

**MT. CALVARY  
CHRISTIAN ACADEMY**

*Home of  
the*



**WARRIORS**

**2010-2011**

**Preschool Handbook**

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## A WORD FROM THE PASTOR

Welcome to MCCA's 2010-2011 school season and its 42<sup>nd</sup> year of operation. Our school's theme, goal and promise to you, is "*A Quality Education in a Distinctively Christian Environment.*" This is not just a cute cliché; this is what we as a church institution live by.

This year brings about another change for us. It was not an anticipated or desired change, but none the less one that was somewhat unavoidable. Mr. Jonathan Osborne is a young preacher who trained in the area of education until the Lord called him into the ministry. His goal was not only to pastor, but to start his own church associated Christian school.

Mr. Osborne has done an outstanding job and I am deeply pleased with his production, but also saddened to announce his departure. Even though Mr. and Mrs. Osborne have been with us for three years, I did not anticipate their departure being so sudden. As the saying goes, "*The Lord works in mysterious ways!*" I know that the Osbornes will be effective servants of the Lord. Their heart is for the western part of the United States, and they will be ministering at Highland Hills FWB Church in Greeley, Colorado. Pray for them as they take on this new work for the Lord.

So, the question is: *Where do we go from here? Who will be our new principal?* As Pastor, I will be the chief administrator of MCCA. However, the day by day operations will be under the authority of our High School and Elementary Supervisors. In a sense, they will be the "*principals*" of their respective areas. These supervisors will be responsible for teacher and student oversight and will communicate directly with our parents.

The Lord has directed the path of Mr. and Mrs. Osborne, and He will direct our path as well. We look forward to another great year with the Lord's guiding hand on our church, school and lives.

Sincerely,

Pastor Jim Marcum

## **OUR PURPOSE**

Mt. Calvary Christian Academy is a vital ministry of Mt. Calvary Free Will Baptist Church. Serving the families of the Eastern North Carolina area for more than 40 years, we again dedicate ourselves to be the best Christian school we can possibly be.

The purpose of MCCA is to provide our students with a “Quality Education in a Distinctively Christian Environment.”

## **CHURCH-SCHOOL RELATIONSHIP**

Mt. Calvary Christian Academy is a ministry of Mt. Calvary Free Will Baptist Church. Without the vision and support from the congregation of Mt. Calvary Free Will Baptist Church, MCCA could not exist. Therefore, MCCA will support and promote Mt. Calvary Free Will Baptist Church. While we realize that many of our students and families may not attend Mt. Calvary Free Will Baptist Church we ask that students and parents be supportive of the ministry of Mt. Calvary Free Will Baptist Church and MCCA. Any student or parent found to be out of harmony with MCCA or Mt. Calvary Free Will Baptist Church will be asked to withdraw from MCCA and find a school and ministry they can support.

## **CHURCH ATTENDANCE**

We strongly recommend that all MCCA students regularly attend a Bible-preaching church and Sunday school of their choice. If a student does not have a regular church home, we recommend the ministry of Mt. Calvary Free Will Baptist Church. We would love to have you come visit with us anytime. If you should have questions, please feel free to call us at (252) 747-8111.

## **SCHOOL BOARD**

Because our school is a ministry of our church, the Mt. Calvary Christian Academy School Board is made up of the deacons of Mt. Calvary Free Will Baptist Church. The Board is answerable to the congregation of Mt. Calvary Free Will Baptist Church in all of its deliberations.

## **OUR STATEMENT OF FAITH**

1. We believe the Scriptures of the Old Testament and New Testament are verbally inspired by God and that they are of supreme and final authority in faith and life.

2. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit.
3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true man.
4. We believe that man was created in the image of God; that he sinned and thereby incurred not only physical death, but also that spiritual death which is eternal separation from God; that all human beings are born with a sinful nature and, in the case of those who reach moral responsibility, manifest themselves as sinners in thought, word and deed.
5. We believe that the Lord Jesus Christ died for our sins according to the Scripture as a substitutionary sacrifice, and that all who believe in Him are justified on the grounds of His shed blood.
6. We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven, and in His present life there for us, as High Priest and Advocate.
7. We believe in “that blessed hope,” the personal premillennial and imminent return of our Lord and Savior, Jesus Christ.
8. We believe that all who receive by faith the Lord Jesus are born again of the Holy Spirit, and, thereby, become children of God.
9. We believe in the bodily resurrection of the just and the unjust, the everlasting conscious blessedness of the saved, and the everlasting conscious punishment of the lost.

