



# PARENT/STUDENT MANUAL

2025-2026

## TABLE OF CONTENTS

- 03 | Introduction
- 06 | Admissions
- 07 | Student Attendance
- 09 | Students and Behavior
- 14 | Academics
- 17 | General Policies
- 18 | Dress Code
- 20 | Student Agreement
- 21 | Parent Agreement

# INTRODUCTION

## STATEMENT OF FAITH

- A. We believe the Bible to be the only inspired, infallible, authoritative Word of God in the original text and the only rule of faith and practice. (II Timothy 3:16-17)
- B. We believe in God the Father, God the Son, and God the Holy Spirit.(Matthew 28:19)
- C. We believe in the deity, virgin birth, and bodily resurrection of Jesus Christ. (Colossians 1:13-20)
- D. We believe that salvation is by the grace of God alone, through faith in Jesus Christ. (Romans 3:23-26)
- E. We believe in the spiritual unity of believers in our Lord Jesus Christ. (John 17:20-23)
- F. We believe that support and participation in the task of fulfilling the great commission is the responsibility of all believers in our Lord Jesus Christ. ( Matthew 28:19-20)
- G. We believe that the universe originated by the creative act of God as revealed in Holy Scripture. (Genesis 1:1)
- H. We believe in the resurrection of both the saved and the lost; the saved unto the resurrection of life and the lost unto the resurrection of damnation. (John 5:28-29)
- I. We believe that the term *marriage* has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18–25)
- J. We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26–27).
- K. We believe every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of New Hope Christian Academy.

## OUR PURPOSE

We strive to grow devoted, lifetime followers of Jesus Christ through gospel-saturated environments. Our mission is to partner with parents in engaging the mind through academic excellence and Biblical values by cultivating the heart (growth) through spiritual emphasis and acting in service for God and others.

We believe that it's easier to train boys and girls than it is to repair men and women. It's our desire at New Hope Christian Academy to have a school that trains our students with a foundation that is built upon Jesus Christ and upon His Word.

We want to see a generation of young people grow up with a firm foundation of what is Biblical and Gospel-Centric.

*Acts 17:6, "These that have turned the world upside down."*

We know it is possible to Impact the World for Christ and we believe it starts with the training of our children through the unequivocal truths of God's Word. God's Word is our guide and our only foundation for what we do, say, and act, as well as how we live the life that God has enabled us to live.

## NATURE AND PURPOSE

The main emphasis of New Hope Christian Academy is upon the spiritual and educational growth of its students. To accomplish this, we believe that all subjects should be taught in the light of the Scriptures in keeping with the verse, "***The fear of the Lord is the beginning of knowledge***" (*Proverbs 1:7*).

New Hope Christian Academy is dedicated to introducing each student to our Lord and Savior Jesus Christ and helping him/her to know that God has a plan and a purpose for their life. After reaching the students for Christ, our goal is to send them out as well-trained Christian leaders of tomorrow, serving in whatever area of life the Lord has called them. Our curriculum consists of Abeka Books. The present curriculum is planned to fulfill the State of Texas requirements for graduation.

## OBJECTIVES

Our objectives in the education of our students are as follows:

1. To prepare them spiritually by instilling in them personal responsibility and appreciation for the Lord Jesus Christ, God the Father, and the Holy Spirit.
2. To encourage them to think clearly, logically, and independently in accordance with God's Word.
3. To offer an instructional program that meets the academic needs of the child.
4. To develop an understanding of the world in which they live and the ability to appreciate and adjust to their environment.
5. To achieve mastery in the tools of learning and communication.
6. To develop a sense of responsibility in each child as a citizen and a Christian.
7. To develop a moral, ethical, and spiritual sense which will aid them in personal worth and that of others.
8. To provide opportunities for developing an understanding of and appreciation for the arts as well as contributing to them.
9. To offer opportunities to participate in wholesome forms of recreation, and to prepare each child to serve well in the place of God's will for his life, to prepare for spiritual leadership in the school, home, church, community, state, nation, and the world.

