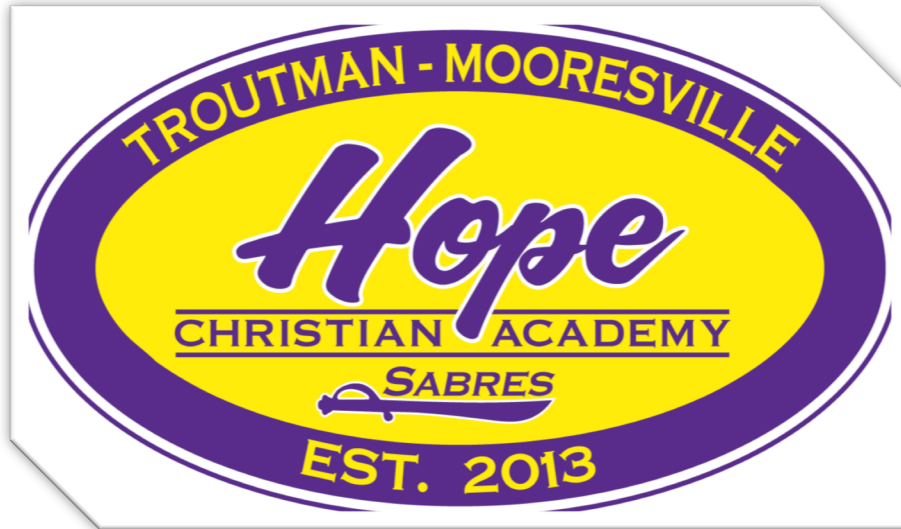


Welcome to *Hope* CHRISTIAN ACADEMY MOORESVILLE
Home of the **SABRES!**



Dear Students,

Welcome to your school! It is my wish that you enjoy your time here and take advantage of the superior academic and spiritual training you will be offered. We are honored to have you and look forward to being on this journey together! Thank you for choosing to be a part of the *Hope* CHRISTIAN ACADEMY MOORESVILLE family!

Sincerely,

Mrs. Glascock,
Principal

SIX THINGS THAT EVERYBODY SHOULD KNOW

- I. All have sinned and come short of the Glory of God.
Isaiah 53:6 and Romans 3:23
- II. The price of sin is death.
Romans 6:23
- III. Jesus paid the price for our sins.
John 3:16 and Romans 5:12-21
- IV. Salvation only comes through accepting Jesus Christ
John 3:17-18 and Acts 4:10-12
- V. Jesus will save anyone who sincerely ask Him
Romans 10:13
- VI. The time to ask Jesus to save you is right now!
II Corinthians 6:2

INDEX FOR STUDENT HANDBOOK

Attendance, Absences, and Tardiness pg. 4

Homework pg. 5

Friday School pg. 6

Grading Scale pg. 6

Field Trips pg. 7

Discipline Policy pg. 8

Dress Code pg. 8

Phone and Electronics pg. 9

Chapel Rules pg. 9

Lunch's pg. 10

Student Signature Page pg. 11

Attendance, Absences, and Tardiness

Attendance:

Short Definition: You must be at all classes at the correct time!

Long Definition: HCA Mooresville requires per guidelines set by the State of North Carolina: Department of Education that all students to be present at all classes. Habitual, unexcused absences from school will not be accepted!

Absences:

Short Definition: If you are not in class and do not have an excuse from your parents you will be counted absent.

Long Definition: Truancy is considered a punishable offense and is defined as being absent from school without prior and proper authority. When an absent student returns to school after a period of two (2) or more days of absence a letter from a parent/guardian will be required stating the reason of absence and accompanied with a physician's note if applicable.

There may be times when your absence is excusable. Please ask the principal for a list of those permissible absences. The principal and teacher/s of HCA Mooresville hold the right to determine the proper classification of any and all cases of absence. All other reasons for being absent are unacceptable and shall be considered as unexcused. Ten (10) or more unexcused absences per semester are considered excessive and will result in a parent teacher conference; may reflect on your ability to advance to another grade or possible withdrawal from school. Students with excessive absences will need the approval from the student's teacher and principal to be promoted to the next grade level.

