

2025 – 2026  
School Year



## HANDBOOK

2025-2026 SCHOOL YEAR

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- A SPIRIT OF EXCELLENCE -

## WELCOME LETTER

Welcome to Redeemer Christian Academy! We are excited about what God is doing in the hearts and lives of young people who walk through the doors of this school. We are deeply honored that you have chosen to partner with us in the spiritual, academic, and character development of your child.

Redeemer Christian Academy exists as a ministry extension of Redeemer Apostolic Church and the Apostolic Christian home. It is our purpose to prepare students to live victorious, disciplined, Christ-centered lives. As the Scripture declares:

“Train up a child in the way he should go: and when he is old, he will not depart from it.”  
— Proverbs 22:6

We believe this training should prepare students not only for success in academics, but also for a life of holiness, service, and spiritual maturity. Our goal is to partner with families to raise up children who are grounded in God’s Word and equipped to stand strong in a changing world.

We’re so grateful you have chosen Redeemer. You’re not just enrolling in a school—you’re becoming part of a mission.

*Senior Pastor Joshua Navarrete*

## BIBLICAL PHILOSOPHY OF EDUCATION

Redeemer Christian Academy (RCA) is founded on the conviction that all truth is God’s truth. The Bible is the inerrant, infallible Word of God and the standard for all teaching and conduct. We believe education is not just preparation for life, but part of life itself. Every subject, every policy, and every principle is grounded in a Christian worldview.

“I am much afraid that schools will prove to be great gates of hell unless they diligently labor in explaining the Holy Scriptures, engraving them in the hearts of youth.” – *Martin Luther*

As commanded in Deuteronomy 6:4-12, we are to teach children diligently the ways of the Lord. Therefore, Redeemer Christian Academy is committed to instilling biblical character, academic excellence, and spiritual maturity in all our students.

## STATEMENT OF FAITH (Apostolic – Pentecostal)

Redeemer Christian Academy is a Spirit-filled Apostolic Christian school that seeks to develop the **whole student — spirit, soul, and body**. We provide academic, biblical, and life-skills training to prepare students to succeed in life and eternity.

Redeemer Christian Academy is a ministry of **Redeemer Apostolic Church**, an Apostolic Pentecostal church that preaches and teaches the **Apostles’ Doctrine**, as recorded in the Book of Acts.

We affirm the following biblical convictions:

1. There is **One God**, and His name is **Jesus Christ** (Deuteronomy 6:4, Acts 2:36)

2. **Salvation** comes by grace through faith, repentance, **baptism in Jesus' Name**, and the **infilling of the Holy Ghost** with the evidence of speaking in tongues (Acts 2:38)
3. Believers are called to live in **holiness**, both inwardly and outwardly (2 Corinthians 7:1)
4. We believe in the **power of prayer, divine healing, and miracles** (James 5:14–15)
5. We emphasize the role of the **family** in God's plan and affirm biblical marriage and morality
6. We stand on the **infallible Word of God** as our final authority in all areas of life

## HISTORY OF THE SCHOOL

Redeemer Christian Academy was founded in 2001. We utilize the **Accelerated Christian Education (A.C.E.)** curriculum, known for its Christ-centered focus and mastery-based system. Students ages 10–12 are encouraged to attend the A.C.E. Junior Convention, and those 13 and older are eligible for Regional and International Student Conventions.

## MISSION OF THE SCHOOL

Redeemer Christian Academy is an independent Apostolic Christian school dedicated to academic excellence and spiritual formation. Our mission is to develop students who will serve as leaders in their homes, churches, and communities—proclaiming Jesus Christ as *King of kings and Lord of lords* (1 Timothy 6:15; Revelation 17:14, 19:16).

## PURPOSE OF THE SCHOOL

The purpose of Redeemer Christian Academy is to assist parents in fulfilling the biblical command of Proverbs 22:6—“Train up a child in the way he should go.” Our school partners with the Christian home to shape young lives for both time and eternity. This training is not focused on reforming behavior but on forming Christlike character. We aim to develop self-discipline, personal integrity, moral courage, and strong biblical convictions.

## ADMISSIONS POLICIES

Redeemer Christian Academy complies with all applicable Arizona state laws regarding health records, immunization waivers, and student eligibility.

### KINDERGARTEN

Students must be five years old by August 1st of the enrollment year and fully toilet trained. Each student will complete a pre-test to ensure readiness for the A.C.E. "Ready to Read" program.

### ELEMENTARY THROUGH HIGH SCHOOL (GRADES 1–12)

Students transferring from public or non-A.C.E. private schools must complete diagnostic testing. Any academic gaps identified must be addressed by completing required PACEs with a minimum grade of 80% before advancing to the assigned curriculum level.

### NON-DISCRIMINATION POLICY

Redeemer Christian Academy admits students of any race, color, and national origin who demonstrate a desire to be trained in a Christ-centered, Spirit-filled environment. However, as a ministry of Redeemer Apostolic Church, the school reserves the right to prioritize applicants from Apostolic backgrounds or families faithfully attending a Bible-believing church.

Admission is a **privilege, not a right**, and is contingent upon the student's willingness to submit to the spiritual, academic, and behavioral standards of the school.

