

New Covenant Academy

Student Handbook

“Whatever you do, work at it with all your heart, as working for the Lord, not for men, since you know that you will receive an inheritance from the Lord as a reward.”

Colossians 3:23

New Covenant Academy

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New Covenant Academy's

Educational Philosophy and Objectives

The educational philosophy of New Covenant Academy is based on a God-centered view of truth as presented in the Bible and as seen on its pages through life of Jesus Christ. Our highest priority is to proclaim Him, admonishing and teaching everyone with all wisdom, so that we may present everyone perfect in Christ (*Col. 1:28*). We are committed to raising up generation of young people with hearts zealous for God and who are inspired to a higher standard of academic excellence and Godly character. Our vision is to be a lighthouse of “salt and light” in the earth today, shining forth the glory of God.

New Covenant Academy is a ministry dedicated to the training of the whole child. The process of education is a means by which the **Holy Spirit** brings the individual into fellowship with God as a whole person. This involves the natural integration and consistent application of God’s Word into every area of the school program: spiritual, mental, physical social and emotional. He (the child) is educated as an individual with his own unique abilities in all of these areas; using them to be creative, responsible, and giving. The goal is to help each individual to become all that God created him to be.

The true Christian school is also an extension of the home. At the parent’s request, the Christian school, along with the church, becomes a partner in the process of education. We, at New Covenant Academy, merely amplify the goals of the church and home.

New Covenant Academy stands on the conviction that life is based on order. There must be an orderly, well-disciplined environment in which the student can study and learn. The teachers, being called to the ministry of teaching and training our children for the Lord, are a vital part of this process and represent the authority of the parents at the academy.

From this educational philosophy stem certain aims and objectives:

Spiritual – “Let the Word of God dwell in you richly...” Col. 3:16

- To guide the elementary student to an experience of being born again through personal faith in the Lord Jesus Christ and to instill an acceptance of Christian principles, morals, and God’s direction in his life. A secondary student should already be exhibiting these experiences in daily life (or express a strong desire to do so). (*Rom. 10:9,10*)
- To develop Bible study habits so that the student may learn and obey the will of God as revealed in Scriptures, thus equipping the student to carry out God’s will daily. (*Rom. 12:1,2; 2 Tim. 2:14*)
- To lead the student under the guidance and power of the Holy Spirit, encouraging worship (*Ps 47:1; 1 Tim 2:8; Ps 149:3*) and the gifts of the Spirit. (*1 Cor. 7:7, 12:4-11; 1 Peter 4:10*)
- To increase the student’s desire to share spiritual experiences with peers, family, and others. (*Jude 3; Acts 5:42; Eph. 6:20*)
- To lead the student towards a Christian view of the world by integrating life and classroom studies with the Bible. (*2 Peter 1:3*)

Mental – “Let this mind be in you which was also in Jesus Christ.” Phil. 2:5

- To teach the student that God is the ultimate source of all truth. (*John 14:6*) Therefore, His Word (revealed truth) has a position of priority over human reason and enables all life to be viewed from the perspective of the centrality of God rather than the centrality of man. (*Ps. 14:1; Rom. 1:18-32*)
- To recognize that a difference must be made between earthly wisdom, such as secular humanism, new age, etc. (*1 Cor. 1 & 2; James 3:15*) and spiritual wisdom (*1 Cor. 1:30; James 3:13, 17*), while acknowledging that the source of all true wisdom and understanding is God Himself. (*Prov. 1:7, 15:33; Col. 2:2, 3*)

- To teach the student how to develop the mind of Christ and strive toward Godliness. (*Phil. 2:5; 1 Tim. 4:7*)
- To teach the student to hide God's Word in his heart through memorization and meditation. (*Ps. 119:11; Ps. 1:1-3*)
- To help the students develop a self-image as a unique individual created in the image of God, with God-given intellectual abilities to be discovered and developed. (*Ps. 139: 13-16*)
- To teach the student how to research and reason logically from a Biblical perspective (*Heb. 5:14; Rom. 12:2*)
- To encourage the student to be a creative, critical thinker based upon the proper use of Biblical criteria for evaluation. (*2 Tim. 3:14-17*)
- To impart the knowledge, skills, and desires to become a contributing member of society by realizing the need to serve God by serving others (*Gal. 5:13; Rom 12:10; Mark 10:45*)
- To develop the individual mind to its maximum without losing the ability to accept the simplicity of the Scriptures. (*1 Cor. 2:14; 2 Cor. 11:3; Matt. 18:3,4*)
- To develop a standard of excellence (but not perfectionism) that has as its goal God's glory. (*1 Cor. 10:31*)

Physical – “Present you bodies a living sacrifice...unto God.” Rom 12:1

- To teach the student physical fitness, good health habits, and wise use of the body as the temple of God. (*1 Cor. 6:19, 20*)
- To develop
 - Coordination, grace, poise in movement, muscle tone, balance, and wise use of the body as the temple of God.
 - Worthy use of leisure time.
 - Desirable grooming habits in the care of the body
 - A knowledge of the body as a functioning unit: all aspects of our being can be influenced by our state of health.
 - An awareness that an ample amount of sleep and proper nutrition are necessary for us to achieve our full potential.

Social – “For none of us lives to himself alone.” Rom. 14:7

- To recognize the need for an objective standard of conduct (based on Scriptural teachings) in which the student is free to develop better relationships with Christ, with others, and with himself.
- To teach the student respect for authority and submission to authority from God's perspective which is to be practiced in all areas of life: home, school, church, place of employment, etc. (*Romans 13:1-7; Heb. 13:17; Eph. 6:1-3*)
- To give the student an understanding and appreciation for God's world; developing an awareness of man's role in his environment and his God-given responsibility to subdue, use, and preserve it in the proper manner. (*Ps. 8:3-5; Heb. 2:6-8; Gen. 1:28*)
- To impart an understanding of each Christian's place in the Body of Christ, and its worldwide mission and to provide opportunities for the student's involvement in the task of serving others. (*Eph. 4:12; 1 Cor. 12:1-31; Matt. 28:19, 20*)
- To teach Biblical character qualities and provide opportunities to demonstrate those qualities in an atmosphere that encourages their development. (*1 Sam. 16:17; Gal. 5:22, 23*)
- To teach Biblical views of dating, marriage, and the family. (*1 Thess. 4:1-7; 1 Tim 4:12; Gen. 2:18-25; Eph. 5: 22, 23*)
- To teach citizenship through an understanding and appreciation for both our Christian and