## **MISSION STATEMENT**

Mt. Calvary Christian Academy is a Christ-centered, Biblically oriented school to educate children and youth in all areas of educational pursuits with God being at the center of every subject. One of our goals at MCCA is to provide our students with a “Quality Education in a Distinctively Christian Environment.”

The purpose of Mt. Calvary Christian Academy is to give the Christian parent an opportunity to obey the commands of Scripture. “*Train up a child in the way he should go...*” and “*bring them up in the nurture and admonition of the Lord.*” (Proverbs 22:6; Ephesians 6:4). We exist as an extension of the Christian home in our society so the Christian parent will not violate the Scripture which says, “*Cease my son*

to heed the instruction that causeth to err from the words of knowledge” (Proverbs 19:27), and “Learn not the way of the heathen...” (Jeremiah 10:2). There is no way for the Christian, who is responsible for his children’s education, to obey the Scripture apart from a Christian education, i.e. every subject is taught according to the principles of and within the framework of the Word of God. “The fear of the Lord is the beginning of knowledge.” (Proverbs 1:7)

## **PATRIOTISM**

“Patriotism is an inner feeling that is difficult to define; for each of us meets it with a different emotional reaction – a feeling of pride, gaiety, a lump in the throat and a tear in the eye, a swelling of the chest and a quickened breath, a fierce desire to battle for that which we believe, and even the dedication of one’s life to a cause. Where and when these feelings begin we do not know, but we feel that the school should play an important part in developing patriotism in all its aspects. The small child is just beginning to have feelings of loyalty and pride, and these will grow best in an atmosphere of love and security, in aroused interests and broadened fields of knowledge, in chances to work with others through good examples in everyday living.” (Excerpt from *Planned Patriotism*)

## **OUR AFFILIATIONS**

Mt. Calvary Christian Academy is a member of the American Association of Christian Schools, North Carolina Christian School Association and the Southeastern Association of Church Schools. It is by these associations that we are able to further teacher development and remain abreast of current methods and materials. Our students also benefit by enhanced and varied opportunities to compete and cooperate with students from other Christian Schools.

## **SCHOOL COLORS**

Our school colors are Royal Blue, Gold and White.

### **SCHOOL SHIELD**



### **SCHOOL MASCOT**



## NON-DISCRIMINATION POLICY

MCCA admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school.

MCCA does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, athletic and other school programs.

## VISITORS AND GUESTS

Parents, supporters and prospective students are encouraged to visit MCCA and are warmly welcomed. All classroom visits should be by appointment only. Visitors should go directly to the school office and obtain a visitor's pass from the administrator or school secretary.

Drop-in visits are discouraged because they take time from the planned schedule of the teachers and students. Appointment with teachers should be scheduled for before school, after school or during the teacher's free hour.

Teachers are not to be contacted through their classroom telephones. These phones are for internal school use only. Any correspondence with a teacher should be done through the school office.

**\*Students that have been dismissed from Mt. Calvary Christian Academy may not return to the campus before, during, or after school without the administration's permission.\***

## SOLICITATION

Solicitation is forbidden at MCCA without specific administration approval. This includes the selling of tickets, candy, etc; the distributions of political or religious materials; and the circulation of petitions.

## SCHOOL HOURS

Day Care Hours	6:30 a.m. – 6:00 p.m.
School Hours	8:15 a.m. – 3:00 p.m.
Before Care	6:30 a.m. – 7:45 a.m. (2.50 per day)
After Care	3:15 p.m. – 4:30 p.m. (2.50 per day)
	3:15 p.m. – 5:30 p.m. (3.50 per day)

**\*Aftercare is available up through 5th grade.**

No student is to be on school property at any time without adult supervision. This includes the gym, playground and classrooms.

## **SCHOOL CLOSINGS**

In the event that weather conditions make it impractical to have school, such information will be broadcast on the following radio and television stations:

Radio:

WNCT Lite 108  
AM 1070  
WAGO 88.7

Television:

WNCT 9  
WITN 7

When possible, school closings will also be announced through SchoolCast. SchoolCast is our automated computer service that calls the primary phone number listed for each student.

