



Sanctuary Christian Academy Agnus Dei



2018 - 2019 SCHOOL YEAR STUDENT - PARENT HANDBOOK

Sanctuary Christian Academy Agnus Dei

506 – 510 East Van Weel St.
Edinburg, Texas



IN MEMORIAM

SPECIAL TRIBUTE TO ANA LUISA HOYTE

A great woman of God
Una gran mujer de Dios

Founder of Sanctuary Christian Academy
who went to be with the Lord on March 17, 2015.

She is greatly missed, but her dream and her
vision continue to touch lives of needy Hispanic
girls and boys.

Fundadora de Sanctuary Christian Academy
que se fue con el Señor Jesucristo el día 17 de
Marzo, 2015.

La extrañamos mucho, pero su sueño y su
visión siguen tocando la vida de muchos niños y
niñas Hispanos.

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Sanctuary Christian Academy Agnus Dei is a
Ministry of
AREA EVANGELISM MINISTRIES INTERNATIONAL, INC.

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School Hours
8:45 AM - 4:30 PM

*

Office Hours
8:00 AM - 4:30 PM

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E-Mail Address: djhoyte@liberty.edu
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Directors:

Dr. David J. Hoyte
Rosa Hoyte

The Christian Academy Motto:

Aedificate Sanctuarium Domino

(Let us build a Sanctuary unto the Lord)

*

The Christian Academy Emblem:

The Cross, the Crown, the Word, and Prayer

Emphasizing Biblical Holiness, Prayer, and the Devotional Life

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The Christian Academy Colors:

Burgundy, Blue, Gold

*

The Christian Academy Mascot:

Saints

*

The Christian Academy Song:

“Mi Anhelo”

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SECTION 1 - ADMINISTRATIVE MATTERS



ADMINISTRATION BUILDING

Description and General Purpose

Sanctuary Christian Academy Agnus Dei is an exemplary Christian Boarding School for girls and boys of low economic means, offering a combination of religious and secular education for children from Elementary through High School. While our school aims at providing training for the High School Diploma, we also have a strong emphasis on missions. The Academy is formed around the idea that, like the Christian church, the Christian school is a Sanctuary for God to dwell in and a refuge in which children and young people can come to know God personally while pursuing their academic studies.

Biblical Basis for the Sanctuary

In Exodus 25:8, the Israelites were told that if they would build a Sanctuary for God, He would dwell among them. At the Academy students are taught that they are being built up to be the sanctuary for God to dwell in. Hence they know that they are special and important to God and worthy of achieving the best both spiritually and academically. Normally, a sanctuary is considered to be the holiest part of a Church, a place for worship and adoration of God while a schoolroom is the place where secular education is obtained. In the early history of God's

people, all instruction, spiritual and practical, was done in the sanctuary of God. Throughout church history, churches conducted schools in their sanctuaries. The sanctuary was a place for learning. In the Academy, students are encouraged to realize that the Church sanctuary and the schoolroom are equally important to God and just as He promised to dwell in the sanctuary that the Israelites would make, His presence will also be there if our schoolroom is converted into a sanctuary for God. Students therefore study, learn, worship and grow , both spiritually and academically, in the sanctuary, a place that is recognized as being full of the Presence of God.

Vision and Purpose

The prime purpose of Sanctuary Christian Academy Agnus Dei is to restore the ancient ruins in education and raise up foundations for generations to come (Isaiah 58:12). This is done by recognizing and using the Holy Word of God, the Bible, as the basis for all education and a deep and personal relationship with the Lord Jesus Christ as the prime mover for our daily life.

When this is accomplished, academic knowledge falls into its rightful place as subservient to and not separate and apart from the ownership of God. The integration of Biblical principles and a liberal arts education as well as personal prayer times will build character, high ideals and morals, confidence and integrity, good citizenship and respect for authority.

In Sanctuary Christian Academy Agnus Dei students do not only prepare to pass exams, they prepare for useful and productive lives. Not only do they learn to live the Christian life, they also become deeply involved in sharing the Christian life. Not only are they involved in missions, they become lifelong missionaries in all walks of life. Not only do they become excellent stewards of academic knowledge, they learn how to pass it on. Our goal is not only theoretic but practical. We also stress the need to be culturally prepared to meet the needs of a culturally integrated society, hence our emphasis on a bi-lingual education and an awareness and appreciation of the cultures on both sides of the border.

Statement of Philosophy of Christian Education

Sanctuary Christian Academy Agnus Dei believes in ministering to the total person and seeks to offer parents a positive alternative to secular and humanistic education. We therefore recognize the need to provide a high quality education, both spiritually and academically, to the students. The school seeks to provide a sound academic education, integrated with a Christian view of God and the world. We believe children should be educated at home and at school with the consciousness that Jesus Christ is to be central in all learning and living and that all knowledge is to be judged in the light of God's Word, including knowledge gained from the study of mathematics, history, geography, science, music, and the arts. We consider character training and the teaching of obedience, which will eventually cultivate an inner self-discipline, to be essential to the emotional, physical, social, and spiritual well-being of the student. At Sanctuary Christian Academy Agnus Dei, the teacher is expected to be the authority in the classroom, administering discipline firmly but fairly. To obey, to do right, and to love God and country are attitudes we strive to instill in all students, thus equipping them for their role in God's plan for their life and for their proper place in society.

Sanctuary Christian Academy Agnus Dei starts with the premise that the only true education is a Christian education and that there has to be a distinctive philosophical difference between what is being done in the Christian school and what is being done in the non-Christian public schools. We believe that real education is the process of learning God's truths. Academics are not an end within themselves, but a means to an end, bringing glory to God and the development of Godly character in the student's life. Academics are used as a tool to assist the student to grow in wisdom and stature and in form with God and man.

1. **DISCIPLESHIP** – Jesus commanded us to make DISCIPLES of men. As an extension of the home, Sanctuary Christian Academy Agnus Dei will disciple Christian students in a LIFESTYLE reflecting Jesus Christ and God's Word. It is not the intent of Sanctuary Christian Academy Agnus Dei to enroll non-Christian students or those who do not agree with our Biblical doctrines. Prov. 22:6

2. **REALITY** – Sanctuary Christian Academy Agnus Dei seeks to prepare students for the "Real World". We recognize that ultimate reality is God-centered. God is the personal and purposeful Creator and represents the guiding force of the universe. Reality in life involves the understanding that God is real and is active in the lives of men and women today. There are six presuppositions from the Christian point of view:
 - A. The nature of God is real
 God is – the original reality Psalm 90:2

 - B. The creation of God is real.
 God made – the infinite creator Genesis 1:31

 - C. The revelation of God is real.
 God revealed – the supreme intelligence II Peter 1:21

 - D. The plan of God is real.
 The Word became flesh and dwelt among us.... John 1:14

 - E. The morality of God is real. Genesis 1:26
 "Let us make man in our image..." Leviticus 19:2

 - F. The sovereignty of God is real.
 God's sovereignty – the ultimate authority Job. 38:1-40:2

3. **TRUTH** – Truth may be defined as an unchanging statement or principle that is in agreement with reality. Christianity is not simply one truth among many truths; it is the source of all truth. All truth is God's truth. Truth is consistent throughout the universe. Truth exists and is absolute. God has shown Himself through His Scriptures, and man's understanding of truth.
 - A. God's Word is truth II Thessalonians 2:10

 - B. Truth is objectively comprehensible by man. Hebrews 5:14

C. The Father is truth.

II Timothy 3:15

D. The Son is truth.

John 14:6

E. The Holy Spirit is truth.

John 14:17

4. **KNOWLEDGE** – Knowledge is essentially publishable and shareable with all men. Otherwise, it is not knowledge. All knowledge must be put in the context of Biblical truth. Any knowledge or personal conviction which serves as a guiding principle in individual's life must be based on truth as revealed in God's inspired Word.

