

FAB FOUNDATIONS

Founder's Vision

The Founder's Vision is that Faith Academy be an accredited nursery school through twelfth grade school where all students and parents are treated equally. Every attempt is to be made and all resources exhausted to challenge each student to their maximum capabilities of academic learning. The Biblical structure of family, respect for authority, personal accountability, and consequences of choices will guide all discipline policies and procedures.

Mission Statement

To be a place of encouragement and excellence in academic and character training where the Light of the World -Jesus Christ- lives in and enlightens those who teach and those who learn.

Colors and Mascot

As a symbol of integrity, honor and loyalty, the Knight is the Faith Academy mascot. Representing the Shield of Faith, the logo is a shield containing a cross and a sword, representing God's word. The colors are blue and gold.

Statement of Faith

The basis of all matters and affairs of Faith Academy of Bellville shall be consistent with the following beliefs:

- We believe in the Bible as the inspired literal Word of God and inerrant in the original writing; and that it is the supreme and final authority. (II Timothy 3:16-17)
- We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit. (Genesis 1:1, John 10:30, John 1:1-5, 14-18)
- We believe in the deity of our Lord Jesus Christ, in His Virgin Birth, in His sinless life, in His miracles, in His atoning death on the Cross, in His bodily resurrection, in His ascension, and in His personal return in power and glory. (Luke 1:35, Colossians 1:15-23, Hebrews 1:1-14, Acts 1:9-11, Acts 2:22-24)
- We believe in the forgiveness of sins and the salvation of lost and sinful man, by grace through faith in the Gospel, regenerated by the Holy Spirit and the Spirit-filled life. (Romans 10:9-10, Titus 3:5-7, John 14:16-26, Galatians 2:20, John 20:30-31)
- We believe the resurrection of both the saved and the lost. They that are saved unto the resurrection of life eternal, and they that are lost unto everlasting, conscious punishment. (I Corinthians 15:12-58, John 14:1-6, Revelation 20:11-15, Revelation 21:1-8)
- We believe in the urgency of preaching the Gospel with all mankind. (John 3:1-21, Matthew 28:18-20, John 10:10, Acts 1:8)
- We believe in the sanctity of life. (Exodus 20:13, Psalm 139:13-16, Job 12:10)

Statement of Philosophy

The educational philosophy of Faith Academy of Bellville is based on a God-centered view of truth and man as presented in the Bible, as the inspired literal Word of God and inerrant in the original writing; and that it is the supreme and final authority. As an evangelical, non-denominational academy by design, not aligned with or supported by a particular church or denomination, we are in an ideal position to be a resource and reinforcement for concerned families of our community. To that end, we are absolutely committed to a Biblically based, Christ-centered, family-focused educational foundation upon which the whole child is instructed in a healthy, balanced manner.

For the spiritual and moral growth of the students, Faith Academy seeks:

- To teach the Bible as God's inspired Word and to develop attitudes of love and respect toward it.
- To teach the basic doctrines of the Bible (Titus 2:1)
- To lead the pupil to an understanding of Christ as Savior and Lord. (Romans 10:9-10)
- To develop a desire to know and obey the will of God as revealed through prayer and searching of the scriptures.
- To impart an understanding of each Christian's place in the Body of Christ, and each student's involvement in the Great Commission.
- To develop the mind of Christ toward the understanding of Godliness and sin and to teach the students how to overcome sin.
- To encourage the development of self-discipline and responsibility of the student based on respect for and submission to God.
- To help the student develop for himself a view of all truth as God's truth by integrating life and studies with the Bible.

For the students' personal and social development, Faith Academy aims:

- To help the student develop his personality based on a proper understanding and acceptance of himself as a unique individual created in the image of God.
- To teach the student to treat everyone with love and respect since they, too, are made in God's image.
- To enable the student to become a contributing member of his society, realizing his strengths and weaknesses as well as those of others.
- To promote an understanding of time as a God-given commodity and the individual responsibility for effective use of time.
- To show a Biblical view of life and work, and to provide skills for personal relationships for future endeavors.
- To develop both good and proper attitudes toward marriage and the family and also the understanding and skills needed to establish God-centered homes.
- To promote physical fitness and good health habits by viewing our body as the temple of God.
- To impart Biblical attitudes toward material things and to encourage individual responsibility for using them for God's glory.

Concerning academic achievement, Faith Academy endeavors:

- To promote high academic standards within the potential of the individual as uniquely created by God and to help the student realize his full academic potential.

- To help each student gain a thorough comprehension and command of the fundamental processes used in communicating and dealing with others, such as reading, writing, speaking, listening and mathematics.
- To teach and encourage the use of good study habits.
- To teach the student how to do independent research and to reason logically.
- To motivate the student to pursue independent study areas of personal interest.
- To develop creative and critical thinking and proper use of Biblical criteria for evaluation.
- To promote good citizenship through developing the understanding and appreciation of our Christian and American heritages of responsibility, freedom, human dignity and the free enterprise system of government.
- To discuss current affairs in all fields and relate them to God's plan for man.
- To produce an understanding and appreciation of God's world, an awareness of man's role in his environment and his God-given responsibilities to use and preserve it properly.
- To engender an appreciation of the fine arts through the development of the student's understanding and personal expression.

Faith Academy has a responsibility to the students' families:

- To cooperate closely with the parents in the student's development, especially as it relates to the school program.
- To help the parents understand the school's purpose and program.
- To reinforce the development of Christ-centered homes.
- To inform parents of current and upcoming legislation and its effects on education and the Christian home.
- To encourage regular attendance and involvement in the family's church of choice.

ATTENDANCE

Faith Academy begins each school day at 7:45 a.m.

Faith Academy teachers have a rotating daily duty schedule and are prepared to welcome students and assist them in preparing for their day.