Tardiness:

Short Definition: Walking into class after 8:40 A.M. If you get to school at 8:41 A.M. you need to go to the office to be let in to class. You also need a note from your parents explaining why you are late.

Long Definition: HCA Mooresville defines tardiness as arriving to school or at the classroom after 8:40 A.M per the school office clock. Students who arrive at 8:41 A.M. are required to report to the school office and speak with administrative personnel to gain access to their classroom. If the student is in K5 – 6th grade the parent/guardian must accompany the student/s to the office. To have a tardiness be counted as excused the same criteria for permissive absence must be met. A parental note should accompany student on the morning of the tardy. The administrative staff and teacher/s of HCA Mooresville hold the right to determine the proper classification of any and all cases of tardiness. Eight (8) or more unexcused cases of tardiness per semester are considered excessive and will result in a parent teacher conference.

Homework

You are required to keep track of and complete all homework, reading, projects, and any other assignments given by your teachers and submit them on time. You must complete homework and assignments without significant aid from others. *That means your parents or grandparents cannot do your schoolwork for you!*

Make up work:

Short Definition: You are responsible for your make up homework! Nobody else!

Long Definition for 3rd - 12th grade: You are responsible to ask you teacher/s when you come back to school to collect your missed homework and classwork assignments. ***The teacher is not responsible for or responsible to keep track of your homework and classwork while you are absent.*** All make up work will be assigned or rescheduled at a time and place that is within the school schedule and at the teacher's convenience.

Deadlines:

Short Definition: If you do not turn in your homework or projects in time you will get a zero! If you are sick for 1 day you have 2 days to turn it in to your teacher.

Long Definition: Make up work that is assigned and not completed/returned in a sensible time shall be recorded as a zero. HCA defines sensible time as twice the number of days absent.

One (1) days absence = two (2) days to make work up
Two (2) days absence = four (4) days to make work up
Three (3) days absence = six (6) days to make work up
Four (4) days or more of absence will result in a conference with the student to discuss make up work and schedule for its completion.

If you had a project or assignment that was due before or during your absence you need to turn it in the same day you come back to school. Failure to do so will result in lowering final grade by one full letter grade per day that project is late. No exceptions will be made unless granted by the principal.

If you know you are going to be absent from school: all work must be completed *before* you leave unless instructed otherwise by the teacher.

Friday School

Short Definition: We do not go to school on Friday's!!!! But you will have homework to do on Friday. You must have it done by Monday!

Long Definition: We do not go to school on Friday's!!!! Your teachers will be assigning some work to be completed on Friday. Any and all Friday homework will be due back Monday. If the homework assigned on a homeschooling day is not turned in completed on the 1st day returning to school, you will be considered absent, because this is STILL a school day.

Grading Scale

A = 93 - 100

B = 85 - 92

C = 77 - 84
D = 70 - 76
F = 69 and below

HCA Mooresville has an “A” and “A/B” honor roll program for those students working at or above grade level in their core classes.

Field Trips

Short Definition: HCA Mooresville will have opportunities to take field trips throughout the year. All school rules still apply!

Am I able to go?

Yes~ Good academic standing and not failing two (2) or more core subjects, permission from parent/guardian, and have fifteen (15) or fewer demerit points are considered eligible. If a student has a detention scheduled because of demerits that detention must be completed before the field trip.

No~ Not in good academic standing. You are failing two (2) or more core subjects. You have 15 or more than 15 demerit points. Your detention is scheduled after the field trip.

Do I have to go?

No, field trips are not mandatory. BUT, students who wish not to participate will still be required to attend school on the day of the field trip. Students will be given work assignments by the teacher and will be in the school office to complete said work.

So you probably should go!

Is it a day without rules?

No, all school rules will apply to all students during the day of the field trip. Demerits can be received during the fieldtrip. Teachers have full authority during the entire field trip even if the field trip begins or ends after official school hours.

Who pays?

You and your parents are responsible to pay for your field trip. There may be a time where the school helps pay but do not count on that.

How do we get there?

