

VICTORY CHRISTIAN ACADEMY STUDENT HANDBOOK

INTRODUCTION

The objective in building a private Christian school is to
obey the Scriptural imperatives of
Deuteronomy 6:5-7

*"... love the LORD thy God with all thine heart, and with
all thy soul, and with all thy might. And these words,
which I command thee this day, shall be in thine heart:
And thou shalt teach them diligently unto thy children. . .
"*

and of Proverbs 22:6 to train up a child in THE way he
SHOULD go. Teaching is training. Training for life
must include training for eternity.

A Christian school is an extension of the Christian home
in training young people in a Christian environment for
time and eternity. The VCA staff works closely with
parents to train the whole child.

Attendance at this school is a privilege and not a right.

The goal of this school is not to reform, but to train
Christian youth of all ability in the highest principles of
Christian leadership, self-discipline, individual
responsibility, personal integrity, and good citizenship.

This school stands without apology for the old-time
Gospel and the highest standards of morality and
Christian behavior.

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STATEMENT OF FAITH

We believe in:

- 1) The inspiration of the Bible, equally in all parts and without error in its origin;**
- 2) The one God who created man by a direct immediate act;**
- 3) The preexistence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of the Lord Jesus Christ;**
- 4) The fall of man, the need of regeneration by the infilling and operation of the Holy Spirit through repentance and baptism in Jesus Name according to Acts 2:38; AND**
- 5) The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world, and witnessing of His saving grace through the ministry and empowerment of the Holy Spirit.**

PURPOSE

God has placed a burden upon the Pastor and Staff of Victory Church and Victory Christian Academy to train, guide, and nurture the students of VCA according to God's Word. We endeavor to give each child a knowledge of the saving power of Jesus Christ. We desire to lead each child accept the salvation of Jesus Christ, by repentance, baptism in His name and the infilling of the Holy Spirit. We will teach each child a love for God and His Holy Word.

ADMINISTRATION

History of Victory Christian Academy

Victory Christian Academy was founded in August 1980 under the guidance of Pastor Raymond Bishop and Victory Church. VCA began with an enrollment of less than forty students and has grown to enrollments as high as seventy five with eight seniors. Graduates of VCA have pursued higher education and have been accepted by colleges and universities throughout the state, including Itawamba Community College, Blue Mountain College, Northeast Mississippi Jr. College, Jackson College of Ministries, and Moore's Business College. Graduates have gone into the fields of Medicine, Music, Business, Electronics, Education, Ministry, and Military. Over fifty percent of VCA graduates attend an institution of higher learning.

Relationship of Victory Christian Academy to Victory Church

Victory Christian Academy is a ministry provided by and partially funded by Victory Church. The pastor of Victory Church is ultimately responsible for the school, and the principal, teachers, and other staff members of the school are, in reality, employees of the church.

The Principal/Headmaster

The Principal of Victory Christian Academy has the responsibility to oversee the operation of the school and has the principle decision-making authority. He must be hired by the Pastor, be in good standings with the Church and have a burden for Christian Education.

Teachers

Teachers consist of Supervisors and Monitors who work with students to accomplish high academic standards and achieve superlative potential with every child. Every teacher is highly trained and uniquely qualified to bring about educational reform.

Our teachers are experienced and are educated to meet the needs of your child, emotionally, physically, and spiritually.

CHURCH AFFILIATION

Students and parents are expected to belong to and to attend regularly a Bible-believing church. Their pastor must recommend students who are accepted.

STANDARDS OF CONDUCT

Students of this school are expected to refrain from talking about or engaging in cheating, swearing, smoking, gambling, secular music, dancing, drinking alcoholic beverages, sexual activities, drugs and using narcotics. Students who participate in such activities are subject to suspension. Students should refrain from all conduct, which is not Christ-like. Boy and girl relationships should be under the supervision of an adult or within a group of Christian youth. Any student becoming pregnant during the school year will be expelled immediately. Any student who gets married before graduation will not be allowed to walk with the class.