Before School Supervision

- Students should arrive no earlier than 7:25 a.m. for school. Teacher/staff children may arrive at 7:20 a.m. for faculty to attend devotion.
- EEC students report to Building #6 Lobby until dismissed to their teachers at 7:50 a.m.
- Kindergarten – 5th-grade students report to Building #2 until dismissed to their teachers at 7:45 a.m.
- High school students report to Building #4 Commons Area until dismissed to their teachers at 7:45 a.m.

After School Supervision

All students should go home no later than 3:15 p.m. unless they are enrolled in an extracurricular activity or extended care. The students must be under the **direct** care of their parent, teacher, or coach. Students not under supervision should be sent to the office to call a parent or leave the campus (student drivers). **No exceptions are to be made. This also includes the children of teachers and staff.**

After School Extended Care

Students in Nursery- 5th grade may enroll in Faith Academy's Extended Care Program. The program provides supervised care. Monthly, weekly or daily rates are charged.

Extracurricular Eligibility

Students must be present at least ½ of the regular school day in order to be eligible to participate in extracurricular activities and/or any practices scheduled on that day.

To be eligible to attend prom or homecoming or other weekend activity, the student must be present on the Friday before the activity.

Any variance requires administration and/or board approval.

Absenteeism

Faith Academy teams with the parents for their student's education and it is understood by all that students must be present and on time to receive the maximum benefit of their education. Faith Academy accepts the parents' decision for allowing their student to be absent. **Therefore, Faith Academy does not classify absences as excused or unexcused.** Work must be made up in accordance with school policy.

Students are scheduled to attend school 175 days per year. **They may be absent no more than 10% of those days (17.5 absences).**

If an **elementary student** misses three- and one-half hours of a school day, he or she is considered absent for the entire day.

Absenteeism for **junior high school and high school students** is taken each class period.

If a student is absent for 20 minutes or more during a class period, he or she is considered absent for the entire period.

Any absence, with the exception of those listed below, will be counted toward this maximum allowed per year (August-May). If there are reasons why a student must be absent from any class for more than 10% of the scheduled days per year, those extenuating circumstances must be approved by the administration for the student to receive credit for the school year. *Excessive absences could result in no credit for the year.*

The authority for determining the legitimacy of an absence rests with the administration.

All absences are counted toward the student's yearly total except for school functions as defined below.

1. School-sponsored field trips, class trips, club trips
2. School-sponsored athletic events
3. Absences and/or tardies incurred by students participating in FALCON

required/recommended appointments for vision exams, audiologist appointments, etc. A note from the attending physician is required when student returns to campus

4. College day (2 allowed during 11th grade and 2 allowed during 12th grade – must have administrative approval before the absence and signed proof from the college required upon returning to school)
5. Student participation in one local county fair per school year. The student may choose to participate in the county in which he/she resides or the county in which he/she attends school.
These days, not to exceed 4 must have prior approval by the appropriate 4-H extension agent and/or the student's FFA advisor.
6. Other events approved by the administration

Absences for which missed work cannot be made up are defined below:

1. An "off-campus" suspension
2. Truancy and/or skipping school.

TARDIES

A student is considered tardy if he or she is not in the classroom when the tardy bell rings.

Three tardies in the same class period for a JH/HS student will be considered an absence.

Excessive absences or tardies will be reported to the Administrator and board.

If any aged student is tardy to school, he or she should receive an admit form from the office personnel before being admitted to class. A tally will also be issued to students in Kindergarten – 12th Grade.

NOTIFICATION OF ABSENCE

Parents are requested to notify the school office by at least 9:00 a.m. if a student is to be absent. When a student is absent from school and a phone call from a parent is not received, then the following procedure is followed:

1. Phone call will be made to the home.
2. Phone call will be made to the place of work.

Parents should let the office personnel know why their student was absent upon return to school. This may be done in person, by telephone, or in a written note. Faith Academy does not have excused or unexcused absences. These notations will be used only in the event that a student has excessive absences (more than 17 ½).

MAKEUP WORK

1. Students who are absent for any reason are required to make up the work missed in each class.
2. All course work and homework assignments are due on the second day back to class, calculating two days for every day the student was absent.
3. Any makeup exam must be scheduled within 3 school days after the student returns.
4. A student with an absence of 5 days or more will be given a reasonable opportunity to make up assignments and exams missed, but not to exceed 2 weeks for completion.

5. It is the responsibility of the student and/or parent to obtain the assignments and schedule the exams with the teacher.
6. **Parents may obtain all daily lessons, homework assignments, and tests or quizzes missed in FACTS**
7. EXTRACURRICULAR ACTIVITY ABSENCES / EARLY DISMISSALS
 - a. If a test is scheduled at a time when students will be absent because of an extracurricular activity, the students must make up the test prior to the early dismissal.
 - b. Tests may be taken the prior day before school, during lunch, or after school; or on the day of the early dismissal before school or during lunch.
 - c. Students must make arrangements with their teacher.
 - d. Daily work and quizzes are to be made up prior to the absence or no later than two days after absence at the teacher's discretion.
8. PLANNED ABSENCES/ FAMILY DAYS
 - a. To assist the student in obtaining the required assignments, the parent is asked to notify the administration in writing as to the dates and reason for the absence request.
 - b. Notification must be given to the administration not less than one week prior to the expected student absence.
 - c. It will be the student's responsibility to obtain all assignments prior to the absence.
 - d. All assignments for K-12 should be completed according to the guidelines listed above.

DISCIPLINE

Philosophy of Discipline

Faith Academy believes the Bible is the basis for all rules of Christian discipline, and Faith Academy seeks to apply its principles in the statement of this handbook. Our goal is to build a school that has standards and principles that will be pleasing to God. Therefore, we expect respect for authority and total compliance with the rules and regulations of the entire school, as well as in the individual classroom. We further expect the parent or guardian to encourage the student to comply with all the school regulations and policies.

