with another adult witness of the same sex present, and only upon the approval of the principal or a specific designee. Under no circumstances will a body cavity or strip search be permitted unless conducted by law enforcement personnel.

Locker Searches

A student's locker or desk is the property of Family Christian Academy and is under the control of the school. School authorities may perform general inspections of lockers and desks at any time without notice, without student consent and without a search warrant. Students are not permitted to lock or otherwise impede access to any locker except with a lock provided by or approved by the school. Unapproved locks will be removed and destroyed.

Automobile Searches

Students are permitted to park on Family Christian Academy premises as a matter of privilege, not a right. Permission to park on school property is granted only after the student driver, the owner of the vehicle and the student's parent or guardian have signed written consent to allow search of that vehicle upon the school's request. School authorities may perform periodic patrols of student parking lots and conduct exterior inspections of student automobiles on school property.

Interior searches of student vehicles can occur to determine if contraband or illegal materials are contained inside. Refusal to allow access to a vehicle at the time of the search will be cause for terminating the privilege of parking on school property without further hearing.

Student Conduct

Harassment, intimidation, bullying, and cyber bullying of a student by another student is prohibited. This means any intentional gesture, or written, verbal or physical act that a reasonable person under the circumstance should know will have the effect of harming a student or damaging his property or placing a student in reasonable fear of harm to his life or person or damage to his property or that creates an intimidating, threatening or abusive educational environment for a student. This type of behavior will be severely disciplined.

Locks for Lockers

In order to keep their property safe, each student, grades 6-12, must provide their own lock for their locker. It should be a combination lock with numeric entry codes. No remote or key type locks are acceptable. The arm of the lock needs to be slim enough to fit through the opening of the locker. A copy of the combination **MUST** be turned into the office.

Honor Pledge

Family Christian Academy was founded under the direction of the Holy Spirit to be an educational ministry, developing the whole person. Therefore, its administration is dedicated to preserving a student body growing *"in grace, and in the knowledge of our Lord"* (II Peter 3:18). By enrolling in Family Christian Academy, students are expected to adhere to the Honor Pledge presented below. Students who, in the opinion of the administration, do not fulfill their allegiance to the Honor Pledge may jeopardize their enrollment in the Academy.

Family Christian Academy Honor Pledge

- I pledge to apply myself whole-heartedly to my intellectual pursuits that I may bring Glory to God.
- I pledge to develop myself physically and spiritually according to the gifts of God in my life.
- I pledge to love my neighbor as myself. I will not cheat, lie, or inflict pain upon others.
- I pledge to maintain integrity and purity by the Grace of God.
- I pledge to esteem my authorities with respect, obedience, and Christian love.

Family Christian Academy is a private school. Attendance at FCA is a privilege and not a right. The Academy reserves the right to require withdrawal of a student at any time if in the judgment of the administration such action is deemed necessary to safeguard FCA's ideals of academic integrity or the spiritual and moral atmosphere of it as a Christian school.

General Regulations and Rules

1. Students must conduct themselves in an orderly fashion while on campus, buses, or at any school function with prompt obedience to all school staff.
2. Each student is expected to keep his personal areas clean with respect for the facilities of the school.
3. Gum chewing is not allowed on campus or school transportation.
4. Public displays of affection are not permitted.
5. All students must comply with the school's dress code.
6. Students are to remain in designated areas at all times.
7. Students outside of designated classes or activities must have written permission from faculty or staff.
8. Profane language and other obscenities are not tolerated.
9. Any criminal offense (violent criminal acts, possession of illegal substances or weapons) will result in removal from Family Christian Academy and release to civil authorities.

Additional regulations and rules may be imposed by the teacher or administration when necessary.

DRESS CODE

General

Self-discipline results in self-respect which is evident in one's personal grooming. The dress code of Family Christian Academy is rooted in the Biblical principles of modesty and submission.

The student must submit his/her own personal preferences in appearance and dress guidelines to those in keeping with the vision and mission of the school. Realizing that the dress code identifies the students of Family Christian Academy on the campus and in the community, adherence to it is a vital responsibility of both the parent and student.