ADMISSIONS POLICY

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

A. KINDERGARTEN

A child must be five years old by Sept. 1 of the current school year to be admitted. A child must score eighty percent or above on the School of Tomorrow "Reading Readiness Test" and have general knowledge of numbers and letters. A child must present proof of the state's required immunization.

B. ELEMENTARY

Each student must take a diagnostic test, administered by Victory Christian Academy. The parents must be aware of the results of this test and agree to enroll the student at the diagnosed level. Students transferring from another school on the School of Tomorrow programs may transfer, without testing, if all records are current and transferable.

C. SECONDARY

Each student must take a diagnostic test, administered by Victory Christian Academy. The parents must be aware of the results of this test and agree to enroll the student at the diagnosed level. Students transferring from another school on the School of Tomorrow programs may transfer, without testing, if all records are current and transferable. Each student will be admitted on six weeks trial basis and can be dismissed if student does not adhere to school policy.

D. SELECTION OF STUDENTS

Students will be admitted on the basis of availability, with students of church members and returning students given priority over new applicants and transfer students. VCA will not accept students who are married, divorced, pregnant, or will exceed the age of 19 by graduation.

E. ADMISSIONS PROCEDURES

Both parents must be interviewed by VCA administration and watch the School of Tomorrow introduction video. Parents and students must read this handbook thoroughly. Student must present a letter of recommendation from his/her pastor. Application must be completed and accompanied by \$25 testing fee. Parents will be notified of test results and discuss placement of student upon acceptance. Parents will be notified of acceptance. Parents must pay necessary fees before student can begin classes.

WITHDRAWAL POLICY

Students may be withdrawn for any reason with a seven-day written notification. Likewise the school has the right to ask a student to withdraw with a seven-day notice. This provision is separate and apart from suspension or expulsion under the schools discipline policies.

If a student is withdrawn or asks to withdraw, no tuition will be refunded for the current month, if tuition has been paid in advance past the current month one half of tuition paid will be refunded. Any refund given applies only to tuition, and not to any fees or other expenses paid by the parent.

A student's records will not be released at the time of withdrawal if there is an outstanding balance with the school. All tuition and pace charges must be current before records can be released.

A student who withdraws is not to assume that he or she may be reinstated. All students are subject to registration and are subject to denial.

BEFORE & AFTER SCHOOL CARE

VCA staff will be on the campus and responsible for any student who arrives up to thirty minutes before and after classes begin and end, respectively. Any student arriving prior to or remaining later than these designated times will be solely the responsibility of the student and or parent.

FINANCIAL POLICY

Tuition is charged on a yearly basis and can be paid at the beginning of the school year or in ten monthly installments due on the 1st of each month. Payments must begin in August and continue through May. Tuition may be paid by cash, check or monthly bank draft. Any returned check will cost the writer \$25 in addition to the check amount. Tuition is charged according to the chart on page 11.

Paces are to be paid for by July 1st of that school year according to the Pace price list (see page 11). New students are required to pay a \$25 testing fee prior to registration. Other fees to expect are: snacks, hot lunches, school pictures, uniforms, field trips, and music lessons.

Students who registers are subject must pay all previous charges before registration.

ATTENDANCE

Absence for reasons other than for sickness and emergency will be excused only if arrangements are made in advance with the supervisor and the student is sufficiently advanced in his/her work. A written excuse signed by a parent or guardian must be presented to the supervisor when a student returns to school after an absence. After five unexcused absences the student will be reported to the Union County attendance officer. A student missing two or more hours of class time will be considered absent. Three consecutive absences can only be excused by a doctor's excuse.

A student is considered tardy if he is not in assembly at 8:30 a.m. A tardy must be excused by written note from parent or guardian. Three tardies will constitute an absence.

Early dismissal from class may only be permitted with written permission and if in excess of two hours it will be considered an absence.