## **AGE REQUIREMENTS**

4 Year Kindergarten - 4 years old on or before August 31

## **ADMISSION PROCEDURES**

1. Parents must fill out the Daycare packet completely before entering K4. The packet must be turned in to the Daycare Director.
2. Submit the school enrollment form and registration fee to the school office.
3. Parents must turn in the signed 'Parent and Student Handbook Agreement' form that is located in the back of this book.

## **WITHDRAWAL**

When a parent considers withdrawing a student from school, the parent should first contact a member of the administration before a final decision is reached. After the appointment, when the final decision is made to withdraw, a "Withdrawal Form" will need to be filled out and signed by a parent. Business arrangements must be made in the business office and all books, uniforms and school possessions must be returned before any student is considered officially withdrawn. Transcripts and other records cannot be released until this is completed.

## **FINANCES**

Mt. Calvary Christian Academy tries to keep tuition rates reasonable. The school does not receive governmental assistance and is not endowed or supported by outside organizations. Prompt payment of tuition and fees are vital and essential to the ongoing operation of MCCA. Additional contributions from interested friends and parents are welcomed and encouraged. Gifts are tax deductible.

### **TUITION AND FEES**

Please see the current schedule of tuition and fees. Tuition may be paid in one of three ways:

- 1) Pay in full (5% discount - due by the first day of school).
- 2) By the semester (2% discount - due by the first day of school and January 15<sup>th</sup>).
- 3) By automatic monthly bank draft (FACTS Tuition Management).

If an account becomes two (2) months delinquent the student will not be permitted to attend classes until the account is brought to current status. There will be a \$25.00 charge for all returned checks.

Should a student enter school during any part of the month, the payments will be pro-rated so that the fair amount of tuition is paid.

Should a student withdraw or be dismissed during the school year, he will be charged the full month's tuition for the month which he withdrew or was dismissed.

No report card will be issued nor will transcripts be forwarded to another school for any student whose account is delinquent.

No student will be allowed to graduate or participate in graduation exercises whose account is delinquent.

We realize that sometimes due to unforeseen circumstances families may enter into financial difficulties. MCCA will attempt to work with and assist any family that has a genuine difficulty. Any family who cannot, due to these unforeseen circumstances, pay their bill in a timely manner is requested to take the following steps:

1. Schedule a meeting with the principal to explain the situation and develop a plan for paying their account.
2. Present this plan in writing to the principal for approval.

3. If approved, both parties must sign the approved plan.
4. Follow the plan or your child will not be allowed to remain as a student at MCCA.

## **FUNDRAISING**

To enable MCCA to purchase additional equipment and have special programs while keeping tuition rates as low as possible, we conduct one fall fundraiser, one spring fundraiser and the Fall Festival each year. Your participation is strictly on a voluntary basis and is encouraged.

## **INSURANCE**

Mt. Calvary Christian Academy provides excess medical insurance coverage. This insurance shall be excess (subject to the company's limit of liability for medical payments) over any other valid and collectible insurance available to the insured person.

## **KINDERGARTEN DRESS CODE**

While we realize that the Bible does not specifically tell us how we should dress or how our hair should be cut, it does give us some principles to follow. In light of these principles, we must set an institutional standard for our school. Our intention is not to say that a Christian who fails to meet our standards is sinning, but only that our students must meet this standard in order for us to be consistent in our enforcement. General scriptural guidelines for dress are:

1. Modesty (I Timothy 2:9, II Timothy 2:22)
2. Distinction (Deuteronomy 22:5, I Corinthians 11:14-15)
3. Identification with the Lord and not with the world (I Timothy 4:12, Romans 12:1-2, I John 2:15-16)
4. Appropriate dress for the occasion

We believe there is a definite relationship between a student's attitude toward scholarship and good citizenship and the student's manner of dress and grooming.

No student's manner of dress or grooming shall be permitted to disturb or adversely influence the character or order of a class or the school. The appearance of MCCA students should reflect good taste at all times with the student taking pride in their appearance without being preoccupied with it.