## STATEMENT OF NONDISCRIMINATORY POLICY

New Hope 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 the students at the school. It does not discriminate on the basis of race, color, or national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

## STATEMENT OF CHRISTIAN LIFESTYLE

New Hope Christian Academy is a uniquely religious educational institution that seeks to provide quality education in a distinctly Christian environment. One of the goals of New Hope Christian Academy is to work with parents and guardians to train young men and women of Christ, so that they might be the salt and light in their communities.

New Hope Christian Academy believes that the Bible is the inspired Word of God and sets forth absolute truth by which Christians are to live. New Hope Christian Academy expects and requires that both students and parents will support the school in its distinct mission and in its Biblical beliefs.

In relying on the teachings of Scripture, New Hope Christian Academy believes that the Bible prohibits sexual immorality of any type, including but not limited to, pornography, homosexuality, or any other sexual activity outside the marriage of one man and one woman.

On those occasions in which a particular home or student is acting counter to, or in opposition to, the Biblical beliefs and lifestyle that the school teaches, the school reserves the right, in its sole discretion, to refuse admission to an applicant or to discontinue enrollment of a current student. This includes, but is not limited to, living in, condoning, or supporting any form of sexual immorality; practicing or promoting a homosexual lifestyle or alternative gender identity, or otherwise having the inability to support the moral principles of the school as stated throughout this handbook.

*Matthew 19:5, "And said, for this cause shall a man leave father and mother, and shall cleave to his wife: and they twain shall be one flesh? 6 Wherefore they are no more twain, but one flesh. What therefore God hath joined together, let not man put asunder."*

## PARENT CONDUCT

Improper conduct by a parent can result in his or her child's dismissal from school. This includes shouting at a teacher or staff member, continual or flagrant disruption of classes in progress, and any public outburst or display that is inappropriate or detrimental to the spirit of New Hope Christian Academy.

In addition, to assist us in promoting consistency in our school setting, parents who are volunteering on the school campus or who are chaperoning a school activity are expected to dress according to the school standard of appearance in the Dress Code section of the handbook. Particular attention should be given to modesty issues.

# ADMISSIONS

## IMMUNIZATIONS

Texas state law requires that all children entering school must be current in their immunizations or have an exemption form from the Immunization Branch of the Department of State Health Services. Texas Administrative Code Rule 97.61 (a) states “The vaccine requirements apply to all children and students entering, attending, enrolling in, and/or transferring to child-care facilities or public or private primary or secondary schools or institutions of higher learning.”

## ADMISSIONS POLICY

Each student will be accepted into our academy based upon the previous academic, spiritual, and social records of the student provided to us, as well as interviews with the student and parents. New Hope Christian Academy was founded to meet the educational needs of the average and above-average child. Since the academy does not accept any government subsidies, it is not equipped to handle students with special needs.

Students are accepted on the basis of available space, their character, scholastic record; without regard to race, color, national, or ethnic origin; and a genuine desire on the part of the parents to have their children in a Christian school. Only those children whom we feel will adjust to our particular program and whose parents agree to cooperate fully with the teachers and administration will be admitted.

As a Bible-believing, Christian organization, we affirm and commit to God’s definition of marriage, gender roles, and sexual orientation as given in the Bible. We believe God-given gender roles should be honored, that marriage is a lifetime covenant between a man and a woman.

## ENROLLMENT PROCEDURE

1. Schedule an interview with an Administrator or Member of the School Board.
2. Upon student acceptance, parents need to complete registration and application papers.
3. Pay the registration/enrollment fee.
4. Sign a payment plan agreement (if applicable)
5. Provide a copy of Birth Certificate and Immunization Records.

If the administration does not feel that the student should be accepted into the school at the time of the interview, they will notify the parents. If after receiving the records and recommendations on the student, the administration chooses not to accept the student, the parents will be notified.

