



**SUMMIT**  
CHRISTIAN ACADEMY

**STUDENT HANDBOOK**  
**2021-2022**

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## **Purpose and Mission**

Summit Christian Academy partners with parents to offer a challenging biblically-based education resulting in students who are motivated to confidently impact their world for Christ.

## **History**

Summit Christian Academy was established in 1974 as Summit Baptist Academy and provided for the growing need to have a biblically-based school for elementary and secondary students.

In 1982, in an effort to see the Academy's ministry continue to grow, an association of fundamental and Bible-believing churches was formed to assume responsibility for the Academy's grades 7 through 12. The association, called The Baptist High School, began its ministry in September 1982.

While the ownership and governance structures of both the Elementary and Secondary schools have changed over the years, the desire to develop an educational program based on biblical beliefs has been sustained for over 40 years.

In June 2010, governance of the school was assumed by a Board of Directors operating the non-profit corporation, Summit Christian Academy, Inc.

## **STATEMENT OF FAITH**

We believe that the Bible is the inspired Word of God and that it is the only infallible rule of faith and practice. (2 Timothy 3:16, 17; 2 Peter 1:20, 21; John 10:35)

We believe in one God, eternally existing in three persons--Father, Son and Holy Spirit. (Luke 3:21, 22; 2 Peter 1:2; 2 Corinthians 13:14; Deuteronomy 6:4)

We believe that Jesus Christ was conceived by the Holy Spirit and is true God and true man. (John 1:1, 14; 1 Timothy 3:16; Luke 1:35)

We believe that all things were created by God. Angels were created

as ministering agents, though some, under the leadership of Satan, fell from their sinless state to become agents of evil. The universe was created in six literal days and is continuously sustained by God; thus it both reflects His glory and reveals His truth. Human beings were directly created, not evolved, in the very image of God. 'As reasoning moral agents, they are responsible under God for understanding and governing themselves and the world. (Gen. 1:1; Gen 1:1-31; Gen 2:1-3; 18-25; Ex 20:11; Ps 90:2; 148:1-5; Is 14:12-14; Ezek 28:12-17; Luke

10:18; Rev. 12:8-10; Gen 3:14,15; Gen 3:1-19; Rom 1:20; Eph 3:9; Ps 8:3; 19:1; Heb 1:3; 11:3; Heb 1:14; Rev 7:11-12; Job 1:6-7; Luke 10:18; Col 2:15; Heb 1:6,14)

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 separation from God; that all human beings are born with a sinful nature, and actually sin in thought, word, and deed. (Romans 5:12-21)

We believe that the only way to be saved is by faith in the blood sacrifice, death, and resurrection of Jesus Christ, the Son of God. We believe in the eternal security of the believers (John 3:16, 10:28; Ephesians 2:8-9)

We believe that our Lord Jesus Christ ascended into heaven, that He ever liveth to make intercession for all that come to God by Him, and that He is the only Mediator between God and man. (Mark 16:19; Hebrews 9:24; 1 John 2:1)

We believe that each one who accepts the Lord Jesus Christ as his personal Savior has been baptized by the Holy Spirit into the invisible church, which is the Body of Christ, and is indwelt by the Holy Spirit. (I Corinthians 12:13)

We believe the Bible teaches that every saved person should be baptized by immersion and added to the membership of a local body of believers and practice regular attendance in a Bible-preaching, fundamental church. We believe that the sign gifts of the Spirit were given only for the apostolic era, providing revelation, and authenticating the ministry of the apostles and the early church. We

do not believe that the modern charismatic movement is consistent with the teaching of God's Word. (Matthew 28:19, Acts 2:47)

We believe that the two ordinances of the Church are the Lord's supper and water baptism; that the immersion of a believer in water is Christian baptism and that it is the will and command of Christ. (Romans 6:1-5; Colossians 2:12; Acts 2:41, 8:12, 36-38; 9:18; 10:47)