Cooperation between the home and school regarding the matter of dress guidelines strengthens the academy. Anytime a parent does not understand a dress infraction he/she should feel comfortable talking with the teacher involved. The administration encourages communication so these matters are clearly understood by students, parents and faculty.

Teaching the importance of dressing in a modest manner begins in the elementary grades. Therefore, no wild fads or clothes of questionable tastes should be worn.

Students are expected to abide by these standards throughout their enrollment. Students found to be out of harmony with the Mt. Calvary Christian Academy ideals of work and life and any student who has been arrested by authorities will be subject to administrative withdrawal.

In this atmosphere of definite and positive Christian standards of conduct, good scholastic planning and genuine personal interest between faculty and student, there is fine opportunity for development of strong Christian character.

#### **GIRLS:**

1. K4 girls may wear dresses, skirts, proper-fitting **knee length** shorts, pants or blue jeans.
2. Blouses or shirts should not be adorned with inappropriate wording or images.
3. Blouses or shirts must be loose-fitting. Spaghetti straps and halter tops are not allowed.
4. When students are playing in the gym, they must wear gym shoes.
5. Shoes or sandals must be worn at all times. **Shoes must stay on the feet at all times.**
6. K4 students may not wear flip flops.

#### **BOYS:**

1. Proper fitting pants, blue jeans, sweatpants and knee-length shorts may be worn.
2. No shirts with inappropriate wording or images.
3. When students are playing in the gym, they must wear gym shoes.
4. Shoes must be worn at all times. **Shoes must stay on the feet at all times.**

5. K4 students may not wear flip flops.
6. Hair must be properly trimmed and thinned around the ears, and hair styles must be tapered in keeping with the natural hairline (no sculptured).

### **EXTRA CLOTHING**

According to the North Carolina state requirements for Daycare facilities, each child must have at least one complete change of clothing each day. This includes socks, underwear, pants and shirts. Anytime the child's box is checked and found to be missing appropriate clothing, the parent will be notified and required to bring a change of clothing immediately.

### **SCHOOL OFFICE**

The school office is the "hub" of all school operations. Therefore, we ask students and parents to be considerate of the time and resources of all office personnel. The beginning and end of each school day are particularly busy. Office personnel will assist parents and students as quickly and efficiently as possible. No student or parent should ever sit behind the secretary's desk nor touch any items on the desk including the computer.

### **LOST AND FOUND**

Lost articles are taken to the office and may be redeemed for \$.50 per item. Lost and found articles that are not claimed will be sold at special lost and found sales every 9 weeks. Any items not purchased will then be donated to a charitable organization. We have established this policy in order to teach the students the responsibility of their personal possessions. Students should mark all personal items that are brought to the school.

### **THE WEEKLY WARRIOR**

Each Monday every student receives a copy of the "The Weekly Warrior." This school newsletter is currently one of the most important ways to keep in touch with what is happening at school. Parents should make sure they get a copy of this every week. Many questions about school "happenings" can be answered by reading "The Weekly Warrior."

## **DISCIPLINE**

Discipline is a balance of love and control. Discipline and order are necessary to the Christian traditional educational process. Our faculty strives to provide love and special attention to each individual student. A subject can be taught without classroom discipline, but a subject is less likely to be learned under such conditions. Discipline is a major area of concern in the Christian home, the Christian school, and the Christian life. Without proper discipline a Christian will never achieve God's will in his life. Imposed discipline (outer discipline) helps to build self-discipline (inner discipline).

Discipline in the Christian school is often misunderstood. Christian schools are often accused of being "too strict", of not showing love, and not being compassionate. Consider what the Scripture says: "Blessed is the man whom thou chasteneth..." (Psalm 94:12)

It is our philosophy that if a teacher is to be respected by his students, the teacher must have the authority to handle matters of discipline. We do not believe that God's Word gives the church (including our school as a ministry) the authority for physical discipline of children. That authority belongs to the parents.

The teacher handles most minor discipline problems that occur in the classroom. Other problems are referred to the administration, which may impose some form of discipline or counseling. When all other methods of discipline have failed and a student requires a paddling, the parents will be called to come to school and administer the correction. If the parent cannot come, the student will be suspended until the correction can be implemented.

