



STUDENT HANDBOOK
K4-12th Grade

336.884.5661

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GRACE POINT CHRISTIAN ACADEMY (GPCA), in addition to being an institution of education, is a channel through which the Lord Jesus Christ can be more clearly revealed. However, in this context, it is necessary for us to present a clear statement of our faith in the Lord Jesus Christ and the Holy Bible. We should combine with that statement a substantive and definitive school purpose.

1. STATEMENT OF FAITH

1.1 We believe the Bible to be the inspired, the only infallible Word of God.

1.2 We believe that there is only one God.

1.3 We believe in the deity of our Lord Jesus Christ, in his Virgin birth and His sinless life, in His miracles, in His vicarious death through His shed blood, in His ascension, and in His personal return in power and glory.

1.4 We believe that for the salvation of lost and sinful men, there must be a plan. Three parts are included in this plan of salvation: 1) repentance, 2) water baptism (in the name of Jesus and for remission of sin), and the 3) infilling of the Holy Spirit. (Acts 2:38, John 3:5)

1.5 We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.

1.6 We believe in the resurrection of both the saved and the lost; they that are saved, unto the resurrection of life and they that are lost, unto the resurrection of damnation.

1.7 We believe in the spiritual unity of believers in our Lord Jesus Christ.

1.8 We believe in the power of prayer. (Philippians 4:6-7)

2. SCHOOL PURPOSE

Our school purpose is to offer a Christ-centered program which will effectively instruct the student in our basic Christian heritage, lead him/her to a personal knowledge of Jesus Christ as our Lord and Savior, and help him/her develop the qualities of Christian character and Christian leadership. A superior academic program with emphasis on the subjects, meaningful experiences, and problem solving is offered at GPCA. A strong reading program is maintained. Careful attention is used in curriculum planning, using Ignitia and the ABeka Book Inc. Our curriculums and standards each year reflect age-appropriate challenges that prepare our graduates to be admitted to college upon graduation. Our curriculum plan exceeds standard school requirements. Classes such as Physical Education, Bible, and Arts are included in their general studies.

3. OBJECTIVES IN EDUCATION

Our objectives in the education of your children are as follows:

3.1 Prepare children spiritually by instilling in them an understanding of salvation and to create a personal relationship with Jesus Christ.

- 3.2 Prepare children to successfully live in a democratic system helping them to develop a sense of responsibility as a citizen and a Christian.
- 3.3 Offer an instructional program that meets the academic needs of children, one that encourages them to think clearly, logically, and independently, achieving mastery in the tools of learning and communication.
- 3.4 To develop moral, ethical, and spiritual senses.
- 3.5 Provide them with opportunities to develop an understanding of, and an appreciation for their own personal worth and that of others.
- 3.6 Provide opportunities to develop skills necessary for making a living.
- 3.7 Offer opportunities to participate in wholesome forms of recreation.
- 3.8 To intensively prepare all graduates for college entry.

4. BIBLE CURRICULUM

Bible study is recognized in Grace Point Christian Academy as a fundamental requirement for all students. It augments the subjects of Math, English, History, Social Studies, Science, and Health. Without Bible study, a student can hardly be called educated in the true sense of the word. The Bible says, "The fear of the Lord is the beginning of knowledge." The Bible offers the best guide for this life and the only hope for the life to come. There is no book that can enrich and influence the minds and the hearts of children like the Bible. It is with this in mind that we use a curriculum, which will take the student systematically and progressively on his/her grade level through the Word of God.

5. TEACHER STANDARDS

The Administration of GPCA approves all the teachers of GPCA academically, morally, and spiritually before they join the faculty. The foremost requirements for teachers of GPCA, are an unselfish dedication to Christian education, a sincere love for children, and a complete devotion to the Lord Jesus Christ. Now you see why our teachers are highly esteemed and valued at GPCA.

6. ADMISSION PROCEDURE

- 7.1 Application forms are to be filled out and returned to the school office. These forms are a means of supplying basic information concerning the student as it would relate to his/her educational experience and general background. The registration fee must accompany each application form. Parents must sign the statement of cooperation.
- 7.2 An appointment for an interview by the principal or administrator with the student and parent may be requested. This interview may include informal questioning of the student and the parents to establish a foundation of understanding for home and school relationships. In the case of an application for re-admission, the principal may feel an interview with the returning student and his/her parents may be productive for the student and the school.

7.3 Final registration is only complete when we have: (1) the child's complete registration forms, (2) health records, (3) the registration fee, (4) previous school records, (5) and the signed statement of cooperation. There is a two-business day processing period on all student applications submitted. Students will not be admitted to class until applications have been processed.