We believe in the imminent rapture of the Church before the Great Tribulation period, after which Christ will come with His Church to set up His kingdom of heaven on earth. (Titus 2:13; Philippians 3:20; John 14:1-6; 1 Thessalonians 4)

We believe that Satan is a spiritual being, the author of the fall and that he will be eternally punished. (Genesis 3:15; Job 1:6, 7; Revelation 20:2-10)

We believe that those who die in Christ are absent from the body and consciously present with the Lord in bliss. Those who die out of Christ are in conscious torment in Hades until the judgment of the Great White Throne when they will be cast into the Lake of Fire. (2 Corinthians 5:8; Luke 23:43; 16:19-31)

We believe in the bodily resurrection of the dead, both of the just and the unjust; in the eternal conscious punishment of the lost and the eternal joy of the saved. (1 Corinthians 15:28, 29; Matthew 25:46; Isaiah 33:14; Revelation 21:4)

"We believe that God has established marriage as a lifelong, exclusive relationship between one man and one woman and that all intimate sexual activity outside the marriage relationship, whether premarital, extramarital, heterosexual, homosexual, or otherwise, is immoral and therefore sin. We believe that viewing of pornographic material or websites; and sexual harassment violates biblical standards. (Gen. 2:24-25; Ex. 20:14, 17, 22:19; Lev. 18:22-23, 20:13,15-16; Matt. 19:4-6, 9; Rom. 1:18-31; 1 Cor. 6:9-10, 15-20; 1 Tim. 1:8-11; Jude 7). (Adopted 5/15/18)

We believe that God created the human race male and female and that all conduct with the intent to adopt a gender other than one's

birth gender is immoral and therefore sin (Gen. 1:27; Deut. 22:5; Romans 12:1-2; 1 Cor. 6:9-20, 5:3-5, 1 Thess. 4:3-8, 1 Peter 1:15-16). (Adopted 5/15/18)

We believe that the behavior for Christians commanded in the Bible includes, but is not limited to, refraining from such activities as the abuse of alcoholic beverages, the abuse of tobacco, use of illicit drugs, the use of vulgar and profane language, or other actions that would reflect negatively on a Christian's testimony for Christ (Romans 12: 1-2, Col. 3:17, I Th 2:10; 5:22, Titus 2:7-8, James 3:17,18, 1 John 3:1-3 ) (Adopted 5/15/18)

## **LIFESTYLE STATEMENT**

Summit Christian Academy seeks to provide an environment consistent with the school's biblical position. As such, SCA has certain responsibilities and concerns that other schools may not address when considering a student's conduct or attitude.

This sense of responsibility has led Summit Christian Academy to adopt a Code of Conduct for students and faculty/staff members. Most of the code relates to the student's behavior during school hours. However, certain regulations must also apply to the student's off- campus life. Parents and students must read and agree to these regulations. Enrollment in SCA should not be considered if a student's lifestyle is not in accord with the SCA Code of Conduct.

Summit Christian Academy's biblical role is to work in conjunction with the home to develop students to be mature, Christ-like individuals. Of necessity, this involves the school's understanding and belief of what qualities and characteristics exemplify Christ. Even though parents may personally believe differently, all students enrolled at SCA are expected to exhibit the qualities of Christ espoused and taught by the school and to refrain from certain activities or behaviors. On occasion, the atmosphere or conduct within a particular home may be counter or in opposition to the

biblical lifestyle the school espouses and teaches. This includes, but is not necessarily limited to, the inability to support the ethical and moral principles of the school (1 Corinthians 6:9-20). It is expected that when a student or parent violates the established policies of SCA, the school is made aware of the circumstances promptly.

Part of this ethical and moral policy includes sexual immorality. This includes, but is not limited to, any student or parent who professes to be homosexual/bisexual or is a practicing homosexual/bisexual as well as any student or parent who condones, supports, or otherwise promotes such practices. (Leviticus 18; Romans 1:25-27). In such cases, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.