## ADMISSION AGE REQUIREMENTS

K4 students must be potty trained, and four years old on or before September 1st. A student entering Kindergarten must turn five years old on or before September 1st in the year entering school. A certified birth certificate may be required at the time of registration.

## RE-ENROLLMENT

During the Spring semester, presently enrolled students may enroll for the fall term on a first come, first-serve basis. Parents may re-enroll once the enrollment period has begun.

# STUDENT ATTENDANCE

## SCHOOL HOURS

School hours will be from 8:00 (am) – 3:25 (pm) on Monday – Thursday.

Students must be in their place fully ready for assembly by 8:00 am each morning. Being late for assembly will result in a tardy for the student.

## REQUIREMENTS

Regular school attendance is essential to successful classroom work. If the absence does not fall under the valid reasons for an excused absence, it will be counted as an unexcused absence. A student with more than 5 days of absences during one semester will be subject to an academic review and to the possibility of losing credit for that semester. Students who are not present for a portion of the day will be considered absent for that portion of the day. Students who leave before 10 am will be considered absent for the entire day. Partial absences accumulate and add up to full absences.

## REASONS FOR EXCUSED ABSENCE

- A. Personal illness
- B. Sickness or death in the family
- C. Medical or dental appointments

## REASONS FOR EXCUSED TARDINESS

- A. Personal illness

- B. Sickness or death in the family
- C. Medical or dental appointments
- D. For other reasons as the administration deems necessary

*Note: Three unexcused tardies or three unexcused early dismissals count as one unexcused absence. Anything after school starts at 8 AM will be counted as tardy.*

Any student who accumulates five unexcused tardies in one semester will be issued a detention (including homeroom and all classes throughout the day).

The only excusable reason for tardiness is a doctor's visit. The student must check into the office upon arrival at school and present a note from the doctor's office. A handwritten note from a parent will not be accepted. Traffic is not an excusable reason for tardiness. However, considerations will be given for situations beyond a parent's/student's control such as traffic accidents and weather conditions.

## FAMILY DAYS AND VACATION

Family days must be pre-approved and may not be used during major testing periods. A family day is recorded as an excused absence on the student's record. If a trip is taken during the school year, the office should be notified at least two weeks in advance. If adequate notice is not given, teachers may not be able to provide makeup work beforehand. Students are responsible for all material covered during their absence, but teachers are not required to give assignments in advance.

Excessive absence during a semester may result in a failing grade for courses affected by the absence. If the student is in high school, this could result in a loss of credits for the affected courses.

*Note: There is a maximum of 10 "Vacation and Family Days" per school year, 5 per semester*

## MAKE-UP WORK

Please notify the office by 9:30am if your child is missing school due to excused absence or any other reason, your child is then responsible to make up the work that is missed. Your child will be given the time missed plus one day to complete any make up work they missed.

For example, if your child misses 3 school days in a row, they will be given 4 school days to make up work. Communication is essential in making up work successfully. Parents must keep in touch with their child's teacher when make-up work is due. It is the responsibility of the parent and the student to communicate with the teacher to ask for make-up work as soon as the student returns to school.

Students who miss a test day must be prepared to take the test on the first returning day to school. Time allowed for multiple absences will be determined on the basis of need by the teacher. Students may not make up work from an unexcused absence.

## EARLY DISMISSAL

Students who must leave school during the school day must check out. For a student to receive permission to leave campus early, a written request must be submitted to the child's teacher. The request must identify the need for release and the time for release. The parents must sign the student out.

For driving students, the written request must be submitted to the office by the parent. Driving students must sign themselves out at the office prior to leaving campus.