American heritage. (*Titus 3:1; Rom. 13:1-7*)

- To utilize current events in all areas, teaching the student how events fit into God's master plan for man. (*1 Chron. 12:32; 1 Thess. 5:1,2*)
- To teach the student Biblical skills for interpersonal and social relationships. (*Ps. 19:9; Eph 4:12*)

Emotional –“Be strong in the Lord and the power of His might.” Eph. 6:10

- Achieve emotional stability through a personal relationship with the Lord Jesus Christ.
- Recognize that a Christ-controlled personality is the source of true happiness and inner joy.
- Develop self-discipline and responsibility from God's perspective. (*1 Tim. 4:7; 1 Cor. 9:24-27*)
- Develop a positive self-image as a unique person created in the image of God with an equally unique potential. (*Ps. 139: 13-16*)
- Treat everyone with love and respect as unique persons created in God's image. (*Phil. 2:1-4; Eph. 5:21*)

Behavior and Discipline

Students at New Covenant Academy are expected to conform to Biblical guidelines of social behavior. General attitudes include: respect for authority, peers, and property; obedience to teachers and adult supervisors; honesty; and courtesy.

Each student is also expected to willingly accept correction and discipline. The family which chooses New Covenant Academy must see it as a place for forming, building, and pruning. In order for the academy to “present every one mature and complete in Christ” both students and parents must be supportive and responsive to the correction and discipline of the academy.

If a student is disruptive in any school situation or is disrespectful of others, the teacher and/or administrator will speak to the student. If the student is resistant to correction and/or continues in similar behavioral patterns or improper attitudes, parents will be contacted.

Disciplinary measures will be **individually** assessed. These may include after school detention, temporary suspension, expulsion and others.

Spanking is possible at the elementary level (K-6) as a disciplinary technique. When a spanking is necessary, the parent will be contacted if possible and invited to come to the school to administer the spanking. When the parent cannot attend, the school personnel will administer the spanking. Two adults will always be present. The purpose of the spanking is to shape the will without breaking the spirit. It is intended to be a correction of undesired behavior and is NEVER abusive.

If it is ascertained that parents and/or student are not supportive and responsive to correction, if there is no fruit evident through repentance, and improper behavior or attitudes continue, the student will not be allowed to come to the Academy.

Christian Conduct

Standards and expectations are based on the Scriptures and the doctrines of Christ. The administration, board and staff work and pray together to determine the practical application of Biblical principles. Some of these are not moral absolutes, but represent the standards for ourselves and our students in this time and place. We require conformity to these rules as a demonstration of respect for the standards set by Scriptures and by New Covenant Academy.

1. I will obey those that God has placed in authority over me.
2. I will accept all school policies with a positive attitude, because discontentment can become a bad

habit and a costly attitude that can rob me of the pleasure of being a positive student. When I cannot do so, I will discuss the problem with the proper authorities. (*Matt. 18*)

3. I will not be selfish, irresponsible, discourteous, or impolite in my attitudes toward fellow classmates, teachers, or other staff. (*Luke 6:37,38*)
4. I will refrain from the use of profanity, indecent language, offensive slang, vulgarity, envious rivalry, and foolish jesting that would be intentionally offensive or harmful to others. (*Eph. 4:29*)
5. I will refrain from lying cheating, or stealing and will encourage my peers in adhering to this policy as well. (*Ex. 20:3-17*)
6. I will not participate in fantasy role playing games that involve occult practices, super powers, or identity substitutions, because these practices often lead to damaging acts of violence in one's real life. (*Deut. 18:10, 11; Jer. 27:9*)
7. I will refrain from using tobacco, drinking alcoholic beverages, abusing drugs, and participating in premarital sexual activity. These practices can lead to the destruction of self-discipline, self-control, and self-respect. This is not part of God's plan for any of us. (*Gal. 5:22*)

Statement of Faith

New Covenant Academy is a ministry of the Church of the New Covenant, in the Assemblies of God denomination. Staff and students may at times move in the operational gifts of the Holy Spirit when He so directs and guides. We do not require all students to move in the gifts of the Holy Spirit but to respect that other students beliefs may include these gifts.

We Believe

...the Bible is the inspired and only infallible and authoritative written Word of God. (*2 Tim. 3:19*)

...there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Ghost. (*2 Cor. 13:14*)

...in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, in His personal future return to this earth in power and glory to rule a thousand years. (*Gospel of Matthew*)

...in the blessed hope-the rapture of the Church at Christ's coming. (*1 Cor. 15:52*)

...the only means of being cleansed from sin is through repentance and faith in the precious blood of Christ. (*Luke 3:13*)

...regeneration by the Holy Spirit is absolutely essential for personal salvation. (*John 3:5*)

...in water baptism by immersion. (*Matt. 3:16-17*)

...the redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer. (*Acts 13:39*)

...the baptism in the Holy Spirit. (*Acts 2:4*)

...in the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life. (*John 17:17*)

...in the resurrection of both the saved and the lost; the one to everlasting life and the other to everlasting damnation. (*Heb. 6:1,2*)

School Polices

Admissions Policy & Entrance Requirements

Individuals of any denominational, national, cultural or racial background are welcome to New

Covenant Academy. We ask that the student and parents accept the basic position of the school in its efforts to provide a Christ-centered education and Christian training for children. Registration in the school acknowledges the willingness of students and their parents to abide by the school's regulations in matters of personal conduct, respect for authority, and all other areas covered in this handbook.

A child must be five years old on or before September 1 to enroll in Kindergarten at New Covenant Academy and six years old by the same date to enter first grade.

An entrance examination will also be required for each student K-12 who is registering. Parents will be notified of the entrance examination results after the testing is completed. Above first grade, the previous year's report card is required to help establish grade placement. Evidence of immunization records must be presented for enrollment.

Regular Church Attendance – At least one parent and the student(s) must be attending a church regularly. A Pastoral reference will be required to accompany the enrollment and/or the re-enrollment of each student/family. Because of the importance of a strong foundation of each believer in a local church body the Pastor may be contacted as part of the pre-registration process.