### **EDUCATIONAL PHILOSOPHY'**

Education at Summit Christian Academy reveres and follows the one almighty God who through His only Son, Jesus Christ, creates, sustains, and rules over all things. This truth and all truth is knowable through God's general revelation in creation and His special revelation in the infallible, authoritative Word of God, which is inspired by the Holy Spirit who guides us in all truth. God's Word is useful for teaching, rebuking, correcting, and training in the ways of God for the purpose of thoroughly equipping Christians to glorify Him. Because man, who was created in God's image, is now a sinner by nature and by choice, he can only glorify God by being made righteous by receiving eternal life through faith in the knowledge that Jesus Christ died for our sins, was buried, and rose again the third day. Jesus Christ was sent to this earth to die a sinless death and to be our perfect example. Therefore, our goal is to grow in the knowledge of Jesus Christ who as our bodily example grew mentally, intellectually, physically, socially, and spiritually.

The entire process of Christian education is seen as a means to bring students into a fellowship with God, to develop a Christian mind in

them, and to train them in godly living, so that they can fulfill God's total purpose for their lives personally and vocationally. Being individuals with unique abilities and personality, they must learn to live and work with others in the family, in the church, and in a changing secular society. They must interact with, and be taught by teachers, who are born again and have a biblical perspective on life.

The authority for such an education comes both from God's command that children be taught to love God and place Him first in their lives, and from the fact that parents are responsible for the total education and training of their children. At the request of the parents and in concert with the local church, Summit Christian Academy covenants with those parents as partners in providing this education.

The scriptural basis for this Philosophy of Education is found in but not limited to: Ephesians 4:6; Hebrews 3:1-3; Psalms 119:160; John 17:17; 2 Timothy 3:16; 1 Peter 1:21; Genesis 1:26; Romans 3:23; Ephesians 2:8-9; John 3:16.

## ATTENDANCE

### *Arrival and Dismissal*

Students may begin to arrive for elementary and secondary classes beginning at 7:45 AM. All students will enter the school using the ramp. The school day begins at 8:05 AM and ends at 3:00 PM.

**Bus dismissal** will begin promptly at 3:00 PM. **Car dismissal** will begin after the buses have been dismissed. Parents arriving early are asked to form a single file line parallel to Griffin Pond Road until the buses are dismissed from the parking lot. After the buses have left, cars may circle through the parking lot and begin a line for dismissal.

All early dismissals should be communicated to the teacher or office by note, email or phone. Students will only be dismissed once the parent and/or guardian have signed them out at the main office in the

secondary building.

### **Tardiness**

A student is considered tardy if he is not at his assigned classroom seat at 8:05am.

### **Absence**

Regular and consistent attendance is a primary requirement for academic achievement and success in school. The attendance policy and procedures of Summit Christian Academy have been established to encourage regular attendance and punctuality among students and to provide clear and consistent disciplinary guidelines to discourage unexcused absences and tardiness.

Because regular attendance is essential to successful class work, school absences should be strictly limited. Students are expected to attend all their classes. Additionally, attendance is essential to maintaining academic standards for classes taken.

After an absence, the returning student must present a note or send an email stating the specific dates that the student was not in school and explaining the reason for the absence. (Excuses must include the reason for an absence, such as "illness," in order to be acceptable.)

Only valid absences will be declared as excused. Reasons for valid absences are as follows:

- Illness
- Bereavement
- Doctor's appointment
- Impassable roads
- An emergency or sudden situation demanding immediate action.
- If the school district you reside in is closed while SCA remains open.

***Absences for other reasons may be declared excused if administration approves them in advance.*** Prior to the absence, the student must bring a note or send an email stating the reason for the absence from the parent to the office. If approved, the office will notify the student's teachers of his absence. A total of five days of ,absences per year may be excused for family trips, conference, and special activities with a spiritual or educational value.