5. **MAN** – Man is created being formed in the spiritual and moral image of God. Man is tripartite consisting of spirit, soul and body and will exist eternally either in heaven or hell. Man's essential nature is his freedom to choose or decide what his behavior will be, what he will think, become and do. Man's essential freedom of choice is affected by his inherent nature and his environment of both good and evil. Therefore, he is in need of special help to choose Jesus Christ, the divine Son of God. Man's purpose is to glorify God; to have fellowship with God; to live in harmony with man; and to exercise dominion over God's creation.

Gen.1:26-31

John 1

Rom. 1-3

Rom. 10:9

6. **CHRISTIAN EDUCATION** – In order for an educational program to be academically sound and instructively effective, it must be founded upon Christian educational principles that recognize the true nature of God, of truth, of knowledge, and of man. Implicit in Christian education are these basic truths:

A. Man does possess a spiritual dimension

Genesis 1:26-27

B. Education involves the total being; spiritual intellectual,
physical and social.

Proverbs 9:9

C. Each person possesses unique individual potential,
traits, and needs

Romans 12:3-8

D. The educational experience must involve (as a primary emphasis) the development of Christian beliefs, attitudes, and skills toward zealous application.

- E. An integration of Bible truth will be inseparable and primary part of the total educational process. Christian concepts will be unified with, inseparable from, and central to the academic offerings.
- F. Youth need a steady influence while preparing to live in a complex society. Only the Bible has the answers to man's needs and longings, and therefore will serve as our authority on all questions.

Goals

The goals for Sanctuary Christian Academy Agnus Dei include but are not limited to the following:

1. To develop in each student a distinctively Christian intellect.
2. To teach the basic Biblical doctrines and principles given in our school's Statement of Faith.
3. To function as a partner with the Christian home, aiding parents in their Biblical responsibility of training a child to know, love, and obey God.
4. To purposefully and effectively integrate subject matter and all learning experiences with Biblical principles.
5. To teach toward academic excellence in the basic curriculums of math, English, science and social studies.
6. To offer students the opportunity to develop and excel in other non-academic areas such as arts, music and theater.

Objectives

In order to accomplish our six stated goals, Sanctuary Christian Academy Agnus Dei will endeavor to provide learning experiences that will enable students to:

1. Know that God is the creator and sustainer of the universe and of man.
2. Know that Biblical truth is the foundation of all knowledge.
3. Know that Jesus Christ is God's son who came to earth to be man's Savior.
4. Understand the necessity of having a personal relationship with Jesus Christ and of letting him give direction to our lives.
5. Know the essential doctrines of the historic Christian faith.
6. Develop a Biblical sense of right and wrong.

7. Know the Biblical basis for respect of God, respect for authority figures, and respect for individuals.
8. Develop a balanced perspective toward God's grace and God's law.
9. Know and understand the foundational teachings and the important figures of the Old and New Testament.
10. Develop proper attitudes, understandings and skills needed to establish God honoring homes.
11. Apply the truth of Biblical principles to every part of life.
12. Understand the importance of our American heritage and of civic responsibilities.
13. Develop a general knowledge of state, country and world geographies.
14. Develop a knowledge of world history and current events.
15. Demonstrate a respect for authority and for the rights and property of others.
16. Develop a solid foundation in phonetic reading skills.
17. Develop reading comprehension skills.
18. Develop good study habits.
19. Know how to do library research.
20. Develop a knowledge and understanding of good literature, including some classical literature.
21. Develop the ability to write comprehensive research papers
22. Know and use basic math skills.
23. Develop a competency in math application, Algebra and Geometry.
24. Develop advanced math skills.
25. Know that math is only a tool and not a truth; God's word is truth.
26. Know the principles of physical and life sciences.
27. Know that the Biblical account of creation is not in conflict with scientific reasoning even though it is in conflict with present day scientific dogma.
28. Develop effective communication skills in writing and speaking.

29. Acquire skills in computer literacy.
30. Acquire competency in a foreign language.
31. Develop creative and leadership skills.
32. Develop the ability to work independently and cooperatively in groups.
33. Understand basic economic principles.
34. Understand the importance of working diligently and of fulfilling responsibilities.
35. Acquire skills and attitudes for physical fitness and use of leisure time.

Doctrinal Statement

1. We believe the Scriptures to be the inspired and inerrant Word of God.
2. We believe in one God, eternal and self-existent, manifested to man as Father, Son and Holy Spirit.
3. We believe that Jesus Christ is true God and true man, conceived of the Holy Ghost and born of the virgin, Mary.
4. We believe that Jesus died and shed His blood as full payment for our sins, rose from the dead, ascended into heaven, and is seated at the right hand of the majesty on High.
5. We believe in water baptism for born-again believers.
6. We believe that the true Church is composed of persons who have exercised their faith in Jesus Christ and have been regenerated by the Holy Ghost.
7. We believe in the second coming of the Lord Jesus Christ.
8. We believe in the baptism of the Holy Ghost and the availability of spiritual giftings.
9. We believe that the gifts of the Holy Spirit are given to every believer in order to empower him/her to work the works of Christ.
10. We believe in divine healing as part of the Atonement.
11. We believe in the power of God to grant us full deliverance from evil spirits.
12. We believe in the present-day manifestation of the five-fold ministry, given by Jesus Christ to perfect His Church.

School Crest

The School Crest is made up of a cross, a crown, an open Bible, and the praying hands. The cross and the crown symbolize that before winning the crown there is a price to be paid. The open Bible

and the praying hands symbolize the emphasis of Bible reading and prayer as part of the curriculum.

Discipline Standards

As a Christian School that meets in the *Sanctuary*, discipline problems are non-existent. Students are taught that they are continually in the Presence of God. Prospective students are carefully screened in order to admit only those who are seriously interested in making a difference in their community and their future. Sanctuary Christian Academy Agnus Dei also seeks to promote a life of holiness which must go beyond the classroom hours and shine forth at all times.

Dress Code

Sanctuary Christian Academy Agnus Dei utilizes a uniform dress code which must be strictly adhered to.

The Junior Christian - Standards 1-6 (Grades 1-6)

Emphasis is placed on training up the child in the way he should go so that when he is old he would not depart from it (Proverbs 22:6). Prayer and Bible reading are included in the academic curriculum of the children, and they are also instructed in good manners, obedience and respect.

The Upper Christian - Forms 1-2 (Grades 7-8)

Emphasis is placed on helping students in these grades to make wise choices and meaningful decisions as a preparation for a life of service. Prayer and Bible reading are included in the academic curriculum, and they are also instructed in courtesy, purity and holiness.

The Sanctaury Preparatory - Forms 3-6 (Grades 9-12)

The *Sanctuary* Preparatory is a university preparatory program preparing students to enter colleges both in the United States and in Mexico.

Apart from basic academic requirements for graduation, *Sanctuary* scholars become competent to move into higher studies on Counseling and Psychology, Christian Education, Secretarial and Office Administration, Educational Technology, Theology, and Missions and Evangelism, as well as other market careers.

Students in the *Sanctuary* Preparatory are actively engaged in missionary work and the spread of the Gospel both in the local area as well as in Mexico.

Christian Activities

Along with the academic studies, students have an opportunity to become involved in a variety of activities including, the *Sanctuary Choir*, the *Sanctuary Saints* (sports), and the *Sanctuary Mimes* (drama and pantomime).