Please feel free to consult with the office about any problems or questions that concern the welfare of our students. The desire of the Principal and Faculty is to be of service to both parents and students. Our teachers welcome visits from any parent. Please get with the teacher and find a convenient time for both parties.

MCCA expects full cooperation from both parents in the education of their child. Lack of cooperation may result in the student being asked to transfer to another school. Also, if the student's behavior or attitude indicates an uncooperative spirit or one that is out of harmony with the spirit and standards of MCCA, whether or not there is any definite breach of conduct, the student may be requested to transfer.

## KINDERGARTEN DISCIPLINE PROCEDURES

### K4: “Smiley Face” – “Frowny Face”

1. Everyone starts each day on the “smiley face” and gets to pick from the prize box.
2. After sufficient warning, name removed from “smiley face” - 5 minutes off next recess & no prize box.
3. Name placed on the “frowny face” - 10 minutes off next recess & no prize box.
4. Sent to the Principal.
5. Any student continually placed on “frowny face” will be subject to suspension or expulsion.

## PROHIBITED ARTICLES

1. Alcoholic beverages, any narcotic, tobacco in any form, prescription/non-prescription drugs.
2. Knives, guns, sling shots, explosives of any kind (including fire crackers), matches, lighters or any other potential weapon-**nothing that even has the appearance of a weapon.**
3. MP3 players, iPods, CD players, electronic games (game boys, PSP, DS, etc.), laptops, playing cards, dice, magazines, pornography of any type, laser lights.
4. Cellular phones. If a parent wants their child to carry a phone, it must not be visible on school property. If caught, the phone will be taken for one week.

## SCHOOL-SPONSORED TRIPS & ACTIVITIES

The same standards of conduct and dress required of students at school are also required of students on school-sponsored trips and school-related activities.

Parents visiting the school or attending school functions are also requested to respect these standards in their own dress.

## VOLUNTEERS AND CHAPERONES

At times throughout the school year parents or other relatives may be asked, or may volunteer to serve as chaperones for field trips or other activities involving MCCA students. **All volunteers and chaperones**

**are expected to follow the same standard of conduct and dress as students when serving in these positions.**

## **ILLNESS**

**PLEASE DO NOT BRING YOUR CHILD TO SCHOOL IF THEY HAVE ANY OF THE FOLLOWING SYMPTOMS.**

1. An axillary (underarm) temperature of 100° or higher.
2. An unexplained rash.
3. Diarrhea.
4. Vomiting.
5. Red eye with white or yellow discharge.

**PLEASE NOTE: When you are called under these circumstances, the child must be picked up within one hour of the parent being contacted.**

## **SCHOOL POLICY REGARDING ADMISSIONS OF STUDENTS WITH COMMUNICABLE DISEASES**

While it is not the desire of Mt. Calvary Christian Academy to discriminate against any one, but due to the current sinful practices of large sections of American society, it is recognized that certain life-threatening diseases can afflict children. For those students who are innocently afflicted, Mt. Calvary Christian Academy has a great compassion and sympathy.

Yet we are faced with the challenge of providing a safe haven for those youngsters entrusted to our care by their loving parents. Our purpose is to protect our students from exposure to mortal illness.

We recognize also that Mt. Calvary Christian Academy with its limited finances is not equipped to physically care for the needs of very ill students or any student with a communicable disease.

Therefore, because we are moved with deep sympathy for the sick child and the well child, it will be the policy of Mt. Calvary Christian Academy to recommend, and assist in the locating of a qualified Home Schooling Organization. The concern is twofold; it is that other students not be infected and that the ill students not become infected with other diseases transmitted by fellow students or others within the school family.

Children will not be enrolled who are diagnosed to be carrying any communicable or potentially lethal disease. Students presently enrolled who are then diagnosed to be carrying any communicable or potential lethal disease will not be allowed to remain as students.

They will not be permitted to enroll in regular Mt. Calvary Christian Academy classes until they have been medically diagnosed as no longer carrying the communicable disease.