Students with excessive absences or low grades will be discouraged from missing school. Absences not approved ahead of time, following the aforementioned procedures, will be declared as unexcused. Students must contact the teacher for any makeup work.

Unexcused absences include times when no written excuse giving a reason for the absence is sent from the parents or when the excuse is not acceptable as defined above. Unexcused absences and tardiness are noted on the report card and students will receive a zero on all tests, quizzes and assignments missed during that absence.

SCA abides by Pennsylvania's mandatory attendance laws and may report excessive unexcused absences to the school in the student's district of residence.

Any student who misses more than ten (10) consecutive days of school will be required to have a doctor's excuse for absences. Any absences after ten (10) days or periods without a doctor's excuse will be considered unexcused.

In addition, all students who leave before the end of the school day must sign out.

## **ACADEMIC INFORMATION**

### ***Bible Versions***

In order to provide consistency in teaching and especially in Bible class instruction, students are required to have a copy of the New American Standard Bible (NASB) Bible at school. While we acknowledge that there are several fine versions available and while teachers may use other versions for reference, students need to have an NIV version available for all classes.

### ***Grading Scale***

Grading for Preschool and Kindergarten will be done using a skill- based scale with the following letter grades.

<b><i>Letter Grade</i></b>	<b><i>Description</i></b>
E	Excellent
G	Good
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory
I	Shows Improvement

The following grading scale will be used for subjects in all other grades.

<b>Letter Grade</b>	<b>Percent Grade</b>	<b>4.0 Scale</b>
A	93-100	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0

C-	70-72	1.7
D+	67-69	1.3
D	63-66	1.0
D-	60-62	0.7
Letter Grade	Percent Grade	4.0 Scale
F	Below 60	0.0

### **Homework**

Each teacher is at liberty to assign homework to reinforce class instruction, and homework may consist of unfinished class work, extra drill or practice, or assignments intended for out-of-class work. No homework is given for Wednesday evenings. Tests may be given on Thursdays but only when announced before Wednesday. Homework is to be completed on time.

Completing all homework is important not only so students can get academic benefits from doing the work, but also to teach students the biblical principles of responsibility and quality workmanship. Students who fail to complete their assignments are subject to academic penalties at the discretion of the classroom teacher. Teachers will confer with administration regarding students who have an excessive number of incomplete homework assignments. Efforts will be made to correct the problem in consultation with the students and their parents.

### **Late or Make-Up Work**

It is the student's responsibility to see the teachers for work missed when absent. Arrangements to make up work missed should be made by the student on the first day upon returning to school.

When a student has been absent from class, he has the number of

school days equal to the number of days absent to complete the assignment.

### **Exams**

Mid-term exams in all major subjects are given at the end of the second quarter and cover material presented in the first and second quarters of the year. Final exams are given at the end of the fourth quarter and cover material emphasizing the third and fourth quarters, and at times including first semester material. The purpose of these exams is a cumulative overview of course content. Both exam grades are recorded on the report card. For grades 7 and 8, the mid-term exam counts for 5% and the final exam counts for 5% of the course grade. For grades 9-12, the mid-term exam counts for 10% and the final exam counts for 10% of the course grade.

### **Report Cards**

Report cards will be issued after the end of each quarter via **RenWeb**. Parents should review the report cards carefully and work with teachers and students to place emphasis in areas if the student is doing poorly. Questions and clarification of grades may be answered at parent/teacher conferences and by contacting the teacher directly.

### **Awards**

**Quarterly High Honor Roll:** Students achieving an A- or better with no quarterly grade below an A- and no significant disciplinary action.

**Honor Roll:** Students achieving a B average or better with no quarterly grade below a B and no significant disciplinary action.

**Patriot Award:** This award shall be given to the students who demonstrate faithfulness in academic responsibilities and a positive testimony for the Lord including the absence of complaint, proper respect for authority and Christian concern and love for fellow classmates.