Dress Code Violations

Students who do not comply with the dress code will receive a warning discipline slip that will be sent to parents to be signed and returned for the first and second offenses. Upon the third offense, there will be a $25 fine. There will be a fine of $50 for the fourth offense. Upon the fifth offense, the student will be suspended or the parents will come to the school for counsel with administration to correct the problem. The following guidelines are always in effect when a student is on campus.

Uniform Providers

Uniforms MUST be purchased from one of our three uniform providers; Young Fashions, School Time, or Landsend.com. NO EXCEPTIONS.

General:

1. **Hair:** NO extreme hair color or cuts.
2. **Hats:** Hats or other head coverings may only be worn for athletic practices or special events.
3. **Jewelry:** NO excessive, loud, or offensive jewelry, necklaces, or pendants.
4. **Clothing:** Must have finished edges or hems, no holes, not too tight or oversized, fitted at the waist, and be proper lengths. Sagging is not permitted. Hems may be cuffed or flat.
5. **BOTTOMS:**
   Shorts: Must reach the top of the kneecap.
   Jeans: Permitted only on Spirit Day with a current year Spirit shirt. Jeans are NOT permitted with a uniform shirt. Spirit Shirts include: Friday Free Dress, Bible-Thon, Athletics, BETA, electives and clubs. *NO embellished, colored or tie-dyed, sliced or ragged, low rise, skinny, flared bottoms, cargo, stretch, leggings or yoga, sweat, jogging, or overalls.

Uniform Pants/Shorts: Must be purchased from an FCA approved uniform provider.

6. **TOPS:**
   Uniform Shirts: All red, white and black Polos must be purchased from an FCA approved uniform provider with FC logo, worn daily, tucked in at all times with the exception of banded polo shirts for girls.
   Undershirts: (Not required.) Must be solid red, white or black.
   Tank Tops: Are not permitted.
   Jackets/Sweaters/Sweatshirts: Must be solid red, white or black with or without FC logo, plain, without pockets. FCA cardigans and sweatshirts are available at one of our uniform providers. FCA Athletic and spirit wear is acceptable. All non-compliant outer wear must be stored in student locker during class time.
   Hoodies: Must have a zippered front. Pull-over hoodies with front pockets are unacceptable unless they are FCA Athletic Spirit wear.
   Friday Spirit Shirt: Only current year spirit shirts may be worn on Fridays, on field trips (teacher permitting), and any other FCA deemed special event day with blue jeans. *See Bottoms for jean regulations.
   Bible-Thon Shirt: Only current year Bible-Thon shirts may be worn with jeans on the following 2019/2020 Bible-thon days: September 3, October 1, November 1, December 2, January 2, February 3, March 2, April 2, May 4. *See Bottoms for jean regulations.
7. **Shoes:** All grades must wear athletic shoes or dark sole dress flats. NO house shoes, slippers, sandals, slides, mules or boots.
8. **Socks:** Socks must be solid red, black, or white. Socks must not have logo, lettering, or advertising showing.
9. **Belts:** Belts must be solid red, black or neutral, worn with pants and shorts that have belt loops. They should be visible at all times, properly cinched around the waist. Oversized belt buckles are NOT permitted.
10. **Physical Education:** Uniforms are available through Young Fashions for grades 5th-12th. Black shorts ONLY are permitted with a red t-shirt bearing the FC logo.
11. **Tattoos:** Students are discouraged from getting tattoos. Should a student already have a tattoo, it must be covered by clothing at all times.