If a child is ill, they may not be sent to school. If a student becomes ill and cannot remain in class, the teacher will contact a parent by phone and request that they pick up their child. The teacher must be updated with phone number changes for emergency contact purposes. Transportation cannot be provided for any student. A student who contracts a contagious disease or condition such as pink eye, chickenpox, ringworm, impetigo, or head lice must remain home until the condition is remedied.

## STUDENTS AND BEHAVIOR

An important goal at New Hope Christian Academy is to train children to be like the Lord Jesus Christ.

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

To aid us in accomplishing this goal, we address three main areas of attitude corrections on a daily basis:

### Disobedience

- A. Refusing to carry out a specific command or request
- B. Performing a duty in a way previously not instructed
- C. Silence, non-performance
- D. Delays in promptly carrying out commands or requests

### Disrespect

- A. Improper response ("Yeah," etc.)
- B. Improper voice tone in answering
- C. Flippant or rebellious attitude revealed
- D. Attitude of ingratitude
- E. An attitude of disregard for feelings or worth of others
- F. Disagreeable spirit in the form of a questioning attitude
- G. Name-calling of adults or peers
- H. Violation of others' rights, property, or person

## Irresponsibility

- A. Failure to bring in or to complete homework or to bring necessary materials to class
- B. Not completing projects or assignments
- C. Maintaining messy desks or lockers

## GENERAL CONDUCT

*In the classrooms of New Hope Christian Academy, these five fundamental rules are to be followed:*

- 1. Students should always stay in their seats when instructed.
- 2. Students should speak only by raising their hand and receiving permission.
- 3. Students will be respectful of other students and their authorities. They will address and reply to their authorities and teacher with the utmost respect. ("yes, sir/ma'am; no, sir/ma'am, etc...")
- 4. Students will be prepared for class with finished assignment books, and necessary supplies.
- 5. Students will respond to corrections or direction with a positive attitude.

It would be impossible to make rules to cover every type of infraction. Good behavior must come from the heart and not by the mere conformity to regulations and rules.

## KINDERGARTEN DISCIPLINE

There is no demerit system in grades K4 – K5. Discipline is administered as the teacher deems it necessary. Discipline notices will be issued from time to time, and parents are asked to sign these and return them to the teacher. A continual discipline problem will result in the following progressive interventions:

- 1. A Warning is issued.
- 2. Classroom discipline is administered (a 'time out', etc...).
- 3. The child is sent to another teacher's/Administrator's Office.
- 4. A teacher or member of the school board calls the parent and asks the parent to come to school and take the child home.

## ELEMENTARY AND SECONDARY DISCIPLINE

The goal of any outside disciplinary action is to correct attitudes and/or behavior and to bring about self-discipline and to instill within each student the idea of personal accountability to God for their attitudes and actions.

Open communication between Teachers and Parents is vital. Questions concerning discipline should be directed at the classroom teacher. If the situation warrants, the administration is willing to assist in any matter. Discipline may include one of the following:

- 1. Demerits and Detention (including discipline forms)
- 2. Parent/Teacher Conferences
- 3. Spiritual Counseling with Pastoral Staff

It is impossible to make rules to govern every type of infraction. We wish to be fair and consistent while maintaining a positive Christ-like attitude with this format.

Demerits will be given for certain infractions which will be determined by the Teacher. A student receiving 3 demerits in one day will result in a 20-25-minute detention by the end of the school week. If a problem continues, then we will contact the parents for a parent/teacher meeting. If we cannot resolve the problems this way then we will set up a counseling session with the parents, student, and pastor.

*Note: Any student who makes a threat verbally, through writing, or through graphics to shoot the school property, employees, or other students in the school, will be subject to immediate expulsion and police action. Any student who alludes or contrasts to incidents in other schools and expresses a desire for this to happen at our school is subject to immediate expulsion.*

## MERITS

Faculty and staff members may also award merits to students for exceptional behavior or going above and beyond in assisting a faculty member, staff member, or another student. Merits will be applied to a student's record.