### **DISCIPLINARY POLICIES**

The purpose of discipline at Summit Christian Academy is to bring the students to maturity in Christ so that they will learn to exercise self-discipline in school, in the home, in church and in every other area of life. Summit Christian Academy cannot effectively solve behavioral problems alone. Therefore, parents must contribute, assist, and support the school in solving some student behavioral difficulties. No student(s) will be permitted to interfere with the education of others.

***Code of Conduct:*** Whereas the school is not legalistic in dictating a long list of things students may or may not do, we have set boundaries that will help provide an atmosphere for the student to grow in self-discipline and ultimately in the fullness of Christ.

The school desires to cooperate positively with the home in forming the following habits:

Cheerful obedience to authority (parents, teachers, bus drivers, etc.) and school regulations. Such obedience should be willing and immediate.

Responsibility in doing assigned or expected tasks.

Cooperation with others, both in and outside the classroom.

Courtesy and respect for others (students, faculty and staff, and visitors). Students should learn to be quiet in the classroom, to get permission to leave their seats, to not interrupt others while walking in the building, and to eat with proper manners.

Cleanliness in person and property. Students should put all trash in trash containers, pick up paper on floor and grounds, keep desk and locker neat, and dress neatly.

Truthfulness and honesty in word and life. Promptness in attendance and assignments.

Good conduct in respect to recreation, social relationships and language.

***Classroom Behavior:*** Students will be expected to follow all classroom policies set forth by their teachers. Each student is expected to

conduct himself in an orderly, respectful manner.

**Physical Contact:** SCA supports and encourages wholesome Christian relationships between boys and girls. A “hands off” arrangement in personal relationships between our students is the expected standard at SCA, whether on the campus or at a school activity.

### **Discipline**

Each classroom teacher has developed a method of discipline to address most issues within the classroom. A student who is sent to the office because of misbehavior will usually result in a call home. It is our desire to develop a partnership with the parents in the discipline of the child.

### **Serious Offenses**

Serious offenses will necessitate firm disciplinary action. These offenses will be dealt with on the basis of their seriousness and repetitive nature. Discipline may include loss of privileges, suspension, probation, and/or expulsion. Please see below for a comprehensive list of school policies in place for grades 5 through high school students.

### **SCA Secondary Level Discipline Policy**

<b>Minor Infractions</b>	
<b>These behaviors are handled initially by the teacher but are referred to administration if they become chronic.</b>	
<b>Behaviors</b>	<b>Actions</b>
<ul style="list-style-type: none"><li>● Excessive talking</li><li>● Inappropriate behavior during class, assemblies, and school-sponsored activities</li><li>● Dress code violation</li><li>● Inappropriate/insens</li></ul>	<p><b>Step 1:</b></p> <ul style="list-style-type: none"><li>● Verbal reminder to the student of the expected appropriate behaviors</li></ul> <p><b>Step 2:</b></p> <ul style="list-style-type: none"><li>● Verbal reminder to the student of the expected</li></ul>

<p>itive language</p> <ul style="list-style-type: none"> <li>● Inappropriate use of personal equipment</li> <li>● Tardiness</li> <li>● Pushing in hallways</li> <li>● Teasing and or derogatory remarks</li> <li>● Throwing objects</li> <li>● Unprepared for class</li> <li>● Use of personal electronics during school hours</li> </ul>	<p>appropriate behaviors</p> <ul style="list-style-type: none"> <li>● Demerit (official documentation)</li> </ul> <p>Step 3:</p> <ul style="list-style-type: none"> <li>● After three demerits, the student will receive a 45 minute after school detention</li> </ul> <p>Step 4:</p> <ul style="list-style-type: none"> <li>● 6 demerits or more equal a move to Steps 1 and 2 of major infractions.</li> </ul>

**Major Infractions**

These behaviors are immediately referred to administration.

