



# STUDENT HANDBOOK

2022-2023

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## MISSION STATEMENT

We are unconditionally committed to doing what's best for each child. We put students first, every time, because we care for them and we want them to thrive. We believe that each child is a gift from God, full of tremendous potential, and when they are equipped academically and deeply cared for by their teachers, they can do remarkable things.

## TABLE OF CONTENTS

Introduction.....	2
Note from the Principal .....	2
Mission Statement .....	2
Four Core Pillars .....	3
ACSTO membership .....	3
Governance Board.....	3
Statement of Faith .....	3
Curriculum.....	5
Bible.....	6
Reading and Literacy.....	6
Mathematics .....	6
Science .....	5
Critical Thinking .....	7
History .....	7
Tuition and Fees .....	7
Enrollment Fee.....	7
Tuition Payment Policies.....	7
Tuition Discounts.....	8
Referral Incentive Program .....	8
Kindergarten Entrance Age .....	8
Attendance.....	8
Tardiness.....	8
Drop-off.....	9
Appointment Pick-up.....	9
Dress Code and School Uniforms.....	9
Uniform Shirts.....	9
Uniform Bottoms .....	9
Outerwear.....	9
Footwear.....	9
Grooming and Modesty .....	10
Consequences.....	10
Health and Safety .....	10
Immunizations.....	10
Emergency Medical Card.....	10
Medication at School.....	10
Illness Policy.....	11
EpiPen .....	11
Emergency Protocols.....	11
Reporting Child Abuse .....	11
Discipline Procedures .....	11
Student Expectations .....	12
Loving Correction .....	12
Cell Phones.....	12
Parent Involvement and Volunteers.....	12
Parent Acknowledgment Page.....	13



## INTRODUCTION

Light of Christ Christian Academy is a ministry, and our deepest desire is to lovingly serve the children and families in our school community. By instructing children, we have the opportunity to teach them about Jesus and to provide them with an exceptional education. Parents are also deeply blessed when they see their child thriving, both spiritually and academically. Our primary objective is to love the students at LOC Christian Academy, and to equip them with the resources that they need to reach their full, unique, and God-given potential.

## NOTE FROM THE PRINCIPAL

We love Jesus and we love our students! We have a passion for teaching children about the love of Christ, while also providing them with a quality education that will set them up for a lifetime of success. We know that every child, if given the right resources and an optimal learning environment, is capable of doing remarkable things.

It isn't enough to simply have high expectations for children; they also need the necessary support, encouragement, and resources to meet those expectations.

Our small class sizes mean that each child will be seen, heard, and appropriately supported as they move through the learning process.

Curriculum in grades K-3 is deeply important; it can impact learning outcomes for the duration of a child's academic career, and quite possibly the rest of their lives. We are acutely aware of this critical window, and we don't take the responsibility to provide a quality education lightly.

A child doesn't generally get to pick his/her teacher. If a teacher fails to provide students with the resources they need for success, then each of those students has lost out on an entire year of their education that they can never get back. Every year matters to us. Your child's education matters to us.

We recognize the tremendous responsibility we have to serve our students, and to serve them well; to teach them about Jesus, while also giving them the best education possible. Their education belongs to them, it will impact their faith and the trajectory of their lives, it will shape their worldview and how they view themselves, it will affect their confidence, how they think, communicate, and respond to the world around them. This is no small thing. Jesus and students, they are first for us, every single time.

## MISSION STATEMENT

We are unconditionally committed to doing what's best for each child. We put students first, every time, because we care for them and we want them to thrive. We believe that each child is a gift from God, full of tremendous potential, and when they are equipped academically and deeply cared for by their teachers, they can do remarkable things.

## FOUR CORE PILLARS

*We care deeply for our students and will equip them with the resources that they need to thrive, both inside and outside of the classroom. Our school has four guiding principles that shape the culture and practices of our community.*

### **1. Christ-Centered Education**

A Christian education gives children the opportunity to learn about Jesus and find out how deeply loved they really are. Biblical wisdom is also a source of hope for students as they navigate the world around them. Introducing these little ones to Jesus and showing them the love of Christ is, by far, the best gift that we can give.

