

Philadelphia Christian Academy

2018-2019
School Handbook

“But they that wait upon the Lord shall renew their strength; they shall mount up with wings as eagles; they shall run, and not be weary; and they shall walk, and not faint.” Isaiah 40:31



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Message from our Pastor

- *Vision*

The Mission of Philadelphia Christian Academy is to expand the Kingdom of God by raising up Godly seed and teaching educational excellence through a biblical world view that will transform our world for generations to come.

“Train up a child in the way he should go: and when he is old, he will not depart from it.”
Proverbs 22:6

At PCA we are committed to training up our children and not letting our children train us. So many secular institutions are allowing children to set the tone for their educational experience. This practice is not at all biblical. It is our job to train the next generation, and we are to train them not in the way that they ‘want’ to go, but in the way that they ‘should’ go.

Every child should know their Creator. Every child should know the Holy Scriptures. Every child should be saved and know their purpose. Every child should be excellent and in an environment that summons all of their God given potential. Every child should leave school better than when they came and not worse.

If we fulfill our obligation to train the next generation, the word of God asserts that a time may come in their lives when they temporarily stumble off the beaten path, but ultimately they will return to the Biblical and Educational excellence that has been instilled in them, and just like the prodigal, when they return, they will never again depart from it.

Pastor Omar Thibeaux

Message from our Superintendent

- *Mission*

Philadelphia Christian Academy's mission is to first gain disciples of Jesus Christ, secondly, educate young minds with a rigorous curriculum by preparing students to think critically and creatively, thirdly, to emphasize love and compassion to all, and lastly, to train up well disciplined individuals who can carry the gospel torch to the next generation.

Parents, thank you for allowing us to partner with you to disciple the very heart of your child. We pray that this journey would bear much Christian fruit and give God the most glory.

Mrs. Thibeaux

Statement of Faith

- *God*

There is one and only one living and true God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. God is all powerful and all knowing; and His perfect knowledge extends to all things, past, present, and future, including the future decisions of His free creatures. To Him we owe the highest love, reverence, and obedience. The eternal triune God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

- *Jesus Christ*

Jesus Christ is the only begotten Son of the Father (John 1:14). He is the Eternal Son of God and Second Person of the Holy Trinity. He is very God and very man without conversion, composition, or confusion yet one Christ.

When the fullness of time was come, He was born of a virgin (Matt. 1 :23; Luke I :3 I , 3 5)- He lived a sinless life fulfilling the law perfectly (Hebrews 7:26, I Peter 2:22). He performed many miracles, having the Holy Spirit without measure (Acts 2:22,10:38). He died on the cross for our sins; (I Cor. 15:3; II Cor. 5:21). He rose from the grave bodily (Matt. 28:6; Luke 24:39; I Cor. 15:4). He ascended into Heaven where He is seated at the right Hand of God the Father making intercession for the saints (Acts 1:9; Philippians. 2:9 - 11; Rom. 8:34; Heb. 9:34). He is coming back again to judge men and angels at the end of the world (Acts 1:1 1, 1 0:42;17:31; Romans 14:9; 2 Peter 2:41).

Jesus Christ is the only mediator between God and Man (I Tim. 2:5). He is the prophet, priest, and king of the church. No one can come to the Father but by Him (Acts 3:22; Heb.5:5.6; Ps 2:6; Luke 1:13; Acts 4:12; Eph. 1: 22,23).

- *Holy Spirit*

The Holy Spirit is the Third Person of the Holy Trinity. He is God (Acts 5:3 &4). The Holy Spirit gave us the Bible (II Tim. 3:16, II Peter 1:21) and He is the only means by which we can understand the Holy Scriptures (I Cor. Z:9 -14).

The Holy Spirit applies salvation to man by sealing us after we believe the truth (Eph. 1:13) and by using the truth to sanctify us (John 17:17; Eph. 6:17; I Peter 1:2; 2 Thess. 2:13).

The Holy Spirit produces fruit in the Believer's life (Gal. 5:22; Eph. 5:9) along with supernatural gifts for the edification of the Body (I Cor. 12:8). These gifts being very much available for the Church today (Eph. 4:11-14) are to be used in accordance with scripture (I Cor. 12, 13,14).

- *Scripture*

The Bible is the God breathed word of God (II Tim 3: 16). It is comprised of the 66 books that make up the Old and New Testament, without any additions or subtractions.