7.4 No new students will be admitted after February 1.

GRACE POINT CHRISTIAN ACADEMY (GPCA), as a private institution, reserves the privilege of setting and maintaining its own standards of student conduct, dress, cleanliness, and scholarship. The school maintains the right to refuse admittance to anyone it so chooses and to suspend or expel anyone who violates the standards or rules of conduct as defined by the school.

7. THE SCHOOL DAY

The school day at GPCA begins at 8:00 a.m. and dismissal is 4:00 p.m. Please have your child/children arrive no earlier than 7:30 a.m. or remain no later than 4:15 p.m. Any student who is not picked up by 4:15 p.m. will be charged \$20, and \$5 added on every 5 minutes later, upon pickup, per student. If this is not paid by the Monday following, then a late fee of \$10 will be added. For security purposes, after 8:00am, please ring the bell located by the school entry door to be admitted into the building. You must accompany your child to the door to sign them in if you arrive past 8:00am.

8. REGISTRATION FEES

Upon acceptance, the registration fee ensures a place in the classroom for each student and is non-refundable and is payable with each application yearly. Early registration is offered April-May and a 10% discount is offered. General registration is June-July. Late registration begins August 1 and a \$25 fee will be added. Registration prices are as follows: one student: \$145, two students: \$160, three students: \$175, four students: \$190.

9. INVESTMENT

Investments are set up on a ten-month payment plan for your convenience, and the first payment is due August 1. Payments must be made monthly and are due on the first of each month. If payment has not been received by the 5th of the month, a late fee of \$25 will be charged and the student will not be allowed to attend class until the investment is paid current. There is also a service charge for returned checks. Post-dated checks cannot be accepted.

Accounts must be current before anyone will be allowed to pre-register. All delinquent accounts must be paid in full before the start of a new school year. If an account becomes delinquent at any time during the school year, the student will not be allowed to attend classes until the investment is paid current. If a grading period should end and an account is not current, report cards will be withheld until the investment is paid current. Parents whose accounts are not current will be notified and no report cards, diplomas, or other records will be given until the amount owed is paid in full.

10. LUNCH PROGRAM

Students may opt in for the lunch program each month. Lunches will be prepared by GPCA. Lunch fee will be accessed by number of school days per month. The lunch fee is \$5.50 per day. The lunch fee will be charged weekly and must be paid in advance the Thursday prior. Monthly payments are encouraged, but weekly payments are accepted. If you fail to pay by the Thursday prior, your child will not partake in school lunches the following week. If your child is not a part of the lunch program, he/she must bring a packed lunch. Food for parties must be cleared through the administration office a day in advance.

Students may have a container with water in the classroom. No soda or drinks without a sealable lid will be allowed in the classroom. Students are not allowed to use microwaves. Absolutely **NO** energy drinks will be allowed by students on the GPCA campus.

11. BOOK FEES

All book fees are included into your yearly tuition. In the event a student loses his/her textbook, he/she will be charged a book replacement fee. Each student must provide his/her own supplies. We suggest that supplies not be purchased until the students have an opportunity to find out the supplies required.

12. STANDARDS OF CONDUCT

Any Christian school must provide an environment conducive to the spiritual growth and development of its young people. We believe that Christian students should avoid practices which causes the loss of sensitivity to the spiritual needs of the world and the loss of the Christian's physical, mental, or spiritual well-being (Romans 23:1-2). In order to allow spiritual growth, GPCA has adopted the following standards for students in attendance while they are at school and at home.

12.1 Refrain from swearing, smoking, using indecent language, gambling, dancing, participating in occult activities, use of intoxicating beverages, experimenting with illegal drugs, or promiscuous conduct (being sexually active).

12.2 If your child needs medicine, a handwritten note must be signed by the parent before GPCA can administer the medication. The child will NOT be allowed to hold on to their medicine, the medicine will be stored in a locked cabinet. If a new drug/medication is brought in by the parent, a new handwritten note must accompany it. We adhere to this rule for the safety of our students.

12.3 Maintain high standards of courtesy, kindness, morality, and honesty.

12.4 Be dressed appropriately and modestly. No shorts or skirts above the knee will be allowed at GPCA.

12.5 Be kind and helpful to young children and always respect those in authority. In this atmosphere of definite and positive Christian standards of conduct, there are opportunities for the development of strong and stable Christian character. Students found to be out of harmony with the GPCA ideals of work and life may be requested to withdraw whenever the general welfare demands this.

12.6 Social Media & Apps - Posting negative comments regarding GPCA, GPCA staff, etc. on social media sites will not be tolerated as it is out of harmony with GPCA standard of conduct. Failure to comply with this policy may result in withdrawal of student. Students should refrain from visiting websites and using other social media tools or apps that are out of compliance with GPCA standard of conduct.