## SECURITY

Students should not let anyone in the building. Visitors need to come through the main school entrance. Students need to follow all directions of teachers and law enforcement during lockdowns and fire drills. The school does have procedures in place for emergency situations and will be in communication with local law enforcement.

## SOCIAL MEDIA

Social media is prevalent and widely used in today's culture. Though it has many positive uses and can be a great tool for communication, it can also be used negatively and inappropriately. If the administration becomes aware of any inappropriate material on a student's outlet of social media—including but not limited to Facebook, Twitter, Instagram, Snapchat, personal blogs, etc.—the student will be asked to delete or remove the questionable content and will meet with the administrator.

Inappropriate content or endorsement of it can be grounds for disciplinary action. Inappropriate content or endorsement would include but is not limited to the homosexual lifestyle, Satanic or gothic lifestyle, profanity, hashtags or abbreviations for profanity, sexual innuendo, gossip, or disrespect of authority. As a student of New Hope Christian Academy, you are a representation of your God, your school, and your family. It is only reasonable that your social media be honoring God and uplifting to others.

## BULLYING

Bullying is defined as persistent inappropriate behavior (physical, verbal, written, or online) from one student to another. Cases of suspected bullying should be brought directly to the school administrator to be dealt with immediately. In the event of a case of bullying, the administration would then meet with all parents involved for notification and/or help in correction of the problem. Disciplinary action (including the use of the demerit system, suspension, and expulsion) would then be implemented at the discretion of the administration.

## ARTICLES PROHIBITED

Tobacco, alcoholic beverages, narcotics, knives, guns, matches, lighters, explosives of any kind, and gambling materials are strictly prohibited. (Students must have all outside books approved by their teachers or the Administration.)

Questionable literature is not to be brought to school or to school functions. Any item that is in any way connected with the "inappropriate" music or drug culture is strictly forbidden. Only items which are appropriate for an educational atmosphere will be permitted. Also prohibited, during school hours, are any electronic devices including games or devices that play music, or laptops, or headphones. Any student found to be in possession or withholding an electronic device during school hours will have the device confiscated and held until the end of the school day. The student will also be given demerits according to the Direct Disobedience guidelines.

## CELL PHONES

Students are not permitted to use a cell phone during school hours. However, we understand the desire that some parents have for their students to have a cell phone for before and after school use, particularly if the student drives to school. Cell phones must be given to the student's teacher during school hours and during before/after school care. After school, students may not use cell phones until given permission by a teacher. Any use of a cell phone by a student during school hours will result in disciplinary action, and that student may not be allowed to have his/her phone on their person for the remainder of the school year.

Parents who need to contact their child during the school day for emergency purposes should use the school's main phone number or contact their teacher or a member of the school board directly via personal cell phone. Academy staff will assist parents in communicating with their child in appropriate emergency situations. Parents should not consider their child's cell phone as a means of contacting their child for any reason during the school day. When traveling for any off-campus events, cell phone policies are enforced as if the student is in the classroom. Cell phones may only be used to contact parents or for other emergency use unless otherwise permitted by a teacher, coach, or administrator.

## CHAPEL

The chapel ministry of New Hope Christian Academy serves as a tool to raise awareness of the students' own spiritual state. Since chapel services in which the Word of God is preached are unique to Christian schools, we must realize that this is one of the main attributes that sets New Hope Christian Academy apart.

The chapel program will include challenging preaching. It will provide an environment through which the Holy Spirit may work in the lives of the students to encourage right living, character building, and Christlikeness. Chapel is held regularly for all students at which time they will often hear special speakers. Chapel is held on Wednesday each week.

## CHURCH ATTENDANCE

The importance of faithful church attendance cannot be overemphasized. One's commitment to Christian education as offered by New Hope Christian Academy is evidenced by the family's commitment to the local church. The Academy is not a substitute for regular family worship in church. Students and parents are encouraged to be faithful members of church.