Though translated from its original language, Hebrew for the Old Testament and Greek for the New Testament, the word of God has been preserved (Is. 40:8).

God is the author of all scripture and He determines the meaning of a text. No scripture is given for private interpretation (II Peter 1:19) meaning that we do not approach the scriptures with a 'what does it mean to you' mentality. We must study to show ourselves approved and must labor to rightly divide the word of truth (II Tim. 2:15).

- *Salvation*

Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ (Yashua) as Lord and Saviour, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

Salvation is by God's grace through faith (Eph. 2:8) in the life and work of Jesus Christ (John 3: 16). Believers repent of their old ways of life (Acts 3:19) and turn to God believing in Christ alone for salvation (Eph.2:8; Acts 4:12). At that moment our sins are pardoned and his righteous life is imputed unto to us(Rom 3:21-31).

This salvation will be witnessed by regeneration (a changed life II. Cor. 5:17). We will no longer walk in darkness (I John 1:6). We will begin to keep His commandments (I John 2:3-4). We will love the brethren (I John 2:9-11; 3:14-15). We will no longer love the world (I John 2:15 & 16). Our lives will no longer be characterized by sin (I John 5:18).

- *Church*

The Christian Church is essential to all believers and to Philadelphia Christian Academy. It is God's plan that all believers connect and be apart of the local church, see Acts 2:42-47 and Hebrews 10:24-25.

PCA will recognize its existence as a ministry of Philadelphia Christian Church.

PCA will operate under the authority of Philadelphia Christian Church.

PCA will expect its administration, faculty, and staff to be active members of Bible-believing local churches.

PCA will have as one of its main goals to strengthen the church.

PCA will encourage parents and their families to be active members of Bible-believing local churches.

PCA will honor the bible and/or church through its policies, procedures, and practices.

- *Our Heritage*

PCA believes that the so-called African Americans and a few other minority groups are the original biblical Hebrews spoken of in the bible. This great heritage encourages a unity among the student population and a spirit of excellence. For more information regarding the Hebrew Doctrine, please visit our youtube page "School of the Hebrews."

Christian Education

- *What does it mean to have a Christian Education?*

Christian education means that Christ is central to education. Consequently, our educational theory, methods, and practices are centered upon Christ and His infallible word. Jesus Christ is the cornerstone to Christian Education. All of our views are through the lenses of Christ, His Cross, and His Word.

Because there is only one God and one Christ, there is only one truth. This truth is the heart and criterion of Christian education. While the Bible is not used as the textbook in every subject, it is the foundational handbook for every course and the standard for teaching. As the basis for all learning, Scripture is the only infallible rule for faith and practice, for grammar and literature, for mathematics and science, for health and physical education, for geography and history, and for social studies and the arts.

The fear of the LORD is the beginning of wisdom: and the knowledge of the Holy One is understanding. Prov.9:10

- *Bible & Weekly Worship*

The Bible is our standard for teaching, learning, and everything else that we do here at Philadelphia Christian Academy. It is the foundation in which the school stands upon. Our students will have bible class every morning. They will be taught the scriptures for memorization and life.

David says, *“Your word have I hid in my heart that I might not sin against thee.”*
Psalm 119:11

Weekly Worship is scheduled for once a week. This is a fun and exciting time when the students can attend church and hear the word of God at their level. Weekly Worship will last approximately 45-60 minutes.

• *Standard of Conduct*

We expect that all of the students will conduct themselves in a Christ-like manner. Students are to uphold the integrity of the scriptures when dealing with both peers and teachers.

Ephesians 4:29-32 "Let no corrupt communication proceed out of your mouth, but that which is good to the use of edifying, that it may minister grace unto the hearers. And grieve not the Holy Spirit of God, whereby ye are sealed unto the day of redemption Let all bitterness, and wrath, and anger, and clamour, and evil speaking, be put away from you, with all malice. And be kind one to another tenderhearted, forgiving one another, even as God for Christ's sake hath forgiven you."

The following behaviors and/or attitudes will not be tolerated and may result in verbal reprimand, the rod, suspension , or expulsion.