BOYS:

1. **Hair:** Must be clean cut, not falling below the eyebrows, shirt collar, or ears. NO top knot buns or pony tails. NO facial hair is permitted. Students will be asked to shave on site. For the rare exception of a skin allergy, a doctor's excuse will be required upon enrollment.
2. **Earrings:** NO earrings or piercings.
3. **BOTTOMS**:
   Elementary: May wear black or khaki pants or shorts. Jean shorts are only permitted on Free Dress Friday/Bible-Thon Day with a current year Spirit shirt/Bible-Thon shirt.
   Middle/High: May wear Khaki pants or shorts; NO jean shorts are permitted.
4. **Shirts:** All grades must wear red, black or white Polo shirts with the FC logo from one of our approved uniform providers.
5. **Shoes:** All grades must wear athletic shoes or dark sole dress flats with solid red, white or black socks. NO sandals, flip-flops, open toed, slides or boots.
6. **Belts:** For grades K4 - K5 NO belt required with elastic banded bottoms. All grades require a black, brown, or tan plain, leather, woven, or material belt for pants or shorts with belt loops

GIRLS:

1. **Clothing:** NO tight clothing. All clothing must fit properly.
2. **Earrings:** All grades may wear one small earring, no longer than one inch or greater that one inch in diameter, per lobe. NO other piercings.
3. **BOTTOMS:**
   Elementary: May wear plaid jumpers, plaid pants, or plaid walking

shorts; khaki or black pants; khaki or black skorts. NO JEAN, KHAKI OR BLACK SHORTS. *Jean shorts are only permitted on Free Dress Friday/ Bible-Thon Day with a current year Spirit shirt/Bible-Thon shirt.
Middle/High: May wear khaki pants or skorts; plaid pants or skorts. NO khaki or jean shorts are permitted.

4. **Tops:** All grades must wear red, black or white Polo shirts (tuck in or banded) with the FC logo. Elementary may wear a red or white Sports Collar Blouse with plaid jumpers.
5. **Shoes:** All grades must wear athletic shoes or dark sole flats with solid red, black or white socks. NO sandals, flip-flops, open toed shoes, slides, mules or boots.
6. **Tights/leggings:** All grades may wear red, black, white or flesh colored tights under their school approved bottoms. NO thermal underwear. Elementary may wear red black, white, or flesh colored leggings under their school approved bottoms.
7. **Belts:** No belt is required with elastic banded bottoms for grades K4 and K5. All grades require a black, brown, or tan plain, leather, woven, or material belt for pants or shorts with belt loops.

CO-CURRICULAR ACTIVITIES

Family Christian Academy offers a stimulating co-curricular program in athletics, arts, and service organizations. Participation in co-curricular activities will be denied to any student on academic probation or averaging below a 2.3 GPA at the end of each nine weeks.

Individual teams, musical groups, clubs, and cheerleaders operate under the respective guidelines developed by the faculty advisor and the administration.

Special Honors/Awards

Romans 13:7 urges us to render honor to whom it is due. Each year special awards are given to students who achieve their personal goals while honoring Christ.

Special recognition is given to the student leaders who exemplify the philosophy and values of the school. Homecoming Court and Mr. and Miss FCA are nominated from faculty, staff, administration and are voted upon by the upper school student body.

GENERAL INFORMATION

1. It is **MANDATOR**Y that all parents/ guardians sign up for **REMIND**. **REMIND** is our primary communication tool used with our FCA families.
2. School hours are from 7:55 a.m. to 3 p.m.
3. Students may be "dropped off" between 7–8 a.m. at the front lobby entrance to meet in the gym until school starts. Elementary student pick up requires an FCA-issued student indentification car-line tag. After 8 a.m. the front doors will be locked. Please use the side doors located in the elementary office breezeway to enter the building after 8 a.m.
4. Students will be released to parents at 3 p.m. Elementary student pick up requires an FCA issued student identification car-line tag. The elementary car-line is located at the rear of the building. Middle and high school students depart from the front entrance.
5. Extended care is provided from 3-6 p.m. All students who are on campus after 3:15 are to be in extended care or face disciplinary action (see fee schedule).

TO THE PARENTS

You are to be commended for choosing to educate your child in the Christian school. We hope that Christian education is more than just a logical decision, but is a spiritual conviction before God. Our joy is in aiding you in the fulfillment of your divine responsibility. If we may be of any assistance to your family, we are committed to you *"till we all come in the unity of the faith, and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fullness of Christ"* (Ephesians 4:13).

Family Christian Academy

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