Cultural Diversion

Sanctuary Christian Academy Agnus Dei is federally approved to enroll non-immigrant foreign students and as such offers the opportunity for cultural awareness and appreciation of students from both sides of the border.

Location

The campus of Sanctuary Christian Academy Agnus Dei is located at 506-510 E. Van Week, Edinburg, Texas. There are dormitories and living areas for interned students, educational classrooms, computer lab, a library, chapel, and dining hall. Free laundry services are offered for interned students. We are located near a local community park and the city library.

Accreditation

Sanctuary Christian Academy Agnus Dei is certified and internationally accredited by the Association of Christian Teachers and Schools, and is also dedicated to fulfilling all academic requirements of the Texas Essential Knowledge and Skills (TEKS). Sanctuary Christian Academy Agnus Dei is also nationally accredited by the National Council for Private School Accreditation (NCPSA).

Scholarships

Full and partial scholarships are offered to qualifying applicants who come from situations of dire economic need. Scholarships are provided through freewill donations of God's people. The granting of scholarships is dependent upon the decision of the Administration.

Ana Luisa Roldán Scholarship

The Ana Luisa Roldán Hoyte scholarship is a full scholarship which is granted to qualifying Christian students who come from economically handicapped family situations. The granting of this scholarship is based upon the decision of the Board of Directors of Area Evangelism Ministries International, Inc., and the Board's decision is final concerning who the actual recipients of the scholarship should be.

Admittance and Withdrawal

Admittance to Sanctuary Christian Academy Agnus Dei is based on academic competence and moral integrity using information gained through interviews, testing, past school performance and letters of recommendation. Sanctuary Christian Academy Agnus Dei does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Requirements for Admission:

1. A completed Application Form.
2. Age: Applicants will be admitted to the appropriate grade according to their age and academic standing.
3. Christian Character: Older applicants must show proof of having had the Salvation experience, be in good standing with their local church, and have a

- definite desire to serve God in a field of ministry.
4. Recommendation: Applicants must provide a written recommendation from their pastor verifying their active involvement in the local church. We must also receive recommendations from a former teacher, and a friend of the family.
 5. Education: Certificate or Transcript of studies immediately preceding academic level being entered.
 6. A willingness to comply with all rules of Sanctuary Christian Academy Agnus Dei.

Withdrawal from the School

For any student to withdraw from our program the parents must give at least two weeks' notice in writing using our withdrawal form and follow administrative procedures for official withdrawal of their child. The student must attend an exit interview to ascertain causes or reasons for withdrawal. If the reasons are negative, steps will be taken to correct the problem. A student may not just 'drop out' without giving us the opportunity to evaluate the situation and insure that the departure is being conducted in an amicable manner. All records, financial, personal and immigration documents (if applicable), must be clear with the school at the time of withdrawal.

School Hours

School Opens	8:00 am
Morning Prayer	8:45 am
Instruction Time	9:00 a.m. - 3:15 p.m.
Afternoon Prayer	3:15 pm - 4:00 pm.
Dismissal	4:00 pm.
Office Hours	7:45 a.m. - 4:00 p.m.

Attendance Policy

Unexcused absenteeism is not allowed. Students of the Academy are expected to be in attendance at least 180 days per year, except in the case of justifiable cases of illness and other pressing emergencies for which an excuse must be filed by the parent(s). Classes run for seven hours per day, including a 45 devotional period at the end of each day.

Immigration & Naturalization Service

Sanctuary Christian Academy Agnus Dei is authorized under Federal law to enroll non-immigrant alien students.

Non-Discrimination Policy

Sanctuary Christian Academy Agnus Dei does not discriminate on the basis of race, color,

national or ethnic origin, or disability in administration of its educational policies, admissions policies, scholarships, or school-administrated programs.

SECTION 2 - STUDENT SERVICES



DORMITORY BUILDING

Personal Student Care

All personal needs of interned students are provided for the duration of the program. Room and board are provided. We also provide reasonable priced medical, dental, and vision care for interned students through the generous cooperation of specific healthcare providers in the local area.

Dormitory Life

Since this is a boarding school, dorms are provided for the students who live on campus. We expect all interned students to strictly adhere to dorm rules (see Code of Conduct Handbook) so that a pleasant and Christian atmosphere can be always maintained.

Thomas G. Raque Jr. Library & Media Center

Students are encouraged to make full use of our computerized academic Library in fulfilling their assignments. Our library, the Thomas G. Raque Academic Library, located on our campus property, includes reference and research areas. We also have an audio-visual Department with CD, DVD, Video and audio cassettes available. Our literary resources are both secular and theological, and have been very beneficial for academic research or just light reading.

Joy Esther Hoyte Memorial Computer Center

From an early age, students are trained on computers in the Joy Esther Hoyte Memorial Computer Center so as to be better prepared for academic and research work later on.

Laundry Services

Laundry services are provided for all interned students. Clothes are washed, ironed and folded on a daily basis.

Cafeteria

Meals are served in the Institute Cafeteria. We believe in providing fresh, wholesome food for our students. Students are required to sit and rise together at mealtimes. A student may not miss a mealtime except for private prayer. It is considered that the mealtime is an opportunity for fellowship with others even if a student does not wish to eat at that particular time.



Merit Store

A merit store is provided for students to purchase desired items utilizing the merits they have earned during the week for scripture memorization, good behavior, academic activities, and good character.

Institute Bank

An internal banking system is provided to allow students to deposit personal funds for safe keeping. A weekly deposit and withdrawal system is utilized much like regular banks. Students gain the opportunity to learn how to manage their money.

Internet Access

While internet services are provided for the students' benefit, personal access is not permitted. Students who require information from the internet in order to complete a project must make request to the Library Attendant or a Teacher for assistance.

Medication

A Nurse's Station is provided by the school to handle minor health needs. Students will not be allowed to dispense their own medication. All personal medication must be turned over to the person in charge of the school clinic. It is the responsibility of the student to report to the office at the proper times to take their medication.

Visitors

Students attending other schools are not permitted to "drop in" during the school day unless prior arrangements have been made with the principal's office (one day's notice required). All visitors must check in at the principal's office immediately upon entering the campus. Visitors may not go

directly to the classrooms and interrupt teaching time. All guests are subject to the same rules of conduct as students while on campus.

Parents or other adults who desire to visit the classroom are welcome but must first call and make arrangements through the office for a designated time. Parents are asked not to go directly to classrooms.

Automobiles

Interned students are not permitted to bring personal vehicles to the Academy. Transportation should be provided by parents for students to arrive on campus. Thereafter the school will provide transportation for students during the semester.

Transportation for day students must be provided by parents, and students should be dropped off and picked up at the hours of opening and closing of the school. Due to limited parking, day students are not permitted to bring personal vehicles to school.

Grievance Procedure

The aggrieved party ("the Aggrieved") should pay particular attention to the Matthew 18 principle and to Colossians 3:12-13: "Therefore, as the elect of God, holy and beloved, put on tender mercies, kindness, humbleness, meekness, longsuffering; forbearing one another, and forgiving one another, if any man have a quarrel against any: even as Christ forgave you, so also do you."

For interned students, the order of authority is as follows:

- Student to Dorm Leader
- Dorm Leader to Director of Student Affairs
- Director of Student Affairs to Principal/Administrator

For day-school students, the order of authority is as follows:

- Student to Teacher
- Teacher to Director of Student Affairs
- Director of Student Affairs to Principal/Administrator

The Aggrieved shall first go to the source of the grievance in an effort to resolve the grievance. Many times grievances can be resolved at this level. In the event that the issue cannot be resolved, then the aggrieved should take the complaint to the appropriate person at the next level who will then take the matter to the Director of Student Affairs and lastly to the principal/administrator. The principal/administrator should speak with the Board of Directors about a policy problem. When dealing with a grievance, the Aggrieved and source (the one causing the offence) should adhere to the following guidelines:

Prayer - Pray together for God's wisdom--James 1:5

Discussion of the Complaint - Discuss the grievance only with those that are part of the problem or part of the solution.