### SELECTION OF STUDENTS

Admissions priority is given in the following order:

1. Returning students
2. Transfers from Christian schools
3. Transfers from public schools

### ADMISSIONS COMMITTEE

The committee consists of the Administrator, Principal, and/or School Board members. This group conducts interviews and approves admissions. If no Principal is present, the Senior Administrator will have final authority.

## **ADMISSIONS PROCEDURE**

1. Complete an expression of interest form
2. Complete a tour of the school. Parent Orientation is mandatory and is required for enrollment.
3. Submit a completed application with the \$25 non-refundable fee per family
4. Attend a parent interview (both parents/guardians recommended).
5. Notification of acceptance or rejection will be sent via email or USPS.
6. Upon acceptance, diagnostic testing will be scheduled.
7. Enrollment contract and medical forms completed

## **RE-ENROLLMENT**

Early re-enrollment is encouraged and comes with a discount. Re-enrollment is not automatic and is subject to administrative review.

## **WITHDRAWAL POLICIES**

A student may be withdrawn at any time with 30 days' written notice. Similarly, the school reserves the right to dismiss a student for any reason with the same notice. Refunds for annual tuition will be prorated by the calendar month. All other fees are non-refundable.

## FEES & TUITION

### TUITION STRUCTURE

Redeemer Christian Academy participates in Arizona's Empowerment Scholarship Account (ESA) program. This allows for *nearly all full tuition to be covered by the state* for qualifying families.

Tuition is due quarterly and payable by the 1<sup>st</sup> day of each quarter.

All records, transcripts, and report cards will be withheld until accounts are current.

A \$35 late fee will apply 14 days after the commencement of the quarter.

### QUARTERLY TUITION

Quarterly tuition for each student for the 2025-2026 school year is:

- \$1950

Payment schedule 2025-2026

	Payment due by:	Late fee applies from:
1 <sup>st</sup> Quarter	5 <sup>th</sup> August	19 <sup>th</sup> August
2 <sup>nd</sup> Quarter	20 <sup>th</sup> October	3 <sup>rd</sup> November
3 <sup>rd</sup> Quarter	6 <sup>th</sup> January	20 <sup>th</sup> January
4 <sup>th</sup> Quarter	23 <sup>rd</sup> March	6 <sup>th</sup> April

Families must ensure timely submission of invoices through ClassWallet. *ESA tuition payments do not go directly to the school but must be authorized by parents through ClassWallet.*

It is the responsibility of the parent to initiate and approve payments on time. Any delays in ESA disbursement that result in missed school payments will be the responsibility of the parent/guardian.

RCA can be found in ClassWallet under the name 'RCA – Redeemer Christian Academy'

### ANNUAL TUITION

Tuition can be paid as an annual amount and is due on the first day of the school year.

Annual tuition for each student for the 2025-2026 school year is:

- \$7800

### INCIDENTAL FEES

- Registration Fee: \$25 per family (non-refundable)
- Re-enrollment Fee: \$15 (non-refundable)
- Lost/repeat PACEs or books: charged at cost
- Sports Fees: applicable per program
- Late Pickup Fee: \$5 for every 30 minutes after 3:30pm



## CURRICULUM & ACADEMIC

### CURRICULUM

Redeemer Christian Academy uses the **Accelerated Christian Education (A.C.E.) School of Tomorrow®** curriculum, a biblically-based, individualized learning system used by over 7,000 schools in more than 120 countries and over 50,000 homeschools.

### INDIVIDUALIZED LEARNING

Each student is placed according to their own academic ability, not age or traditional grade. Diagnostic testing ensures proper placement and reveals any academic gaps that must be closed before moving forward.

Students advance through self-instructional booklets called **PACEs (Packets of Accelerated Christian Education)**. This mastery-based system ensures each student learns at their own pace and can build confidence, discipline, and comprehension in every subject.

### BIBLE CENTERED INSTRUCTION

The Bible is integrated into every subject, and spiritual development is a core part of our curriculum. Students learn Scripture, complete Bible-based lessons, and memorize key verses from the **King James Version**.

“Thy word is a lamp unto my feet, and a light unto my path.”  
— Psalm 119:105

### CHAPEL AND DEVOTIONS

Students begin each day with **30 minutes of classroom devotion**, where biblical principles and character training are taught. Once a week, all students attend **school-wide chapel**, where they are led in worship and receive a Bible-based message from pastoral staff or guest ministers. All students must bring their Bibles and participate fully.

Chapel is held **once a week** for all students. Chapel includes:

- Worship in song
- Student-led Scripture readings or testimonies
- Teaching or preaching from Pastoral Staff or invited speakers
- Prayer time

Chapel is not optional. Students are expected to bring their Bibles, participate in worship, and maintain reverence.

“Man shall not live by bread alone, but by every word that proceedeth out of the mouth of God.” — *Matthew 4:4*

## MORAL AND CHARACTER FORMATION

Through daily instruction, monthly memory verses, devotions, and the A.C.E. curriculum, students are taught to reject worldly values and pursue a godly lifestyle. The curriculum opposes the humanistic philosophies common in public systems and helps students develop biblical convictions.

## CHARACTER DEVELOPMENT

Redeemer Christian Academy exists not only to teach academics but to **train disciples**. Character development is intentional and integrated into every aspect of student life.