### **2. Student-Focused**

Children are a gift from God, and they thrive in environments that recognize just how precious they are. At each grade-level, we will consider the developmental, academic, spiritual, and social needs of our students, so that we can give them the tools, resources, and love that they need to reach their full potential and prosper, in every area, both inside and outside of school.

### **3. Academic Excellence**

God has created us with a desire for truth and knowledge. We are committed to giving students the best education possible: one that sets them up for life-long success and a deep love of learning. We teach our students how to think critically about the world around them, because this will equip them for a lifetime of discovery and enable them to reach their God-given potential.

### **4. Parental Support**

Family is at the center of God's will for society. We will support parents in helping their children to grow in love and faith. We will also help parents to understand the unique, Biblical role that God intends for them to play in the lives of their children, so that the entire family can thrive.

## ACSTO MEMBERSHIP

At Light of Christ Christian Academy, we believe every child should benefit from a Christ-centered education, so we strive to assist families in their efforts. Tuition at Light of Christ Christian Academy can be incredibly affordable as a result of scholarships. We have partnered with Arizona Christian School Tuition Organization (ACSTO) and have a dedicated Financial Manager, whose goal is to counsel and support families in the scholarship process.

## GOVERNANCE BOARD

Pastor Moe Redding, Pastor at Light of Christ Church  
Paula Cunkelman, President  
Jason Mick, Vice President  
Stephanie Gore, Secretary  
Bill Stewart, Treasurer  
Jamie Fry, Church Member

## STATEMENT OF FAITH

**We believe in the Triune God: Father, Son and Holy Spirit.**

Matthew 28:18-19 And Jesus came and said to them, "All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit."

**We are saved by God's grace alone. We cannot save ourselves. By nature, we are sinful and unclean. We praise God for Jesus who paid the ultimate price for our sins, so that we might live forgiven and set free. We receive this gift of salvation through faith alone in Jesus Christ.**

Ephesians 2:8-9 For by grace you have been saved through faith. And this is not your own doing; it is the gift of God, not a result of works, so that no one may boast.

**The entire Bible is God-breathed, eternal, and inspired without error. We humble ourselves before God's Word, which is the primary way that the Holy Spirit convicts, enlightens, and empowers followers of Jesus today.**

2 Timothy 3:16-17 All Scripture is breathed out by God and profitable for teaching, for reproof, for correction, and for training in righteousness, that the man of God may be complete, equipped for every good work.

**Jesus is the Way, the Truth and the Life. He is truly God and truly man. God sent His Son into the world to save the world, and not to condemn it. The Holy Spirit is working to bring people into a saving relationship with the Father through the Son.**

John 14:6 Jesus said to him, "I am the way, and the truth, and the life. No one comes to the Father except through me."

**God alone is worthy of all our praise. We ask God to forgive us of our arrogance, fill us with Holy Spirit humility, and to show us how to honor Him in all that we think, say, and do.**

1 Peter 5:6-7 Humble yourselves, therefore, under the mighty hand of God so that at the proper time he may exalt you, casting all your anxieties on him, because he cares for you.

**Whoever wants to be great must be a servant to all. Jesus tells us that as we serve the hurting, and often forgotten, people in this world, we are actually serving and glorifying God. We seek to serve as Jesus came to serve.**

Matthew 20:25-28 But Jesus called them to him and said, "You know that the rulers of the Gentiles lord it over them, and their great ones exercise authority over them. It shall not be so among you. But whoever would be great among you must be your servant, and whoever would be first among you must be your slave, even as the Son of Man came not to be served but to serve, and to give his life as a ransom for many."

**We are in the world but not of the world. As our relationship with God grows, through the power of the Holy Spirit, we are changed; we become less like the world and more like Jesus.**

Colossians 3:1-2 If then you have been raised with Christ, seek the things that are above, where Christ is, seated at the right hand of God. Set your minds on things that are above, not on things that are on earth.

**Our first responsibility is to have a personal, loving relationship with the Heavenly Father. Through this relationship, God's Spirit empowers us to love others as ourselves.**

1 John 4: 10-11 In this is love, not that we have loved God but that he loved us and sent his Son to be the propitiation for our sins. Beloved, if God so loved us, we also ought to love one another.

