

## Church Attendance Policy

Wyandotte Christian Academy is a ministry of the Rouge Free Will Baptist Church, and is firm in its beliefs of the Scripture when it states:

*Not forsaking the assembling of ourselves together, as the manner of some is; but exhorting one another: and so much the more, as ye see the day approaching. (Hebrews 10:25)*

*I was glad when they said unto me, Let us go into the house of the Lord. (Psalm 122:1)*

*And if it seem evil unto you to serve the Lord, choose you this day whom ye will serve; whether the gods which your fathers served that were on the other side of the flood, or the gods of the Amorites, in whose land ye dwell: but as for me and my house, we will serve the Lord. (Joshua 24:15)*

With this firm belief of worship, all Students of WCA must attend a minimum of 3 services per month. While we would love for you to join us in worship, we do not require attendance of our church, but a local bible-believing church of your choice.

We understand that situations arise which prevent attendance of your home church, or limited availability of services that they may provide. To supplement this, Rouge Free Will Baptist offers Services every Sunday. Sunday School at 9:45am, Morning Worship at 11am, Evening Worship at 6pm, Wednesday night Bible Study & Youth Ministries at 7pm.

For those that have a Home Church outside of Rouge Free Will Baptist, you will be required to provide the Name of your Home Church and Senior Pastor, we will randomly check to verify regular attendance.

# Wyandotte Christian Academy



## Student Manual

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## Child Illness

As we all know children don't always have the best immune systems and when it comes to Cold & Flu seasons, they are the most susceptible at times. Below is listed the most common childhood illnesses we as educators face and how we at WCA will address such matters. These guidelines are based on research from the CDC and local School districts. This is in no way an inclusive policy, and adjustments will be made as necessary based on guideline updates and situations arise.

### Cold & Flu symptoms:

- We at WCA have a zero-admission policy of any child exhibiting cold & flu-like symptoms. If you child arrives to school or exhibits these signs & symptoms during the day, they will immediately be removed from the Learning Center and be sent home until symptoms resolve for over 24 hours. These symptoms include:
  - Fever
  - Sore throat
  - Runny Nose (seasonal allergies excluded)
  - Cough
  - Nausea
  - Vomiting
  - Diarrhea

### COVID Positive

WCA has already taken simple precautions to reduce possible exposures. However, if your child:

- Has had an exposure to COVID you should test your child before allowing them to come to school.
- If a child exhibits COVID like symptoms at school, they will immediately be removed from the Learning Center and cannot return without a negative COVID test.
- If a child is positive for COVID, they must be quarantined for 5 to 10 days based on current CDC guidelines.
- If there is a COVID exposure, all parents will be notified via communication folders. If the child has been in the school in the past 72 hours, the school will be shut down at the close of that school day and the following 2 days. During that time a thorough decontamination of all school areas will be performed.

### Head Lice

- Per guidance of CDC & American Association of Pediatrics research, WCA is a "No Bug" school. This means that any child noted to have live bugs or nits less than a ¼ inch from the scalp will be considered to have live lice. WCA in use of the "6-inch rule" and spaced-out student offices have a minimal risk of spreading lice. If a child is noted to have lice the following steps will be taken.
  - Student with lice will be allowed to finish the day, but a phone call & Head Lice letter will be sent home to the Parent / Guardian. A letter to all Parents / Guardians will be sent that day via communication folder that there has been Lice noted in the school.
  - The child will not be allowed to return the following day as they are being treated initially.
  - The Parent will sign an acknowledgement on the head lice letter that they have given the initial and 7-day post lice treatment.

We at WCA encourage all our Parents / Guardians to be diligent about there children's health and wellbeing. Monitor for any symptoms of illness an keep ill children home. Train your children in proper cough / sneeze etiquette and proper hand washing. Additionally, we encourage you to talk to your child's Pediatrician about if Flu & COVID vaccinations are right for you and your child.

## **REPORTING PERIODS**

All students will receive reports at the end of each nine week period. The purpose of the reporting system is to give parents an accurate indication of the progress achieved by their child(ren)

The report card will be issued directly to the parent at the school office. This is to be reviewed, signed, and returned within one week.

Transcripts and Final report cards will not be issued until all financial obligations are paid in full.