HEALTH SERVICE AND FIRST AID

Minor first aid care will be administered from the office for scraps, cuts, and etc. Aspirin and other over-the-counter medication may be given at the discretion of the school staff. In case of emergency, the parents will be notified and needed care will be administered. If you have any objection to these practices a written notice of objection must be turned in with application. Written permission and directions of use must accompany all medication, prescribed or otherwise, brought from home. All medication must be taken in the office under adult supervision.

A student may not attend school with any of the following; temperature, head lice, measles, mumps, chicken pox, or any contagious diseases.

STUDENT VEHICLES

Students may be permitted to drive their own vehicles to school under the following provisions:

Vehicles must be parked in designated parking area and must remain parked and locked after arriving on school premises until school has been dismissed.

Any student riding with another student must have written permission from parent.

VISITORS AND PHONE PRIVILEGE

All visitors must register at the school office and given intent and purpose of visit. All visits must be kept to forty-five minutes or less and can only enter the learning center with permission from the supervisor. Students may not receive any phone calls during school hours. Phone calls can only be made in extreme emergencies.

SCHOOL CLOSING

School will be dismissed according to the school calendar and in the event of inclement weather. For information concerning unscheduled closings stay tuned to local TV and radio stations.

PERSONAL PROPERTY

Books & Magazines

Must be approved by supervisor upon arrival at school.

Music

Christian music only is permitted. All music must be approved at the office.

Instruments are to be played only in chapel and supervised music classes.

Guns, matches, lighters, knives, gum, radios, pagers, phones, cd players, scanners or any electronics are prohibited from school campus.

All personal property is the responsibility of the student and the school is not responsible for lost, damaged or stolen personal property.

LUNCH

Lunch times for each learning center are designated in section titled class schedule. Parents and family may be permitted to eat with students during these times. Break is served daily for a charge. Students may bring lunches from home and have access to microwave and refrigerator.

CLOTHING REGULATIONS AND PERSONAL APPEARANCE

Learning Center

Each student's appearance should be such that Christ would be pleased and honored. It is vital that each student wholeheartedly support the dress standards and uniform.

Boys:

Boys must have a standard, conservative haircut. The hair is to be off the collar and ears, and clearly above eyebrows with sideburns no longer than to the middle of the ears. Boys must be clean shaven (no stubble or mustaches).

Button dress shirts and ties must be worn on Chapel day. Boys should also wear plain white undershirts. Trousers should be loose fitting, conservative, and in good repair. Boys must wear a belt at all times and shirts must be tucked in. Jeans, wind-pants, or joggers are not permitted. Shoes should be neat, practical and brown or black in color; tennis shoes, t-shirts, wind-pants, joggers, and sweat pants may be worn only for P.E. and not in the L.C.

Girls:

Each young lady is to be discreet and modest in appearance. All ladies must wear dresses or skirts, which reach below the knee. (The skirt should touch the floor when the girl is in a kneeling position.) T-shirts, form-fitting clothing, see-through blouses, and dresses or shirts with slits above the knee are not allowed. Blouses should meet shirt when bending, reaching, or any other position. Sleeves should be modest and cap sleeves are not permitted. Shoes should be neat, practical and brown or black in color and have a closed toe, (no sandals); tennis shoes, T-shirts, and culottes may be worn only for P.E. and not in the Learning Center.

T-shirt Policy:

T-shirts may only be worn with positive Christian messages, school, church, college, and Christian logos are accepted. T-shirts with professional teams or players, alcohol, tobacco, or other negative influences are prohibited.

Makeup and jewelry is not permitted.

Special Activities:

Students who attend official school activities either on or off campus after school hours must wear clothing consistent with standards of the uniform worn in the Learning Center.