**We believe that our faith is to be visible in our daily lives. We should seek to serve God by using the unique gifts that he has given to each of us.**

Matthew 5:16 In the same way, let your light shine before others, so that they may see your good works and give glory to your Father who is in heaven.

**We affirm that God created us male and female, and these two distinct, complementary genders together, reflect the image and nature of God. The Bible states that it is God's will and intention that human sexual expression and fulfillment take place only within the boundaries of marriage, between one man and one woman. The Bible also affirms that the term "marriage" has only one meaning: the uniting of one biological man and one biological woman in a single, exclusive union, as delineated in Scripture.**

Genesis 2: 23-24 Then the man said, "This at last is bone of my bones and flesh of my flesh; she shall be called Woman, because she was taken out of Man." Therefore a man shall leave his father and his mother and hold fast to his wife, and they shall become one flesh.

**We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all of its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life.**

Psalms 139: 13-14 For you formed my inward parts; you knitted me together in my mother's womb. I praise you, for I am fearfully and wonderfully made. Wonderful are your works; my soul knows it very well.

**We understand that parents need support to parent Biblically. As such, we will provide parenting seminars throughout the year. These two-day seminars will go for a few hours on a Friday evening and wrap-up for a couple of hours on a Saturday. We ask that parents commit to attending two seminars during the school year. We also encourage our parents to attend Bible studies at their home church, or to attend those offered by the Academy. Utilizing these resources will help us to raise our children, who belong to God, according to His ways.**

Isaiah 54: 3 All your children shall be taught by the Lord, and great shall be the peace of your children.

## CURRICULUM

We love Jesus and we love our students. We view our work as a ministry: an act of both love and service. The education of the little ones that God brings to Light of Christ Christian Academy is profoundly important to us. Our job is to consider the spiritual, academic, developmental, emotional, and social needs of students at each grade-level, in order to ensure that we are serving God, by providing children with an exceptional Christian education.

Curriculum and teaching methods at all levels of education are deeply important; however, they are particularly important in the areas of reading and math for grades K-3. We understand that providing a solid foundation in these key areas has a critical impact on a child's confidence, growth, success, and love of learning.

At the kindergarten level, students also thrive when they are given opportunities to interact meaningfully with new content, do hands-on learning, and develop important social/emotional skills. Having a robust reading and math program does not mean that we have to sacrifice fun, engaging, interactive, and holistic educational experiences; each of these elements can seamlessly coexist to create a rich, comprehensive, and enjoyable learning experience for all children.

We want every student to experience success. As a result, we are committed to appropriately challenging each child, by meeting them exactly where they're at in the learning process, and then giving them the tools and resources needed to experience sustainable growth, fuel their inherent love of learning, gain confidence, and realize their unique and God-given potential.

## **Bible**

Introducing these little ones to Jesus and showing them the love of Christ is, by far, the best gift that we can give. We have a wonderful opportunity to teach our students the truth about God and to share the gospel with them. We have selected Gospel Light for our kindergarten Bible curriculum, because it is rooted in Biblical truth, and it guides students into a deeper understanding of Jesus. Students will spend each day of their week focusing on a single message from their Children's Bible, so that they gradually build a deeper understanding of God's character. Each story is also connected with a core truth that students will be focusing on each month of the quarter. In addition, students will have the opportunity to attend chapel with their teachers and Pastor Moe, where they'll get a special sermon on the story that they're studying. Lastly, students will have weekly memory verses directly from scripture that are related to the core truths, so that they can carry the Word of God with them wherever they go!

## **Reading and Literacy**

Literacy is an area of particular importance, because it impacts nearly every content-area and has the capacity to significantly influence learning outcomes. This reality helps to inform the decisions we make about grade-level pedagogy, curriculum, and instructional materials. Hundreds of studies over the decades have proven that "95% of elementary students are capable of learning to read when they receive sufficient instruction on foundational reading skills" (*EAB Report, 2019*), and we are fortunate to know exactly what those skills are, and how they are learned, in order to achieve that 95% success rate.