"...He disciplines us for our good, that we may share in His holiness. For the moment, all discipline seems painful rather than pleasant; later yields the peaceful fruit of righteousness to those who have been trained by it." (Hebrews 12:7-11, ESV)

Classroom Guidelines

Put God First

- a. Love the Lord your God with all your heart and with all your soul and with all your mind. *(Matthew 22:37)*
- b. Examples of offense: Lack of reverence at appropriate times, fist fights, cut down, lying, stealing, cursing, pornography, and outright disobedience.

Respect for others

- a. Love your neighbor as yourself. *(Matthew 22:39)*
- b. When addressing or responding to adults, students will use **Yes Ma'am** or **No Ma'am** or **Yes Sir** or **No Sir** and **Please** and **Thank You**.

- c. Examples of offense: Playing when a student should be on task, talking at inappropriate times or without permission, abusing another's property, excessively loud noises, throwing items, bother another child, shewing gum.

Ready obedience

- a. If you are willing and obedient, you will eat the best from the land. (*Isaiah 1:19*)
- b. Examples of offense: Not being on task, not following the teacher's instructions, wearing inappropriate clothing, getting out of seat without permission.

Diligence to duty

- a. And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through Him. (*Colossians 3:17*)
- b. Examples of offense: Not accomplishing tasks at hand to the best of your ability, not staying on task.

Classroom Rules and Expectations

- a. In addition to these guidelines, the teacher may develop rules and expectations for his or her classroom.
- b. The guidelines, rules, and expectations should be taught to the students.
- c. The guidelines, rules, and expectations should be stated in a positive way.
- d. The guidelines, rules, and expectations should be posted in the classroom.
- e. The guidelines, rules, and expectations should be enforced by the teacher.

Moral Code of Conduct

Faith Academy accepts the view that the ultimate purpose of man is to glorify God. Therefore, we expect staff and students alike to reflect His image. God is glorified when there is an atmosphere of understanding and when Christ-likeness is constantly cultivated and modeled (*Galatians 5:22-23*). Glorifying God affects one's lifestyle, behavior, moral choices, and overall attitude. Every guideline is designed to reflect the Christian values adopted by Faith Academy. Also, the guidelines reflect a moral code crucial to our testimony and reputation in the community.

While the guidelines in the handbook are sufficient for the daily operation of the school, we choose to deal with more serious moral issues on an individual basis. To make a general policy to govern the spectrum of issues inherent in such cases would be ineffective and could be unfair to the student or school. Each case will be judged on its own merits, and the following items will be taken into consideration:

- Attitude (repentance or hostility)
- Home support
- Church support
- Academic performance
- Contractual fulfillment (home, school, church)
- Discontinuance of immorality
- Extenuating circumstances

There is a profound difference between God's acceptance and His approval. Jesus abhorred the sin but loved the sinner (*John 8:1-11*) we must do the same. It will always be our goal to follow Biblical direction in these matters. As long as Faith Academy is involved in the life of the student, spiritual restoration of any

student who has fallen will be a priority to the school, whatever disciplinary measures are taken. The loss of privileges will be a consequence. Consequences could include dismissal from Faith Academy. If requested, the school will provide direction to the family for continuing the student's education.

Knight Code of Honor

As a member of the Faith Academy student body, I will choose to exemplify Christ-like character and integrity. I will support and encourage my fellow Knights with positive actions and words. As a Knight, I will aspire to higher standards and strive for excellence in all my academic and personal endeavors.

Influence

The Bible teaches that no one lives to himself (*Philippians 2:1-4*). Faith Academy is a community of people who have influence, both direct and indirect, upon each other. Since Faith Academy is a school, whose objective is to develop the whole person, body, mind, and the spirit, the lifestyle of each student on and off campus is important. Each student must acknowledge and adhere to the **Knight Code of Honor** throughout their tenure as a student at Faith Academy. Students (3rd grade through 12th) are required to acknowledge this adherence with their signature of agreement to a copy of the **Knight Code of Honor** at the beginning of the school year.

School Discipline System

"...He disciplines us for our good, that we may share in His holiness. For the moment all discipline seems painful rather than pleasant; later yields the peaceful fruit of righteousness to those who have been trained by it." (Hebrews 12:7-11 ESV)

Faith academy utilizes the Discipline with Love approach to aid parents in "training their child in the way he should go". The first three days of each school year will be a time to teach, explain, and train students on the discipline system. **No tallies will be given during those first three days.**

When a student is in violation of a school rule, a tally should be issued to the student.

A discipline system will not be successful unless it is used consistently and fairly. A teacher should not hesitate to issue a tally to any student, regardless of their grade level, when a violation of a school rule occurs in their presence.

If a student (grades K-12) receives 3 tallies in one week the student will be assigned detention by the Dean of Students. The parent/guardian will be emailed a detention notification (listing the tally offenses).

If a student (grades K-12) receives 6 tallies in one week a parent conference with the father will be set up to discuss consequences. The mother of the student will be called if there is no father in the home.

Tally Violations

The following is a list of examples of violations. It is not all-inclusive. The administration will clarify any behavior not identified below, and appropriate discipline will be administered.

1-2 Tallies (Teacher's Discretion)

1. Classroom rule violation
2. Violation outside the classroom (halls, chapel, etc.)
3. Tardiness
4. Dress code violation (see below)
5. Chewing gum (unless authorized by administration)
6. Possession and/or use of phones or other electronic devices
7. Not returning weekly folder or homework folder and applicable contents by assigned day
8. Sleeping

3-6 Tallies (Teacher's Discretion)

1. Lack of reverence at appropriate times
2. Verbal threatening or intimidation of a student or teacher, staff member or volunteer
3. Making derogatory remarks about another student or teacher (cut down)
4. Physical aggression such as hitting, kicking or punching
5. Lying
6. Stealing
7. Cheating/Plagiarism
8. Cursing, abusive language
9. Possession of sexually related materials
10. Outright disobedience
11. Public display of affection (holding hands, kissing another student)
12. Disrespect for authority
13. Detention violation (misbehaving, talking, disobeying rules)
14. Cutting class, required activity, detention or truancy
15. Destruction of school property or vandalism
16. Setting off fire alarm
17. Smoking, vaping, forgery, gambling or indecent behavior
18. Possession of tobacco, nicotine delivery system, or lighter on campus

The following infractions are automatic 6 tally offenses and may result in disciplinary action beyond detention, such as suspension or expulsion:

1. Fist fight
2. Uncontrolled behavior
3. Assault of a student, teacher, staff member, or volunteer
4. Possession of a weapon or firearm

Dress Code Violations

The number of tallies will equal the number of the DRESS CODE violations during each 3-week grading period. The first violation is one tally, the second violation is 2 tallies, the third violation is 3 tallies and so on. The student will serve detention for every three tallies.