Behaviors	Actions
<ul style="list-style-type: none"> <li>● Bullying</li> <li>● Defiance</li> <li>● Endangerment to self/others</li> <li>● Physical fighting</li> <li>● Non-emergency fire alarm</li> <li>● Overt sexual behavior</li> </ul>	<p>Steps 1 and 2:</p> <ul style="list-style-type: none"> <li>● Home contact made by administration and/or a meeting with parents</li> <li>● In-school/out of school suspension Completion of all work during the time a student is</li> </ul>

<ul style="list-style-type: none"> <li>● Possessions of drugs, alcohol, or weapons</li> <li>● Theft</li> <li>● Sexual harassment</li> <li>● Skipping class</li> <li>● Smoking, vaping</li> <li>● Vandalism</li> <li>● Verbal aggression</li> <li>● Plagiarism</li> </ul>	<p>suspended yields a 15% reduction in grade. In-school/out-of-school suspension may also require a written apology to offended parties before the student is permitted to return to school.</p> <p><b>Step 3: Expulsion</b></p>
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*Note: School administration reserves the right to expedite the disciplinary process pending circumstances.*

### **Rules for Students Who Drive to School**

1. Students must park in the areas designated for students.
2. Students will be permitted to leave school during the day only with permission from a parent.
3. Students may not leave the parking lot until all public buses and vans have left.
4. Student must leave car keys in the office on arrival to school and may pick them up at dismissal.

### **School Computer and Technology Use Policy**

Summit Christian Academy believes that providing access to technology is essential to providing an excellent education. This policy

is designed to give our students the academic benefits of technology while eliminating potential danger.

Every student and parent who desires their child to have access to school technology will be aware of the following rules of access: Nothing done on a school computer shall be considered private. School officials are authorized to access any student's material at any time.

Students will only access the internet from a computer when a teacher is available to monitor the students' activities. The student's computer monitor must be in full view of the teacher at all times.

The school shall have the right and ability to recall all sites accessed by the students.

No student shall do any of the following:

Access anything considered forbidden at Summit Christian Academy, including but not limited to, anything sexually inappropriate or suggestive in nature, blatantly offensive, ungodly material, or lewd or obscene language

Interact (i.e. sending and/or receiving messages) with other internet sites without teacher supervision and/or authorization

Use another person's password

Trespass into another person's folders or

files Violate copyright laws

Buy or sell anything via the internet

Change any of the computers' set-ups or settings

### **Academic Integrity**

Honesty and integrity are hallmarks of Christian living and evidence of sound academic work. Plagiarism, the taking credit for oneself for work/ideas that belong to another, is a serious offense. Offenses include – though this is *not* an exhaustive list – copying daily homework assignments or offering one's own assignment to be copied, cheating on tests, using technology to cheat, or plagiarizing either a portion or all of a paper or project.

Students are responsible for knowing the school's policy and

consequences, and most importantly, students are individually and collectively responsible for cheating/plagiarizing themselves or aiding in another's attempt to cheat/ plagiarize.

A teacher who discovers a student cheating/plagiarizing– in whole or in part (academic papers, journals, other writings, test/quizzes, or daily homework assignments) has the right and responsibility to issue consequences to the student as described in his/her course syllabus. Violations of academic integrity may result in a *zero* on the assignment. Discretion for penalties imposed is left to the teacher and administrator.

## **DRESS CODE**

The purpose of the dress code is to provide guidelines for appropriate attire and grooming for students while enrolled at Summit Christian Academy. All students and parents must agree to comply with the dress code as a condition to attend the school. The determination whether or not a student's attire is in compliance with the standards of dress and appearance is at the sole discretion of the administration of Summit Christian Academy. Violation of the dress code will result in appropriate disciplinary action, and the student will not be permitted to attend classes until dress is appropriate.

The following standards for dress are established for all students of Summit Christian Academy in Grades K3 – 12.