Openness - Be open, friendly, willing to listen, and teachable.

Understand the Complaint - Make certain the complaint is understood and all circumstances surrounding the grievance are clarified. Both parties should have the facts.

Resolution - Come to some type of resolution of the problem even if the agreed resolution is that you will proceed to the next higher authority.

Implement the Solution - If there has been a solution, allow adequate and reasonable time for the solution to be implemented before proceeding to the next higher authority.

Parent Volunteers

Parents are expected and encouraged to volunteer their time and expertise in helping to fulfill certain needs of the school in a variety of ways such as cafeteria help, student traffic control, etc., or to take the initiative to offer assistance in any other way that would enhance the overall functioning of the school. For more information, please visit the school office.

SECTION 3 - ACADEMICS



CLASSROOM BUILDING

Program Structure

Sanctuary Christian Academy Agnus Dei is geared to cover elementary, secondary, and high school education. This is a school with a missions emphasis and as such we combine spiritual training with the academic. To accomplish this goal we divide our approach into three areas:

Individual Personal Devotion

- Devotions and prayer groups
- Chapel services
- Spiritual Retreats

Academic Training

- Classes (Traditional as well as self-paced)
- Homework assignments
- Formation of disciplined study habits

Practical Ministerial Involvement

- Student care (pastoral counseling and moral support)
- Weekly involvement in the Institute Church.



Missions and Evangelism Teams go to areas of the Valley of South Texas as well as rural missions in many parts of Mexico to work with children and adults

Curriculum

The core curriculum used by Sanctuary Christian Academy Agnus Dei is written from an evangelical Christian perspective. Some of the publishers presently being used include: ACE materials (Accelerated Christian Education), Alpha and Omega Publications, Harcourt, Scott Foresman, McMillan, A Beka, Lifeway, God's World Magazine, and various Christian biographies and novels. The INEA curriculum from Mexico is sometimes used for students who will eventually need their primary and secondary diplomas from Mexico.

Some secular curriculum is also used when it is believed that the text is superior to presently available Christian curriculum and when the material is not in conflict with a Biblically based view of life. Secular books are presently being used in subjects such as Math, English, physics and Biology.

Music & Fine Arts Program

At Sanctuary Christian Academy Agnus Dei, all students are required to study the basics of music in preparation for a fulfilling life of ministry to our Lord and Savior Jesus Christ. All students must study the piano during their entire stay at the school. However, other optional instruments are also available for study such as the Guitar, Violin, Mandolin, and Tambourine. Students are expected to engage in conscientious practice, and to participate in annual recitals and concerts given by the Academy.



Handcrafts

All students receive the opportunity to be trained in some form of handiwork or manual skill. This could range from sewing to carpentry. It is the vision of the Academy to prepare students to return to their homeland prepared to do certain things for themselves in a manner that will make their life more complete, and more independent.



Teachers

Sanctuary Christian Academy Agnus Dei is blessed to have teachers and aides from a multiplicity of backgrounds, both nationally and internationally. Teachers are both volunteer and permanent staff. Volunteer teachers sometimes come from as far away as northern United States and Canada. Even though some teachers are volunteers, they remain in service to the Academy throughout most of the school year. Permanent staff remains in service to the Academy throughout the entire school year. All permanent teachers are duly qualified, having a minimum of a Bachelor's degree, as

well as years of experience in the teaching profession. Teacher aides are also a welcome part of the teaching staff, and may assist in non-technical duties such as library work, sewing and handiwork instruction, cooking classes, and English language conversation partners.

Curriculum Practical Trainees

Students enrolled in Regional Bible College Christian Education degree program may fulfill teaching requirements and gain curriculum practical training credits by teaching in the Academy.



Advanced Placement Student-Teachers

Senior Academy students enrolled in the AP (Advanced Placement) Christian Education program of Regional Bible College may perform teaching duties in the Academy under supervision by a trained Staff member.

Annual Spelling Bee

Each year, the students of Sanctuary Christian Academy Agnus Dei are able to participate in the Spelling Bee held at University of Texas Pan American here in Edinburg. Academy students have placed in the top four places for seven years in a row, taking home the first prize cup five of the seven years.



Religious Workers

Religious workers may be hired from time to time to fulfill duties as Special Purpose Educators, Special Purpose Counselors, or Special Purpose Ministerial Assistants, in fulfillment of the overall vision of the Academy, upon the recommendation and approval of the governing Board of the Area Evangelism Ministries International, Inc.

Grand Missionaries Program

Each year, the Academy is privileged to welcome the grand missionaries (retired winter Texans) who travel south to the Texas valley area to escape the withering cold of the northern climes. These wise and lovable servants of God assist the Academy by cooking, working, building, painting, gardening, and multiple other tasks. Some of our grand missionaries who have worked in the teaching profession in the past, also bring their teaching skills to our Academy classrooms as teachers, tutors, and teacher aides.

Textbooks

With the exception of specific reference books and some core curriculum textbooks, students are responsible for the purchase of their own textbooks, personal workbooks (PACES) and other school materials for use during the school year. Every attempt should be made to protect educational materials from water and abuse. If a book belonging to the School is damaged or destroyed, a student will be fined according to the following guidelines:

- Lost books that were less than a year old - cost of book.

- Lost books that are more than a year old - 75% of replacement cost.
- Damaged beyond use - fined as if lost, but student keeps the book.

Grades

Grades are recorded numerically and placed on report cards and transcripts as numerical grades. Letter grades are not assigned by our school. Tests count no more than one-third of the six-week grade. The remainder of the grade is comprised of homework, daily class participation, special projects, etc. A grade below 70 is considered to be failing. Students with averages below 70 are placed on academic probation. The letter “I” is used to indicate an incomplete grade. This usually is given because of excused absences, and the teacher is still waiting for some assignment before posting grades. All work should be made up within three (3) weeks, unless special arrangements have been made with the school administration.

Grading System

The grading system for Sanctuary Christian Academy Agnus Dei is as follows:

A = 93 - 100	4
B = 85 - 92	3
C = 77 - 84	2
D = 70 - 76	1
F = Below 70	0

Homework/Class-Work

Purpose. Homework is an important part of the total educational process and is assigned as it is deemed necessary for learning. Homework is given for several purposes including the following:

For drill - Students need solid drilling to master material essential to their educational progress.

For practice - Following classroom explanations, practice is often necessary to ensure full understanding.

For remedial activity - As weak points in a student's grasp of a subject become evident, homework is often given to overcome such difficulties.

For special projects - Book reports, compositions, special research assignments, and projects are some of the activities that are frequently the subject of homework attention.

Student Guidelines. Students are expected to do all homework assigned and to make sure it is turned in when due. In case of an excused absence, students are permitted time to make up assignments that were assigned when absent. However, major projects and research papers that are assigned days or weeks in advance must be turned in on or before the day due in order to

receive full credit even in the event of an excused absence. Some other guidelines that the student should be aware of are the following:

Late assignments are not permitted unless advance permission was obtained from the teacher.

Homework or daily work turned in one day late will receive a maximum grade of 70.

Homework or daily work that is more than one day late will receive no credit ("0"), but must still be turned in.