In order to best fulfill the goals of the discipline process, Grace Point Christian Academy has established a Code of Conduct that defines expected student behavior and establishes the procedure and process for addressing disciplinary matters. Please be aware that student conduct and behavior outside of Grace Point Christian Academy can affect a student's standing at GPCA as well as the reputation of GPCA, therefore, it is the expectation of the administration that students adhere to the Code of Conduct at all times.

It is therefore also understood that violations of the Code of Conduct both inside and outside of school, including breaks from school, may be addressed as a disciplinary concern by the administration. Students are specifically considered to be under school jurisdiction at any time at which they are under the direct supervision of Grace Point Christian Academy and its employees, including when riding a bus or attending a school function or activity.

Students are expected to demonstrate the following behaviors and characteristics:

- Integrity in the keeping of one's word, speaking the truth, doing one's own work, carrying out responsibility (doing assignments adequately and on time) and respecting authority.
- Respect for self, Grace Point Christian Academy and its employees and students, and the property of others.
- Courtesy extended in all relationships – student to student or student to teacher/staff.
- Stewardship of the property, supplies, and equipment of Grace Point Christian Academy, as well as wise stewardship of personal items
- Preparation for class and readiness to learn
- Students are to display a Christ-like attitude in all they do and say.

Prohibited Activities

In order to inform our GPCA family the following prohibited in-school activities, for which disciplinary penalties will be assessed, are provided. While the actions described below represent a cross section of activities, no compilation can be all inclusive and students are expected to refrain from behavior that would be characteristic of the areas mentioned below.

Prohibited Items/Weapons

- Tasers
- Knives
- Vapes
- Drugs

- Guns or play guns
- Lasers

Attendance Parameters

- Unexcused tardiness to school or class (3 unexcused tardies will result in one absence)

**Drivers may be subject to lose driving privileges*

- Leaving school campus without permission
- Being in locations where students are not allowed
- Excessive time out of class
- Failure to sign out when leaving early
- Unexcused absences
- Skipping class
- Skipping school

Dress Code

- Failure to conform to GPCA's dress code (*Please make yourself familiar with dress code provided in the student handbook*)

Academic Expectations

- Not being prepared for class
- Failure to meet classroom responsibilities
- Failure to employ good study habits after repeated warning (not keeping a notebook, not taking notes, not keeping an assignment notebook, etc.)
- Failure to return documents by due date

Careless Behavior

- Running in the halls or in the classroom
- Purposely holding door to classroom closed, or slamming doors; horseplay
- Throwing or shooting objects in the building
- Reckless driving on school property or at any school event
- Careless behavior in bathrooms

Classroom/School Etiquette

- Disruptive behavior that impedes the educational process
- Insubordination to the teacher
- Dishonesty in all manner while quizzing and testing
- Disrespect to peers and teacher

Inappropriate Behavior

- Inappropriate public displays of romantic affection (i.e., holding hands, kissing, excessive hugging)
- Bullying in all manner is strictly prohibited and will be dealt with severely.
- Language and/or gestures that are vulgar, obscene, offensive, derogatory, or disrespectful will result in disciplinary action. The believer's talk should build up, not put them down. (Freakin, that's so gay, etc)
- Students who use language referring to or insinuating homosexuality is strictly prohibited. Students who act/portray in a non-biblical manner is strictly prohibited.

Whether it is in a joking manner or not, GPCA has a zero-tolerance policy, and will result in immediate administrative action, and be subject to expulsion from GPCA.

Dishonesty

- Dishonesty in any form, including lying, theft, cheating, and plagiarism (note: indication of cheating on any assignment will result in a zero. Parent contact (BY PHONE) will result for first offense, and possible suspension thereafter.) This guideline applies to the person copying as well as to the person knowingly supplying the material to be copied)
- Forging signatures or altering documents
- Altering report cards

Disrespectful Behavior

- Rebellious or disrespectful attitude
- Flagrant disrespect and disobedience
- Littering
- Disturbance or rude behavior in chapel services
- Defacing of any kind of school, student, or faculty property
- Non-compliance with regulations pertaining to driving to school
- Direct disobedience to any teacher or administrator
- Deliberate destruction or damage to school, church, student, and/or faculty property
- Disrespect by word or action toward any faculty, staff member, or student
- Display of any advertisements of items in whatever form (e.g., posters/stickers on books, or on any personal possessions brought into the school) that are in conflict with the values of the school as stated in our objectives.

13. TRANSPORTATION AND TRAFFIC CONTROL

The speed limit across the school parking lot is 5 miles per hour. The safety of the children is put at risk when a vehicle fails to follow the posted route. "No Parking" and "Fire Zones" must be always heeded. Vehicles may be cited for parking violations. Parking behind of the school or gym building is not allowed. Dismissal traffic will become jammed if the parents park in the pick-up line. All parents must drive through the designated line. Students will not be sent to a car parked in the parking lot or to a parent who walks up to dismissal door. ***If you need to pick up your child early, it must be before 3:30pm and you will have to walk up to the door to pick them up. If you arrive after 3:30pm, you will have to wait in the car rider line.*** If business needs to be conducted, please park in a designated parking spot and enter in the school building side after dismissal, 4:15pm. No parent/teacher meetings will be hosted unless scheduled in advance. No parent/guardian will be permitted in the classroom area or be allowed to enter through the school side door during drop-off and pickup.