Each month, the school focuses on one or more biblical **Character Traits**, drawn from both Scripture and the A.C.E. curriculum. These are reinforced through:

- Daily devotions
- Chapel messages
- Classroom examples
- Monthly memory verses
- Discipline and restoration processes

“Even a child is known by his doings...” — *Proverbs 20:11*

### Key Traits Taught:

- |                 |                  |
|-----------------|------------------|
| • Attentiveness | • Loyalty        |
| • Boldness      | • Meekness       |
| • Compassion    | • Obedience      |
| • Dependability | • Patience       |
| • Diligence     | • Respect        |
| • Faith         | • Responsibility |
| • Forgiveness   | • Self-control   |
| • Gratefulness  | • Truthfulness   |
| • Honesty       | • Wisdom         |
| • Initiative    |                  |

Students are expected to display these traits at school, home, church, and in the community.

## GRADING SCALE

Grade	Score Range	GPA Value
A	94–100	4.0
B	88–93	3.0
C	80–87	2.0
Below 80% = must repeat PACE or course section		

## STANDARDIZED TESTING

Redeemer Christian Academy uses the Arizona standardized testing annually to evaluate academic progress upon request.

## PARENT COMMUNICATION

We believe that the **home-school-church partnership** is critical to student success. We maintain multiple lines of communication:

### Weekly Tools:

- **Parent Envelopes:** Sent home every Friday (includes progress reports, memos, notices)
- **Learning management system (LMS):** Used to view academic progress, missing goals, or communication
- **Detention Notices:** Must be signed and returned within 24 hours
- **Merit Reports or Goal Slips:** Sent for encouragement or accountability

Please return Parent Envelopes signed by Monday morning. Chronic failure to do so may result in demerits.

## PARENT TEACHER CONFERENCES

Scheduled each semester or by request. Parents are encouraged to request meetings when concerns arise—spiritual, academic, or behavioral.

## REPORT CARDS

Report cards will be issued every quarter weeks. These reports will include:

- PACE test scores
- Attendance
- Character and spiritual development
- Honor Roll Recognition Letters are sent quarterly with report cards

## GRADUATION REQUIREMENTS

A minimum of 22 credits is required to graduate with a general education diploma. All high school students must also complete a biblically based financial literacy course.

1. Principals List Diploma
  - 26+ credits
  - 3.5 GPA or higher
2. Honor Roll Diploma
  - 23+ credits
  - 3.0 GPA or higher
3. General Education Diploma
  - 22 credits, per ACE guidelines

Transfer students must complete 60 PACEs (3 credits) at Redeemer to graduate.

## AWARDS AND RECOGNITION

Awards are given at the end of each quarter and at year-end graduation ceremonies.

### Quarterly Awards May Include:

- Highest PACE Average
- Most Improved Student
- Scripture Memory Award
- No Demerits Award
- Perfect Attendance
- Honor Roll Lunch
- Most PACEs Completed
- Christian Character Award

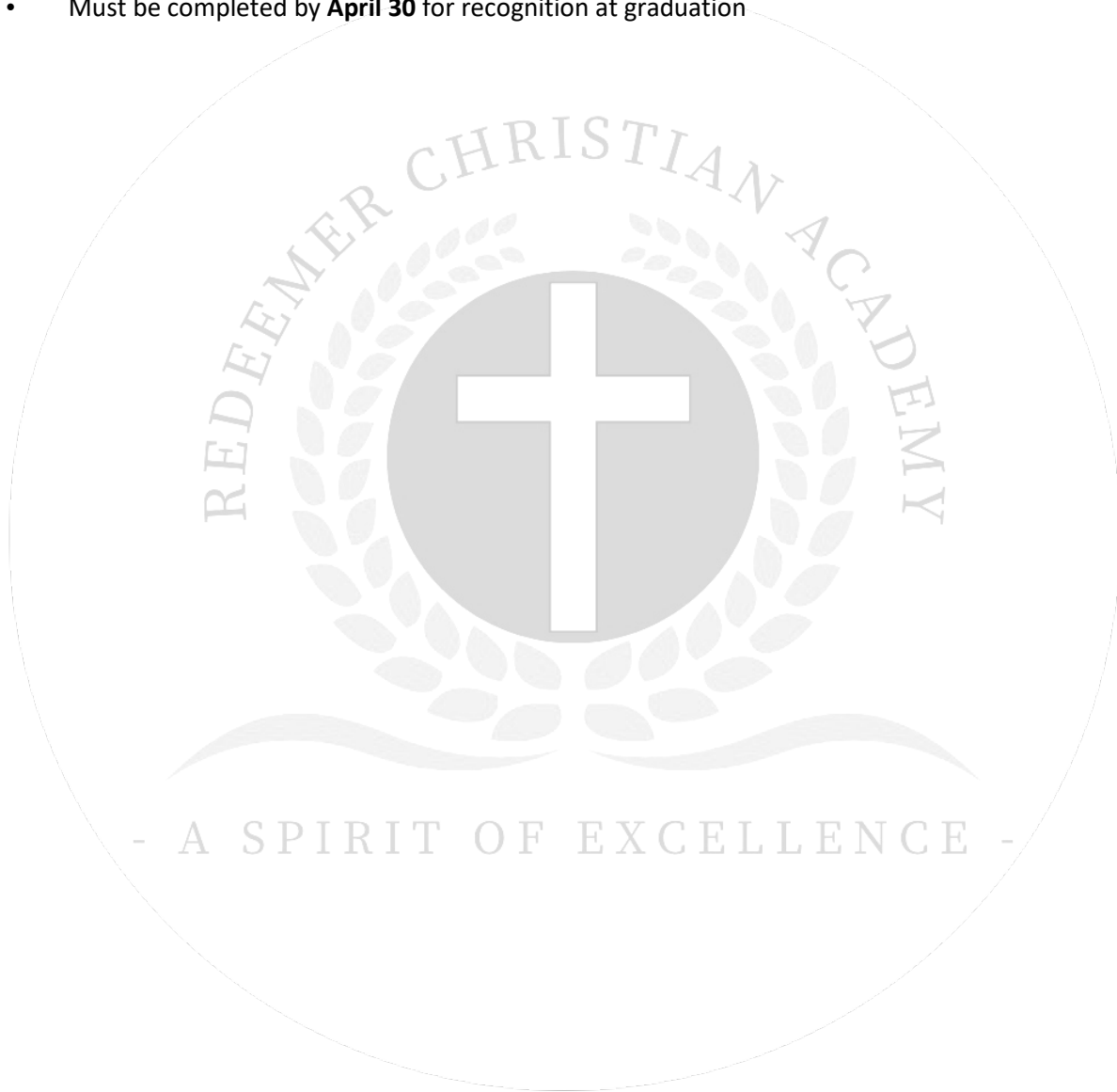
### Annual Awards May Include:

- Spirit of Excellence Award
- Pastor's Award
- Principal's Award
- Good Citizenship
- Literature Certificate (20 approved books)
- International Honors Certificate (100 PACEs completed total)

## LITERATURE CERTIFICATE PROGRAM

To foster reading habits beyond PACEs, students are encouraged to participate in the **Literature Certificate** program.

- Read **20 approved books** (Grade-level appropriate)
- Submit a **Book Report Form** for each
- Earn a certificate, field trip eligibility, and privilege points
- Must be completed by **April 30** for recognition at graduation



## LEARNING CENTER POLICIES

The RCA Learning Center is designed to encourage independence, personal responsibility, and Christlike order. Each student is assigned a personal workspace called an “Office” where they complete daily goals, study Scripture, and pursue academic mastery.

The Learning Center is:

- Structured, peaceful, and distraction-free
- Supervised by trained educators called Monitors and Supervisors
- Governed by classroom routines, flags, and biblical character standards

### STUDENT OFFICES

- Assigned by the Supervisor only.
- Must be kept neat and clean.
- Chair cushions and decor must be approved.
- Electrical outlets for school use only.
- Goal cards (right corner) and progress charts (left corner) must be kept current.
- No writing on walls or furniture.

### PACEs

- All work is to be done in pencil.
- English and Word Building must be in cursive starting PACE 25.
- Math and Science answers must show full work.
- Math and English goals must be completed first.
- PACEs are private and may not be shared.
- All answers must be original. No copying from other students or keys.

### GOAL CARDS

- Students set daily academic goals with staff guidance.
- Goals must be completed and scored on the same day.
- Cross off each goal only after correction and rescore.

### CONGRATULATIONS SLIPS

- Issued for completed PACEs.
- Must be taken home the same day.

Students should aim to complete minimum 60 PACEs/year (12 per subject × 5 subjects) to stay on academic track.

## SCORING STATION RULES

- Red pens used only at scoring stations.
- No red pens allowed in offices.
- Score keys are sacred, and misuse may result in suspension.
- Mark incorrect answers with an "X".
- Correct answers must be neatly rewritten in pencil.
- Rescore with red pen and circle each completed page.

Violating scoring procedures will result in a **minimum of 3 demerits**, possible detention, and a parent conference.

## TESTING

- PACE Tests are given only after scoring and restudy is complete.
- Must score 80% or above to advance.
- Below 80% = repeat PACE (charged double).

Any student caught cheating on a PACE Test will face suspension and immediate parent notification.

## HOMEWORK

- Students should complete daily goals at school.
- If not completed, homework slips will be sent home.
- ACE books may be taken home to complete as homework.
- Parent must sign slip (does not confirm completion—only acknowledgment)
- Chronic failure to meet goals will result in a parent conference

## SCRIPTURE MEMORY

- Monthly memory verses from the King James Version are required.
- Students must recite or read the selection during opening exercises.
- PACE-based scripture memory is also from the KJV.
- Monthly verses are reviewed in devotions and may be tested.
- Students who memorize entire books or passages may earn special awards.

## GOAL CARDS

Each student is issued a **Goal Card** displayed in their office. This card shows which pages must be completed each day.

- Goals are set with Supervisor approval
- All goals must be scored and corrected **before the end of the day**
- Students are responsible for meeting and tracking their goals

*Students should aim to complete at least 3 PACEs per subject per quarter to remain on track for year-end completion.*

## EXTRACURRICULAR ACTIVITIES

Redeemer Christian Academy encourages student participation in extracurriculars that build leadership, confidence, and Christian fellowship.