This policy is to apply to diseases such as, but not limited to, and including syphilis, gonorrhea, acquired immune-deficiency syndrome (AIDS), etc. (Current medical information published by the U. S. Centers for Disease Control indicated that the human T= lymphotropic virus type III/lymphadenopathy - associated virus (HTLV-III/LAV) is believed to be the agent causing the Acquired Immune-Deficiency Syndrome (AIDS) in humans. The policies presented herein also apply to students known to be infected with HTLV-III/LAV or testing positive for presence of antibodies to the AIDS virus.

## **HEALTH**

In order to align us with the health department requirements for private as well as public schools, please be advised of the following:

1. Please notify the office in cases of hepatitis, meningitis, rubella, measles, pink eye or other communicable diseases. Students with such illnesses will not be allowed to attend classes while they are contagious.
2. All students are required to have a current certificate of immunization.
3. It is the desire of MCCA to provide as healthy of an environment as possible for all of our students. Therefore, when a child becomes genuinely ill the parents will be notified and arrangements must be made to remove the child from school until they become well. Genuine illness includes but is not limited to fever, vomiting, rashes and/or anything else that may be deemed contagious. Minor headaches, stomachaches and other discomforts that are not serious in nature will be treated at school and the student will be encouraged to remain at school.

## **LICE/SCABIES POLICY**

It is the desire of MCCA to provide the best environment for our students. This includes the area of health and hygiene. Therefore, if a student is found to have lice/scabies while at MCCA they will need to be immediately taken home and give the necessary treatment. According to health department regulations, the child may not return to school for at least three days. Upon returning to school, the student must provide written proof (i.e., a doctor's note) that treatment was given and then be rechecked for lice/scabies before they are allowed to return to class.

## **CHILD ABUSE**

Mt. Calvary Christian Academy has a moral as well as a legal duty to protect all children from abuse. Therefore, any suspected child abuse will be reported to the administrator who will then investigate the case and, if needed, report the case to the proper authorities.

## **GENERAL INFORMATION**

1. For emergency purposes, any change in address, telephone numbers, work or cell phone numbers must be reported to the Daycare and school offices. Any change in you child's personal information, such as illnesses or allergies, must also be reported to the Daycare office. This will help us to treat your child quickly in cases of emergency when you need to be notified. The school office also needs a valid email address for all parents to be able to access InfoDirect.
2. The playground will be supervised at specific times during the day. The school cannot be responsible for students at other times. The banks surrounding the parking lot are off limits.
3. In an effort to have consistency and congruency we require that each student use a KING JAMES VERSION (KJV) of the Bible.

## **CARE OF PROPERTY**

God has richly blessed MCCA with the facilities it has. We must be good stewards of all God has given to us. Therefore it is of utmost importance to protect our facilities from willful and irresponsible damage. Any damage to any part of our facilities caused by a student will be repaired or replaced at the expense of the student. Any willful act of damage or vandalism is grounds for expulsion. Defacing school property

(writing, carving on desks, lockers, etc.) is a serious offense and will be treated as such.

## **RESTROOMS**

1. Please keep the rest rooms neat and clean with the floor free of paper.
2. Please deposit trash in the appropriate container.
3. Excessive waste or misuse of property is a serious offense.
4. There is to be no loud talking, scuffling, or horseplay.

## **GYM**

1. No student is to be in the gymnasium without permission and adult supervision. Specific times will be announced when the gym may be used.
2. Street shoes or shoes which scuff or leave marks should never be worn on the gym floor.
3. Unless a teacher is present, no student is allowed in the gym after school without permission from the athletic director.
4. All trash is to be placed in receptacles provided.
5. No eating or drinking is allowed in the gymnasium.
6. K4 students will not be allowed to play with a baseball during recess.

## **HALLS**

1. There must be no running or horseplay.
2. Students are to keep their hands off the walls.
3. Students are to talk softly in the hallways.

## **BREAK**

Due to the early departure from home of some of our students, we provide a mid-morning break. Students may bring or purchase a snack to hold them over until lunch time. All lunchroom rules apply during break time.

## **LUNCH PROGRAM**

Students may bring their lunch from home or purchase it in the school cafeteria. Lunch orders are taken in homeroom. NO lunch orders

may be received after 9:15 a.m. In the event that a child forgets his/her lunch they may charge one meal which must be paid in full the following day.