14. DISMISSAL PROCEDURE

All student drivers must provide the office with written information on the make, model, color, and license number of their vehicles, along with parental permission to drive to school. Students leaving school with another student must provide GPCA written consent from the parents of both the passenger student and the driving student. All students must park to the side of the building. Students will be dismissed together from the

gym/sanctuary building.

15. DISCIPLINE

While discipline is basically positive training in the right directions (Proverbs 22:6), there is a negative side of correction and adherence to rules. The teachers and administration are given full discretion in the discipline of students. This may include various forms of positive reinforcement or the issuing of detention, suspension, or expulsion from the school.

Several areas of infractions should be noted:

15.1 Disrespect to teachers or students.

15.2 Disorderly conduct in the classroom, in chapel, or on the school grounds such as: communicating without permission, interrupting the class, throwing objects indoors, chewing gum, running in the building, or cheating of any kind.

15.3 Not completing assigned work.

15.4 Destroying or defacing school property.

15.5 Meddling in other student's property or taking personal things without permission.

15.6 Fighting or pretending to be fighting.

15.7 Leaving the school grounds without permission.

15.8 Believing that discipline is necessary for the welfare of the students, as well as the entire school, each teacher is given the authority to enforce disciplinary procedures.

15.9 Detention will be served from 3:30pm-4:00pm on designated days.

DISCIPLINARY PROCESS:

Level I Category — Classroom Management. Disciplinary action will be taken for infractions of school policy and rules. Most disciplinary issues are managed by the teacher in the classroom, and the process can involve any of the following, separately or in combination as appropriate.

- Student conference with the teacher
- Notification of behavior problems to parents (sent via ClassTag or phone call)
- Student conference with the Administrator
- A parent-teacher-student or parent-teacher-administrator conference
- Detention

Level II Category — 2 detentions, 2 hours of community service on GPCA grounds. 2-page paper (topic to be given by administration)

Level III Category — In-School Suspension. Number of days to be determined by administration.

Level IV Category — Out-Of-School Suspension. (Administration will determine the amount of time given and terms to return to school) Student will not be able to return until a parent/student/administration conference takes place.

Level V Category — Upon the last result, if student refuses to change behavior pattern, and all measures have been exhausted, **it will result in expulsion from Grace Point Christian Academy.**

Restitution and restoration can be confirmed with visible student behavior and pastoral counsel and recommendation; reinstatement on probation can occur as well.

A formal report to record all infractions will be retained within the student's school file outlining the nature of the infraction, how the issue was addressed and the action plan to address resolution. Follow up steps will be amended to the initial report.

Disciplinary probation is sincerely intended as an intermediate step for the student to "get his or her act together." If there is no progress in attitude, behavior, or general academic achievement, the student will be asked to withdraw from the school or he or she will be expelled by action of GPCA Administration.

16. SUSPENSION OR DISMISSAL

A student may be suspended or dismissed from school at any time he is found out of harmony with the rules and policies of GPCA. In the case of suspension, the opportunity of make-up work will not be granted and there must be a conference between student and administration before the student will be allowed to return to classes. Decisions in these matters are the full responsibility of the administration and further reviews or appeals will not be considered.

GRACE POINT CHRISTIAN ACADEMY (GPCA) expects full cooperation from both student and parents in the education of the student. If at any time GPCA feels that this cooperation is lacking, the student may be requested to transfer.

17. WITHDRAWALS

Withdrawals from school must go through the administration office. Students transferring to another school should do this at the end of a grading period. **Tuition will be required to be paid-in-full, even if your child is transferred/withdrawn early.** Report cards and other records will not be issued to a transferring student whose account is not current.

18. TEACHER COMMUNICATION

Please feel free to consult with the school administration about any problems or questions concerning the welfare of your child. It is the desire of GPCA to be of service to both parents and student. **We must ask that visits be made by appointment with the teacher at a convenient after-school hour.** No parent is allowed in the classroom during the school day. If you have a problem or concern with another student, your concern needs to be emailed or a written note must be given to an administrator or teacher. From the time the email or note is received, we will have 48 hours to review it before we follow

up with the incident/problem/situation. **GPCA policy is that teachers do not communicate with parents concerning school issues by text message during teaching hours.** Our teachers will only be allowed to communicate with parents during designated hours – before school, during lunch, or after school up until 4:45pm. GPCA will be using Class Dojo this year for the majority of our communication. Communication is KEY at Grace Point Christian Academy, so please make sure you are checking ClassDojo daily for important updates or messages from administration or your child's teacher.