The procedures of Registration will be as follows:

1. Complete a registration application.
2. Have Pastoral Reference
3. Submit the registration fee along with the application
4. Have an interview with the Headmaster and/or Pastor
5. Produce records or evidence of immunization shots.
6. Sign a release form for the forwarding of educational records.

Upon fulfilling the requirements of registration, the headmaster and staff of New Covenant Academy will review the application for acceptance.

Academic Probation for Secondary Students

There is an indication of scholastic difficulty when a secondary student has an average of less than 65% in any subject. When this occurs, the student is placed on academic probation, and cannot participate in extra curricular activities (sports, clubs, etc.) until student is removed from academic probation.

If, after academic probation, a student's work has not shown sufficient progress, the student will be evaluated by the secondary teachers who may recommend to the School Board the student's academic disqualification and ineligibility to continue as a student at New Covenant Academy, or other appropriate action.

Accidents

All accidents which occur during the school day or on any school-sponsored trips should be reported to the office immediately. Minor injuries will be treated in the office. The school will notify parents concerning serious injuries. The parents may either attend to the situation or authorize school authorities to seek further attention. The school will not transport a child to the emergency department of a hospital. It is important for the parents to see that the school office has on file an emergency telephone number where a parent, relative or neighbor may be reached in case of emergency, and that this file be updated upon any changes in status.

Attendance

Regular attendance is absolutely necessary in school if a student is to achieve satisfactorily in school. It is important not only for the student's academic success but also for the building of proper attitudes toward job responsibility. Any excessive absenteeism will be reviewed by the School Board for

recommendation of proper action. After 15 total days of absence a student will be required to present a doctor's written excuse for any further absences.

On the day a student returns to school after being absent, he must bring a note from home to his classroom teacher. Absences will be classified as either excused or unexcused.

1. Excused absences include:
 1. personal illness
 2. death in the family
 3. dangerous road conditions
 4. visiting colleges

For a prolonged absence of three consecutive (3) days or more due to a serious illness or contagious disease, a note from a physician is required. For reasons other than illness parents should also write a dated note, explaining the reason for the absence. Since all class work must be made up, please try to arrange for professional appointments (doctor, dentist, etc.) outside of school hours. Students will be given a reasonable time to turn in make up work. (See Item 7 below)

2. Vacations: New Covenant Academy encourages family vacations because of the positive experiences they can have on the growth of your children. We do strongly urge parents to plan family vacations during scheduled school breaks because a great deal of extra work is generated from being absent. At the same time, we realize there are occasions when the timing of vacations is beyond the control of even the parents. For those times we ask that these procedures be followed:

A. Notify the headmaster/administrator and classroom teacher of the coming absence no later than one week in advance if possible. Teachers will try to prepare a list of daily assignments for the student. These assignments will be due on the first day back in school.

B. Quizzes and/or tests which were missed will be made up at the rate of two per day upon returning to school. These may need to be made up after school.

3. Unexcused Absences: Unexcused absences are all absences except those noted above. Students who leave the school without permission from the school office and written permission from their parents will be considered unexcused. Students who receive an unexcused absence will be given a "0" for all homework assignments and tests missed. Anytime a student fails to bring a written excuse from home within three (3) days, it will result in an unexcused absence.

4. Early dismissal or absence for family conveniences, such as family outings, requires a prior written request or telephone call from a parent indicating the time and purpose.

5. A student may not participate in a rehearsal, practice, game, play, or any other school activity held in the evening of a day during which the student was absent for more than half of the school day.

6. Students who arrive late or leave early, must sign in and out of the office. This ensures a knowledge of the location of all our students at any time.

7. Make up work will be permitted in cases of excused absences only. One make up day will be allowed for each day of excused absence. It is the child's responsibility to receive, complete, and submit the missed work. Additional time may be granted at the discretion of the teacher. Students who receive an unexcused absence will be given a "0" for all homework assignments and tests missed.

Credits Required

A graduating student must successfully accumulate a total of twenty-six (26) credits for graduation from New Covenant Academy. These credits are earned in grades nine through twelve.

Each Course is one (1) credit per year, unless noted.

Bible	4	Social Sciences	3
English	4	Music	1 (1/4 per year)
Mathematics	3	Physical Education	1 (1/4 per year)
Science	3	Health/Driver's Ed	1
Missions	1	Electives	5

Display of Affection

The practice of holding hands, kissing, hugging, or other displays of affection is prohibited during any school activity.

Dress Code

A student at New Covenant Academy is better able to reflect the nature of Jesus Christ by wearing clean, modest, and neat apparel. The administration believes that appropriate student dress encourages better conduct and is important to the development of proper attitudes. We encourage dress which is in accordance with the principles of modesty as set forth in Scripture. The dress standards which follow are intended as an expression of those principles, and should be viewed as a representation of the spirit of New Covenant Academy.

This dress code applies to all NCA programs sponsored on and off campus. However, students and staff who attend sporting and outdoor events are expected to dress apparel.

1. Daily Requirements for girls:

Dresses and skirts: Dresses and skirts are to be loose-fitting and below the knee or longer when standing. Slits must not go above the knee.

Blouses and shirts: All blouses and shirts must be modest-fitting and must not be see-through. They may be long or short-sleeved. T-shirts are not permissible. The only inscription that is permissible is *New Covenant Academy*. Small, appropriate logos and company names that can be covered by a dollar bill folded in half (not larger than 3" by 3") are allowed. If outer shirts are not tucked in, they must be straight around the bottom, be at least a hands length below the hipbone, and must have a shirt worn under them that stays tucked in.

Sweaters, blazers, sweatshirts and vests: Girls may wear pullover, v-neck, or crew neck sweaters or cardigans or vests. NCA sweatshirts purchased through the school may be worn. Blazers comparable to those in the catalog may be worn. All sweaters, blazers, sweatshirts and vests must be loose-fitting and worn over tucked-in shirts.

Pants: Pants comparable in style to those in the school catalog are permissible. They must be modest, loose but not baggy, and neat-fitting. *Tight-fitting pants are not considered modest.* Dressy and neatly worn denims are permitted. Pants must have a waistband and must be worn above the hipbone. Pants must be hemmed, and may not touch the floor. Neat fitting cargo pants are permitted. A small flare is permitted.