PCA will **not** tolerate:

- Rude, humiliating, or provoking speech/behavior;
- Foul and/or profane language, course jokes, suggestive sexual remarks, derogatory notes
- Worldly music, styles, and or trends that would cause an unChrist like environment within the school. Discussion of worldly movies/cartoons will not be tolerated.
- Bullying, lying, disrespectful back talk, aggressive behavior, fighting, stealing, cheating, or any actions opposite of promoting Christianity.
- **Sexual immorality is not tolerated** (Song of Solomon 8:4). Fornication, adultery, homosexuality, promiscuity, pornography, or any other illicit sexual activities is not tolerated. Any student participating in this lifestyle(s) **must** leave campus immediately and after a two day prayer/deliberation/investigation time frame by school administration, this student may be expelled and can no longer attend PCA.
- **Cell Phones**, gaming devices, and or any electronic mobile devices are prohibited for any student in grades K3-5th grade.

- Middle & High School Students who have cell phones or any device MUST turn it in as soon as they arrive on campus to their homeroom teacher.

Any student found with such, the device will be taken for three days. For a second offense, the device is then taken for 5 days. For a third offense, the device will be kept until the end of the school year.

- Rebellion and Stubbornness will not be tolerated. We expect all students to have an eagerness to learn and a hunger for God's truth.
- Gossip, discord, and any other sorts of division with the intent to bring people down by spreading rumors will not be tolerated.

Students are encouraged to be a builder up of the kingdom of God. The students of Philadelphia Christian Academy are expected to be the salt of the earth as mentioned in the gospel of Matthew; hence, we expect upstanding and Godly behavior from all students.

Please note, that if the action is so egregious PCA reserves the right to expel any student the same day as the incident.

Parent Initial & Date

Special Note to Parents:

We ask that parents and teacher/staff keep an open line of communication all throughout the school year.

PCA cares about its integrity and rapport within the community, therefore, we ask that parents are/or students do not slander the school or staff, but instead bring their concerns to the school administrator immediately.

If for some reason, a parent slanders the school in the community or to other parents, PCA reserves the right to remove the student from PCA. Our goal is to keep a Christ like unity within our school, gossip and slander hinders unity and therefore is not of God.

_____ **Parent Initial & Date**

Academics

“And whatsoever ye do, do it heartily, as to the Lord, and not unto men”

Colossians 3:23

- *Excellence Standard*

Excellence in education is expected in every student. We believe that given a Godly and prayerful environment, along with Christian and dedicated teachers that all students will be excellent in academia.

We expect all of our students to soar to new heights, regardless of familial background or income level. Each student is expected to think critically, abstractly, thoroughly, and creatively.

Mediocrity is not an option at PCA, we encourage all students to excel.

- *Curriculum*

PCA utilizes A Beka, Saxon Math, Bob Jones, and a variety of Classical Educational curriculums as its foundational teaching sources. We do however, pull from a variety of other sources to expand the horizons of all our students.

From K-3 to high school, the students are taught at their grade level; Bible, Phonics, Reading, Science, Math, Spelling, Language, Art, electives, and Health courses.

- *Preparedness*

PCA requires that every student comes to school/work fully prepared on a daily basis. Prepared means to have completed all homework assignments and to have all necessary supplies.

In an effort to teach preparedness, any student found often unprepared may or may not receive appropriate consequences.

• *Grading Scale*

K-3 to K-5

- E - Excellent
- S - Satisfactory
- N - Needs Time, Help, Practice
- U- Below Grade Level Expectations

Kindergarten students **must** know how to read in order to progress to 1st grade.

1st-12th grade

A: 93-100 B: 85-92 C: 77-84 D: 70-76 F: Below 69

Minimum GPA all students must maintain a 2.0 or higher; any student with lower than a 2.0 will go on immediate probation for one grading period, after which, student will be evaluated and meet with administration.

Grades 1st-10th Grade

Students who receive an F average in any 2 subjects will NOT move on to the next grade. This would include Bible, History, Science, Math, Language ELA, or any subject. Each student must strive to excel in every subject.

If any student earns one F in any subject, they **must** take tutoring/summer school for **40 hours** and pass our comprehensive exam during the summer in order to proceed to the next grade.

Grades 9th and above:

We use a 4.0 scale.

A=4.0

B=3.0

C=2.0

D=1.0

A student's final GPA (grade point average) is averaged for all four years of high school.

College Information

Most universities require a 3.0 or above for admission and a 23 or higher on the ACT.

_____ **Parent Initial & Date**

Admissions

- *Non-Discriminatory*

Philadelphia Christian Academy admits students of any race, color, nationality or ethnic origin to all 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, nationality, or ethnic origin in administration of its educational policies, admissions policies, and other school-administered programs.