For this reason, we have chosen Foundations for our reading program, because it utilizes an explicit and systematic approach to phonics instruction, which aligns with the Science of Reading's best practices. We are also supplementing that program with Heggerty's Phonemic Awareness curriculum, because "Phonemic awareness is the most potent predictor of success in learning to read. It is more highly related to reading than tests of general intelligence, reading readiness, and listening comprehension" (Stanovich, 1986, 1994).

Lastly, reading rich, authentic literature to students at this level is deeply important, because not only do we want our students to love reading, but we also want to provide opportunities to deepen comprehension, learn new vocabulary, practice inferencing, and develop literary analysis skills. There is great power in reading to children for academic reasons, but God has also created us with an inherent love of stories, and we want this to be part of every child's experience at Light of Christ Christian Academy.

## **Mathematics**

Math is both abstract and conceptual, rather than simply existing as a concrete and tangible learning modality. On the other hand, a concrete understanding of mathematical concepts is still an important part of reaching the conceptual phase. Ultimately, we want students to be able to utilize concrete information as a way of forming abstract ideas, because this is an important process in innovative and imaginative thinking. In the end, doing math helps students to think in new ways about ideas and information, and this impacts all areas of learning. According to the National Mathematics Advisory Panel, learning mathematics requires three types of knowledge: factual, procedural, and conceptual (Willingham, 2010), and having a math program that moves students successfully through each of these processes is critical to sustained mathematical achievement.

For these reasons, we have chosen Saxon for our math program. Saxon Math was originally developed in the 1970s and then hit the larger market in the early 1980s. It has been proven, over many decades, to be one of the most successful mathematics instructional programs of all time, and it is used by more homeschooling families than any other math curriculum on the market. John Saxon developed his content after seeing major deficits in the college students he was working with. Three aspects of the Saxon curriculum make it successful and meet the factual, procedural, and conceptual requirements for sustained mathematic achievement.

First, it is incremental: “An incremental approach gives students the time to understand and practice a small concept before adding the next step.” Second, it is distributed: “Distributing skills across the year ensures that students have time to practice and master a concept.” Lastly, it is cumulative since “Cumulative practice and assessments cover ideas from earlier lessons [ensures that] students retain and make connections between concepts” (Houton-Mifflin Harcourt, 2022). Ultimately, “Research shows that *Saxon Math* consistently yields increased retention, higher test scores, and sustained performance in higher-level mathematics. Independent research, longitudinal studies, and field testing provide clear evidence that *Saxon works*” (Resendez, Sridharan, & Azin, 2007), and this aligns with our desire to give students the best education possible in all content-areas

### Science

We want to give students the opportunity to explore, appreciate, and interact meaningfully with the magnificent world that God has created. We have selected MasterBooks for our science curriculum, because it helps students learn how to ask important questions about the world around them. It is also taught from a Biblical world-view and engages students in the important process of discovery.

### Critical Thinking

We are passionate about strengthening each child’s ability to think more deeply about the world around them, because this has a dramatic impact on the way that children engage with content, and it also significantly affects processing and communication. There are many tasks, inside and outside of school, that demand or require a high degree of proficiency in this type of thinking; however, this is a skill that is rarely taught in schools. Students at Light of Christ Christian Academy will learn how to effectively make inferences, draw logical conclusions, examine patterns, predict logical outcomes, and much more! Practicing this type of thinking will help students to integrate more refined evaluative and analytic skills into every content-area, and it will also improve a child’s ability to engage more deeply with what they are learning about in school.

### History

While history will absolutely be woven into the curriculum through literature and other areas of study, we will not begin utilizing a formal history curriculum until first grade. We made this decision based on the developmental needs of children in kindergarten. It is important for our youngest students to have space in their day to do exploratory learning, extension activities, and to engage in practices that develop their social/emotional skills through play and interaction.

## TUITION AND FEES

### Enrollment Fee

A \$300 non-refundable enrollment fee is due prior to the start of school. After applying and being accepted into the Academy, families who pay the fee have officially enrolled in the school and this will hold their child’s place in the program.

### COST OF TUITION 2022-23

PROGRAM	MONTHLY COST OF TUITION	ANNUAL COST OF TUITION
Half-Day Kindergarten	\$550	\$5,500
Full-Day Kindergarten	\$775	\$7750

### Tuition Payment Policies

- Tuition is paid monthly, August through May, due on the first of each month.
- Tuition can be paid with cash, check or through the Academy’s website using Vanco.
- If a tuition payment due date falls on a holiday, the tuition will be due the next school day.