Shorts: Shorts and skorts may be worn from April 1st thru October 30th. They must be no shorter than 2" above the knee when standing and must follow the standards of pants. Capri style pants may be worn. Shorts, skorts and capris must be loose-fitting.

Hairstyles must be in good taste. Extremes in style and color are not permitted.

Makeup and nail polish must be in good taste. No extremes permitted.

Earrings are permitted. There are not to be more than 2 in any one ear. No body rings and or visible tattoos are permitted. Girls are to note that any jewelry deemed inappropriate by staff must be removed immediately. Failure to respond will result in losing the privilege of wearing jewelry the rest of the school year. If a student removes an item and it reappears on that student later, the item will be confiscated.

2. Daily Requirements for boys:

Shirts: shirts must be modest-fitting and must not be see-through. They may be long or short-sleeved. T-shirts are not permissible. The only inscription that is permissible is *New Covenant Academy*. Small appropriate logos and company names that can be covered by a dollar bill folded in half (no larger than 3” by 3”) are allowed. Outer shirts straight around the bottom may be worn untucked with a shirt under them that stays tucked in.

Sweaters, blazers, sweatshirts and vests: Boys may wear pullover v-neck or crew neck sweaters or cardigans or vests. NCA sweatshirts purchased through the school may be worn. Blazers comparable to those in the catalog may be worn. All sweaters, blazers, sweatshirts and vests must be loose-fitting and worn over tucking in shirts.

Pants: Pants comparable in style to those in the school catalog are permissible. They must be modest, loose but not baggy, and neat-fitting. Dressy and neatly worn denims are permitted. Pants must have a waistband and must be worn above the hipbone. Pants must be hemmed, and may not touch the floor. Neat-fitting cargo pants are permitted.

Shorts: Shorts may be worn from April 1st thru October 30th. They must be no shorter than 2” above the knee or 2” below the knee when standing and must follow the standards of pants. They must be neat-fitting.

Hairstyles: Hair may be no longer than the bottom of the collar. Extremes in style and color are not permitted. Boys in grades 11th and 12th may have neatly-groomed facial hair. Otherwise boys must be clean-shaven.

No nail polish or makeup is permitted.

Earrings, other body rings, and visible tattoos are not acceptable. No jewelry may be worn except for wristwatches and a single approved ring or a single approved neck chain and/or bracelet. Boys are to note that if any items of jewelry are deemed inappropriate by a staff member, they must be removed immediately. Failure to respond will result in losing the privilege of wearing jewelry the rest of the school year. If a student removes an item and it reappears on that student later, the item will be confiscated. No headbands or hair bands of any type may be worn.

3. Daily Requirements for all students:

Coats and jackets may not be worn in hallways or classrooms. If the weather is cold, students may wear a sweater or NCA sweatshirt. Coats, jackets and backpacks may not have any inappropriate inscriptions, pictures, images or symbols. Hooded apparel is not allowed.

Socks (or tights or stockings for the girls) must be worn at all times. Shoes should be casually designed for comfort and safety. Athletic shoes that are neat and presentable are permitted.

Head coverings are not to be worn in the building during the school day.
(Girls may wear head coverings for religious tradition reasons.)

4. Daily Requirements for Elementary Students:

Preschool thru 6th must wear pants and shirts as described above for the secondary students.

Elementary students are encouraged to wear athletic shoes. They must be neat, properly fitting, and in good condition. They must also wear socks (or pantyhose or tights for girls). Sandals are not permitted. All footwear must be suitable for active play.

5. Additional Requirements for Chapel day for K- 12th:

Girls are to wear skirts or dresses on chapel days.

Boys must wear a shirt and tie. Appropriate prints on ties are acceptable. The top button of the shirt must be buttoned. The tie must be a classic tie or a pre-tied tie worn up to the collar at all times. No jeans are allowed on chapel day. Boys in K- 6th may remove their ties after chapel is over.

6. Physical Education

4th thru 5th grade: Sweatpants or gym shorts and gym shirts must be worn. The gym shirts and shorts must be plain and solid colored. They may have NCA logos, but it not required. Shorts must be no shorter than 2” above the knees and no longer than 2” below the knees when standing. They must be loose-fitting, but not too baggy.

PreK: Students are encouraged to wear sneakers and pants (or shorts during the shorts season) on Phys Ed days.

Please note: Failure to dress according to the above code may result in being required to wear only clothing from the school catalog.

In presenting this dresscode, it is not our desire to be legalistic. Our goal is to be specific enough to guide students in choosing appropriate clothing.

**Some ideas and wording have been borrowed with permission from Mercer Christian Academy, Trenton, NJ.*

Dress Code Violation Policy

Parents, students, and administration have in developing the current dress code regulations for New Covenant Academy. Their efforts are greatly appreciated, that it is their desire to see it enforced.

The following policy has been adopted to assure that the dress code is enforced as fairly and consistently as possible:

#1: Student will be retained in school office, during which time the following will occur:

- Parents will be notified
- Dress will be adjusted to follow dress code
- Appropriate apparel will be purchased, borrowed or delivered from home
- Loss of credit in classes missed during retention

#2: Points will be issued with every infraction

#3: Any staff member addressing a dress code infraction must be honored by the student without any argument, and the student involved must follow the staff member's directions immediately.

#4 Penalty points are accumulated as follows:

Inappropriate apparel worn.....	2 points
Failure to wear required apparel.....	2 points
Inappropriate grooming, etc.....	1 point
Inappropriately wearing of approved apparel.....	1 point
Inappropriate responses to authority will result in additional discipline	

#5 If and when a student accumulates a total of 8 points in one school year, the student will be required to wear approved khaki slacks or skirt with NCA polo or denim shirts for the remainder of the school year.

#6 Resistance to wearing the above mentioned uniform will result in expulsion.

Drug and Alcohol Violations

New Covenant Academy believes that the use of alcohol, tobacco and non-other prescription drugs by our students are threats to a student's health, damaging to the "Temple of God" (1 Cor. 3:16, 6:19) and illegal in the Commonwealth of Pennsylvania. We review this with the Senior High students during the course of their instruction in Health classes, Bible classes, and during Chapels throughout their studies here.