- *Requirements*

1. All students and families **must** attend/member of a **local** Christian Church.
2. All students must complete application and turn in all necessary paperwork and deposits/fees.
3. Parents and older students must attend orientation prior to school year.
4. For transferring students, we must receive all previous school records along with application.
5. Students must have a good standing discipline record.
6. All students and families must believe that the Holy Bible is the written word of God.

- *Character Requirements*

PCA will not enroll any students with a criminal record.

PCA reserves the right not to accept any student who has been expelled from another school.

PCA reserves the right not to accept any student who operates in an open sin that contradicts bible teachings.

- *Tuition and Fees*

PCA uses FACTS an online payment system. Please call school for more info.

Student deposits (please see application)

The monthly tuition is \$300.00.

The monthly payment is due on the 5th or the 7th day.

Dress Code

- *Professional Standard*

Every student at PCA is encouraged to dress professionally every school day. Our professional attire motivates and prepares the students for the professional work world in which they'll be a part of in the future. **We expect all uniforms to be worn in a clean and neat manner.** Students wearing unclean uniforms will be sent home.

Parents, please ensure that students uniforms are in an excellent condition all year long. With very active students, parents may need to purchase new ties and pants mid year. Please note, students will be sent home immediately if attire is less than standard.

Parents, please help us teach our students excellence and professionalism.

_____ **Parent Initial & Date**

- *Uniforms*

We expect all of our students to wear the **standard PCA uniform**. Uniforms are purchased from Young Fashions **only**. Uniforms must be clean and neat when arriving at school. Students are sent home for improper uniforms. Young Fashions have specific shirts and pants, if any student is wearing another type of shirt/pants they will be sent home.

K3 & K4 Students: uniforms are not required.

K-5 Students: Standard uniforms (see uniform sheet at Young Fashions) Boys are not expected to wear belts.

Uniform Requirements for K5 on up:

Boys, uniform slacks, black or brown belt, blazer/cardigan, tie, and button down white shirt, which can either be long or short sleeve. Boys **must** where either a blazer or a cardigan daily. Boys are not allowed to wear earrings of any kind.

Students are allowed to wear brown, black, or white shoes . We are aware that some shoes are multicolored, the **ONLY** acceptable colors to mix with the primary colors are

the primary colors. For example, students can wear black & white shoes, brown & black shoes, or brown and white shoes. No other inserted color will be allowed. No exceptions.

Please note that brown is NOT taupe, it is NOT khaki, it is NOT peach, and black is NOT grey. Please help us to be on one accord.

Socks: students can wear brown, white, hunter green, burgundy, or white socks.

Girls, standard skirts with a button down white shirt, school sweater, and standard colored tights/socks are permitted. Shorts are required under their skirts at all times. Skirts/Dresses MUST be knee length or at least 2 inches above the knee. Girls are allowed to wear post earrings only.

Students are allowed to wear brown or black shoes of any style with either brown, white, hunter green, burgundy, or white socks. If the shoes have another color, it cannot exceed 10% of the shoe's color.

Winter Months

During Cold months students are permitted to wear black jackets ONLY These jackets cannot have sport paraphernalia on it or anything that goes against this handbook. Lettermen jackets are permitted.

_____ **Parent Initial & Date**

- *Not accepted*

*“Therefore come out from among them, and be you separate, says the Lord...” 2
Corinthians 6:17*

Students are not to wear any cartoon characters or explicit worldly content on their shoes, socks, book sacks, lunch boxes, hair accessories, hats, neck chokers, etc. at any time.

Worldly hairstyles/Jewelry that promotes the world is prohibited.

Free Dress is only for Honor Roll/Principals List students, unless otherwise noted.

Fridays are spirit days in which students can wear spirit shirts and jeans or knee length shorts. **Jeans must be pre-approved in order for students to wear on Fridays.**

We will not tolerate skinny jeans, tight jeans, or any jeans with holes above the knee. Students will be sent home immediately for wearing prohibited jeans.

Spirit Days begin in September.

Joggers, Jeggins or any such the like are prohibited.

_____ **Parent Initial & Date**

Discipline

- *Godly Standard*

Foolishness is bound in the heart of a child; but the rod of correction shall drive it far from him. Proverbs 22:15

The rod and reproof give wisdom: but a child left to himself brings his mother to shame.