### Girls:

All shirts must have a collar, must be long enough so that no skin above the beltline is visible. Shirt sleeves should be at least a one quarter sleeve length. Tank tops are not permitted. Wording, phrases, or pictures are not permitted. Small manufacturer's insignias or logos on the chest are acceptable. Sweaters, half-zip or full-zip fleeces are appropriate over an acceptable collared shirt. No sweatshirts or hoodies are permitted.

Students may wear khaki style dress pants or denim jeans which ARE NOT BLUE IN COLOR AND ARE NOT FADED OR TORN. Pants should sit at the waist. Exposed underwear is not permitted.

All skirts and dresses must meet the mid-knee. Denim skirts and slacks are allowed provided they meet the length requirement. Dresses are permitted if they are worn with a code-appropriate collared shirt. Leggings are acceptable only under a code length skirt. No shorts or capris are permitted.

Tears or holes in clothing are not permitted. Shoes must be worn at all times and must be appropriate for school. Athletic or dress style shoes may be worn. No flip flops are permitted. Hats, caps and sunglasses are not permitted to be worn inside the building.

Extremes in hairstyle including color streaks or makeup are not permitted at Summit Christian Academy. Proper moderation in wearing of jewelry and in the use of cosmetics is expected. Pierced ears are the only body piercing that may be shown at any time. Administration reserves the right to determine whether a student's hairstyle is appropriate.

### Boys

All shirts must have a collar, must be long enough so that no skin above the beltline is visible, and may not expose any midriff or chest. Shirt sleeves should be at least a one quarter sleeve length. Tank tops are not permitted. Wording, phrases, or pictures are not permitted. Small manufacture's insignias or logos on the chest are acceptable. Sweaters, half-zip or full-zip fleeces are appropriate over an acceptable collared shirt. No sweatshirts or hoodies are permitted.

Students may wear khaki style dress pants or denim jeans which ARE NOT BULU IN COLOR AND ARE NOT FADED OR TORN. Pants should sit at the waist. Boys in preschool and kindergarten should wear pants with elastic waist bands since they often cannot button or snap pants. Exposed underwear is not permitted. Denim jeans, regardless of color, are not permitted. No shorts are permitted.

Tears or holes in clothing are not permitted. Shoes must be worn at all times and must be appropriate for school. Athletic or dress style shoes may be worn. No flip flops are permitted. Hats, caps and sunglasses are not permitted to be worn inside the building.

Haircut must be neat and trim. Extremes in hairstyle including color streaks or dying of hair is not permitted. Hair must be kept off the collar, out of the eyes, and may not completely cover the ears. Extremes in hairstyle are not acceptable. Facial hair is not permitted during school sessions. Sideburns should be kept neatly trimmed and no longer than the earlobe. Administration reserves the right to determine whether a student's hairstyle is appropriate.

No body piercing may be visible at any time.

#### Special Dress-Down Days

From time to time, students may be awarded a dress-down day by administration or their classroom teacher. These special days will be announced in your child's weekly classroom letter, or by email.

#### Physical Education Classes and Athletic Team Practices for Middle and Secondary Grade Levels

Girls and Boys:

T-shirts or sweatshirts may not have questionable pictures or slogans on them.

Shorts must have at least a 6" inseam. Shorts may be purchased at school. Tank tops or cut-off tops may not be worn.

### **PERSONAL PROPERTY**

#### *Telephones*

The school phone is reserved for official school business. Students desiring to place emergency calls must first receive permission from their teacher.

Students will not be called out of class for phone calls unless for an emergency.

#### *Cell Phones*

Students are permitted to keep a cell phone in their lockers. Cell phones may NOT be turned on or carried during the school day. If a student needs to use his or her cell phone to make a call, permission must be received from the office.

### *Lockers*

Each middle and secondary student is assigned a locker. Administration reserves the right to inspect the contents of any locker at any time and to determine the acceptability of items placed in lockers. If a student wishes to place a lock on the locker, it must be a combination lock and the combination must be given to the office before the lock is placed on the locker.