Dress code tallies start over at the beginning of each 3-week grading period.

Many of the above violations could result in suspension or expulsion rather than tallies.

When a student displays a pattern of unchanged behavior, such behavior could warrant additional tallies above what is normally issued. Certain behaviors do not require the use of tallies, but rather an immediate office conference. When a student does not respond to teachers, Administrators, and parents and causes sufficient disturbance to prevent a teacher from carrying out his responsibilities or prevents other students from learning, it shall be deemed necessary to discuss suspension and/or dismissal with parents. These cases will be considered on an individual basis.

Alcohol, Drug, and Tobacco Use

Faith Academy seeks to provide a drug-free educational environment. The possession, use, sale, purchase, or transfer of alcohol, controlled substances or dangerous drugs as defined by state and federal law, any inhalable, volatile chemical substance, illegal drugs or drug paraphernalia, vapes, tobacco, or nicotine products on campus or during a school-related trip or activity is not allowed. Students may not use or be under the influence of non-prescribed drugs or alcohol on or off campus or during a school-related trip or activity.

The following items are prohibited:

- Alcohol or any alcoholic beverage.
- Any tobacco product, including vaping products such as the Juul and other products that contain nicotine.
- Any controlled substance or dangerous drug as defined by state and federal law, without regard to amount, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate and includes any unauthorized prescription medication.
- Any misuse of glue, aerosol paint, or any other volatile chemical substance for inhalation.
- Any other intoxicant, mood-changing, mind-altering, or behavior-altering drugs.
- All drug paraphernalia. Violation will result in a stringent disciplinary response, and law enforcement agencies may be notified by FAB officials.

All disciplinary responses to drug and alcohol use will include a meeting with parents/guardians and a counselor to determine a course of action. Minimal disciplinary consequences are as follows.

On-campus or school functions off-campus (i.e., sporting events, dances, etc.)

Alcohol:

- 1st Offense – Automatic 4-day suspension, Disciplinary Probation initiated
- 2nd Offense – Automatic 4-day suspension, recommended expulsion

Drugs:

- 1st Offense – Automatic 5-day suspension, recommended expulsion

All drug/alcohol offenses are cumulative and span all years a student attends FAB.

The behavior of FAB students is, at all times, a direct reflection upon FAB. With reasonable suspicion that a student has violated the FAB policy regarding drugs or alcohol, FAB will require a drug and/or alcohol test from the student. Parents will be notified and must make arrangements to have the student tested.

Refusing consent for the required testing will subject the student to disciplinary action under the presumption that the suspected behavior occurred.

FAB requires both a urine and hair follicle test. While waiting on the hair follicle test results, the student may return to campus if the urine test comes back negative. If the urine test is positive, the student will not be allowed on campus, and disciplinary action will be taken. If the hair follicle test returns positive, the student will not be allowed on campus, and disciplinary action will be taken.

Plagiarism/Cheating

Faith Academy defines plagiarism as failure to give credit and/or citation as per Modern Language Association's MLA Handbook for Writers of Research Papers. The first time in a school year that a student is determined to have plagiarized a final draft assignment, the work will receive a grade of 50. Any additional times in a school year that a student is determined to have plagiarized a final draft assignment, the work will receive a grade of ZERO (0) and the student will be considered for expulsion. Any offense will also require revision of the assignment and a conference between the student, parents, teacher(s), and administration. Failure to complete the mandatory revision will result in a grade of ZERO (0) for that assignment if it is the first offense and a second zero if it is a subsequent offense. This grade cannot be made up.

Detention, Conferences, Suspension, Expulsion

Every student begins the school week with zero discipline tallies; however, if THREE TALLIES are received in a week, students in grades K-12 will receive a detention. Parents will be notified of all detentions earned by their child.

1. If 6 tallies are received in a week, the school office will contact the father for a personal conference at the school with the Administrator, Dean of Students, teacher, and student. The father will be asked to take steps to discipline and correct his child. The mother or guardian will be called if there is no father in the home.
2. If a child receives 3 or more detentions in a semester, this will necessitate a conference with the Administrator, Dean of Students, teacher, and parents to determine a course of action.

3. If a child receives 6 detentions in one semester, a letter will be sent to the parents, thus placing the child on probation. If a child is placed on probation, at the time the probation is issued, the parents will be informed of the terms of the probation.
4. If a child receives a 7th detention in one semester, the administration may recommend behavioral suspension and/or expulsion. No athletic or extra-curricular participation will be allowed during the dates of the suspension/expulsion.

Elementary Detention (Grades K-5)

1. Detention will be held for 30 minutes after school as determined by the dean.
2. Students will sit in Listening Learning Position.
3. Students will serve detention with their homeroom teacher.

Junior High and High School Detention (Grades 6-12)

1. Detention will be held for 30 minutes after school as determined by the dean. (Grades 6-8)
2. Detention will be held for 45 minutes after school as determined by the dean. (Grades 9-12)
3. Students will sit in Listening Learning Position.
4. Students who are late to detention or are absent will automatically be given another detention.
5. If the student is an athlete and the detention causes him/her to miss school-provided transportation to an out-of-town event, the student in detention will be responsible for finding his/her own transportation with an adult chaperone, and late-to-practice rules will apply.
6. If the student is an athlete and the detention causes them to arrive late to a home game or practice, the late-to-practice rules will apply.