Opportunities may include:

- Chapel worship team
- Morning Scripture readers
- School cleaning & service team
- Class officers (Upper Learning Center only)
- Sports (as offered by campus resources)
- Year-end productions (worship, speech, drama, music)
- Monthly service projects
- Literature Certificate reading club

Eligibility for participation depends on:

- Academic standing (Honor Roll or satisfactory progress)
- Consistent attendance
- Less than 3 hours of detention per quarter
- Parent permission

### STUDENT CONVENTION

Students ages **13 and older** may be eligible to compete in the **A.C.E. Regional Student Convention**, with a chance to qualify for **International Student Convention (ISC)**.

**Convention Includes:**

- Preaching, music, drama, athletics
- Academic testing, art, and photography
- Woodworking, needlework, poetry, and short story writing

**Participation Requirements:**

- Must have completed **at least 36 PACEs**
- Must be on Honor Roll or equivalent
- Less than 3 hours of detention in the semester
- Active involvement in devotions, Bible memory, and daily goals

Students who attend but do not compete must receive special approval.



## FIELD TRIPS AND SCHOOL EVENTS

RCA schedules field trips and enrichment activities as both reward and instruction.

### Participation Guidelines:

- Trips may include museums, zoos, libraries, concerts, or seasonal events
- Parents will receive permission slips and cost breakdowns
- Uniform or dress code may be required for trips
- Only students in good academic and behavioral standing may attend
- Parent chaperones are sometimes invited (subject to approval)

**Honor Roll Field Trip:** Held at the end of each quarter and reserved for students who meet the Honor Roll criteria (both academic and behavioral).



## INCENTIVE PROGRAM

### MERITS

Redeemer emphasizes godly character development, not material reward. Students earn merit slips for Christlike behavior. Merits are worth \$1, \$5 & \$10 and can be used at the merit store. The store is setup for students at the end of every quarter.

Examples:

- No demerits
- Perfect attendance for a quarter
- No scoring violations
- 100% on test
- Spontaneous acts of kindness
- Returning signed paperwork promptly
- Bible verse memorized backward
- Reading assignment completed
- Goals met by lunch

“The eyes of the LORD are in every place...” – *Proverbs 15:3*

Extra merits may be awarded at the Supervisor’s discretion for displaying Christian character or service.

### PRIVILEGES

Students may also be rewarded in the way of increased privileges, these may include (but are not limited too):

- Extra break times
- Ability to listen to music while working
- Person choice work space
- Lunch with the Teacher
- Free time
- Teacher assistant duties
- Extra technology time

## DISCIPLINARY POLICIES

### PHILOSOPHY OF DISCIPLINE

Redeemer Christian Academy is not a reform school. It exists to train students who are teachable, respectful, and willing to grow in Christlike character. Discipline is administered **with love, consistency, and biblical authority**.

“Let all things be done decently and in order.” — *1 Corinthians 14:40*

Discipline at RCA is **firm, consistent, fair, and tempered with grace**. Students are expected to honor all staff, submit to leadership, and obey both written and verbal instructions.

### DEMERITS & DETENTION

Demerits are earned when a student violates school policies or classroom expectations. Demerits are tracked daily. Multiple demerits in a day result in lunch/recess detention, restriction of privileges or loss of merit points based on the severity of the behavior.

If a student receives a detention a notice will be sent home which parents must sign and return.

- Failure to serve detention = doubled time and loss of privileges
- After 8 detentions in one year, student must attend Saturday School (\$50 fee)
- Continued offenses may result in probation or expulsion

#### 1-Demerit Offenses:

- Talking during work time
- Off-task or leaving seat without permission.
- Messy or disorganized workspace
- Minor scoring violations
- Teasing, name-calling
- Chewing gum

#### 2-Demerit Offences:

- Homework not returned
- Late Parent Envelope
- Scoring violation (minor)
- Breach of uniform policy
- Incomplete or unapproved PACE goal setting

#### 3-Demerit Offences:

- Disrespect toward staff or peers
- Defiance or lying
- Fighting, profanity, or vandalism

- Major academic dishonesty
- Talking at testing table
- Behavior that endangers the individual or others
- Major scoring violations (1st offense)
- Cheating (also triggers detention and parent meeting)

**Note:** Demerits are not "given" — they are **earned**.

## SUSPENSION

A student may be suspended (in-school or at-home) for any of the following:

- Arguing with staff
- Profanity or obscene language
- Repeated violations of dress code or conduct
- Excessive demerits or detentions
- Disrespect or rebellion
- Leaving campus without permission
- Lying, cheating, or fighting

Suspensions count as **unexcused absences**.

## EXPULSION

The following offenses result in **immediate expulsion**:

- Drug, alcohol, or tobacco use/possession
- Weapons on campus
- Immorality or promoting sexual sin
- Rebellion against Apostolic doctrine or authority
- Endangering others physically, emotionally, or spiritually
- Repeated scoring fraud or cheating

"Let every soul be subject unto the higher powers..." — *Romans 13:1*

"Obey them that have the rule over you..." — *Hebrews 13:17*

## GENERAL POLICIES

### PHOTO/ MEDIA POLICY

There may be instances where students will be photographed, filmed, or recorded during school activities, events, and programs. These images or videos may be used for educational, promotional, or social media purposes by the school, including but not limited to, the school's website, newsletters, social media platforms, brochures, and other marketing materials. A student's identity may or may not be disclosed in connection with the images or videos. If you do not wish for your student to be included in any photo or media coverage, you are able to make this request to the school in writing.