Therefore, because it is contrary to God's standard, contrary to NCA's standard and also illegal, students who have been found to be involved in such activities will be subject to disciplinary action.

If use of **tobacco** has occurred, the student will be suspended from the school for three days. If use of **alcohol** has occurred the student will be suspended from the school for two weeks. During that time, the student will receive a grade of zero for all schoolwork missed and will not be allowed to make up the work at a later time. Also, during this time, the student will review scripture and submit a 2 to 3 page paper that discusses the Biblical standards that were violated relevant to the sin committed, the negative consequences of sin, and the positive results of living according to God's standards. At least one page will be dedicated to the student's plan for avoiding sinful behavior in the future. It would be the desire of the School Board and Administration to enable restoration of a repentant sinner without breaking the link between sin and its consequences. If the infraction requires suspension, and if the student is truly repentant as determined by an interview with the parents and NCA administrative staff, the student will be allowed to return to school under a behavior contract on the day of the next Chapel following the suspension. The student will make a public confession admitting to his/her sinful behavior. There will be an opportunity to request forgiveness and pray for deliverance from this sin in the future so that the student will know that the restoration to the body is complete. The student's pastor will be invited to participate in the restoration process and may also be requested to do follow-up counseling with the

student if appropriate.

If a **second violation** occurs then it will be assumed that the student is not repentant. In the instance of **tobacco** use, the student will be suspended for two weeks. All the above requirements for a two-week suspension will apply. If a third **tobacco** violation occurs, or if **alcohol** use had occurred a second time, expulsion will be recommended to the NCA School Board.

Since substance abuse is a more serious crime, students found to have abused non-prescription drugs will be subject to immediate expulsion.

It is important to separate the sin from the sinner and to allow for restoration. It is also important for the entire body to realize that the sinful behavior has consequences that adversely affect the sinner. If a student elects or is required to make a public confession at Chapel, the pastor from the student's church will be invited to participate in the Chapel restoration process and to give further counsel to the student as needed. When deemed necessary, the pastor and parents will arrange for a schedule of counseling by a professional to assist the student in returning to behaviors that glorify God.

Early Dismissal

A note from the parents requesting early dismissal should be brought to both the homeroom teacher and the teacher of the class involved. Parents wishing to pick up students should come to the school office. Please limit this request to emergency situations only.

Eligibility: Extra Curricular Activities

Activities include all sports programs, spirit club, drama productions, and various privileges, field trips, clubs, and programs outside the academic courses offered.

1. Eligibility will be determined by the Headmaster/Administrator taking into consideration both academic and behavioral standings.
2. Eligibility will be determined at the end of each mid-term and the quarter and exist until the failing grades are raised to a passing level (65% or above). In case of a behavioral probation, the duration will be determined by the staff involved combined with the Headmaster/Administrator. Parents and students are made aware of ineligible status by the Headmaster/Administrator.
3. The staff and the Headmaster/ Administrator will make decisions regarding participation.
4. No student will be allowed to participate in any extra curricular activities requiring personal finances if the tuition account is not up to date.
5. Eligibility for the students enrolled in the ELC program will be determined by the ELC teacher in conjunction with the Headmaster/Administrator.

Emergency Closing of School

During inclement weather, New Covenant Academy will be canceled whenever Southern Tioga School District closes their schools. Radio announcements will be made as soon as possible on:

WNBT (FM 104.5) and **WLIH** (FM107.1) of Wellsboro
WCIH (FM 90.3) and affiliates of Bath (Family Life Network)
WHGL (FM 100.3) of Troy
WDKC (FM 101.5) of Covington

If announcements are made on local station about Southern Tioga School District, New Covenant Academy will always do whatever Southern Tioga School District does.

Expulsion

If Christian principles are not willingly adhered to by the students and parents, the staff cannot expect to help build individual character and Godly integrity. In fairness to all families involved, if a child and/or parent does not consistently seek to abide by the school's principles and Christian conduct the student will be unable to continue at New Covenant Academy. All final decisions will be made by the School Board. Re-admission for all students will be reviewed on a yearly basis.

Field Trips/Class Trips

In connection with regular class work, field trips are often planned by the grades or class sections. Trips are part of the curriculum and students are expected to participate. Trips may involve additional financial fees, depending on the distance from New Covenant Academy, admission charges, etc. Arrangements must be made prior to the trip if the parents do not wish for their child to participate.

Final Exams for Secondary Students

Final exams will be taken at the end of each semester. Finals are considered a comprehensive exam on the material and content of the instruction given during the year. Final exams are 1/5 of the final grade for the semester.

Finances

All finances are to be handled through the school office. The tuition payment agreement is as follows: Tuition is due the first day of each month and is late if received after the 10th. If you pay your tuition prior to the first you may deduct \$5.00 per month from your bill. After the 10th, a late fee of \$10 per month will be added to your bill. The final school payment and any additional fees must be submitted to the school office before final report cards are given out at the end of the school year. Records are held until all fees are paid. Denial of re-enrollment for the forthcoming year is possible if arrangements on the overdue account have not been made. You will receive a phone call or letter from the school if your account is not current. Tuition for the new school term begins on July 1, so that materials for the school year may be purchased and ready for students on the first day of school. A total of twelve tuition payments are required beginning with the July payment and ending with the June payment of the following year.

At any time when three payments are past due, and no contact or explanation is given to the Headmaster, the student of that family may be denied continuance of his education at New Covenant Academy.

Fire Drills

According to the guidelines of the Commonwealth of Pennsylvania, several practice fire drills will be held each year. When the signal is given the students should:

1. Stop talking and working.
2. Exit quickly, quietly, in an orderly, single file fashion following the exit procedure outlined on a map displayed on the wall near each classroom door.
3. Reassemble, as a class, outside the building, quietly.

Grades - Averaging

Requirements and procedures for grading and averaging will be announced for each course by the teacher at the beginning of the term.

Grading System

New Covenant High School uses the following grading system for all grades.

97 - 100 = A+	83 - 86 = B	70 - 72 = C-
93 - 96 = A	80 - 82 = B	65 - 69 = D-
90 - 92 = A-	77 - 79 = C+	64.99 or below = F
87 - 89 = B+	73 - 76 = C	

“I” is given when course requirements are Incomplete. Unless requirements are made up within two weeks from report date, the earned grade will become the permanent grade.