## **MEDICAL EMERGENCIES**

Parent notification cards and all immunization records must be filled out completely before the student begins the first day of school

In instances where a student needs medical attention, the Administrator will call the parent or designee and primary care provider, in that order.

Wyandotte Christian Academy does not carry student accident insurance. Parents are required to provide the school with their child(ren)'s health insurance information.

No staff member will be allowed to administer any medications without a signed authorization form which is included in the enrollment packet. Parents must bring any medications into the office, they cannot remain with the child.

## **WITHDRAWAL & DISMISSAL**

Withdrawals from school must be made through the school office, and all tuitions continue through the calendar month. Report cards will not be issued nor will transcripts be sent to the transferring school for any student whose account is not current.

A student may be dismissed from school at any time that they are found out of harmony with the rules and policies of the school. Decisions in these matters are the full responsibility of the administration, and further reviews or appeal cannot be considered.

## **MISSION / VISION / GOALS**

### **MISSION:**

The Mission of WCA is to provide not only high-quality education. But to provide a truly bible-based, balanced education that brings our children knowledge and a closer relationship with Christ.

### **VISION:**

To expand our facilities and opportunities to provide Christian education to the youth of the downriver community ages K-12.

### **GOALS:**

To be the best Christian school we can be and provide the downriver community with a place to educate and train the youth of our community in the ways of the Lord.

## **HISTORY & PURPOSE OF WYANDOTTE CHRISTIAN ACADEMY**

Wyandotte Christian Academy was founded in 2022, by Pastor Danny L. Slater, and is the result of much prayer and hard work by the people of Rouge Free Will Baptist Church. The school is totally owned and operated as a part of Rouge Free Will Baptist Church and is governed by the constitution and by-laws of the same.

It is the intent of Wyandotte Christian Academy to provide, at the lowest cost, quality Christian education to all children whose parents wish the Christian training of the home and church to be completed in the school.

The school provides an opportunity for young Christian people to establish sound habits and attitudes spiritually, mentally, emotionally, and socially. Wyandotte Christian Academy does not intend to assume the responsibility of the home in building young lives. The training of the child is the cooperative responsibility of home, church, and school.

## **GOALS AND OBJECTIVES**

Christian education is far more than simply adding Bible study to a regular school. It becomes Christian education when the Bible becomes the foundation for all that is done in the entire program. It is our belief that all truth is God's truth, and we seek to integrate the entire program so that the students receive a world view placing God and Christ at the center, viewing all else as related to them.

Our goals and objectives are as follows:

- To secure within each student a personal acceptance of Jesus Christ as Savior and Lord.
- To enrich each student's devotional life.
- To provide the opportunity for students to develop a well-balanced and Christ-like personality.
- To develop within the student the ability to find help independently through searching the scriptures.
- To direct the student to the realization that God has a purpose and plan for each life.
- To install within the student a loyalty to Jesus Christ in all things and at all times.
- To develop Christian character within each student and encourage them to yield his / her body as an instrument for God's use.
- To give each student a knowledge, love, and understanding of the Bible.
- To teach respect for God, the country, and parental authority.
- To teach absolutes of right and wrong.
- To teach patriotism.
- To achieve discipline.
- To maintain and teach high moral standards.
- To maintain academic excellence.

## **PARENT / FACULTY MEETINGS**

Parent orientation and conferences promote a good understanding between parents / guardians, the faculty, and administration of Wyandotte Christian Academy. Every parent is required to participate in these informative and helpful programs.

Parent / Teacher Meetings are scheduled throughout the year. Parent conferences with the supervisor are held following the first semester & Third Semester.

Parents are not to discuss problems with the Supervisor while class is in session however, you're encouraged to contact the office and schedule a meeting at a mutually beneficial time.

Parents are expected to participate in scheduled meetings and cooperate in the objectives of the school. Parents should support school functions and activities whenever possible.

## **ABSENCES & TARDIES**

A written excuse signed by the parent or guardian must be presented to the Supervisor when a student returns to school after an absence. Or a physician's note if absence is greater than 3 days.

If the absence is foreseeable, a note should be sent in advance.

If children are tardy, Parent's must sign the child in at the office upon arrival.

Excessive absences and or tardies may result in dismissal from school. No refunds are made for absences.