### ARRIVAL & DISMISSAL

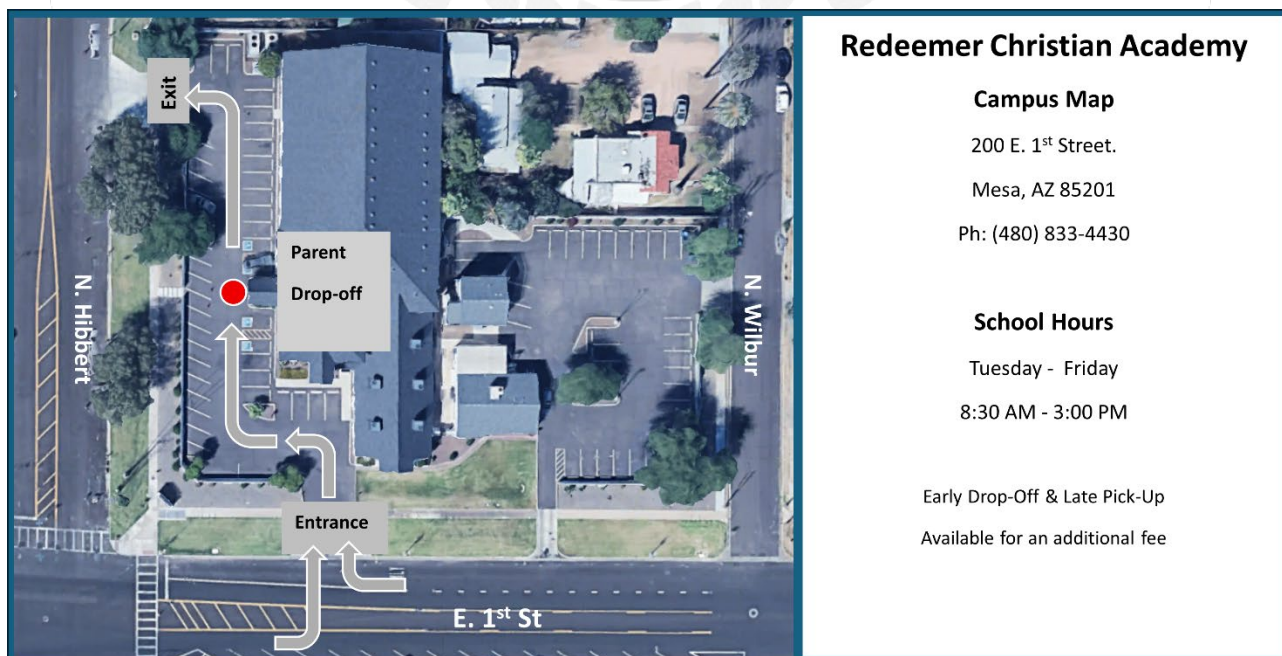
**Drop-Off:** Students may be dropped off as early as 7:00 a.m. for no charge, but should arrive no later than 8:30.

**Pick-Up:** Pick-up time is between 3:00 – 3:15. A \$5 late fee per 30 minutes will apply after 3:30pm.

Late pick-up are available for an additional fee.

Licensed drivers may drive to school with proof of insurance and parental approval. Students may not return to vehicles or leave campus during the school day. Students may not transport non-familial students without written permission of that students' parent/guardian.

Parents are to use the 1<sup>st</sup> Street entrance and N. Hibbert Exit during drop-off and pick-up.



## ATTENDANCE

Redeemer Christian Academy encourages **faithful, consistent attendance**. Every absence affects learning momentum, and students must make up missed work. Incentives are offered for perfect attendance.

Parents must notify the school of any absence. If a student is unable to attend RCA on a scheduled day, please call the office and leave a voicemail before the start of the school day. If a student needs to leave early, please send a note, call, or email the office. Email may not be checked during the day, so please do not use that method of communication for last-minute schedule changes.

### Excused Absences:

- Personal illness (doctor's note after 5 days)
- Medical appointments or health quarantine
- Death or serious illness in the family
- Emergencies
- Pre-approved absences

**Unexcused Absences:** Excessive unexcused absences may affect enrollment status.

- Oversleeping
- Travel without prior approval
- Lack of transportation
- Suspension days (counted as unexcused)
- Any other circumstances not fitting in excused absences

### Make-Up Policy:

- Work missed during absences must be made up
- Responsibility lies with the student and parent
- More than 8 absences per semester (excused or unexcused) results in loss of credit

## SATURDAY SCHOOL

Students who exceed 8 absences per semester may be required to attend **Saturday School** to regain academic credit.

### Requirements:

- \$50 fee per Saturday
- Attendance from **8:00 AM – 12:00 PM**
- 1 Saturday = 1 day of school credit

Students who miss their assigned Saturday session will need to **reschedule and pay again**. A second missed session may result in suspension.

## TARDINESS

Tardiness affects the classroom atmosphere and the student's discipline.

- A student is tardy if not in their seat by 8:30am
- 3 tardies in two weeks = 1-hour detention
- Ongoing tardiness will result in a parent-principal meeting

## **SECURITY & VISITORS**

The campus is locked during school hours. Students are required to remain on campus for the entire school day unless prior arrangements have been made for early departure. Security cameras are in use. All visitors must check in at the office. Deliveries must go through school staff.