Percentage (%) grades will be used on all reporting of mid-quarter reports, report cards, and student’s cumulative records. This is for all grades and subjects.

Grading in K-6 will be explained on the report cards. Letter grades or the following will be used: O- Outstanding, S-Satisfactory, N-Needs Improvement, I-Improving, U-Unsatisfactory

Graduation Fees

All seniors have a \$25.00 graduation fee to cover the cap and gown, the diploma and other graduation expenses.

Kindergarten and sixth grade graduates have a \$5.00 graduation fee to cover the expenses of their graduation.

Grievances

In the event of a grievance or difference between two individuals, the Biblical principles of Matthew 18 must be followed. Students and parents will bring and/all questions and/or criticisms directly to the individual involved so that the problem may be properly considered.

Homework

Homework provides needed practice and drill, which is both necessary and vital in aiding the student to learn. A student develops good discipline and responsibility when he/she is held accountable to complete his work. One or more hours of homework may be expected each night for study and preparation for their class(es). If homework is not ready by the due date it is considered late. Penalty for late assignments will be at the discretion of the teacher. In grades 3-6, assignment notebooks are sent home daily. Please check your child’s book to assist your student in completing the required task.

Honors- Scholastic

At the end of each quarter an academic honors list is compiled according to the following scale. This list includes students of all secondary classes and is published each quarter.

High Honor Roll- Average above 93% and no grade below 83%

Honor Roll- Average above 85% and no grade below 73%

Immunizations

Regulations by the State of Pennsylvania require all students entering K-12 to submit evidence of immunization. All students will be required to furnish an immunization record or a waiver of such immunizations within eight months of enrollment.

Minimal entry requirements shall be as follows: 2 MMR (Measles, Mumps and Rubella), 4 DPT

(Diphtheria, Pertussis, Tetanus), 3 Oral Polio (Trivalent) and 3 Hepatitis B. By 2000, these shots will be required for ALL students- not just incoming students. These requirements are determined by the Pennsylvania State Health Department and would be adjusted according to any changes in their regulations. Medical or religious exemptions must be submitted in writing and approved by New Covenant Academy School Board.

Kindergarten

New Covenant Academy's kindergarten program is a three-day all day session. Children will attend classes on Monday, Wednesday and Friday. Students will be involved in character building and academic training. As a special reward for their progress, New Covenant Academy proudly presents kindergarten graduation at the end of our school term.

Late Arrivals and Early Dismissals

All students who arrive after 8:30 A.M. must bring to the office a written note from the parents explaining tardiness. Student must obtain an office pass to enter his/her class. Late bus arrivals will be an exception.

Early dismissals require a note from parents explaining the reason for dismissal.

Lost and Found

Any lost article should be turned into the office. It is the student's responsibility to make every effort to track down lost possessions. The school is not responsible for lost or stolen items.

Lunch

New Covenant Academy provides a limited hot lunch program. Our cafeteria program depends entirely upon volunteer help. Various classes take responsibility to offer students a variety of menus and snack options. Volunteer help is always welcome and appreciated.

Medication

In accordance with the guidelines established by the State Department of Health, all medications brought to school must be in a correctly labeled container, accompanied by the prescription permission note signed by a parent or guardian. The note should include how much medication the student should have and the times to be given.

Non-prescription medicines will only be given to those students whose parents send in the appropriate medicine labeled for their student.

All medications will be kept locked and will be dispensed through the school office. Medications may not be kept by the student. No medication will be given including non-prescription drugs, without written parental permission. Cough drops are permitted with a written note from the parent.

Mid-Quarter Reports

New Covenant Academy issues mid-quarter reports to inform the parents of the grade average earned by the student. Reports are sent home with the students for parent inspection. We ask that they be signed and returned within 3 school days.

If questions arise about grades, New Covenant Academy welcomes conferences with the parents about their son/daughter's progress. Please call for an appointment between 8:00 AM and 3:00 PM.

Music

It is the policy of our school to encourage wholesome and uplifting music. No rock, sensual, or suggestive music, or music which tends to encourage rebellion authority will be used or allowed to be part of any activities related to New Covenant Academy. The Administration holds the right to render judgment on appropriate music for New Covenant Academy.

Personal radios and tape, CD, and record players may not be used in the school unless the teacher has given written permission because of a special occasion. Any student violating this rule will have the item confiscated, and his parents will have to pick up the item in the office.

Network Policies & Guidelines

The following are the regulations governing the use of the computer network at New Covenant Academy. All users of this network must have read and signed an appropriate agreement and submitted it to the network administrator. The purpose of using the NCA network is for education, email among students, faculty and staff, faxes, Internet, and data storage.

I. Eligibility for Use:

1. Employee of New Covenant Academy.
2. Employee of the Church of the New Covenant.
3. A student of New Covenant Academy.
 - a. Students in grades 7 through 12 will receive their own username and password, which will be valid for one academic year or as long as he/she is a student at NCA (whichever comes first.)
 - b. Students in grades K through 6 will use the username, Student, and the password, Student. They **must** be supervised at all times while logged on to the network.
4. A member of the following organizations: NCA Network Committee, NCA Yearbook Committee, NCA Newspaper Committee.
5. Must have a signed agreement to these guidelines on file.

II. Login/Logout Guidelines:

1. To ensure your safety and protection you have been given a password to access the NCA network. This password **must not** be given to anyone. Giving this password to someone is considered a breach of security and provides opportunity for potential technology hazards.
2. When you are done using a computer you must log off.
3. If you leave the computer, even if you are not done, you must log off.

III. Computer Guidelines:

1. Do not add/remove hardware components on the workstations.
2. Do not install/uninstall software programs without the permission of the Network Administrator.
3. Do not modify the appearance or performance settings of individual workstations.
4. Do not insert disks from home into the computers without the permission of the Network Administrator and scanning it for viruses.
5. The use of games that are not listed in the NCA Approved Games List, is strictly forbidden.

IV. File Transfer Guidelines:

1. Files created on NCA workstations may be saved on designated directories on the network and/or approved, virus-free floppy disks.
2. All files uploaded to the NCA network must be scanned for viruses beforehand.
3. No files may be downloaded from the Internet without permission from the Network

Administrator.