- Tuition is due regardless of a child's attendance.
- If the tuition payment is not received by the **6<sup>th</sup> of the month** it is considered late, and a \$15.00 late fee will be assessed. An administrator will contact you if this occurs.
- Returned checks are subject to late fees in addition to bank fees.
- Should you decide at any time to disenroll your child, a 2-week written notice is required, and paid tuition is non-refundable.

### Tuition Discounts

- If tuition for the entire year is paid in full, a 5% discount will be granted on the total cost.
- For siblings enrolled in LOC Preschool and LOC Christian Academy in the same year, the child enrolled in preschool will receive a 10% discount on the cost of his/her tuition.
- Once additional grade-levels are added in the 2023-24 school year, discounts for siblings enrolled in LOC Christian Academy will apply.

### Referral Incentive Program

Your referrals are truly appreciated. A \$100 tuition credit will be granted for every new enrollment as a result of your referral. When a new student enrolls in Light of Christ Christian Academy and lists you on their application form, the credit will be applied to your child's account.

## KINDERGARTEN ENTRANCE AGE

In order to ensure that children are appropriately challenged in the classroom, students registering for kindergarten **must be five years of age prior to September 1st of the current school year.**

### SCHEDULE

CLASS	START TIME	DISMISSAL	LUNCH
Half-Day Kindergarten	8:00am	12:00pm	None
Full-Day Kindergarten	8:00am	2:30pm	Brought from home

## ATTENDANCE

### Attendance

We love seeing our students every day during the school week; it ensures that they are getting the instruction that they need to grow and succeed. Regularly missing school can make learning more difficult; therefore, parents are responsible for ensuring that their children come to school on time, and on a regular basis. If a student has excessive absences, we will meet with parents to address the issue and come up with a cooperative solution.

### Tardiness

When students arrive late to class, it can be disruptive for them and their entire class. When students arrive on time, ready to learn at 8:00am, everyone in the classroom benefits. If a student arrives after 8:00am to class, they are considered tardy and will need to be signed-in by a parent in the front office. If a child has excessive tardies, we will meet with parents to address the issue and come up with a cooperative solution.

*\*Please note that the campus and playground open at 7:45am, and there will be an adult to supervise the outdoor area prior to the start of school.*

### **Drop-Off**

Students are welcome to come onto campus and enjoy the playground, with supervision, starting at 7:45am. We ask that students not be on campus without adult supervision any earlier than 7:45am to ensure their safety.

### **Appointment Pick-Up**

If a student needs to be picked-up early for an appointment, we ask that parents please come into the office and sign their child out in order to minimize distractions to the learning environment.

## **DRESS CODE AND SCHOOL UNIFORMS**

Uniforms alleviate a variety of modesty, social, and socio-economic issues that can arise in an educational environment. Students are therefore asked to wear the approved school uniform and to follow the dress code. Students should be dressed in their approved school uniform whenever they are on campus and during school hours. The Academy will be sure to inform parents whenever there are exceptions to this (ie. during a special event or an after-school activity).

### **Uniform Shirts**

One complimentary uniform shirt is being generously provided by [Creative Promotions](#) to each student, and families can purchase additional shirts from Creative Promotions through the school. In order to ensure uniformity and to keep things simple for students and families, these are the only shirts that students are allowed to wear. We ask that shirts be tucked into pants, shorts, and skorts at all times to keep things neat and tidy. Please stop by the office to look at samples and find the right fit for your child.

### **Uniform Bottoms**

- Pants, shorts, and skorts need to be **solid navy blue or light khaki** in Docker or Chino style material. *\*Please see the office for samples and suggestions on where to purchase.*
- Pants must be uniform or dress pants, in Docker or Chino style (no jeggings, leggings, or stretch pants).
- Shorts must be uniform or dress shorts, in Docker or Chino style, no shorter than 3 inches from the kneecap (Bermuda or walking shorts, no athletic or stretch shorts).
- Girls may also wear skorts. Skorts need to be designated as “uniform” skorts and of modest length at no shorter than 4 inches above the knee (no active or casual skirts/skorts).
- Bottoms should have no holes or frays and should not be overly worn. Pants and shorts that are loose around the waist should be held up by a dress belt.
- Bottoms should fit the child appropriately and comfortably, and not be too large or too small.