Excessive absences, and or tardies will inhibit the child's progress. If, in the opinion of the administration, the absences, and or tardies are unnecessary, the child will be considered truant.

## **DISCIPLINARY ACTION**

At WCA, all students are to maintain a Christ-like attitude at all times. Inappropriate behavior or attitudes will not be tolerated. Demerits are issued in response to errant behaviors. There is a 2 demerit grace, at the third demerit the student earns a 30 minute detention, each following demerit increased the detention by 15 minutes.

After the accrual of 4 demerits in a day, the student will be sent to the Administrator's office and the parents will be contacted.

Accrual of 6 demerits or more will result in Suspension (1-3 days depending on severity or pending investigation) or possible expulsion.

When a student receives a detention, a "Corrective Action Slip" is sent home with the student to be signed by the parents and returned the following morning. Behavioral detentions will include a letter of explanation.

### **PROBATION / SUSPENSION / EXPULSION**

A student presenting a discipline problem or not working up to his academic ability will be put on probation. At the end of the probation period, if there has not been sufficient improvement, the student will be expelled from school.

A conference of parents, student, and Administrator will be held to inform the parents of the reason(s) for probation. A student put on probation must relinquish all offices, extra-curricular activities, or places of honor during the time the student is on probation.

A student may be suspended for continued misbehavior or for a more serious offense which warrants immediate action.

If the problem is not corrected, the student will be expelled.

## **STATEMENT OF FAITH**

- We believe the Bible is the plenary, verbally inspired Word of God, the only infallible, authoritative rule of faith and practice.
- We believe that there is one God eternally existent in the three persons, Father, Son, and Holy Spirit.
- We believe in the Deity of our Lord Jesus Christ, in His virgin birth and sinless life, in His mercies, in His vicarious death through His shed blood, in His ascension to the right hand of the Father, and His personal premillennial return in power and glory.
- We believe that regeneration by the Holy Spirit is absolutely essential for the salvation of lost, sinful men.
- We believe salvation is by grace through faith alone.
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
- We believe in the resurrection of both the saved and the lost; the lost unto resurrection of damnation, and the saved unto the resurrection of life eternal.
- We believe in the Genesis account of the creation of man as opposed to the theory of evolution of man.
- We believe in the spiritual unity of believers in our Lord Jesus Christ.

## ADMISSION POLICIES & PROCEDURES

### POLICIES

1. Enrollment is open to all children who can meet the necessary admission requirements and whose parents wish the Christian training of the home and church to be complemented in the school.
2. Wyandotte Christian Academy admits students of any race, color, national, ethnic origin with all the rights, privileges, programs, and activities generally accorded or made available to students at the school.
3. WCA is not a corrective institution. Parents should not enroll a child with the idea that the school will correct all pre-existing issues regarding the education, training, and disciplining of a child.
4. All students are admitted on a probationary period for the first six weeks. Also, when any child at any time has an attitude that is not in accord with school policies or principles, the child will be placed on probation. After meeting with the parents, if the problem has not been solved, the child will be withdrawn from the school by the parents.
5. It is the policy of the school not to accept students who have serious scholastic, disciplinary, or attendance problems in other schools.
6. Children entering first grade in September must be six years old by September first, of the same academic year, and pass a test to show that they have attained a level of reading readiness.
7. Each student entering WCA for the first time must have a physical examination by a family physician. Also, all students must have immunization forms filled out with up-to-date records.
8. It is the desire of the school that every parent making application for a student to enter WCA to do so because of a Bible-based conviction that this is the Lord's will for the students education.

### PROCEDURES

1. Parents should complete and submit the online application form.
2. A registration packet will be mailed out to be completed and returned at the Parent / Student Interview along with registration fees. The registration packet and fee is required at time of Parent / Student interview in order for the application to be processed. This is not refundable.
3. An interview will include informal questioning of the student and the parents to determine the suitability of enrolling and establishing a foundation of understanding for home-school relations.
4. After notification of acceptance, final registration is not complete until all forms, including immunization record, are filled out properly and all fees have been paid in full.

## PHYSICAL EDUCATION

All the students of Wyandotte Christian Academy are required to dress and participate in Physical education classes. Children will only be excused with the written documentation from their Primary Care Provider.