4. Attaching files to email messages must be done on a limited basis and for education/business purposes only.

V. Internet Use Guidelines:

1. The purpose of the Internet is for education, research, and business. Personal use must be kept to a minimum.
2. Personal use for the Internet is only allowed outside school/business hours (8:00 am to 3:30 pm) and under supervision.
3. The use of the Internet for pornographic purposes, chatting, instant messaging, newsgroups, and online games is strictly forbidden.

VI. Fax Guidelines:

1. Faxes may be sent/received only from designated workstations throughout the building.
2. Permission to use fax services must be obtained from the pastor of the Church of the New Covenant or the headmaster of New Covenant Academy.

VII. Storage Limits:

1. All students in grades 7 through 12 have a maximum email storage of 5 MB, and a maximum data storage of 10 MB.
2. All employees from the Church of the New Covenant and New Covenant will have a maximum email storage of 5 MB, and a maximum data storage of 20 MB.
3. All other users of the NCA Network have a maximum data storage of 10 MB.

Note: Because there is a limited ability of backing up data saved on the network, be cautious about deleting files and directories. Once a file or directory has been deleted, it is gone for good.

VIII. Software/Hardware Installation:

1. Requests may be made in written form, using network form NTF-006, for the installation of software onto a specific workstation. All software must have proof of purchase and comply to these guidelines:
 - a. Must be only installed on the requested workstation; may not be installed on a computer at home at the same time.
 - b. Must have the original floppy disks or CD's along with the packaging.
2. To request the purchase of software, the requestor must provide manufacturer's name, vendor's name, title of software, part number, price (including shipping and handling), contact information, purpose of software, name and signature of the requestor.
3. Requests may be made in written form, using network form NTF-007, for the installation and setup of hardware components onto a specific workstation. All hardware components must have proof of purchase, warranty information (if applicable), and original packaging.
4. To request the purchase of hardware, the requestor must provide manufacturer's name, vendor's name, title of software, part number, price (including shipping and handling), contact information, purpose of hardware, name and signature of the requestor.
5. All requests for the purchase of software/hardware are subject to the approval of the Network Administrator and Headmaster.

IX. Rights of the New Covenant Academy:

1. New Covenant Academy retains the right to monitor the use of all computers and equipment attached to the NCA network.
2. In order to ensure the safety of the individuals and equipment, NCA has the right to open and view email and documents saved on the network and also monitors internet use.

The purpose of these guidelines to ensure a friendly, spiritually healthy environment at both the Church of the New Covenant and New Covenant Academy. Any violations to these guidelines can result in disciplinary action determined by the Board of Education at New Covenant Academy or the Board of Elders at the Church of the New Covenant. Students violating these guidelines will immediately lose their privileges of using the NCA network and face further disciplinary action.

These guidelines may be amended upon the approval of the NCA Network Committee; upon which, all users will receive a written notification of such changes.

Office Hours

Office personnel will normally be present from 8:00 AM – 3:30 PM, Monday through Friday. Inquiring about tuition accounts, scheduling an appointment, or contacting a specific teacher should be made during these office hours. Emergency messages for students should be left in the office.

Parent – Teacher Conferences

Parent – Teacher conferences are regularly scheduled three times each school year; at the end of the 1st, 2nd, and 3rd quarter grading periods. Conference dates are printed on the school calendar. Parents are required to meet with their student’s homeroom teacher on Parent – Teacher Conference day. If this is not possible, parents can make an appointment at another time according to teacher availability. Parents/teachers may call at any time if there is a concern they wish to address.

Parent - Teacher Fellowship (PTF)

Parent - Teacher Fellowship meetings will be held frequently throughout the year. The purpose of these meetings is to foster parental involvement in and understanding of the life of our school. Attendance is required by at least one parent and is recorded.

Participation – Classroom

Proper student attitudes are highly encouraged at all times. Through involvement, discussions, observations, and interactions between teacher and students, a teacher can better identify the student’s knowledge, personal strengths, and weaknesses. Class participation includes: attentiveness, observations, discussions, interactions, respect for the teacher and the other students. Misconduct and disruptive behavior affects the entire class and will be addressed appropriately.

Pre-School

New Covenant Academy provides pre-school training for students who are 4 through 6 years old. Class sessions are held each Tuesday and Thursday from 8:30-11:30 AM. Sessions are designed to help the child begin to understand God and His creation. Lessons also stress character building social interaction skills, and readiness for the academic world. More information is available upon request.

Pictures- School Photographs

New Covenant Academy contracts a professional photographer to take individual and group colored pictures. Arrangements are made to pose early in the school year so that the portraits can be processed and returned before Christmas. You will be notified of the date. Various packages and competitive prices of quality photos will be offered to the students/parents. All students will have their

picture taken, even if they do not purchase photos. The pictures are needed for cumulative records and the yearbook.

Recess

Students in grades K-6 may have outdoor recess when weather permits. The time and daily schedules will be up to the teacher. Children may be kept inside during recess time only if the teacher receives a not from the parents explaining the reason. Please do not ask to excuse a child unless there is a medical reason for doing this.

Report Cards

The school year is divided into four quarters. Report cards normally are available the fourth day after the end of each quarter. Report cards at the end of the 1st, 2nd, and 3rd quarter must be picked up by the parents at the Parent-Teacher Conference. Educating a student is a joint effort with the school and the parents working together to one goal.

Scholarship Aid

Individuals and families needing financial assistance for tuition cost are advised to first make application to the board of the church which they attend. A scholarship form may be requested from the school office but funding is quite limited.

Sexual Misconduct

New Covenant Academy believes that sexual intercourse outside of marriage is a sin (1Cor. 6:13; Galatians 5:19, Ephesians 5:3; 1 Thess 4:3-8). We review this with the Senior High students during the course of their instruction in Health classes, Bible classes and during chapels throughout their studies here. Therefore, because it is God's standard, and consequently NCA's standards, students who have been found to be involved in such activities will be subject to disciplinary action.