### **Outerwear**

- Solid colored navy, white, or gray cardigan sweaters, zippered sweatshirts, or button up jackets may be worn in the classroom.
- No messages and/or logos are allowed on clothing.
- Hats are not allowed in the building.
- In the winter, heavy coats may be worn outside; however, heavy coats cannot be worn inside the classroom because they can interfere with learning.

### **Footwear**

- Full-time kindergarten students should wear shoes that are appropriate for P.E. classes, so that they can comfortably participate in the activities.
- Girls may wear solid white, navy, or gray socks and tights.
- Boys may wear solid white, navy, or gray socks.
- Prohibited footwear includes: flip-flops, slippers, loose shoes, or anything that appears unsafe.

## **Grooming and Modesty**

We ask that students be properly groomed and have modest accessories, in order to ensure an optimal learning environment, without interference or distraction.

- Hair is to be neat, clean, and out of the eyes.
- Boy's hair length should be cut above mid-collar.
- Unkempt and shaggy hair is not permitted.
- Hair must be a natural color (no pink, purple, blue, etc.)
- Extreme haircuts, such as mohawks, are not allowed.
- Only girls may have pierced ears and wear fingernail polish.
- Girl's jewelry should be modest and age-appropriate.
- Girls may not wear makeup or have fake fingernails.

## **Consequences:**

Ultimately, we want what's best for all of our students. School personnel may therefore use discretion in determining a dress-code violation. In the end, it is a parent's job to help their child adhere to the dress code and meet the school's expectations. If a child is coming to school without the appropriate clothing or if they are not well-groomed, the following steps will be taken:

1. The Principal or someone in the office will talk with the student and see if the situation can be remedied with a loaned uniform or by making a modification. Parents will also be notified, so that they can help their child at home.
2. If the problem persists, we will ask the parent to come to the school and help remedy the situation, either by bringing a change of clothes, or by helping their child to meet the grooming expectations.
3. If the student continues to struggle, a parent conference will be scheduled so that we can find out what might be preventing everyone from meeting the expectations and then come up with a solution.

## **HEALTH AND SAFETY**

If a student becomes sick or injured during the school day, he/she can go to the office and speak with a health aid and get the support that they need. The health aid will evaluate the situation and contact parents, if necessary. We will also provide a space for the student to rest and then either return to class, or wait for a parent to pick them up.

## **Immunizations**

All students must either be in compliance with current state immunization guidelines, or submit a [Personal Beliefs Exemption Form](#). Parents should review their child's immunization record with their child's physician to ensure that the information on record is up to date.

## **Emergency Medical Card**

In case of an emergency, it is important that we have access to pertinent student information. This is why students must have an Emergency Medical Card on file before attending. This form provides the school with critical information so that we can respond accordingly. Please inform the office of any changes that might arise during the year, so that the information can be updated.

## **Medication at School**

In order to ensure optimal safety, Light of Christ Academy has implemented the following policy for dispensing medication to students during school hours:

- Parents must complete a Medication Administration Release Form.
- Whether a prescription drug or an over-the-counter drug, the medication must come in the original container.

- Medication must have the child's name on the bottle and directions from the physician and/or pharmacist. It must also state the name of the medication, as well as dosage and time to be given, with a copy of all warnings and possible reactions attached.
- Parents must complete medical consent form before school personnel can administer medications.
- A student may keep a prescribed inhaler with them during the school day, but a medical consent form must be completed and on file with the office.

**We ask that you please do not send medication to school with your child. Instead, medications can be brought into the office by a parent.**

### **Illness Policy**

We want to keep our students and staff as healthy as possible. We ask that you please call the school office if your child has been diagnosed with a serious and contagious illness (such as: measles, meningococcal meningitis, mumps, pertussis (whooping cough), rubella, tuberculosis, chickenpox, hepatitis A, food-borne illnesses, etc.).