In-School Suspension/Disciplinary Probation/Expulsion

In some discipline cases, the administration may deem it necessary to grant in-school suspension for a student. These decisions will be made on a case-by-case basis. The student will have supervised individual work for the duration of the suspension.

No athletic or extra-curricular participation will be allowed during the dates of suspension.

Disciplinary Probation

If a student is placed on Disciplinary Probation, the Administration/Dean of Students will notify the parents/guardians. Students placed on Disciplinary Probation are in imminent danger of losing the right to remain at FAB.

1. Students on Disciplinary Probation will forfeit any class office or official position held in any school-related organization for a specified period of time as deemed appropriate by campus administration.
2. The student may be deemed ineligible to receive any school honors/awards during the probationary period as determined by the campus administration.
3. Withdrawal from co-curricular activities beyond the days of suspension will be determined by campus administration. These restrictions may include traveling with the team/organization to any contests, programs, practices or sitting on the sidelines during the probationary period.

4. If a student is placed on Disciplinary Probation in the spring semester, the student will lose final exam exemption eligibility for the spring semester.
5. Students placed on Disciplinary Probation may not be allowed on any school trips during a specified period of time determined by the Assistant Principal/Dean of Students.

Expulsion

If extensive documented attempts to correct a student's misbehavior have failed, if the misbehavior persists, or if the offense is so serious as to warrant FAB most drastic sanction, then the administrative team may recommend that a student be expelled. The Head of School has the ultimate authority with respect to expulsions or dismissals. Any student expelled or dismissed from FAB will not be allowed on campus or to attend any school functions.

Cell Phones

1. Students in grades 6th - 12th who bring cell phones to school MUST leave in their vehicles or turned in to the reception desk of their building at all times during school hours.
2. Students in 4th & 5th grade must leave their phones with their homeroom teacher during day. The phone is not accessible to the student until student is dismissed for the day.
3. Students in 3rd grade and below should not bring cell phones to school at all.
4. The first time a student is found in violation of this policy, the student will be issued a tally and the cell phone will be confiscated and a parent will be called to pick up the device. A fee of \$50 will be collected from the parent before the phone is released.
5. For each additional violation, the student will be issued three tallies for an automatic detention. The cell phone will be confiscated and a parent will be called to pick up the device. A fee of \$100 will be collected from the parent before the phone is released.
6. While traveling on school vehicles to and from competitions and field trips, cell phones will be collected upon boarding and remain in a locked container until the student is released to go home.
7. Cell phones may be used by students who are non-participating spectators at a school athletic event or other school activity as deemed appropriate by staff person in charge.
8. Cell phones may not be used in extended care or in the car line without administrative permission from administration.
9. No other "wearable technology" is to be worn or used on campus during school hours (7:25am - 3:15 pm). Wearable technology shall include, but not be limited to, cell phones, the Apple Watch, Fitbit fitness devices and other similar devices.
10. The first time a student is found in violation of this policy, the student will be issued a tally, and the wearable technology will be confiscated, and a parent will be called to pick up the device. A fee of \$50 will be collected from the parent before the device is released.
11. For each additional violation, the student will be issued three tallies for automatic detention. The device will be confiscated, and a parent will be called to pick up the device. A fee of \$100 will be collected from the parent before the device is released.

Electronic Devices

1. Electronic devices NOT to be used by students on campus at any time during school hours, 7:25-3:15 without administrative approval.
2. Electronic devices should not be used in extended care or the car line.
3. No smart devices are to be worn or used during school hours 7:25-3:15. These devices include, but are not limited to: cell phones, Apple Watch, and Fitbit Smart brands. Electronic devices such as these with internet, texting, messaging and/or calling features and capabilities are not allowed unless there are circumstances in which administration has given specific permission.

DRESS CODE

Overview

Every attempt is being made to train our students for spiritual and academic excellence. Our purpose as an institution and as individuals is to glorify Jesus Christ in the midst of a world that glorifies man. The Biblical principles upon which the dress code is based are modesty, cleanliness, neatness, and the distinction between male and female. Faith Academy recognizes parental authority and depends on parents to support the dress code by checking their students before school each day.

Faith Academy has adopted a **L.E.S.S.** Dress Code: **L**ikable, **E**nforceable, **S**ensible, and **S**imple.

The school administration reserves the right in determining violations of the dress code. Students are responsible for coming to school dressed in accordance with the dress code. An attempt will be made to find a suitable uniform for the student but parents may be notified and asked to bring the appropriate clothing to school. Students may not be allowed to return to class until they are properly attired.

The administration may clarify and adjust the dress code to maintain the spirit and learning environment as deemed appropriate at any time.

The Faith Academy Dress Code is in force for all students while they are on campus during normal school hours unless otherwise communicated by the administration. Compliance with the Faith Academy Dress Code is the responsibility of the student.

The requirement for the student's appropriate and modest attire extends to any FA off-campus or on campus activity that is outside the normal school hours and is subject to enforcement by campus administration.

Dress Code Violations

1. Dress code violations include any form of non-compliance with the daily dress code.
2. Students with dress code violations will receive appropriate tallies and consequences.
3. All dress code violations will be handled by the Dean of Students on an individual basis.