Progress Reports and Report Cards

When a student is doing poorly in class (an average of 74 or below), a progress report will be mailed home or parents will be notified by phone. Progress reports will normally be mailed once during each semester. Report cards are mailed out at the end of each semester.

Graduation

A graduation ceremony will be held during the last week of school each year. End-of-school awards may be given and diplomas will be presented by the principal.

Middle School Promotion

Students in the middle school are promoted to the next grade if they have a yearly average of 70 or above in three (3) of their five (5) academic courses. Academic courses include Bible, History, Math, Science and English. Students who have a yearly average below 70 in three (3) or more academic subjects are considered to have failed. On failure, the student will be evaluated by the Principal to determine what recommendations should be made.

The three most common recommendations are:

- That the student should repeat the grade.
- That the student should attend summer school and then be promoted.
- That the student should fulfill some project adequate for raising the grade to that of passing.

Eighth Grade Review

Prior to beginning high school, each eighth grade student will be interviewed to review their commitment to Christ, to evaluate their desire to continue at Sanctuary Christian Academy Agnus Dei and to assess their spiritual character during their enrollment at Sanctuary Christian Academy Agnus Dei. This review may result in some students not being invited back to the Academy.

High School Academic Credit

The last day to withdraw from a high school class without receiving a failing grade will be at the mid-point of the first 6-week grading period (3 weeks from the first day of class).

High School Promotion

Students in the high school must continually demonstrate that they are making progress toward graduation. In the event a student fails an academic class necessary for graduation, he or she will be required to repeat the class or make it up during summer school. If a student fails two or more academic classes in one year, the Principal will determine whether the school will permit the student to return the following year. The decision to permit a student to return is based on the student's chances of success at the Academy, the student's classroom behavior, and the student's influence upon other students. If it is believed that the student has very little chance of future success or that the student's behavior is detrimental to the school or to classroom instruction, the student will not be permitted to enroll for the following school year.

High School Graduation Requirements

Along with classes regularly required for graduation in a Texas school, Mexican students may also need to complete right here, at Sanctuary Christian Academy Agnus Dei, a few extra courses required by Mexico in order to receive their High School Diploma revalidation in Mexico.

Valedictorian and Salutatorian

The guidelines determining the valedictorian and salutatorian of the Senior Class are as follows:

- Only those will be considered for either of these two positions who have attended the Academy for at least two years, including the entire senior year.
- Only those will be considered for these two positions who have not been on any type of disciplinary probation during the last semester of the senior year.
- Only those will qualify for either of these positions who have all class work and assignments completed.

When comparing two students, both the average of their full four years of high school and their mutual time at Sanctuary Christian Academy Agnus Dei will be calculated. If both averages are equal, the individual who has attended our high school the longest will be awarded the position being determined.

A 6% increase will be given to the final average of honor courses or college prep courses that the student has taken. This is done for the purpose of determining averages for class rank and so the student taking an easier course of study will not be given an unfair advantage. The courses so weighted include Physics II, Biology II, Spanish II and English IV.

SECTION 4 - STUDENT LIFE



PRAYER AROUND THE FLAG

Honor Roll

Students obtaining all A's or a combination of A's and B's (with a majority of A's) will be listed in the Honor Roll. Parents of students on the Honor Roll will be notified in writing, as well as Pastors of students on the Honor Roll. Students will be awarded an Honor Roll Ribbon and a copy of the letter will be kept in the student's file of permanent records.

Honor Societies

There are two Honor societies in Sanctuary Christian Academy Agnus Dei: the Temple of David, and the Temple of Solomon. Entrance to these societies is by election based on certain criteria. It is a very prestigious achievement when a student is elected to one or both of these societies and of course each society carries its particular benefit. Being a member of one of these societies permits the student to seek to qualify for various benefits, including but not limited to, participation in special activities in keeping with the nature of the society, go on special field trips, receive discounts on qualified purchases made through the School, compete for different types of scholarships available through the particular society, receive interest on school bank accounts (in the case of interned students), and stipends for work done on campus. A letter of commendation is sent to the student's parents and pastor, and a copy is placed in the student's file as part of the student's permanent records. The student is also given a badge to wear as part of the school's uniform. Of course, election to membership in a specific society implies that the student must

strive to maintain that standing or it may be forfeited if standards are not met after two additional six-week periods.

A student may not request to be admitted to a particular society. This is by election only, based on the careful observation of a student's work and attitude, as well as the overall reaction of the student's peers and teachers.

Temple of David Society (For Spiritual Excellence)

The **Temple of David Society** for spiritual excellence is made up of students who demonstrate a high level of spiritual excellence during any six-week period. Students are elected to this society by the School Administration, and the decision is based on the periodic character evaluations of staff members and other students.

Requirements

Candidates must:

- Have engaged in a systematic program of prayer, fasting (if physically permissible) and study of God's Word
- Have shown exemplary conduct of a spiritual nature during the six-week period.
Examples of exemplary spiritual conduct are: extraordinary forgiveness, humility, apology, consistent patience, a willing spirit, respectfulness and obedience, sincere joy (especially in spite of trying circumstances), witnessing, soul-winning, report from the pastor on exceptional involvement in the spiritual life of the local church, helping someone through a difficult moment, etc.
- Be able to recite from memory three psalms of David
- Faithfulness and good spiritual application during Lugar Santo
- Have maintained good conduct during the six-week period.

Temple of Solomon Society (For Academic Excellence)

The **Temple of Solomon Society** for academic excellence is made up of students who demonstrate a high level of academic excellence during any six-week period. Students are elected to this society by the School Administration, and the decision is based on academic grades and general scholastic attitudes during the six-week period.

Requirements:

Candidates must:

- Be on the honor roll for the particular six-week period (All A's or combination of A's and B's with majority being A's.
- Have shown exemplary conduct of an academic nature during the six-week period.
Examples of exemplary spiritual conduct are: extraordinary attentiveness to studies, punctuality in handing in assignments, participation in class, respect and obedience to teachers, exceptional work on projects (for example, science projects), helping someone having difficulty in some academic subject, etc.
- Be able to recite from memory one chapter from the Book of Solomon's Proverbs.

- Exceptional work whenever required to engage in class presentations, research, essay writing, computer presentations, etc.
- Have maintained good conduct during the six-week period.

Spiritual Life

By being a student at Sanctuary Christian Academy Agnus Dei students agree to happily and willingly participate in all activities geared towards enhancing one's spiritual life. A student may not flaunt an unwillingness to pray, read the Bible or engage in worship while at our school, nor try to induce other students to demonstrate similar attitudes.

Chapel

A Chapel Day is held each week in the main sanctuary of the School. This is a time of spiritual uplifting and an opportunity to renew our commitment to the Lord Jesus Christ. Students are able to participate in the service as well as hear other visiting speakers from time to time.

Church Life (Iglesia Centro de Oración)

Interned (boarding) students are required to attend the local church which convenes on campus. Service times are as follows:

Sundays:

Sunday School	11:00 AM
Worship Service	12:00 PM

Tuesdays:

Women's Prayer Group	6:00 AM
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Monday – Friday:

Prayer Meeting	8:00 PM
Bible Study	12:00 PM

Saturdays:

Youth Meeting	7:00 PM
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June & Howard Carr Garden of Prayer

The June & Howard Carr Garden of Prayer provides a special place to get away and be alone with God, while enjoying the beauty of the plants and flowers. Students are able to utilize this special prayer garden on a daily basis, or even during the hours of the early evening.



Lugar Santo (Holy Place)

By 'Lugar Santo' is meant the period of each day when all students in the Upper Sanctuary (Grades 7-8) and the Sanctuary Preparatory (Grades 9-12) engage in private prayer and Bible Study. This time of prayer

is to be taken very seriously by all participating students. Students are assigned a special place of prayer and a set time each day when they will be required to go and pray. Of course, students may also go to their special place for prayer at any time during the school day that their timetable permits.