Due to the need to have nutritional standards and orderliness in our lunch program these policies must be implemented. No carbonated drinks or sweet tea in Kindergarten (this includes drinks brought from home). Students who bring their lunch must bring it with them at the beginning of school. If a parent wishes to bring their child a lunch they must eat with the child. Please follow the same school policies in regard to the drinks. The office and cafeteria cannot be responsible for holding lunches for students.

## **NAPTME**

Children will nap approximately two (2) hours each day. A 2" thick Kindermat is required. You may purchase these through the school. A crib sheet is also required for naptime. You may also send a thin blanket and a small pillow with your child's name on it.

## **PARTIES**

Parents are reminded that they will be informed of official school activities. The school calendar has the majority of these listed. Even though there may be events attended by school personnel, the school is not responsible and will not assume responsibility for supervising the activities of non-school functions.

Parties are permitted at MCCA for classes. There are times it is possible to do something special for the whole class of which your child is a member. The teacher will contact you in these instances.

If you would like to recognize your child's birthday, a birthday treat may be brought during snack or lunch. It is necessary to inform the teacher in advance so this can be included in the daily routine.

## **PARENT-TEACHER FELLOWSHIP**

Each nine weeks we will have a Parent-Teacher Fellowship for the purpose of providing a time when parents and teachers can communicate with each other on a social level, and allow parents to observe the participation and progress of their child.

All PTF meetings will begin at 7:00 p.m. and will meet in the church auditorium unless otherwise directed. We do realize the busy schedule

that people maintain and we do understand that parents and teachers have had a full day of work. It is for this reason that we must start on time and be completed by 8:00 or 8:30 p.m. Different classes will be responsible for presenting programs, plays, music or demonstration of grade academics for the benefit of parents and interested friends.

The schedule for PTF meetings may be found on the current school calendar, which may be obtained in the school office.

## **PARENT-TEACHER CONFERENCES**

Parents are urged to seek a conference with a teacher at any time it is deemed necessary.

TEACHERS WELCOME OPPORTUNITIES TO TALK WITH PARENTS; HOWEVER, APPOINTMENTS SHOULD BE MADE SO AS NOT TO CONFLICT WITH REGULARLY SCHEDULED DUTIES. Attempts should not be made to confer with teachers during Open House, at school programs, or at unscheduled times before and after school. We do ask, however, that parents call or write for a conference with the teacher before coming. Teachers are willing to work with parents in scheduling conferences at mutually convenient times.

Appointments with administrative staff should not be made until a conference with the teacher is attempted first, unless there are unusual circumstances. Problems are to be discussed with teachers and others directly involved. Please do not involve other parents, students, etc., who are not part of the problem or the solution. Students (or their parents) are asked not to sow discord by talking to others concerning problems they have with the school or a teacher. Students will not be allowed to remain as part of the student body if this occurs. Please know that it is the desire of all the staff of Mt. Calvary Christian Academy to solve problems and work toward solutions of any problems involving your children. We will spare no effort to that end.

## **KINDERGARTEN CURRICULUM**

In the Kindergarten, MCCA uses the "A Beka Book" curriculum.

### **DROP OFF**

K4 students enter though the daycare door.