Please keep your child home if he/she:

- Has a deep hacking cough.
- Has green mucus.
- Has a noticeable infestation of lice or lice nits.
- Has had vomiting in the past 24 hours.
- Has had diarrhea in the past 24 hours.
- Has had a fever in the past 24 hours.
- Has been on antibiotics for less than 24 hours. Including eye drops for pink eye.

### **EpiPen**

If your child's allergies require the use of an EpiPen, please provide their prescribed EpiPen, along with a signed EpiPen care plan form, to the office. We ask parents to ensure that the provided EpiPen is current and not expired.

### **Emergency Protocols**

In order to keep everyone at school prepared, students and staff will participate in periodic emergency procedure drills. When drills are in progress, we expect students to follow Teacher/Administration directives so that, in the event of an actual emergency, students can remain as calm and safe as possible.

### **Reporting Child Abuse**

We care deeply about the well-being of every child at our school. By law, and in accordance with A.R.S. 13-3620, teachers and staff are required to file a report with authorities if a child is the suspected victim of neglect, physical, or sexual abuse.

## **DISCIPLINE PROCEDURES**

We view our work with students as a ministry; we are here to serve the children, so that they can thrive, both inside and outside of the classroom. In order to serve students well, the learning environment and our school campus should be places of peace, focus, and joy. By teaching the students about respect, responsibility, and kindness, their relationships with parents, friends, strangers, and other children will be much more fruitful. As a result, we have high behavioral expectations for our students. Below is a list of expectations that everyone on campus, teachers and staff included, will work hard to emulate. If a student is struggling to meet the expectations, we will work with them and partner with parents to help that student to thrive.

### **Student Expectations**

- Reverence for the Word of God.
- Treating teachers with respect by listening and following directions.
- Treating other students as brothers and sisters in Christ (kindness, humility, gentleness).
- Being kind in every interaction.
- Working hard at every task.
- Using words that are good and pure.
- Handling the school's property with care.
- Being gentle (and not aggressive) with our bodies.

### **Loving Correction**

1. Remind – the teacher will remind the student of the expectation(s).
2. Reflect – the student will reflect on and identify the misbehavior.
3. Retry – the student will have the opportunity to try again and do things correctly.
4. Rejoice – when the student corrects the behavior, the teacher celebrates and gives encouragement.

If a student is struggling to get to the “rejoice” phase, then they might be sent to the Principal’s office for some additional support. The Principal will work with the student to find a solution, or to uncover any obstacles that are preventing the child from meeting the expectations. At this phase, parents will be notified and given feedback. If the problems persist, then we will hold a parent meeting to cooperatively find solutions.

### **Cell Phones**

Cell phones can be a major source of distraction; they can significantly interfere with the learning process and a teacher’s ability to effectively instruct his/her class. As a result, Light of Christ Christian Academy has a strict policy against the use of cell phones or text-enabled watches on campus. Below is a set of rules that will help to ensure a focused school environment:

- Phones are to be turned off (not put on silent or vibrate), and placed completely out of sight.
- If there is an emergency, students may go to the office to place a telephone call.
- We ask that parents call the school office if they need to relay a message to their child.
- If phones or watches become visible, a teacher or staff member will hold onto the device until the end of the day.
- If a student is struggling to meet these expectations, we will meet with parents to find a solution.

## **PARENT INVOLVMENT AND VOLUNTEERS**

We love seeing parents take an active role in the education of their children! Parents are encouraged to come to school frequently and help out in the classroom . We ask that volunteers check-in with teachers beforehand to see what needs they have. We also ask that parents avoid conferences with the teachers during visits so that it does not interfere with instructional time.

If you have questions or concerns for your child’s teacher, please do not hesitate to schedule a meeting. We are committed to working in partnership with parents as we serve the children at Light of Christ Christian Academy.



## STUDENT HANDBOOK ACKNOWLEDGEMENT PAGE

**I have read, understand, and agree to the information contained in the Student Handbook for Light of Christ Christian Academy.**

\_\_\_\_\_  
Parent Name (printed)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Name (printed)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

*Notice of Nondiscriminatory Policy: Light of Christ Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship programs, and athletic and other school-administered programs.*