Evangelistic Programs

There is a diversity of programs in which students are encouraged to participate, including the *Sanctuary* choir, drama, pantomime ministry, children's ministries, music programs (piano, guitar, mandolin, and violin), tambourine and choreography, and others.



Missions

Every year, in June, Sanctuary Christian Academy Agnus Dei sponsors a missions program for students who come on scholarship. This is an opportunity to give back a little of what the Lord has given as they share with people in needy areas on both sides of the border. During the month of missions, activities include going out in groups to serve churches and pastors. It is also customary to travel as an entire school to churches both in Texas and elsewhere in the north to conduct presentations of the Gospel in the unique manner of the Academy students.

Recreation

Students have the opportunity to go out to the local parks, museums, and shopping centers. They frequently go on field trips to places of interest..

Alumni Association

Students who have left the Academy are invited to join the alumnus association in order to keep in touch with on-going events of the school, as well as to let us know the wonderful things that they are doing in their own life. Contact can be made by email with the association president.



SECTION 5 - IN-HOUSE COMMUNICATION AND CRISIS MANAGEMENT PLAN



CAFETERIA

In-House Communication

Signals:

The school Bell system will be utilized to communicate with students and teachers throughout the campus.

Call to Assembly	Three short blasts of the bell
End of Period	Two short bursts of bell

Crisis Management Plan

Alarms (Notification of Emergency)

The school alarm system will be utilized to notify everyone of room evacuations and lock downs.

<p style="text-align: center;">Campus Evacuation: (Fire, Flood, Bomb threats, Chemical Contamination, Suspicious Package)</p>	<p style="text-align: center;">Long, steady bell</p>
<p style="text-align: center;">Full Lock Down: (Intruder)</p>	<p style="text-align: center;">Repeated short bursts of bell</p>
<p style="text-align: center;">Partial Lock Down: (Hurricane, Tornado)</p>	<p style="text-align: center;">Intermittent long and short bursts of bell</p>

The “All Clear” alarm for all drills will be given by long repeated pulsating sounding of the bell.

Building and Campus Evacuations. (Fire, Flood, Bomb threats, Chemical Contamination, Suspicious Package)

1. Upon hearing the alarm system, teacher will immediately turn on cell-phone.
2. Students will leave the room in an orderly manner.
3. If a student is to be left in the room (seriously injured or trapped), teacher will hang the red card from the Emergency Back Pack on the outside door handle. This marks the room as “not clear.”
4. The teacher should exit the room last to insure all students are out (except those which cannot be moved), taking the Emergency Back Pack and class roll.
5. Teacher will report with the class to the assigned field area and quickly take roll or do a head count to see if any additional students are missing.
6. Teacher will hold up the red card if a student is missing or a student has been left in the room. If visibility is blocked for some reason, then teacher will use cell-phone to communicate this information to the principal. Teacher will hold up the white card if all students are present on the field (no one is left in the room and no one is missing).
7. If someone has been left in the room or is missing, the teacher will use the form in the Emergency Back Pack and have a runner immediately take it to the principal.

8. Teacher will remain with the students and await further instructions.

Full Lock Down (Intruder)

1. Upon hearing the alarm system, teacher will immediately turn on cell-phone.
2. If outside, teacher will move students into the closest classroom or building.
3. Once inside the room or if you were already in a room when the Lock Down was declared, lock all doors, shut and lock the windows, close window blinds and get on the floor.
4. Call 911.
5. Do not respond to knocks or voices at the door unless directed by a school administrator or civil authority.
6. Teacher will remain with students and await further instructions. Students must remain silent to make the room appear vacant. Do not respond to a fire alarm (campus evacuation alarm). Only evacuate when directed to do so by cell-phone by the administration or civil authorities.

Partial Lock Down (Hurricanes, Tornados, etc.)

1. Upon hearing the alarm system, teacher will immediately turn on cell-phone.
2. If outside, teacher will move students into the closest classroom or building.
3. Once inside the room or if you were already in a room when the Partial Lock Down was declared, lock the windows, close window blinds and get on the floor under a heavy object such as a table or desk.
4. Teacher will remain with students and await further instructions. Be prepared to respond to a campus evacuation alarm.

Policy Regarding Communication With Outside Agencies

Only designated administrative officers of the Academy or Church may address members of the press. Comments are to be limited to School name, address and telephone number, name and telephone number of Administrator or Pastor. For all other information inquiring persons must be referred directly to the Administrator. Opinions or commentaries on the part of the administrative staff member **must not** be made concerning whatever crisis has taken place. **Students are strictly prohibited from addressing any members of the press or outside agencies.**

SECTION 6 - DISCIPLINARY MATTERS



ANA LUISA ROLDAN HOYTE MEMORIAL RESIDENCE HALL

Standards of Conduct

There are five (5) basic convictions that the school attempts to instill in students. These convictions are the basis for all discipline performed at our school. A student who is disciplined for misbehavior is disciplined for having failed to demonstrate an acceptance of one of these five convictions. These convictions are respect for God, respect for authority, respect for others, respect for property, and respect for school rules.

Respect for God. We are a Christian School. We believe in a Supreme God who holds men accountable for their actions, their words, and the thoughts of their hearts. He is a God who is to be loved (because He first loved us), worshiped (because He only is worthy), honored (for all that He is and has done), and entreated (because of His many promises). Consequently, behavior that demonstrates disrespect for God's name, or God's work, will be disciplined. Also, a student whose behavior in chapel or class is disruptive or scornful of worship, singing, prayer, or preaching will be disciplined. A student who maintains a scornful attitude toward God, or worship of God, may be administratively withdrawn from our school.

Respect for Authority. The development of humility and submission to authority are essential qualities necessary for receiving God's grace for growth and service (I Peter 5:5). Everyone,

whether a young person or adult, needs to grow in humility and submission. Teachers are under the authority of the administration, and the administrators are also under the authority of others. Students, consequently, must learn to demonstrate a willingness to submit to those who have been placed in authority in their lives. This means parents, teachers, administrators, coaches, pastors and governmental authorities. Actions, words or expressions that demonstrate a flippancy to authority, or outright disrespect will not be tolerated. Students who openly demonstrate defiance to authority may be suspended and/or expelled. God places all of us under authority for our own good. The person who has a rebellious heart is likened in Scripture to one who practices witchcraft and therefore has rejected God (I Samuel 15:23). Such a person will therefore not be accepted by us.

Respect for Others. Jesus teaches us that the two greatest commandments are “to love the Lord your God”, and to love others as yourself.” This means in practice that we need to become sensitive to those around us and to act in a manner that edifies, encourages, strengthens and assists our neighbor. Students whose actions degrade, hurt, and hinder others will be disciplined.

Students need to realize that Jesus made our love for each other the chief characteristic that the unbelieving world can recognize as distinctive of His followers.

Honesty and trustworthiness are two virtues that demonstrate respect for others. The individual who lies or cheats manifests a lack of concern for others. When others cannot trust our words or actions, our own witness toward God becomes suspect. Consequently, honesty and faithfulness will be encouraged at our school by every reasonable means that is available.

Respect for Property. A large portion of any country's laws have to do with property. Even the atheist recognizes the importance of respect for property and has designed laws to punish those who steal, destroy, or abuse other people's property. Students who steal, cheat, plagiarize, vandalize or put graffiti on walls are expressing a disregard for other people's property. Such behavior will be promptly disciplined.