## **SNACK & LUNCH**

Students can bring a snack and lunch every day and students will have access to a microwave to reheat food if necessary. Students should bring a refillable water bottle to class daily.

RCA also provides lunch for an additional fee of \$3, breakfast for \$1.75 and assorted snacks at the snack shop at various prices.

## **BREAKS**

Breaks are 10 minutes after every 50 minutes of work. The snack shop is open during 1st and final breaks only. Soda and sugary snacks are limited.

## **SCHOOL CLOSINGS**

Redeemer Christian Academy does not follow Mesa Public School closures. Closures due to weather or emergencies will be announced by 7:00 a.m. on our website and via parent email.

## **TERM DATES**

The RCA school year begins on **August 5<sup>th</sup>, 2025**, and concludes on **May 27<sup>st</sup>, 2026**.

Term breaks are as listed below, please see RCA school calendar for all other holidays.

Fall Break: 6<sup>th</sup> October to 17<sup>th</sup> October

Winter Break: 22<sup>nd</sup> December to 5<sup>th</sup> January

Spring Break: 9<sup>th</sup> March to 20<sup>th</sup> March.

## **STUDENT INSURANCE**

All students are covered under the school's secondary injury policy. Parents must first submit claims to their own insurance.



## STANDARD OF CONDUCT

Redeemer Christian Academy maintains high expectations for Christian behavior both on and off campus. These standards are rooted in Scripture and reflect our Apostolic identity.

### COURTESY

Students must respect authority and peers. Disrespect, sarcasm, complaining, gossiping, or swearing will not be tolerated. Poor attitudes may result in probation and a parent conference.

Students must agree to:

- Maintain unquestionable character in **dress, conduct, and attitude**
- Watch over one another in **brotherly love**
- Walk in honesty and humility
- Refrain from **complaining, sarcasm, and rebellion**
- Keep hands to themselves (six-inch rule)
- Report concerning conduct to a Supervisor in a spirit of accountability

### CLASSROOM BEHAVIOR

- No cheating, stealing, or vandalism.
- Language must honor God.
- No vulgar, coarse, or slang expressions.
- Respect for personal and school property is required.

### PHYSICAL CONTACT

- No pushing, hitting, or roughhousing.
- **Absolutely no physical contact between male and female students.**
- No public romantic displays
- Any physical aggression may result in suspension or expulsion.

### WORLDLY PURSUITS

Redeemer Christian Academy teaches biblical holiness and separation from worldliness. The following behaviors are strictly prohibited:

- Drug & alcohol use, pornography, profanity
- Sexual immorality, including homosexuality.
- Gender confusion or rebellion against biblical identity
- Any media, clothing, or influence contrary to a holy lifestyle
- Worldly music, media and dancing

Students are expected to maintain godly conduct off-campus as well. Actions outside school hours that violate these standards may still result in school discipline.



## DRESS CODE & APPEARANCE

### BIBLICAL PHILOSOPHY OF APPEARANCE

As a Spirit-filled Apostolic school, Redeemer Christian Academy believes outward appearance is a reflection of inward conviction. We train our students to walk in modesty, holiness, and honor toward God and others.

"In like manner also, that women adorn themselves in modest apparel... with shamefacedness and sobriety..." — *1 Timothy 2:9*

"Be not conformed to this world..." — *Romans 12:2*

The appearance and dress of students must not:

- Reflect rebellion, worldliness, or immorality
- Distract from the learning environment
- Contradict the teachings of Scripture or the Apostolic lifestyle

#### General Guidelines (All Students)

- All uniforms must be clean, modest, and worn properly
- No jackets, hoodies, or sweatshirts with logos, slogans, or images
  - Only **plain gray, white, or navy** outerwear allowed
- No shorts allowed on campus
- No tight, sheer, or form-fitting clothing
- No tattoos (temporary or permanent) may be visible
- No unnatural hair colors

Students out of uniform will be sent to the office and not permitted to class until corrected. Excessive violations may result in detention or suspension.

### BOYS DRESS CODE

#### Daily Uniform (Non-Chapel Days):

- Polo shirt with RCA logo
- Navy, Khaki or black dress slacks or jeans that are free of rips, frays, and holes.
- Hair cut above ears and collar
- No jewelry
- Closed toe shoes (no flip flops or slides)

#### Chapel Days (Wednesdays):

- Presentable collared shirt
- Navy, Khaki or black dress slacks or jeans that are free of rips, frays, and holes.
- Closed toe shoes (no flip flops or slides)

**PE Days (If offered):**

- Navy RCA t-shirt
- Navy athletic pants (no shorts)
- Clean sneakers

**GIRLS DRESS CODE**

**Daily Uniform (Non-Chapel Days):**

- Polo shirt with RCA logo (tucked in)
- Navy, khaki or black modest skirt or jean skirt that is free of rips, frays and holes
- No slits above the knee
- Closed toe shoes (no flip flops or slides)
- Hair must be neat and feminine
- No jewelry

**Chapel Days (Wednesdays):**

- Presentable blouse or collar shirt
- Navy, khaki or black modest skirt or jean skirt that is free of rips, frays and holes
- Closed toe shoes (no flip flops or slides)

**PE Days (If offered):**

- Navy RCA t-shirt
- Navy or black culottes/athletic skirt
- Clean sneakers

**Dress code enforcement**

Dress code is enforced **daily upon arrival**.