# ACADEMICS

## CURRICULUM

At New Hope Christian Academy, we recognize that Jesus Christ is the source of all knowledge and that according to **Proverbs 10:14**, “*Wise men layup knowledge.*” The Bible is the guide for life; therefore, Bible study is a recognized part of the curriculum of New Hope Christian Academy. All students have a Bible class each day which includes Bible study, Bible memorization, and practical Christian training. In the Bible classes and chapel, students are asked to use the King James Version of the Bible. We use the Abeka Curriculum for our school.

## GRADING SCALE

The following letter grading system will be used in the kindergarten through high school:

Grade	Percentage	GPA
A+	97-100	4.00
A	93-96	4.00
A-	90-92	3.70
B+	87-89	3.33
B	83-86	3.00
B-	80-82	2.70
C+	77-79	2.33
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.33
D	63-66	1.00
D-	60-62	0.70
F	0-59	0.00

**Non-Academic subjects will be given grades based on the following scale:**

*E - excellent, S - satisfactory, N - needs improvement, U - unsatisfactory*

## HONOR ROLL

Honor rolls are determined by averaging the quarter grades of each student. The resulting GPA average determines if the student qualifies for placement on the honor roll list.

**Principal's Honor Roll** – Earning no grades less than A's with a 3.80 minimum GPA

**Honor Roll** - Earning no grades less than A's and B's with a 3.25 minimum GPA

## REPORT CARDS

New Hope Christian Academy operates on a nine-week grading period. Report cards are sent home within one week of the conclusion of the grading period. Report cards not only state the academic progress of the student but also describe the conduct of that student.

Any parent who desires to meet with his child's teacher may call the office to schedule an appointment. Please do not arrive unannounced and request a conference. This does not allow the teacher to adequately prepare his/her thoughts and recommendations for improvement. Unannounced visits typically interrupt the time that a teacher needs to effectively prepare for his/her classes. To keep elementary parents informed of their child's progress during the grading period, folders are sent home on a weekly basis.

## HOMEWORK

Believing that homework is an integral part of the school program, each teacher is at liberty to give homework to aid each student. Therefore, each student is expected to successfully complete his homework assignment each day.

Homework may be given for the following purposes: *drill, practice, remedial reasons, and individual projects relating to school studies.* Continued failure to complete homework assignments will result not only in an academic penalty, but also disciplinary measures.

There will be reasonable amounts of homework given to students of all grades at their teacher's discretion. All homework must be done neatly and correctly and on the exact paper specified by the teacher.

## CHEATING

For its educational purposes and for clarity, New Hope Christian Academy defines cheating as any presentation of one's own work that was done by another. This would include, but not be limited to, copying homework assignments, copying test or quiz answers, and plagiarizing.

New Hope Christian Academy strongly encourages students to avoid all appearances of cheating by strictly working on their own assignments, covering their quizzes and tests as instructed during evaluations, and adhering to the guidelines given for research projects and special assignments. Students should only question each other with regards to the details of the assignment, not the answers, location of answers, or other essentials that would aid them in presenting the correct answers to the assignment. Any student caught cheating will be given demerits and given a grade of "zero" for that specific assignment. Research papers and other similar projects must still be completed properly for the student to receive credit for the class.

## RETENTION

The kindergarten through twelfth grade report cards will contain a notation as to whether the student has been promoted or retained. Students who receive a failing grade in three academic subjects are automatically retained. Students who receive a failing grade in two academic subjects will be reviewed by Administration for possible retention.

## REQUIREMENTS FOR GRADUATION

New Hope Christian Academy requires a student to complete a program study at least equivalent to the state of Texas. A student must accumulate at least 24 credits to graduate during ninth through twelfth grades. The following credits are required:

- Bible (4 credits)
- English (4 credits)
- Math (4 credits)
- Science (4 credits)
- American History (1 credit)
- American Government/Geography (1 credit)
- World History (1 credit)
- PE (1 credit)
- Speech (0.5 credit)
- Fine Art (1 Credit)
- Foreign Language (2 credits)
- Electives (4 credits) Some electives include: Choir, Pre-Calculus (streaming), Consumer math; Spanish III, Economics, Keyboarding, Advanced Computer, Culinary...