Respect for School Rules. In any institution there must be certain rules unique to that institution that exist for the purpose of accomplishing its goals and purposes. These are not necessarily universal moral rules, but they are necessary at a given time or place. They are like traffic laws or other man-made laws that may apply only in Texas. At Sanctuary Christian Academy Agnus Dei there will be some rules designed to promote our goals and purposes which do not apply to other areas of life. Such rules will include our dress code, classroom procedures, tardiness, etc. Students need to learn to respect man-made rules that are designed to accomplish beneficial goals. To say that these rules can be ignored because they are not God given or are not universally applicable would at times cause chaos and prevent a teacher from accomplishing the tasks of educating students. Therefore, some degree of discipline is necessary to prevent the violating of school rules. The discipline is usually mild since the behavior is not considered as severe as breaking a moral law. A student, however, who consistently disrupts a class, who is often out of class, or is in some other manner showing disrespect for the school, may be suspended or even asked to withdraw from the Academy.

Classroom Rules

A disciplined classroom is a prerequisite to an environment that will allow maximum learning to occur. An effective discipline policy begins with clearly stated rules which are standard throughout the school. Students will be expected to adhere to the following behavior and responsibility rules:

- Complete all class-work and keep busy until class is over.
- Follow directions the first time they are given.
- Work quietly.
- Walk quietly.
- Raise your hand for permission to speak.
- Complete all homework.
- Be respectful of other people and of their property.
- No chewing of gum during school hours
- Rise when a teacher or visitor enters the room and remain standing until told to sit.

Infractions of the above school rules will result in the student being subject to disciplinary measures which may include: verbal or written warnings, withdrawal of privileges, isolation from classroom activities, detention, referral to the principal, suspension or expulsion. The more severe of these measures will be implemented with those students who demonstrate continued deliberate disobedience. Parents will be notified when students are sent to the office or when stringent disciplinary action is deemed necessary.

Attendance at Sanctuary Christian Academy Agnus Dei is a privilege. Any student whose conduct or attitude shows him or her to be in opposition to the basic principles and purposes of the school, or who maliciously destroys school property, will be dismissed or asked to withdraw from the school.

Student Code of Conduct

Dormitory Rules

1. Chewing gum is not permitted in the dorms or sanctuary.
2. No entering or exiting through the windows.
3. No shouting or yelling to persons in other buildings or dorms. One needs to walk over to the other building(s) and address the person quietly.
4. Boys and girls may not visit each other's dorms.
5. No visits to the dorms by outsiders without permission of the directors.
6. No running in the buildings...at all times you walk slowly.
7. No loud music permitted. Music should be played loud enough to be heard only by those within the dorm or room.
8. There is a time to sleep and a time to rise.
9. Only 5 minutes are allowed for showering. You must be considerate of others. Water needs to be turned off while soap is being applied. Do not let the water keep running while shaving.

10. When brushing teeth, water must not be left running.
11. All interior lights must be off by 10:30 pm. Whenever a room is unoccupied the light must be turned off.
12. Students are not allowed to change dorms. If there is a problem, the student must speak with the house mother.
13. Students are not allowed to go outside in sleepwear.

Mutual Respect

14. It is not permitted for a student to talk back to a dorm leader or be disrespectful. Such students will come under discipline.
15. No leader shall speak in an offensive manner to a student. Students must immediately report such occurrences to the house mother. The house mother will deal with such problems without delay. After two such occurrences the house mother shall report this to the Director. A dorm leader is not permitted to humiliate a student.

Examples of offensive words:

- “You never do anything right...
 - Get out, I don’t need you...
 - I don’t care what you say...
 - Just do what I say...I’m in charge here...”
16. Gossiping among students is strictly prohibited. All gossiping must be reported. Any person speaking discouraging words to another student will be disciplined. Our purpose is to bring out the best in the other person, not to criticize the person for some mistake made. All negative comments should be reported to the house mother. The house mother will confront the accused person. After two occurrences the matter must be reported to the Director.
 17. If a student is not fasting, he or she must report to the cafeteria at meal times, even when he or she does not wish to eat. This is a time for fellowship in the love of Christ.
 18. A dorm leader who becomes aware of a problem but does not try to resolve it nor report to the Director, after two occurrences of that will not be able to be leader for a period of time.
 19. At no time is rudeness or disrespect allowed.
 20. The laundry will only be washing a certain number of loads per day. Please do not abuse the privilege of having your clothes washed and ironed. Towels should be used for an entire week before putting them in the wash. Towels will only be washed once a week. Please try to keep your clothes clean and utilize them at least twice before putting them to wash. Students may not use laundry soap to do personal washing. Students may ask permission of Sis. Gladys in case of personal need. At any rate, students should send their clothes to the laundry for washing.
 21. Students must greet persons who are entering the building. Good manners should always be shown.
 22. Students must respond with “Yes Ma’am, or Yes Sir” when called, not with grunts or guttural sounds.

23. Offensive remarks of a sexual nature are not permitted. Students should not make personal remarks about another student's body, or clothing, in a way which causes offence. Students should not engage in conversation with other students on explicit sexual topics.
24. Principal leaders must be called "Sister" and the teachers must be called "Miss."

Duties of Monitors

25. Monitors must make sure that their students are in the dorm by ten thirty each night.
26. Monitors must make sure that their students are present for all Church and Institute activities, and that they are in the van when the group is going somewhere, and that no one has been left behind.
27. Monitors will supervise students during hours of evening homework.
28. Monitors must make every effort to always be a good example of obedience, courtesy, patience, and good relation with others.
29. Monitors must make sure that the students are obeying the rules governing the dress code, discipline, courtesy and general behavior, and they will correct them when necessary.
30. Monitors must report abnormal activities (e.g. persons who eat and then deliberately vomit their food). Monitors should also make sure that students do not try to frighten each other by scary and unedifying conversation.
31. At no time are two students allowed to be lying down in the same bed.

Guidelines for Attire

32. The face and eyes must be visible at all times. Hair should be tied back if it has a tendency to cover the face when loose.
33. No paint or makeup is permitted. It is against the rule to pluck eyebrows, paint or polish fingernails, paint eyes, paint or streak hair, or other extremes. Earrings may be used only in the base of the ears. Only one type of jewelry may be used at a time: for example, one bracelet, one necklace, one chain, one ring, etc.
34. It is not permitted to wear short blouses or shirts which expose the stomach or back. If you know that your shirt or blouse is short and will raise up if you lean over or kneel, then you must wear something underneath. Skirts must be full without splits. A skirt is only as long as the top of the split. Splits are very provocative. Therefore, all splits must be sewn to below the knee.
35. Wraparound skirts are not permitted because the wrap can accidentally blow open at any time. Tight clothing is not permitted. Boys must not wear clothes that are 2 or 3 times the correct size. If a boy's pants have loops for a belt, then a belt must be worn as well.
36. It is not permitted to wear low-cut blouses or sleeveless blouses which reveal the armpits. Underclothing should not be visible at any time. Skirts or dresses should be 6 inches below the knees. Pants, culottes, and shorts, are not permitted. Appropriate sleepwear (nightgown or pyjamas) must be used for sleeping.
37. Students may not walk about barefooted. Appropriate footwear must be worn at all times.
38. Appropriate dress attire must be worn for all Church and Institute activities. Tennis shoes, slippers, flip-flops, and other informal wear may not be used for Church services.

General Guidelines

39. There is a time for chores, and there is a time for eating. Students may not eat between meals.
40. No chewing of gum during classes or during Church services.