General Guidelines – Kindergarten – 12th Grade

1. The chapel uniform is worn on Monday only. The daily uniform is worn Tuesday through Friday unless otherwise determined by administration.
2. All monogrammed uniform wear must be purchased through Faith Academy.
3. All skirts, shorts and skorts should be appropriate and tasteful lengths. The standard is no shorter than 3" above the knee.
4. All shirts and pants/jeans/skirts/shorts must be neat in appearance. NO holes allowed. NO cut-offs allowed. NO frayed edges allowed.
5. Shirts may be worn untucked on any day, with the exception of K-12 male chapel shirts.
6. Belts must be worn if a shirt is tucked in and the garment has belt loops. Fashion belts, such as scarves and ribbons are acceptable.
7. Please put your child's name in all jackets/sweaters/coats. OPTIONAL: Names can be monogrammed through the FA uniform provider.
8. Jeans/pants/skirts/shorts/skorts may have moderate embroidery and/or embellishments.
9. All shoes must have closed toes and heels and should have non-marking soles. Heels and/or soles should be no higher than 2".
10. No hats or caps may be worn in any campus building between 7:25 a.m. and 3:15 p.m.
11. GIRLS: Hair must be neat and maintained with no unusual styles that may distract from the learning environment. Highlighted or colored hair must remain in hair colors created by God. Girls should have not more than 3 piercings per ear, with none above the middle of the ear, and no other visible body piercings (including gauges) or tattoos.
12. BOYS: No facial hair. Hair around the ears, including sideburns, may not be longer than the bottom of the ear. Hair may not cover the eyebrows. No hair over the collar or unusual hairstyles that may distract from the learning environment. Highlighted or colored hair must remain in hair colors created by God. Visible tattoos, any ear or body piercings (including gauges), and nail polish are not acceptable.
13. Friday is designated for FA "Spirit Shirts". Spirit Shirts from the current school year only are acceptable to wear on Fridays the first semester. Students may wear a Faith Academy spirit shirt of their choice on Fridays the second semester. Spirit shirts from any year are acceptable, as long as the shirt fits properly and is in good condition.
14. Faith Academy club shirts may be worn on days designated by the administration.

Chapel Uniform

The chapel uniform is worn on Monday unless the administration announces a change.

GIRLS: Elementary ~ Kindergarten - 5th Grade

- Monogrammed white FA polo shirt or blouse with butterfly collar
- OPTIONAL: Solid white undershirt
- K-2nd: Navy knee length skirt or navy jumper
- 3rd-5th: Navy knee length skirt
- Navy bloomers
- White, black or navy dress socks, knee socks, tights or leggings with jumper or skirt
- Black or navy shoes or boots or athletic shoes of any color

GIRLS: Junior High ~ 6th – 8th Grade

- Monogrammed white FA chapel shirt (monogrammed white FA polo)
- OPTIONAL: Solid white undershirt
- Khaki or navy skirt
- Black dress shoes or boots
- OPTIONAL: White, black or navy socks, tights, leggings with skirt

GIRLS: High School ~ 9th Grade - 12th Grade

- Monogrammed white FA chapel shirt
- OPTIONAL: Solid white undershirt
- Black skirt
- Black dress shoes or boots
- OPTIONAL: White or black socks, tights, leggings with skirt

BOYS: Elementary ~ Kindergarten - 5th Grade

- Monogrammed white or light blue button-down FA chapel shirt
- OPTIONAL: Solid white undershirt
- Navy tie (solid)
- Navy slacks with black belt
- Navy socks
- Black shoes or boots or athletic shoes of any color

BOYS: Junior High ~ 6th – 8th Grade

- Monogrammed white FA chapel shirt
- OPTIONAL: Solid white undershirt
- Black tie (solid)
- Khaki slacks with black belt
- Black socks
- Black dress shoes or boots

BOYS: High School ~ 9th Grade - 12th Grade

- Monogrammed white FA chapel shirt
- OPTIONAL: Solid white undershirt
- Black tie (solid)
- Black slacks with black belt/black-brown combination.
- Black socks
- Black dress shoes or boots

Daily Uniform

The daily uniform is worn Tuesday through Friday unless the administration announces a change.

GIRLS: Elementary ~ Kindergarten - 5th Grade

- Monogrammed FA polo shirt - royal blue, **white**, gold,
- OPTIONAL: Solid white undershirt
- Khaki, navy or blue denim pants/jeans, capris, shorts, skirt, skirt
- Socks (any color)
- OPTIONAL: Black tights or leggings with a skirt
- Shoes or boots

GIRLS: Junior High ~ 6th Grade – 8th Grade

- Monogrammed FA polo – royal blue, white, gold
- OPTIONAL: Solid white or solid royal blue undershirt
- Khaki, navy or blue denim jeans/pants, capris, shorts, skirt, skirt
- Socks (any color)
- OPTIONAL: Black tights or leggings with a skirt
- Shoes or boots

GIRLS: High School ~ 9th Grade - 12th Grade

- Monogrammed FA polo – royal blue, white, gold, black
- OPTIONAL: Solid white, solid royal blue, or solid black undershirt
- Khaki, navy, black or blue denim jeans/pants, capris, shorts, skirt, skirt
- Socks (any color)
- OPTIONAL: Black tights or leggings with a skirt
- Shoes or boots

BOYS: Elementary ~ Kindergarten - 5th Grade

- Monogrammed FA polo shirt - royal blue, **white** or gold
- OPTIONAL: Solid white undershirt
- Khaki, navy, or blue denim pants/jeans or shorts
- Socks
- Shoes or boots

BOYS: Junior High ~ 6th Grade – 8th Grade

- Monogrammed FA polo – royal blue, white, gold
- OPTIONAL: Solid white or solid royal blue undershirt
- Khaki, navy or blue denim pants/jeans, shorts
- Shoes or boots

BOYS: High School ~ 9th Grade - 12th Grade

- Monogrammed FA polo – royal blue, white, gold, black
- OPTIONAL: Solid white, solid royal blue, or solid black undershirt
- Khaki, navy, black, or blue denim pants/jeans, shorts
- Shoes or boots

Jackets

ONLY the jackets listed here may be worn in the classroom. Any jacket may be worn outside.