## **MEDIA USAGE POLICIES**

Summit Christian Academy recognizes that the use of technology enhances the academic environment for students, teachers, parents, and staff. Summit Christian Academy also acknowledges the dangers of unrestrained use of technology. The use of these technological resources, which includes computers, audio-visual media, and Internet resources, is a privilege and must be used in a way deemed responsible by the administration and staff of Summit Christian Academy. This Acceptable Use Policy establishes the guidelines for the use of technology in this organization by all administrators, faculty, staff, students, parents, and guests.

### ***Social Networking***

Summit Christian Academy defines an online social network as any website that allows users to create web pages or profiles that provide information about themselves and are available to other users and offers a mechanism for communication with other users, such as a forum, chat room, email, blogging or instant messenger.

A student's public internet conduct, in word or image, that is inconsistent with the mission and philosophy of this school will be viewed as a violation of school regulations and, therefore, punishable

by school authorities.

Students should not initiate social networking friend requests with faculty or staff members.

In order to protect this school community, students are forbidden from using Summit Christian Academy's name, image, logos, nicknames, or symbols in establishing or using online sites, links, or accounts.

School administration will contact and cooperate with local, state and/or federal authorities when a student becomes involved in the transmission of information that is viewed as harassing, threatening, criminal, or obscene. School authorities will advise reported victims to report these types of events to civil authorities.

Misrepresentation (including false identification) of administrators, faculty, staff, coaches, advisors or classmates will be viewed as a serious violation of school rules which may result in suspension or even dismissal from Summit Christian Academy.

If school authorities become convinced that a student is in possession, using, trafficking drugs/alcohol through evidence obtained through online social networks, school administration will intervene and contact the student's parents and other authorities as needed.

Student intimidation, threats, cyber-bullying will not be tolerated. Involvement in such online activities may warrant suspension or even dismissal from Summit Christian Academy. Potential victims will be directed to civil authorities and the Summit Christian Academy will fully cooperate with any investigation.

## **WEAPONS POLICY**

Possession of any weapon, including but not limited to guns or knives, is not allowed by students in or around the school or at any school function. Any object, including facsimiles (look-alikes) of weapons, used to threaten or otherwise create concern in the school community will

be treated as if the object were a weapon. Violation of this rule will result in suspension and is grounds for expulsion, without refund of tuition and fees. Additionally, the student may be turned over to appropriate law enforcement personnel, at the discretion of school administration. Act 26 Section 1304-A (PA) requires all schools to provide a future school with notification of suspension or expulsion from any public or private school of this Commonwealth or any state for an act or offense involving weapons, alcohol or drugs, for the willful infliction of injury to another person, or for any act of violence committed on school property (Title 18).

## **ATHLETICS**

In support of the overall purpose of Summit Christian Academy, the mission of athletics is to develop Christ-like character while leading the student-athlete to use their God-given athletic abilities to reach their maximum potential in fulfilling God's purpose in their life. Realizing that athletic talents have been given from God and are designed for a purpose (Proverbs 16:4), the athletic program serves as a conduit to mold the student's character to reflect the character of Christ and be able to express them openly through the medium of athletics. In addition, our student-athletes are taught that these athletic gifts are not to be used self-servingly as the concepts of team and service help an athlete develop confidence (I Cor. 12:17), value others (I. Cor. 12:21-26), and avoid jealousy (I Cor. 12:14-19). Finally, all athletes need the security of a truthful concept of God's love for them – that He loves them not for the abundance of their talents, nor because of the esteem others have for them, but rather because they are His children. Such a self-concept promotes a poised use of gifts, rather than a fearful avoidance of failure (Matthew 25:25). At SCA, we use athletics to maximize the gifts and abilities of the student- athlete while providing real-life learning and ultimately preparing each student- athlete to be salt and light in the world.