41. Calling cards must be used for long distance calls. Phone calls must be limited to weekends only, and may last for only up to twenty (20) minutes. Phone calls may only be made during the week if there is a family emergency, and such calls must be limited to five (5) minutes.
42. All students are expected to help with chores: cleaning, kitchen and cafeteria, and laundry.
43. If there is any problem, students are encouraged to talk with the leader of the Cafeteria who will try to resolve the problem.
44. It is not permitted to leave the campus without permission. When leaving the campus, students must always be accompanied by another person.
45. This is a closed campus. Visitors may not arrive without previous permission. There is to be no visiting during the week. On weekends, approved family members or relatives may attend Church services and thus visit students. At all other times, it is necessary to call first and obtain permission and arrange a date and time for the visit.
46. Visitors may not go beyond the principal meeting hall. Dorms are private and no one is allowed to take a visitor into the dorm except with permission from the Directors.
47. It is not permitted for girl students to write any type of correspondence to boys or men who are not immediate family members, except in cases specifically approved for the purpose of sending missionary reports. It is not permitted for boy students to write any type of correspondence to girls or women who are not immediate family members, except in cases specifically approved for the purpose of sending missionary reports.
48. The telephone is only for communicating with parents and approved family members and relatives.
49. The internet is only for educational purposes. Chatting is strictly prohibited.
50. If you are not involved in a game in the yard or in the park, screaming and yelling is not permitted. Students should not raise their voices to talk to another person. The neighbors do not need to hear what is being spoken inside the campus. Also, someone might be in prayer or meditating on the Lord and it is not fair that others be screaming or speaking in a loud voice without consideration. If you need to call to someone, walk over to the person instead of yelling from far off.
51. No loud singing or whistling in the buildings. Others might be in prayer or studying. Please be considerate of others.
52. Students should always be punctual for every activity and for all prayer services.
53. Students may leave to go home twice per semester, once during vacation periods, and the other when there are several free days in a row and there is no planned activity at the institute.
54. Students should be saving their money beforehand to pay vacation travel expenses. Deposits may be made at the school office from time to time so as to have the appropriate amount available when vacation time comes.
55. If you are seated your feet must be on the floor, not on the chair seat or in another chair.
56. The library is to be used for research and investigation, not for talking or making noise, nor for eating. We ask for respect and silence. Students must show respect to the librarian.
57. All CD or cassette music must first be approved by the Director before being utilized on campus.
58. It is strictly prohibited to listen to or record "ROCK" music from the radio, even if it is heard on "Christian" radio.
59. Dancing and worldly activities are strictly prohibited.
60. Students are not allowed to listen to radio programs that are sexual in nature, not even programs given for consulting or counseling purposes.

61. No student may touch another student's desk or property. Students may not remove books or supplies from another's desk.
62. No student is allowed to possess pills or personal medication. All personal medication is to be handed over to the person responsible for medical matters.
63. Eating in the dorms is strictly prohibited. CHEWING GUM IS NOT PERMITTED IN CLASSROOMS OR THE SANCTUARY.

Visitation of Friends and Relatives

64. Specific written permission from parents is necessary for relatives or friends to make contact with their daughter.
65. No contact with boyfriends or girlfriends is allowed during the time of studies at the Institute except with a letter of permission from the parents of both families in the case of fiancés formally engaged to be married, in which case two handwritten letters (not e-mailed) will be allowed per month.
66. Students are not permitted to go out to spend time in other people's homes. Relatives and friends, with the prior approval of the parents and subject to permission of the Director, may come to the Institute to visit, but the students may not be taken anywhere without the express approval of the Director. Students are requested to utilize their Student Visas only for School-related travel.

Sponsors

67. Sponsors of students may not plan activities directly with the students they are sponsoring. Permission should first be sought with the Director.
68. Sponsors of students may only have contact with students on weekends.
69. It is not permitted for students to have direct personal relations with donors and benefactors of the Institute. At no time should students be requesting special favors from donors or benefactors of the Institute.

Finances

70. All financial student debts should be liquidated before the start of the next semester.

Personal Cellular Telephones

71. Students are not permitted to bring personal cellular telephones to campus. Any personal cell phones must be turned in to the office until the student leaves for vacation.

Reasons for Dismissal of Students

72. Students may be expelled from the Institute for:
 - Continued poor academic performance
 - Rebelliousness
 - Substance Abuse
 - Immorality
 - Attempts at suicide or efforts to do harm to oneself.
 - Perverse sexual comments.

Note Well:

73. Students are strictly prohibited from entering the refrigerators to place or take food or personal snacks. Students should not enter the kitchen area unless on duty in the kitchen.
74. All students must maintain a grade of 8.0 or higher.
75. All scholarship students should be willing to participate in missions activities during the summer.
76. Students are not allowed to go onto the street in front of the Institute, nor receive visitors in the street. Visitors must report to the Office in the educational building before seeing students.
77. Students are not allowed to play in the front yard of the Institute; students must use the open backyard for play.

Representation of the Institute

78. In order to appropriately publicize the Institute, the dress uniform must be used for all travel to and from the Institute, whether in bus, plane or car.
79. The dress uniform must be used at least twice per month when attending local Church services during periods of vacations.

Dress Code

Students are required to strictly adhere to the established school uniform. Uniforms are to be worn to all school functions, both on and off campus, as well as twice a month to the student's local church.

On days when uniforms are not required for school for an approved reason, students should make sure they dress in clothes that are appropriate for Christian young people and conforms to the following guidelines:

- No shorts, bikers or culottes.
- No mini-skirts or mini-dresses (skirts and dresses must be at least four inches below the knee)
- No see-through blouses or shirts.
- No thong-like sandals.
- No immodest, sleeveless shirts or blouses.
- No tank tops.
- No clothing or jewelry that promotes activities or attitudes contrary to school policies (e.g. alcoholic advertisements, satanic symbols, peace signs, yin/yan or other new age or occult signs).
- No baggy pants (in the case of boys), nor clothing that is 2 or 3 times the boy's size.
- Tennis shoes are not permitted for classroom use or for church services.

Students should dress modestly for beach outings. No bikinis permitted. Girls should wear knee-length shorts and a long non-transparent tee-shirt with appropriate undergarments.

Policy Regarding Videos

No student may bring videos from their homes nor request to have videos sent to them unless the video has first been approved by the administration. Videos for weekly video nights must be selected and approved by the Academy's administration.

Policy Regarding Student Correspondence and Phone Calls

Students entrusted to the care of Sanctuary Christian Academy Agnus Dei may not maintain correspondence nor telephone contact with members of the opposite gender while at the Institute unless there is some kind of engagement in process and there is in the office a letter signed by both sets of parents giving permission to communicate. Only contact with immediate family is permitted. Parents must inform the Institute of any other close or distant relatives with whom the interned student may maintain contact.

Sexual Harassment

Sexual harassment is a form of misconduct that is not permitted at Sanctuary Christian Academy Agnus Dei. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature which students are required to submit to secure favorable treatment or better grades, etc. It is also considered sexual harassment if the conditions substantially interfere with the student's work performance or study environment. Disciplinary action for sexual harassment could lead to termination of the offender's position at the school. If you feel that you have been a victim of sexual harassment, immediately contact the Administrator or a member of the Board.

School Calendar
Sanctuary Christian Academy
Agnus Dei

School Year 2018-2019

STAFF/STUDENT NON-SCHOOL DAYS:

November 20 – 25 – Thanksgiving Break

Dec. 22 – Jan. 13 – Christmas Break

March 11 – 15 – Spring Break

April 17-22 – Easter Break

Grading Periods:

First Quarter: August 20 - October 19

Second Quarter: October 22 – December 21

Third Quarter: January 14 – March 15

Fourth Quarter: March 18 – May 24