19. ABSENCES

In case of absence, the parent or guardian must call Malinda Lewis at (336) 688-5217 by 9 a.m. to explain the absence.

When the student returns to school, he/she must bring a note from a parent or guardian informing us of the absence. This note is for our files. Students arriving after 12:00pm without a doctor's note will be counted as absent for the entire school day.

Excessive absences may result in dismissal from school. No refunds on tuition is made because of absences. Any student that misses 15 or more days per year, excused or unexcused, will automatically receive zeroes on every assignment for each day missed following. GPCA will accept 5 days absence per year on parent's note and 10 days absence per year on doctor's note. After 5 days on a parent note, the student must have a written doctor's note to be admitted back to class. **The State of North Carolina recognizes the following as excusable absences:**

19.1 Sickness of the student whose attendance would endanger his health and the health of other students.

19.2 Serious illness of a member of the student's immediate family, which would necessitate absences.

19.3 Death in the family may be excused for a reasonable period of time.

19.4 Pre-approved absence by the principal.

Absences will be assessed by their class and 3 tardies = 1 absence

When absences are excusable, the teacher will permit the student to make up missed assignments. **Videos will not be assigned for students who miss any amount of days.** If an absence is anticipated, the student must secure permission to be absent and therefore, make up assignments. **We strongly urge that dental and medical appointments not be made during school hours. Please schedule your family vacations during school vacation days or holidays.**

After 5 absences in a quarter, parents may be required to meet with GPCA Administration.

After exceeding days of absences for the year, the student must complete course recovery work from missed days to be re-admitted to Grace Point Christian Academy.

20. TARDIES

A student arriving after 8:00 a.m. shall be considered tardy and must be signed in from their parent before they will be admitted to class. A student leaving early after 11 a.m. will be treated as tardy. Students arriving after 12:00pm without a doctor's note will be counted as absent for the entire school day.

Three tardies within any grading period will be assessed as one unexcused absence. Students may not exceed 10 tardies per semester. After 8 tardies in a semester, parents will be required to meet with GPCA Administration.

If a student rides to school with someone other than their parents and is tardy, the student may be required to contact their parent by phone with their teacher by their side. Student drivers that are tardy will be required to contact their parent by phone with their teacher by their side. Excessive tardies may result in dismissal from school. Student drivers with excessive tardies will lose driving privileges. If a student is late to class, the teacher will document the tardy.

21. MAKE-UP WORK

The responsibility of initiating make-up work belongs to the student and parent. Students will have an equivalent number of days missed to make up work. For example, if three days were missed, then the student will have three days to complete any missed assignments, take quizzes or make up tests. If a student misses class on a day that a test is scheduled, or an assignment is due, then the student must take the test and/or turn in the due assignment on the first day he/she returns to school.

22. SENIOR POLICY

A student who is enrolled in school and becomes 20 years of age within the school year is not eligible to attend. Our graduation ceremony is generally held the on a Friday in May at 7:00 p.m. Each graduate will need to prepare for the following their last month of school:

22.1 Student will need to submit pictures from childhood through current school year to the school office. All pictures must be in harmony with GPCA standard of dress and conduct.

22.2 Graduation Fee (Covers diploma, cap, and gown cost)

23. REPORT CARDS

The purpose of our report system is to give parents and students an indication of the progress, or lack of progress being made. Each child's ability, attitude, and application are considered in grading. The teacher will be using a number grade when issuing the report card.

Our faculty consistently endeavors to know each of the students and to help each student to experience academic success. It is our firm belief that when a student experiences academic success, learns a skill, he/she is pleased, thus enhancing a healthy self-concept. However, if a student lacks academic motivation and does not respond to instruction, the academic progress will not be realized. Our observation has been that academic success produces more academic progress in the non-motivated student.

Our grading system may not be the same as other schools and should not be used for comparison. We encourage our students to work hard and to develop good study habits and to work up to his or her capacity.

Letter Grade System:

A+ = 91-100 (4.0)

A = 93-96 (4.0)

A- = 90-92 (3.7)

B+ = 87-89 (3.3)

B = 83-86 (3.0)

B- = 80-82 (2.7)

C+ = 77-79 (2.3)

C = 73-76 (2.0)

C- = 70-72 (1.7)

D+ = 67-69 (1.3)

D = 63-66 (1.0)

F = 0-62 (0.7)

Grading:

Homework/Seatwork – 30% of Overall Grade

Quizzes – 30% of Overall Grade

Tests – 40% of Overall Grade

24. HOMEWORK

Believing that homework is an integral part of the school program, each teacher is at liberty to give homework to aid the student to advance in his/her studies. Therefore, each student is required to complete his/her homework assignments. Homework will be 30% of the student's overall grade. Homework is given for the following express purpose:

24.1 For practice. It is given so that the material will be mastered.

24.2 For remedial activity. As instruction progresses, various weak points in a student's grasp of a subject become evident. Homework following instruction is given to overcome such difficulties.