## **PICK UP**

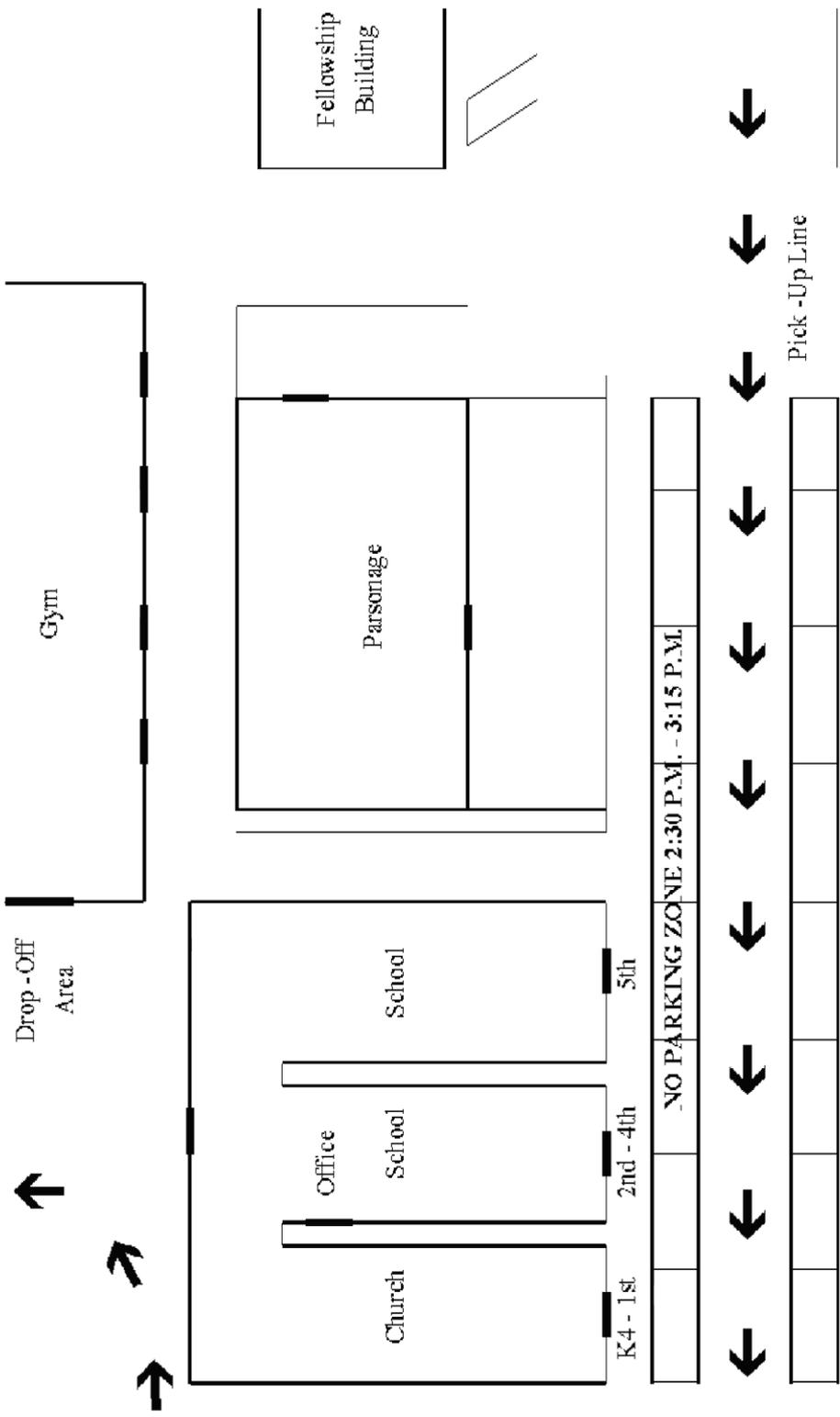
K4 students will be picked up in front of the school building, next to Main Street. All students not picked up by 3:10 will go directly to After Care and the parents will be responsible for the accrued charges.

## **RESTRICTED CHILD PICK UP**

If parents are separated or divorced and one parent is not allowed to see or pick up a child, we must have on file at the school office a certified copy of the court order of final judgment.

## **CAMPUS TRAFFIC**

The campus speed limit is 10 mph for all vehicles. Traffic will move in a counter clockwise manner around the lower parking lot. Any parent or student driving in a reckless or irresponsible manner will be in jeopardy of losing their driving privileges on campus.



## PARENT AND STUDENT HANDBOOK AGREEMENT

Please read this handbook thoroughly, sign the spaces below and return this page to the school office.

As a parent I have read the Student Handbook. I will cooperate with MCCA by seeing that my son or daughter maintains these high Christian standards whether at home, school, or elsewhere. I also understand that issues not specifically addressed in this handbook will be dealt with on an as needed basis. Any decisions made will be solely at the discretion of the administration.

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Parent \_\_\_\_\_ Date \_\_\_\_\_

# Mt. Calvary Christian Academy

*A Quality Education in a  
Distinctively Christian Environment.*

*Why should we teach...*

## **Bible**

To teach God's Word & truth to His people.

## **History**

To tell His story of how He  
has worked through time.

## **Science**

To discover the principles and  
truth that God has created.

## **Math**

To teach absolutes and order in God's universe.

## **English**

To learn to communicate and read  
God's Word and give it to others.