Elementary ~ Kindergarten - 5th Grade

- FA monogrammed jacket or hoodie
- FA athletic team jacket or hoodie

Junior High ~ 6th Grade – 8th Grade

- FA monogrammed jacket or hoodie
- FA athletic team jacket or hoodie

High School ~ 9th Grade – 12th Grade

- FA monogrammed jacket or hoodie
- FA athletic team jacket or hoodie
- FA letter jacket

Physical Education

Elementary ~ Kindergarten - 5th Grade

- Athletic shoes are required

Junior High ~ 6th Grade – 8th Grade

- Athletic shoes/PE uniform
- All practices and athletic wear are determined by the coach of each sport

High School ~ 9th Grade - 12th Grade

- Athletic shoes / PE uniforms
- All practice and athletic wear are determined by the coach of each sport

Free Dress

Free Dress is a privilege allowed only on specific days designated by administration. The purpose of Free Dress is to reward students and allow a break from the required uniform. However, neatness and decency are still required. Free Dress may be awarded in the form of a “free dress pass” to be turned in to the homeroom teacher or Free Dress may be given on special days designated by the administration.

Administration has the right to disapprove inappropriate clothing or shoes at any time and require the student to change.

Free Dress Guidelines:

- Shorts, skirts, skorts, jeans, pants, sweatpants of any color. Length of skirts and shorts must meet daily dress code requirements.
- Non-uniform shirt with short, mid or long sleeves. No sleeveless or midriff shirts allowed.
- Any wording and graphics on clothing must be appropriate and meet administrative approval.
- Shoes of choice (open toe/heel sandals, crocs are examples of acceptable shoes) However, athletic shoes must be worn during PE or a grade reduction will be given.
- No holes in clothing
- Shirts are not required to be tucked in. However, if shirts are tucked in and the garment has belt loops, a belt is required.
- Hats may not be worn in any building during school hours.
- Free Dress passes may not be used on chapel days.

SEMI-FORMAL DRESS CODE

We all know modesty and class when we see it. These guidelines illustrate the general standards of modesty in the FAB community. Every attempt is being made to train our students for spiritual and academic excellence. Our purpose as an institution and as individuals is to glorify Jesus Christ in the midst of a world that glorifies man. The Biblical principles upon which the dress code is based are modesty, cleanliness, neatness, and the distinction between male and female. Please realize that these guidelines are not exhaustive, but they do provide a starting place that communicates the spirit of our formal/semi-formal dress code standards.

This guide is our earnest effort to allow the widest range of **current** styles that support our community's standards. We recognize that the same garment, cut the same way, may be modest on one body type but too revealing on another. If jeans are worn to a semi-formal event they must meet daily FA dress code requirements.

Semi-formal events would include (but not limited to) social/academic events such as Faith Academy Awards, Fall Athletic Awards Banquet, NHS Induction, Night of Knights. STUDENTS AND PARENTS WILL BE INFORMED IF A SPECIFIC EVENT REQUIRES AN AMENDED DRESS CODE.

SEMI-FORMAL DRESS CODE

LADIES

General Guidelines

- Dresses, skirts and dress pants and dress jeans are acceptable.
- No visible undergarments.
- No dresses/skirts shorter than 3" all the way around the garment. **Measurement will be from the back bend of the knee.**
- No visible cleavage.
- **Open backs are not acceptable for semi-formal events.**
- Test-drive your garments: dance, lift your hands above your head, lean over, sit. Are you comfortable, and does your garment remain modest while you are moving?
- Bring a shawl or sweater in case you have a wardrobe malfunction.

SEMI-FORMAL DRESS CODE

GENTLEMEN

General Guidelines

- Suit/sport coat with dress shirt and tie
- Dress slacks/starved jeans with dress shirt and tie
- Dress tee with no tie
- Dress shoes or boots

**FORMAL DRESS CODE
PROM AND HOMECOMING
APPLIES TO ALL FAB STUDENTS AND GUESTS OF FAB STUDENTS**

We all know modesty and class when we see it. These guidelines illustrate the general standards of modesty in the FAB community. Every attempt is being made to train our students for spiritual and academic excellence. Our purpose as an institution and as individuals is to glorify Jesus Christ in the midst of a world that glorifies man. The Biblical principles upon which the dress code is based are modesty, cleanliness, neatness, and the distinction between male and female. Please realize that these guidelines are not exhaustive, but they do provide a starting place that communicates the spirit of our formal/semi-formal dress code standards. **Homecoming guests may wear formal, semi-formal or casual wear.**

This guide is our earnest effort to allow the widest range of **current** styles that support our community's standards. We recognize that the same dress, cut the same way, may be modest on one body type but too revealing on another. **Gown approval/try-on will be in person only, no picture approval. There will be three advertised dates for young ladies to choose from to bring their gown, try it on and have it approved. If a dress is not approved it may not be worn.**

**FORMAL DRESS CODE
LADIES**

General Guidelines

- No visible undergarments.
- No dresses/skirts shorter than **3" all the way around** the garment. **Measurement will be from the back bend of the knee.**
- No slits higher than **3"** (front, back, or side slits). **Measurement will be from the back bend of the knee.**
- No visible cleavage. No low cut or princess cut strapless dresses.
- Straight cut strapless dresses are allowed (but remember; you will be moving).
- Open backs are acceptable but should not be lower than mid-back.
- Cut-outs must be lined with mesh. (Flesh-tone, black, or a color that coordinates with your dress). Cut-out may not include cleavage.
- No visible midriff (exposed stomachs or sides). Two-piece dresses that overlap are acceptable as long as the midriff is still covered when you raise your arms above your head. This can be helped with tailoring (tacking), mesh, a cami, etc.
- Two-piece dresses designed to reveal the midriff are not allowed.
- Test-drive your dress: dance, lift your hands above your head, lean over, sit. Are you comfortable, and does your dress remain modest while you are moving?
- Bring a shawl or sweater in case you have a wardrobe malfunction.
- **If you do not have the means to fix an immodest dress at the event, you may be asked to leave-we don't ever like having to ask someone to leave.**

**FORMAL DRESS CODE
GENTLEMEN**

General Guidelines

- Tuxedo
- Suit with dress shirt and tie
- Dress slacks/starched jeans with dress shirt and tie
- Dress shoes or boots

ACADEMICS

Biblical Integration

All teachers are expected to integrate Biblical principles with their teaching in Language Arts, Science, History, Math, Art, Music, Physical Education and any other subject taught at Faith Academy. All subjects are to be taught in a manner consistent with Scripture. However, it is not expected that every lesson will have Biblical principles or proof texts to support teaching, because the Bible was not written as a comprehensive school subject text.