24.3 Teaches the student responsibility to finish unsupervised tasks.

Book reports, compositions, special research assignments, and projects are some of the activities that are frequently the subject of homework attention, particularly on the junior high and senior high levels.

Delinquent homework will result in a zero. Incomplete homework will be given a grade based on percentage of the work completed. **The only way a student will receive a zero is if the student made NO effort to do their work.** Students are given class time to work on assignments when time is allowed. Assignments not completed in class will be assigned as homework. Four homework grades are dropped throughout the school year (1 per

quarter). We do request parent's full cooperation in seeing that the assignments are completed.

25. CELL PHONE POLICY

Students will not be permitted to have cell phones in their possession throughout the school day. All cell phones must be left in the student's vehicle or in a holding bin in the classroom during the school day (7:30am-4:00pm). Failure to do so will result in confiscation of the cell phone. A parent or legal guardian must retrieve the cell phone from a staff member. The second violation will result in the parent being asked to sign a contract stating that the third violation will result in the student being banned from having any cell phone on campus. After the third offense, if the student is caught with any cell phone, it will result in 2 days of suspension. Apple watches, any other smart watch devices, or AirPods/Bluetooth headphones are not permitted during the school day. Students should keep them in their vehicle or in a holding bin in the classroom. If a student is wearing their device during school hours, it will be taken and put away for a parent/legal guardian to pick up. GPCA and its employees will not be held responsible for lost, damaged, or stolen property. The school is not obligated to investigate the loss or damage of a cell phone. Should a student's cell phone be confiscated, it will only be returned when a parent/guardian comes to the school to retrieve it. **There will be absolute ZERO TOLERANCE on cell phone use.**

26. INCLEMENT WEATHER

In case of bad weather conditions, we sometimes follow the Randolph County School cancellation schedule. If Randolph County schools are closed or delayed, GPCA may be closed or delayed also. Please be on the lookout if we send a message regarding school delays or cancellations. **Do not rely on the Randolph County School schedule if we haven't sent out a message regarding cancellation/delays.**

27. LOST AND FOUND

Lost and Found will be cleaned out each Friday by 4:15. All students need to label their uniforms/jackets. Lost and found will be disposed of within 5 days.

28. SEARCH AND SEIZURE

Grace Point Christian Academy reserves the right to search desks, vehicles, or personal belongings for objects or materials deemed noncompliant with school rules or which threaten the safety of the school or the students. Confiscated property will be returned at the discretion of the school administration.

29. SCHOOL DRESS

Boys shall have their hair cut neatly above the ears and collar. Facial hair, including sideburns below the earlobe, mustaches, etc. are not permitted. Modest pants, GPCA shirts/tops, and shoes are required. No extreme fads in dress or hair (including dying of hair), nor sloppiness will be allowed.

Girls shall wear skirts/bottoms that cover the knee. No shorts are allowed. Sleeveless or brief cap sleeves are not permitted. Only GPCA shirts/hoodies will be allowed to wear on

campus as far as tops are referred. No extreme fads in dress or hair (including dying of hair), nor sloppiness will be allowed. The wearing of jewelry and makeup is not permitted.

The dress code is to be followed at all school functions. This includes orientation, special services, ceremonies, meetings, and programs. GPCA upholds the biblical standard of modesty. Since modesty is subject to interpretation, the school reserves the right to define modesty in situations not covered herein.

If your child is out of compliance with the school dress code, he/she will be sent home or parents will be required to bring appropriate clothing.

30. GPCA UNIFORM DRESS CODE GUIDELINES FOR GRADES K4-12

- All clothing must be clean and neat. Clothing should be free of strings, frayed edges, open holes, and tears.
- Students must wear clothing that fits appropriately: no skintight or revealing clothing.
- Only GPCA school logo and emblems will be allowed on clothing.
- All skirts/bottoms must cover the knees completely (even when seated).
- Outerwear worn in the classroom, such as coats and jackets, must have a GPCA logo on them, or they are to remove outerwear while in the classroom.

31. GIRLS DRESSCODE

31.1. Turtlenecks

- a. Must be worn under another uniform garment only, if desired to be worn.