All graduation honors and academic awards will be determined at the conclusion of the 3<sup>rd</sup> quarter. The Valedictorian and Salutatorian will be notified once all determining factors have been calculated. Students who have a high cumulative grade point average of 3.75 or higher will be awarded a stole. Students who have a high school cumulative grade point average of 3.5-3.74 will be awarded a cord.

## VALEDICTORIAN AND SALUTATORIAN

The Valedictorian and Salutatorian awards are given to the graduates with the highest and second-highest grade point averages, respectively, during their studies at New Hope Christian Academy. To be eligible for the award, a student must have attended NHCA full-time for at least two full years; this student also must have taken two of the following elective classes: Chemistry, Physics, or Pre-Calculus.

# GENERAL POLICIES

## WITHDRAWAL POLICY

If parents wish to withdraw a student, they should notify the school administration. Two working days after notification, a withdrawal slip will be prepared, and all records will be sent to the new school.

*Note: Grades will be held if there are any outstanding tuition or fees*

All deposits made prior to withdrawing are nonrefundable. Parents who withdraw students after the first day of the month are responsible for the entire month's tuition.

## HEALTH

New Hope desires to maintain a healthful school environment by instituting controls designed to prevent the spread of communicable diseases. The term communicable disease means an illness which arises because of a specific infectious agent which may be transmitted either directly or indirectly by a susceptible host or infected person or animal to other persons. A teacher or administrative official who reasonably suspects that a student or employee has a communicable disease must immediately notify the administrator. Any student or employee with a communicable disease for which immunization is required by law shall be temporarily excluded from the academy while ill and during recognized periods of communicability. Students and employees with communicable diseases for which immunization is not available shall be excluded from the academy while ill. If the nature of the disease and circumstances warrant, an independent physician's examination of the student or employee to verify the diagnosis of a communicable disease may be required. New Hope reserves the right to make all final decisions necessary to enforce its communicable disease policy and to take all necessary action to control the spread of communicable diseases within the academy.

For the welfare of your child and others in the academy, all children who are sick must be kept at home (fever greater than 100 degrees, vomiting, diarrhea, oozing wounds, colored discharge, etc.) If a child becomes ill during the school day, attempts will be made to contact the parents. If parents cannot be reached, an effort is made to contact other persons listed on the Child Pickup Form. Emergency medical care may be offered as described on New Hope's release form. Therefore, it is important that the information on this form be kept up to date. Parents should notify the school office of any changes in home or work telephone numbers of emergency contact persons. A child should be fever free for a 24 hour period prior to sending him/her back to school.

# DRESS CODE

Believing that our outward appearance reflects our heart and mind, New Hope Christian Academy expects all parents to always exercise good taste and judgment in the dress of their students. Through our clothing, makeup, and hairstyles, we either draw attention to ourselves or we magnify the Lord. The dress code applies to all school functions except where specified.

New Hope Christian Academy students are NOT required to wear school uniforms. However the following dress code was developed to provide the best atmosphere for students to learn and to avoid peer pressure related to clothing. Our primary objectives are neatness and modesty. The New Hope Dress Code is sufficiently flexible to encourage individual identity and a positive self-image within the borders of appropriate dress for school.