CURRICULUM

Faith Academy believes that a quality education is the result of teachers that are Christian in practice and philosophy and a curriculum that integrates God's truth into all courses and adequately prepares the student for future educational endeavors. Faith Academy desires to have curriculum that challenges the student, stimulates his or her curiosity, promotes creativity, teaches the discipline of study habits, develops critical thinking, and encourages individual responsibility.

Ponder this Scripture:

"These commandments that I give you today are to be upon your hearts. Impress them on your children. Talk about them when you sit at home and when you walk along the road, when you lie down and when you get up. Tie them as symbols on your hands and bind them on your foreheads. Write them on the door-frames of your houses and on your gates." ~ Deuteronomy 6:6-9

FACTS-Parent Portal System

FACTS is a software system that Faith Academy uses to connect students and their families to our school. Parents can easily check grades and lesson plans, pay for lunch, tuition and other school fees, and communicate with the school through the Family Portal in their FACTS online account.

Homework

Faith Academy recognizes the educational value and importance of homework for students and believes that its assignment should be regular and reasonable. Christ-like character qualities of responsibility, initiative, orderliness, and thoroughness are developed as a result of regular homework. Care must be taken, though, not to take away from the family unit by too many assignments.

The four types of homework are as follows:

1. **Practice:** The most common type of homework given to help students master specific skills which are presented in class.
2. **Preparation:** Given to prepare students to gain maximum benefit from subsequent lessons.
3. **Extension:** Given to determine if students can transfer a skill or concept to another situation.
4. **Creative:** Requires a student to integrate skills and concepts in the process of producing a response or product.

It is the responsibility of the student to complete assigned homework. If not completed or if a passing grade is not made, the student must remain after school for a RAP session.

No homework should be assigned on Wednesdays so that families may have time to attend mid-week worship services.

Raising Academic Performance (RAP) for Incomplete / Failing Work

In an effort to raise the standard of excellence and put the emphasis on “learning” not grades, any daily or homework assignments not completed and/or that results in a failing grade on any day will require the following:

1. This policy applies to all DAILY WORK and HOMEWORK.
2. This policy applies to all students in grades 3-12.
3. The teacher will determine the necessity of the RAP session and communicate with the student and administration. The teacher will contact parent(s) and make final RAP arrangements.
4. When a teacher assigns a student to RAP, the student will be required to stay after school from 3:15 p.m. until the work is completed in an acceptable manner or 4 p.m. whichever comes first. If a passing grade is not earned in the first RAP session, the student will be required to stay after school the following day(s) until the assignment is comprehended and a passing grade is earned.
5. Even if the grade earned on the work is higher than a 70... 70 will be the highest possible grade recorded for work completed during the RAP session.
6. All unfinished or incorrect work must be completed in the RAP session/sessions.
7. Students assigned to more than three (3) RAP sessions in a nine-week grading period will be required to meet with the administration and teacher(s) to determine the causes.
8. Major class projects (those assigned for three weeks or more) are not an option for RAP sessions. Major class projects are not accepted late without administrative approval.

Extra Work Request

Students often ask for extra work in order to improve their grades. If the student is not doing well with the regular work, how can he or she do better with a greater amount of work? ***Therefore, extra work is not permitted for the purpose of improving grades.*** Teachers may, at their discretion, allow a student to repeat an assignment, do an assignment in a different format, or otherwise individualize a previous assignment in order to replace a low grade. The repetition of an assignment, however, must be completed within a short time of the original work. It is not permitted at the end of a semester as a desperate effort to improve a low grade in the subject.

No Pass/ No Play

A student is allowed to participate in extra-curricular competition, contests or activities (including NHS, Student Council, Chapel Band, Media Team, ACSI Events) only if the student is in good and regular standing which includes, but is not limited to, the following:

1. The student must be enrolled in at least four accredited academic courses.
2. The student can fail NO course at reporting periods for both Progress Reports and Report Cards, beginning with the second Progress Report issued at the 6th week of school. Reporting periods include:
 - a. All Progress Reports, beginning with the second one issued at the 6th week of school

- b. 1st Nine Weeks Report Card grades
 - c. 1st Semester Report Card grades
 - d. 3rd Nine Weeks Report Card grades
 - e. 2nd Semester Report Card grades
3. Any student who is not passing at any of these times will be put on a three-week probation. A "Notification of Academic Probation" report will be EMAILED to parents if a failing grade is listed.
 4. An "At Risk of Academic Probation" report will be EMAILED to parents if a student has a grade between 70 and 74 to give adequate warning of a low grade prior to the issuance of the Report Card which carries the student's final grade.
 5. During the three-week probation, the student will be required to practice, but will not be permitted to compete or travel. This applies also to home games; student may not dress out and may not sit on the sidelines.
 6. Students will remain on probation until the next official report is issued. If a failing grade is listed on the next official report, the student will remain on academic probation for an additional three weeks and the next report is issued.
 7. Final decisions related to eligibility will be made by the administration.

Student Leadership

To provide maximum opportunity for students to experience leadership activities, a student may only serve as president of one organization during the current school year. The responsibilities that come with a major leadership position require a strong and focused commitment to that organization.

In its sole discretion, FA may remove any student from a leadership position (elected or appointed) for any reason, including disciplinary reasons such as a suspension or academic integrity violations.

Any student that cheats or has been assigned any type of suspension may be required to forfeit any leadership position or office.