- 1st offense = warning and note home
- 2nd offense = demerit and parent called
- 3rd offense = detention and student sent home until in compliance

Students will **not be allowed in class out of uniform**. Persistent issues may result in behavioral probation or suspension.

## **HEALTH & SAFETY**

### **PROHIBITED ITEMS**

No weapons of any kind are permitted at RCA while in session or during programs, events, or activities. A weapon is any knife, cutting instrument, cutting tool, firearm, shotgun, rifle, lighter, and anything else capable of inflicting serious bodily injury. A violation of this policy will result in immediate dismissal.

No drugs, tobacco, lighters, or unapproved materials are allowed. Students are not to bring any personal electronics with them to school, this includes laptops, handheld gaming devices or tablets. Students are not to use cameras at school unless permission has been given by a teacher. Unapproved materials will be confiscated, and parents will need to collect them.

### **PHONES**

Students are permitted to bring a personal cell phone but it is not to be used during school hours unless permitted by a teacher. Students are not permitted to photograph or record with their phone while at RCA unless under instruction by a staff member. Students found using a phone without staff permission will have the phone confiscated for the remainder of the day and returned to them at dismissal. Repeated removal of a phone due to misuse will result in disciplinary action. RCA takes no responsibility for loss or damage to a student's phone while at school.

In an emergency students can use the school phone with a supervisor's permission.

### **VALUEABLES**

Students should avoid bringing valuables to school. RCA will not take any responsibility for these items if they are stolen or lost whilst in the student's possession. Large sums of money should not be brought to the college.

### **ILLNESS**

A student should stay home if they are not feeling well, or if they have an illness that may be contagious. If the student has a fever they may not return to school until they have been fever free for 24 hours.

If a student becomes ill at school, RCA will contact the parent/guardian to immediately collect the student. If the parent cannot be reached in a timely manner, an individual on the emergency contact form will be contacted.

Students with head lice will not be permitted to return to RCA until they are lice free.

Tylenol or ibuprofen may be administered by staff if approval has been given.

## **ALLERGIES**

Please ensure any allergies your student may have when are listed completing the Student Medical Form. Although RCA cannot provide an allergen free space, efforts will be made to be sensitive to all allergy concerns.

## **MEDICATION**

Every effort should be made to give students their prescribed medication at home. When written authorization is given by the parent requesting a specific dosage of medication be given at school, RCA will follow these directions. This authorization must be renewed each time there is a change in instructions. The parent must provide the medicine in its original packaging and any measuring instruments. These items must all be labeled with the student's name and contained in a zip-lock bag also labeled with the students' name.

If your student has Asthma or Anaphylaxis, please ensure you have provided an Asthma or Allergy Action plan.

## **MEDICAL EMERGENCY**

In the event of an illness or accident that requires immediate medical treatment, RCA will contact emergency services. Every effort will be made to contact the parent(s)/Guardians(s), the students' doctor, and other persons listed for emergency contact. If a parent cannot be contacted, RCA staff may authorize emergency treatment including transportation for the student to any hospital accessible.

## **EMERGENCY DRILLS**

Fire, earthquake, and lockdown drills are held periodically to ensure students are well practiced in these safety procedures.

## **COURT ORDERS**

To ensure the safety and well-being of our students, the school requires a copy of any court-ordered custody arrangements that may affect a student's pick-up, visitation, or general welfare during school hours. It is the responsibility of the parent/guardian to provide the school with the most current and official documentation. Without legal documentation on file, the school cannot restrict access to a student by a parent or guardian. All custody information will be kept confidential and used solely to uphold the terms outlined in the court order.

## BINDING ARBITRATION AGREEMENT

### SECTION 1: SUBMISSION TO ARBITRATION

All parents, guardians, and students agree to resolve disputes according to Matthew 18 and 1 Corinthians 6. This means that **no civil legal action will be taken** against Redeemer Christian Academy or its staff unless it is to enforce a decision made through arbitration.

### SECTION 2: NOTICE OF ARBITRATION

In the event of conflict or dispute, both parties will attempt resolution within 60 days. If no resolution is found, the issue may be submitted to the appointed arbitration panel for prayerful judgment.

### SECTION 3: ARBITRATION PROCEDURES

Arbitration will follow procedures established by the school board and Principal, and these procedures are available upon request in the school office. Decisions of the panel are final and binding in the eyes of this agreement.

## FINAL AUTHORITY & AMENDMENTS

The School Board and administration of Redeemer Christian Academy reserve the right to:

- Modify, clarify, or add rules and policies at any time.
- Apply spiritual discretion to unique cases.
- Enforce standards of conduct both on and off campus.
- Amend this handbook by majority vote of the Board or spiritual direction.

Parents will be notified in writing of any major policy changes during the school year.

This handbook is a **living document**, submitted to the guidance of the Holy Ghost and the Word of God.

## CLOSING STATEMENT

“What eternal difference will you make?”

“What is the value of your child’s soul?”

Redeemer Christian Academy exists to partner with families in the high calling of raising up children who know God, love His Word, and stand boldly in truth. In a culture of compromise, Redeemer is committed to cultivating a spirit of excellence, spiritual formation, and academic success.

May God direct every decision you make as a parent. May He bless your family with wisdom, courage, and clarity. May your children rise up to fulfill His calling with boldness and power.