School Uniform:

L.C. I – L.C. IV

MONDAY

BOYS

SOLID WHITE SHIRT & SOLID BLACK PANTS

GIRLS

SOLID WHITE BLOUSE & SOLID BLACK SKIRTS

TUESDAY - THURSDAY

SEE UNIFORM LIST

GYM RULES

NO FOOD, DRINKS, CANDY OR GUM ALLOWED IN THE GYM AT ANY TIME

GYM SHOES OR SOCKS ONLY ON GYM FLOOR

NO KICKING BALLS AT ANY TIME

NO FOOTBALLS

NO THROWING BALLS AT PEOPLE ON OR IN THE CHAIRS

NO BALLS OFF OF COURT

BALLS ARE NOT TO TOUCH THE CEILING AT ANYTIME

BALL SHOULD BE RETURNED TO THE CLOSET AFTER PLAY

Discipline and Corporal Correction

Victory Christian Academy is honored that you have asked our staff to assist you in training your child for Christian leadership. Our total program is designed to develop the spiritual and academic qualities that characterize your child. We appreciate your confidence in our program. To carry out your wishes for total character development, we believe it is necessary to follow Scriptural admonition to correct a child when his behavior is in violation of proper or reasonable rules and procedures. When warranted, corporal correction will be exercised under the following guidelines:

- 1. The offense will be clearly discussed with your child.**
- 2. A reasonable number of firm strokes, not to exceed 3, will be administered by a staff member of the same sex as your child, using a simple, flat paddle.**
- 3. Your child will not be physically restrained. (If he or she refuses to submit to paddling, you will be asked to come discuss the matter; and if it is believed to be in the best interest of the school, the child will be withdrawn from the school.)**

Victory Christian Academy
Enrollment Questionnaire

Please answer the following questions by placing a circle around the Y for Yes and the N for No. If any of the following information given is false your child will not be considered for enrollment to V.C.A. By answering the following questions does not guarantee enrollment for your child but only provides us with useful information that will be considered in your child's acceptance or denial of application.

- | | | |
|--|---|---|
| 1. Does the student attend church regularly with the family? | Y | N |
| 2. Has the student missed over 10 school days within a year? | Y | N |
| 3. Does the student use alcohol, tobacco, or drugs? | Y | N |
| 4. Does the student listen to secular music? | Y | N |
| 5. Does the student watch any movies rated above PG? | Y | N |
| 6. Is the student sexually active? | Y | N |
| 7. Has the student ever failed a grade? | Y | N |
| 8. Does the student have a problem getting along with others? | Y | N |
| 9. Does the student work a public job? | Y | N |
| 10. Is the student allowed free access to home or auto? | Y | N |
| 11. Has the student ever been arrested? | Y | N |
| 12. Has the student ever left school without permission? | Y | N |
| 13. Has the student ever struck an adult? | Y | N |
| 14. Has the student ever been expelled or suspended? | Y | N |
| 15. Does the student live with someone other than parents? | Y | N |
| 16. Has the student ever practiced witchcraft or been involved in other spiritual mediums? | Y | N |
| 17. Has the student ever attended a correctional facility? | Y | N |
| 18. Has the student been involved in any fights at school? | Y | N |
| 19. Does the student have any medical problems that would hinder their school performance? | Y | N |

Name of Student _____ **Age** _____ **Grade** _____

Signature of Parent _____ **Date** _____

Should your child be accepted by V.C.A. he or she can be expelled for any of the above reasons. If any of the above answers change during enrollment please notify the office.

**VICTORY CHRISTIAN ACADEMY
STUDENT APPLICATION
Parental Agreement & Consent**

Name _____ Age _____ Birth date _____
Student Social Security # _____ Cell # _____
Father _____
Occupation _____ Work # _____
Mother _____
Occupation _____ Work # _____
Address _____ Email _____
City _____ State _____ Zip _____
Home Phone _____ Emergency Number _____
Previous School _____
Reason for leaving _____

Name of Church _____
Pastor _____

I have read, understand, and give my consent to have my child governed by all policies, rules and regulations of V.C.A. as stated in the handbook including corporal discipline administered in accordance with those rules and will support the school in any decision concerning my child, his/her education, spiritual growth, and discipline.

_____ Father	_____ Mother
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Victory Christian Academy is owned and operated as a ministry of Victory Church, New Albany, Ms.