## Student's Dress

***Above all, student's clothing should be modest, tasteful and respectful.***

- All students should make a reasonable effort to maintain a neat/tidy appearance. Hair should be clean, brushed, and kept out of the student's eyes. Clothing should be free from rips and stains and should fit appropriately.
- All tops must have sleeves (at least 2 inches wide) and a modest neckline (Necklines must not be lower than the "line" across the underarms). No spaghetti straps, tube tops or cropped tops will be allowed.
- Clothing that is mesh, see-through, or has rips or tears should not be worn without appropriate coverage underneath.
- Shoes must be worn at all times and be safe for the school environment. No slippers, flip-flops, or slides should be worn while at school.
- Shorts, skirts and dresses must be fingertip length or have a minimum 5 inch inseam. Girls are encouraged to wear shorts under skirts and dresses in order to remain modest while playing on the playground.
- Tight fitting clothing (such as yoga pants, leggings or skinny jeans) may be worn, IF paired with a loose fitting top or dress that extends at least 2-3 inches past the waistband in order to provide some coverage/maintain modesty.
- Pajamas are not to be worn to school unless permitted for a special occasion (such as spirit days, class parties etc.)
- Headgear including hats, hoodies, and caps are not allowed to be worn during class time, unless permitted by a teacher for a special occasion such as spirit day, class reward etc.
- Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana or other controlled substances.
- Sunglasses may not be worn inside the building.

## **P.E. Attire**

- Athletic pants or appropriate length, athletic shorts are to be paired with a Tshirt for PE
- Athletic shoes are required for P.E. activities.
- Failure to be in proper attire will result in demerits.

## **Accessories**

- A maximum of three piercings in the outer ear is permitted. Gauges and bars are not permitted. No nose ring or any other facial piercing is allowed.
- Hats should not be worn in the building.
- No unnatural hair coloring is appropriate (this includes colored streaks, i.e. pink, blue, etc.). Basic highlighting is allowed.
- Make-up and nail polish should be tasteful and feminine and only worn by female students.

## CLOSINGS

When it becomes necessary to dismiss during the regular school day, announcements will be made at once via text message or on our Facebook page. NHCA will determine what is best and safest depending on other local schools.

Because we are hosted by an active church, there may be a time where the school needs to close in order to facilitate a funeral or other pressing church business. In this case, parents and students will receive at least 48 hours notice. Every reasonable effort will be made to prevent the need for unplanned school closures.

## FINAL REMARKS

We reserve the right to alter any of the regulations and procedures in this handbook at any time if deemed necessary. We would like for the parents to understand that the sincere desire of the administration of our school is to see your children grow up to be fine Christian young men and women. Since we care for and love your children, this handbook is provided so that both the school and the home can work together to accomplish the greatest spiritual and educational goals for your child.

# STUDENT AND PARENT AGREEMENTS

## Student Agreement

*To be agreed by each student and signed each school year by students 5th grade and above*

As a student of New Hope Christian Academy, I will...

1. Protect my mind, body, and morals from worldly influences.
2. Select wisely and conscientiously the television programs, videos, and movies that I watch.
3. Abstain from listening to any music with lyrics opposing biblical truth, virtues, and moral values.
4. Guard my reading material so that it is Christ-honoring.
5. Refrain from the use of alcohol, illegal drugs, cigarettes, or tobacco in any form.
6. Refrain from watching movies or shows which are not Christ-honoring.
7. Avoid any public or private displays of immorality.
8. Strive to represent myself in a Christ-like manner by my words and deeds at all times, both at school and in my daily life.
9. Attend my church faithfully as a normal part of my Christian walk and testimony.

I have read the entire New Hope Christian Academy Handbook, and I will not only abide by the rules and standards, but I will support them.

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*Signature of Student*

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*Date*

## PARENT AGREEMENT

*To be agreed and signed annually by parents*

I have read and understand the Handbook of New Hope Christian Academy, and I agree that my child will abide by them both at and away from school functions. I agree to fully support the school in its enforcement of the Handbook. Furthermore, I understand that if I fail to fully support New Hope Christian Academy in word or in deed, my student may be dismissed immediately.

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***Signature of Parent/Guardian 1***

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***Date***

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***Signature of Parent/Guardian 2***

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***Date***