Proverbs 29:15

God through His word teaches us how to raise our children, not the world. To stay in line with biblical Christianity, we at PCA will administer the rod of correction.

Some reasons why students may receive the rod of correction:

1. Willfully disobeying a command by his/her authority.
2. Rude/Disrespectful/Profane behavior
3. Disrupting Class
4. Injuring others with verbally or physically

Steps for the use of the Rod of Correction:

1. Parents may be called and given the option to administer the rod.
2. If parents cannot come, then disciplinarian will administer the rod with a witness present.
3. The child will be first told of their actions, and then given the rod upon the buttocks, with a wooden paddle. The paddling will not exceed 3 swats for students in 5th grade on down and will not exceed 5 swats for students 6th grade on up.

4. Afterwards, the child will be given an opportunity to apologize and receive forgiveness.

The goal of the rod is not to harm or hurt, but to display biblical love in a warm and compassionate manner.

The school will keep a detailed record of every and rod occurrence on file.

- *Signed Consent*

Each parent is asked to give PCA the authority to use the rod of correction in the manner stated above. This consent form must be turned in with application along with a hold/harmless form.

If you as parent/guardian decide not to sign the consent, when the rod is necessary, you will either have to come and use the rod at school yourself or pick up the child for a one day suspension.

A child will only be allowed 4 suspensions in one school year. On the fourth suspension the student cannot return for the remainder of the school year, and may or may not be able to return to PCA. Parents are expected to pay the remainder of tuition.

Students who are given the rod on 2 different occasions will be suspended on the 3rd rod referral.

After a suspension, rod system begins again.

- *Other Forms of Discipline*

In the event, where the action committed is so severe, the administration, reserves the right to immediately excuse the student from the school for either a day, a week, or for the rest of the school year.

Parents will not be able to receive any refunds due to disciplinary reasons and the remainder of the balance is due. (All our teachers and curriculums are accounted for before school begins, hence, the reason for payment of balance).

_____ **Parent Initial & Date**

Attendance

- *Holidays*

PCA will observe Christmas, Easter (Resurrection Day) Thanksgiving, Labor Day, and Martin Luther King Day. For other holidays parents will be notified one week prior to holiday.

PCA does **NOT** celebrate Mardi Gras or Halloween. Since Mardi Gras is a cultural holiday, we will close for a winter break for 3 days.

We ask that parents do not allow their children to bring any paraphernalia related items for both Mardi Gras (such as beads, king cake, t-shirts, green and purple hair accessories, etc.), Halloween (pumpkins, candy, costumes, etc.) and Easter (easter bunnies, eggs, etc.)

- *Daily Schedule/Tardies/Absences*

School will begin at 8a.m. Monday thru Friday and end at 3:00p.m. daily. The earliest Students can get dropped off is at 7:20a.m. No adult teacher will be available to receive students earlier than 7:20a.m.

Classes will begin at 8a.m. If a student arrives after 8a.m. he/she is considered tardy. Each student is allowed 5 tardies in one semester (August to December then January to May).

If the student exceeds 5 tardies, he/she will be considered absent. Students are allowed 10 unexcused absences for the entire school year in grades K3-8th grade.

High School Students are allowed 4 absences per school semester.

In January, we will begin afresh with tardies. “His mercies are renewed day by day,” however, please make every effort to get your child to school on time.

End of the School day

Our school day ends from 2:40pm- 3p.m, depending on the grade. We ask that all parents/guardians pick up students no later than 3:20 p.m. We do have late fees for any student picked up after the time allotted.

Different Pick Up Times

2:40-2:50	K3, K4, K5
2:50-3:00	1st, 2nd, 3rd, 4th, 5th
3:00-3:10	6th, 7th, 8th
3:10-3:20	Multiple Children & High School

We do understand that unplanned things occur; in the event; please contact the schools office to inform them of your late pick-up. However, we ask that you make arrangements for your child's pick up.

Special Note: A student will NOT be allowed to leave with anyone not on your approved list. If you want a different person to pick up your child you **must** send a hand written note, the day prior to the pickup day. **No exceptions.** This is for the safety of your child.

Within the application packet, you will have an option to list at the least 5 approved pick persons for your child.

Early checkouts are considered as a tardy. Early check out is anytime before 2:20pm. All parents that arrive at 2:20pm must go through car line, unless it's an apparent emergency.

- *Weather Emergencies*

PCA will follow the public schools system for Closures.

Parent Initial & Date