The school will normally provide transportation to and from the field trip destination. All students must have a signed and dated permission slip to get on the van/bus. If your parents decided to drive separately they may; however, you as a student must ride with the other students. If you parents want to take you directly home after the field trip is finished they must have your teacher's permission before you can leave. No exceptions will be made!
Short Definition: If your parents want you to ride in their car and not on the van/bus that is NOT okay. ALL students must stay together before and during the field trip. Your parents can take you home right after the field trip but they need to ask the teacher first.

Discipline Policy

Short Definition: DON'T GET IN TROUBLE!!! Your teacher and the principal have the authority to tell you when you are doing something wrong and give you a punishment. You can get demerits, in-school or out-of-school suspension, or expulsions.

Long Definition: HCA Mooresville teachers are the first (1st) line of discipline in the classroom setting. Teachers are given full authority to address the student's disobedience in a manner that matches HCA Mooresville's discipline guidelines. Punishment may include, but is not limited to: special writing assignments, conference with student, contact and/or conference with parent/guardian, demerit, or detention.

All teachers have the right to discipline you no matter where you are at school. The principal is the final authority in any and all discipline matters. The principal is given the right to use any acceptable means to discipline student/s in order to protect the learning environment.

Disciplinary actions may include, but are not limited to: utilize parental conference, work assignments, assign demerits, detentions, in-school and out-of-school suspensions, expulsions, and any other appropriate action. ¹

Dress Code/Rules for General Appearance

¹ For a complete Discipline Policy including a break down of the demerit system please ask the school office for a copy or consult the Parent Handbook.

Short Definition: Correct colors and styles must be worn. Shirts tucked in at all times. If you have belt loops you need a belt. No hats and no crazy hair.

Long Definition: Students must be in proper attire prior to enter school buildings or to go on school sanctioned events. Proper school colors must be worn at all times. Colors are as follows:

Pants - khaki or navy blue,

Shorts - Bermuda style shorts khaki or navy blue that are no shorter than two (2) inches above the knee.

Polo shirts for girls - white, black, maize, navy blue or school purple.

Polo shirts for boys - black may be worn only if it has the school logo; school purple, white, maize, navy blue, boy's Oxfords-white or French blue

Phones and Electronics

Short Definition: Do not bring iPods or phones to school! If you have to bring one it MUST be turned off, not on silent or vibrate. It must be in your locker at all times!

Long Definition: All personal electronic devices belonging to you must be turned off and put away during school hours. This does include cell phones or any other personal form of communication/entertainment the student may have. There shall be no student-to-student note passing during school hours. **Use of such items during school hours will result in a minimum of ten (10) demerit points.**

Chapel Rules

All students are required to attend all chapel services. You need to bring your Bible to chapel. When the preacher is giving the chapel message you need to sit still and quiet. If you are called down during chapel services you may be punished. So be on your best behavior!

Lunches

Snacks: You need bring your own lunch and snack to school. Bring healthy stuff to eat. If you don't have snack time make sure to eat a big breakfast that will last until lunchtime.

Beverages: Drink lots of water! Because juices and milk are hard to clean up and attract ants when spilled K5- 3rd grade are not allowed to have juice or milk. However, 4th-12th will be allowed to have juice or flavored water. **NO soda** is allowed for any student.

Food: Our school does not have access to a microwave or refrigerator so pack lunches and snacks accordingly. Some students have food allergies so **No nut products are allowed on the grounds of HCA Mooresville.**



Student Signature Page Form #201

4th grade – 6th grade:

- I have read the **short definitions** in the Student *Handbook*.
- I promise to obey my teachers and the principal by following this handbook.
- I accept full responsibility of my actions and will adhere to all of the rules and regulations of Hope Christian Academy.
- I understand that this student handbook does not include every rule. And if I have a question about any rule I will ask my teacher or my principal.

Student's Signature: _____

Parent's Signature: _____

Date: _____ / _____ / _____

7th grade – 12th grade:

- I have read this entire handbook and agree to follow the rules.
- I promise to obey my teachers and the principal by following this handbook.
- I accept full responsibility for my actions and will adhere to all of the rules and regulations of HCA.
- I understand that this handbook is not a detailed list of all the rules of HCA.

*For a detailed list of all the rules of HCA please consult the Parent Handbook that was given to your parents/guardians.

Student's Signature: _____

Parent's Signature: _____

Date: _____ / _____ / _____