All students are required to wear a grey tee shirt with burgundy / wine sweatpants and gym shoes (school spirit wear is acceptable). Leggings and shorts are not allowed

### HOMEWORK

Homework is a necessary part of each student's education. All work taken home is unfinished class work, extra drill and practice which the teacher deems necessary or special projects and reports. It is expected that parents cooperate with the teacher by seeing to it that the assignments are completed nightly and returned the next day.

While parents may assist by seeing that this work is done, and by explaining work when necessary, the work must be done by the child. They must take the responsibility for its completion.

Should the child have required homework, a "homework slip" will be issued to the student. This slip will contain in detail the assignment sent home for homework. This slip is to be signed by the parent and returned the following day. Parents should write any comments on the child's progress in doing their homework assignment on the back of the slip.

## DRESS CODE

Proper grooming must be taught along with other rules of manners and morals. Wyandotte Christian Academy supports the emphasis of the Christian home in matters of modesty of dress and good grooming.

Uniforms conducive to good study habits are worn by all students in order that the proper emphasis may be placed upon the matter of dress. The school makes no apology for the fact that it seeks to use every means at its disposal, including dress, to encourage its students to think and act as young ladies and gentlemen.

Uniforms are required for attendance at the school. These must be worn properly and kept neat, clean, and in good repair. Uniforms, while these remove the very unattractive spirit of clothes competition, encourage each student to gain recognition through personal charm or conscientious work. These serve as an economy measure for parents and give the student a distinctive appearance engendering school pride and Christian unity.

Wyandotte Christian Academy retains the complete right to make, amend, or prescribe rules and policies for dress, appearance, or any and all other unforeseen problems which may arise at anytime during the school year in order to gain the student's cooperation.

Concerning any student whose appearance does not meet the school standard:

1. If the violation is extreme in the eyes of the school, the student will not be admitted to class until it is remedied. If the parents are not available when the school calls, the child will be sent home at the parent's expense.
2. On every occurrence of an extreme violation, the student will be issued a "warning letter" which must be signed by the parent and returned to school the next school day. Three letters result in immediate suspension and meeting with the Principal & Pastor.

All students will be issued five (5) school logo Polo shirts to be worn, tucked in, daily. In addition, every student is to wear charcoal grey or black dress pants and black shoes.

Girls are allowed to wear charcoal grey or black skirts. However, matching tights or leggings must be worn or shorts with knee socks.

Those girls who choose to wear skirts must ensure they reach below the knee. This can be ensured by asking the child to kneel on the floor, if the skirt touches the floor on all sides, it is at the appropriate length.

At no time are shorts allowed as part of dress code

Hair is to be kept in a neat and tidy fashion, and should be kept back from the face. Designs shaved into the hair are prohibited. Good body hygiene must be maintained as well.

Piercings: Piercings of any kind on boys is not accepted. Girls are allowed one set of earrings only and not to exceed 1 inch in size. Necklaces, Rings, Bracelets are at the discretion of the staff.

Exceptions to this dress code are PE uniforms (class specific) and Casual Fridays. On Fridays, the students of WCA may wear jeans and casual shirts for \$2 (supports student fund). Jeans must not contain rips or tears, shirts must be solid in color or graphics be generic, school or inspirational in nature. Pull-over Hoodies are acceptable. NO FULL-ZIP HOODIES AT ANY TIME IN THE LEARNING CENTER

Any clarifications of acceptance can be clarified by bringing the garment to the office for approval.

## TUITION & REGISTRATION

The school requires the Registration fees to be paid by the 1st of August. This will guarantee a desired enrollment for each class. All other fees and tuition are due by the 1st Friday of each month thereafter, with the final installment due on the 1st Friday in June. A statement will be sent to parents each month and will include tuition and fees.

If the parent chooses to withdraw the student without notification after the first tuition payment is made, the registration fee and the first month's tuition are not refundable.

No reservation will be held for any child registered whose fees are not paid in full by the First of August. After this date, if vacancies exist, applications will be accepted on a first-come, first-serve basis in all classes.

If tuition is not paid by the 1st Friday of the month, a \$25 late fee will be assessed.

There will be a \$20 service charge on any returned checks.

The student is subject to dismissal if tuition is delinquent by the 5th of the following month. A meeting will be required with the Administrator at this time .

A tuition schedule for the current year may be obtained from the school office.