31.2. Sweater/Cardigan

- a. Must be worn with a GPCA shirt only
- b. A GPCA emblem must be always showing

31.3. Sweatshirts or Hoodies Worn inside the Building

- a. **Solid colors ONLY**
- b. School logo is required
- c. No hoods are allowed during school hours

31.4. Casual Shoes

- a. All shoes must be school appropriate
 - a. No heels of any sort are permitted; ceremonies/assemblies are excluded
 - b. Closed-toe shoes are suggested for everyday wear
 - c. Tennis shoes/sneakers are required for P.E. days

31.5. Leggings, Socks, Tights or Hose

- a. Leggings, tights, or hose must accompany a skirt that reaches at or below the knee

31.6. Outerwear

- a. All coats must have a GPCA logo if worn in the classroom
- b. Coats without a logo are only permitted when outside during P.E. or recess hours

32. BOYS DRESSCODE

32.1. Pants

- c. Pants should be free of strings, open holes, and tears
- d. No shorts above the knee will be permitted
- e. No skintight pants

32.2. Shirts

- a. Colors – Solid **ONLY**
- b. **ALL** shirts must have the GPCA emblem on them
- c. T-Shirt or Long Sleeves are permitted

32.3. Sweatshirts or Hoodies Worn Inside the Building

- a. **Solid colors ONLY**
- b. School logo is required
- c. No hoods are allowed during school hours

32.4. Casual Shoes

- a. All shoes must be school appropriate
 - a. Closed-toe shoes are suggested for everyday wear
 - b. Tennis shoes/sneakers are required for P.E. days

32.5. Outerwear

- a. All coats must have a GPCA logo if worn in the classroom
- b. Coats without a logo are only permitted when outside during P.E. or recess hours

33. AFTER SCHOOL CARE

We currently do not offer after-school care at GPCA.

34. VISITORS

All persons entering the school campus must report to the front door and must be greeted by one of GPCA's staff members. You will then sign-in via our sign-in sheet and you will receive a visitor's pass for your visit. All visitors will be required to sign in and out. The visitor pass must be worn while in the building. Parents will need to write a note of permission for a person to visit their child. Arrangements must be made 48 hours prior to the visit. No visitor is allowed in the building without authorization.

Grace Point Christian Academy
INVESTMENTS & FEES
2024/25

Tuition Fees & Tuition Payment Plan Options

GPCA Tuition is billed monthly. Please see the GPCA "Payment Plan Options" as listed below. Please note that all tuition payments are non-refundable.

| | Enrollment Programs | Annual Tuition Rate | Monthly Tuition Rate | Payment Plan Options |
|----------------|-------------------------------------|--|---|--|
| TUITION | K-4 – 11th Grades | 1 Student: \$3,400 2 Students: \$4,200 3 Students: \$5,000 4 Students: \$5,800 | 1 Student: \$340 2 Students: \$420 3 Students: \$500 4 Students: \$580 | 1. Paid in Full – Due 8/1/24 <u>5% Tuition Discount</u> for accounts paid in full by the 1 st Day of School. 2. 10 Monthly Payments – Due on 1st of the month. (August – May) with grace period through the 5 th . <i>Late payment fee of \$25/week applied to unpaid accounts after the 5th of each month.</i> |
| | 12th Grade | Yearly tuition is the same as above. <i>A <u>graduation fee</u> of \$100 is applied for each senior prior to graduation.</i> | Monthly Tuition is the same as above. | |

School Fees

School & Enrollment Fees are non-refundable.

| | K-4 – 12 th Grades | Due Dates & Important Information |
|--|--|--|
| ENROLLMENT <i>(Non-Refundable)</i> | 1 Student: \$145 2 Children: \$160 3 Children: \$175 4 Children: \$190 | Enrollment fees due in full with enrollment application (New & Returning). <i>This fee is still required, even if you have a scholarship.</i> Note: All applications (new & returning) are reviewed by the principal before students are approved for enrollment. |
| SCHOOL SUPPLIES | Cost Varies See specific supply list for your student's grade. | Supplies Due the 1st Day of school, Monday, August 19th. <i>All supplies are necessary and are due on the first day of school.</i> |
| SCHOOL UNIFORM | Cost Varies See "GPCA Uniform Guidelines" in our handbook for more info. | <i>We have an online form to order uniform shirts from.</i> Students Must Arrive in Full Uniform on the 1st Day of School and <u>Every Day After</u> |

*GPCA has done its best to estimate the investment and fees for the upcoming year. However, all fees are subject to change and any unforeseen fees may be added at any time.

*Registration fees and investments are nonrefundable.

STATEMENT OF COOPERATION AND AGREEMENT

1. Payment Procedures

Tuition is paid in ten monthly installments from August 1 – May 1.

* See Tuition and School Fees chart above for yearly/monthly cost. *

****Registration fees and tuition are nonrefundable.***

2. Since the fees do not cover the actual cost of educating our child/children, we recognize that participation is needed in prayer and service. In order to properly share in his/her training, we also recognize that prompt consistent payment of our account is extremely vital to the school and will handle our business relationship with the school accordingly.

3. All new students are accepted on a six-week trial basis. To satisfactorily complete this trial program a student must maintain a (C) grade average and exhibit a cooperative attitude with our school program.

4. In full cooperation with the school, I sincerely pledge my loyalty to the aims and ideas of the school and will bring any and all questions and criticism directly to the administration so that those in authority may properly consider them.

5. The teachers and administration are hereby given full discretion in the discipline of my child/children. This may include various forms of positive reinforcement or the issuing of detention, suspension, or expulsion from the school.

6. I also give my permission for my child to take part in all school activities, such as physical education activities and school sponsored trips, etc. In case of accident or serious illness, I request the school personnel contact me. If they are unable to reach me, I hereby authorize them to call my physician, and to follow his/her instructions. If it is not possible to contact his physician, the school personnel may make the necessary arrangements.

7. I understand that no student will be accepted by **GRACE POINT CHRISTIAN ACADEMY** who has experimented with illegal drugs, or participated in occult activities. I understand any use/experiment of contraband drugs will result in immediate expulsion with no right to appeal. I understand that students of **GPCA** are expected to keep high standards and to have high moral conduct. No student sexually active will be admitted to **GPCA**. I further understand that any violation of this rule will result in expulsion. **NOTE:** Parents/guardians of the student named above, has he/she ever been disciplined by any other school for the use of drugs or for promiscuous behavior? **YES** _____ **NO** _____

If yes, when and what action was taken? _____

8. I further agree to hold the school and its agents harmless for the liability to my child or any guardian or parent thereof because of any claims on behalf of my child against the school or any agent thereof because of any injury or alleged injury to my child. Should legal action, for any reason, be taken against GPCA or any employee or agent thereof, on my child's behalf and the school or its' agent not be found at fault, I agree to pay any attorney fees, court fees, damages or other cost that Grace Point Christian Academy or its' agent should incur to defend itself against such action.
9. I understand that the tuition for my child/children attending GPCA is arranged on and is due on the first of each month, August through May. Furthermore, it is understood that if payment has not been received by the 5th of the month, a late fee will be added and my child/children will not be allowed to attend class until the tuition is paid current. I also understand that report cards will be withheld until the past due amount is paid and that the annual offer of discounted pre-registration will not be available to any delinquent account.
10. **Maintaining the integrity of the learning environment is the top priority**
- Students will NOT be permitted to have cell phones in their possession throughout the school day.
 - Students MUST leave their cell phones in their vehicle or in the assigned area in their classroom during the school day; cell phones shall cause no disruption.

If a cell phone is not left in their vehicle or in the assigned area in the classroom, disciplinary action will include but is not limited to confiscation of the phone. Additionally, student abuse of this policy will result in the student losing the privilege to be able to carry a cell phone permanently, or for a period of time determined by an administrator.

- **The first and second confiscation of the phone will only be returned when retrieved by a parent or guardian.**
- **The third offense will result in student being banned from having any cell phone on campus.**
- **After the third offense, if the student is caught with any cell phone, it will result in 2 days of suspension.**

There will be absolute ZERO TOLERANCE on cell phone use.

This is a contract regarding my student's possession of a cellular telephone on campus. On the third offense, your child will not be able to have any cell phone on campus. If he/she is caught with any cell phone, it will result in two days of suspension. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my child's cellular phone while on school grounds. The school is not obligated to investigate the loss or damage of a cell phone. Should my student's cell phone be confiscated, I understand that it will only be returned when I come to school to retrieve it.

11. 1) I understand that Plagiarism constitutes theft and fraud.
2) I have been educated about the meaning of plagiarism and

understand the terms "plagiarism," "quotation," "paraphrase," and "source acknowledgment.

- 3) I specifically know that copying words from the **internet** without crediting the source constitutes plagiarism.
- 4) I have learned ways to avoid plagiarism by always acknowledging the source of any **borrowed** passage, sentence, or key idea that I use in my own writing. I will put language copied from any source (including electronic sources) into quotation marks and acknowledge the author. If I paraphrase published language, I will give credit to the author, even if I change the words.
- 5) I will never ask anybody to write a term paper for me, and I will not buy an essay online and claim to have written it myself.
- 6) I understand that if I plagiarize, despite this agreement, I will face the following disciplinary consequences:
 - a) Any essay that plagiarizes will be considered an F, even if it is a draft.
 - b) A written report of the plagiarism incident will be submitted to the GPCA administration.
 - c) I may be allowed to write another paper to make up for the plagiarized paper, but the grade of the second paper will be considered an F.
 - d) If plagiarism reoccurs in another assignment, I will fail the course.

I agree to follow all rules and procedures in this handbook and on the enrollment form to the best of my ability. If I have a question or concern, I will contact the principal or administrator as soon as possible to get clarification.

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____ Date: _____