If sexual harassment (unwanted sexual advances), sexual misconduct (sexual touching excluding kissing, holding hands or hugging) or pre-marital intercourse has occurred, the student(s) will be suspended from the school for a minimum of two weeks. During that time, the student(s) will receive a grade of zero for all schoolwork missed and will not be allowed to make up the work at a later time. Also, during this time, the student(s) will review scripture and submit a 5 to 10 page paper that discusses the Biblical standards that were violated relevant to the sin committed, the negative consequences of sin, and the positive results of living according to God's standards. At least one page would be dedicated to the student's plan for avoiding sinful behavior in the future. It would be the desire of the school board and administration to enable restoration of a repentant sinner without breaking the link between sin and its consequences. If at the end of two weeks, the student is truly repentant, as determined by an interview with the parents, NCA administration staff, and the student's pastor, the student will be allowed to return to school under a behavior contract on the day of the next Chapel. If the student is not repentant, then expulsion will be recommended to the NCA School Board.

If the student is repentant, the student will make a public (discreet) confession (not of details but admitting to sinful behavior) at the next Senior High Chapel. There will be an opportunity to request forgiveness and to pray for deliverance from this sin in the future so that the student will know that the restoration to the body is complete. Since sexual misconduct involves other people, they are more public sins and a more public means of confession enables complete restoration. It is important to separate the sin from the sinner and to allow for restoration. It is also important for the entire student body to realize

that sinful behavior does have consequences that adversely affect the sinner. The pastor from the student's church will be invited to participate in the Chapel restoration process and to give further counsel to the student as needed. When deemed necessary, the pastor and parents will arrange for a schedule of counseling by a professional to assist the student in returning to behaviors that glorify God.

Pregnancy- In the event of pregnancy, female students will be assisted in finding adequate medical care to ensure the best possible outcome for both mother and baby. Male students that father a child will be expected to provide financial assistance for both pre-natal and post-natal care as needed. (Tim. 5:8) Female and male students who are involved in a pregnancy will be suspended from school until such a time as the baby is delivered. If the student is repentant and seeks to confess the sin to the student body, that may be arranged but it will not alter the mandatory suspension from school for the duration of the pregnancy. Following the suspension, every effort will be made by the NCA staff to assist the student in completing the academic requirements from home if that is desired by the family involved. The student may reapply for admission upon the conclusion of the pregnancy if the student is willing to follow the guidelines as described above for restoration to the body.

Sickness/Illness

Should a student become ill during the school day, the student is sent to the office. If the degree of illness warrants, parents will be contacted. Please make arrangements to pick your child as soon as possible should you be called for this reason.

Sports

At New Covenant Academy, we are proud to offer an athletic program as part of extra-curricular activities conducted after regular school hours. The Lord has blessed many students with specific athletic skills that our sports program endeavors to perfect. Through competition, the program benefits the physical as well as the social and spiritual needs of a student. Sports teams have included: basketball, soccer, volleyball, and track for both boys and girls. Some sports are interscholastic and some are intramural.

Student Liability

New Covenant Academy is not responsible for personal property which may be lost or stolen. All items should be labeled with the student's name. All lost items will be placed in the lost and found box located near the office area. Any student who loses school books or equipment will be required to replace them. Students are liable for willful destruction of property.

Summer School

Students desiring to scholastic work during the summer may do so with parental request. Arrangements can be made for independent course work, credit, or make-up courses not passed during the regular school year, pending teacher availability. Class time and frequency of sessions will be at the discretion of the instructor. Additional tuition fees will be assessed for each summer school course taken. Generally courses will consist of two hours of instruction, M-F, for a four (4) week duration. Minimum 40 hours requirement.

Supplies

Student supplies (such as Bible, pen, pencils, folders, notebook and loose-leaf paper, etc.) are the responsibility of the parents. At New Covenant Academy, we utilize the New International Version of the

Bible for most purposes. A detailed supply list will be sent to parents during the summer, in preparation for all. Parents also help with paper supplies for the school according to the list sent out in August.

Telephone Messages and Usage

Students should not use the office phone for placing or receiving calls. Please arrange matters ahead of time. In case of emergency, the secretary will take a message to the student. A student may not use the phone during school hours. A public pay phone is available for student use.

Testing- Achievement

Standardized achievement tests will be given during the spring semester every year. Dates will be published from the office to notify the parents when testing will occur.

Testing- Entrance

Every child enrolling in New Covenant Academy must be evaluated through a screening exam. The results of the exam and previous school records help determine the grade placement of the student.

Testing- Vocational

Each year grades 10-12 are administered an Armed- Vocational Aptitude Battery (ASVAB) Test. New Covenant Academy's purpose for the ASVAB is to evaluate the mechanical, electrical, secretarial, and other vocational/technical skills in which a child may be proficient. This test is taken at the option of the parents and the student. Test results may assist a student in planning his vocational career.

Textbooks

New Covenant Academy supplies each student with textbooks received and selected by its staff. The textbooks are not the property of the student but are on loan. There is a charge for student use of books only in the event in a textbook is lost or damaged.

Transportation

New Covenant Academy does not provide bus service to students, but public school districts interface with our school wherever possible. Parents are directed to contact their local school district for arrangements of public transportation. Students must obey the rules and regulations of the bus service. Any other means of transportation is the responsibility of the parents. Parents of the Canton Troy area have purchased a bus for their students, which is available for an extra fee.

By law, school bus drivers are responsible for the safety of the students riding on their buses. These guidelines have been developed to assist drivers in assuming control of their buses and passengers, and to promote the highest possible safety standards. It is the further responsibility of students, parents, and New Covenant Academy to assist in the observance and enforcement of these standards.

1. Each student is expected to ride the bus which is assigned. Drivers are not to transport children other than in the manner assigned. If a student needs to get on or off at a different place he should present a note from his parents to the bus driver. By law, students are not permitted to ride busses from a district other than their home district.
2. Students must remain in their seats whenever the bus is in motion.
3. Students are expected to respect others on the bus, especially the driver. Specifically, this means no abusive language, inappropriate printed material, physical abuse in the form of fighting or throwing objects, indecent gestures, and no teasing by removing personal belongings.
4. Students are expected to be reasonably quiet and mannerly. While complete silence is not expected, drivers are responsible for holding noise levels, which will not interfere with safe bus operations.

6. Bus drivers have the authority to discipline and/or dismiss a student from the bus due to behavior problems. In the event that parents wish to express concern over any phase of school bus operation, they should express their concern in person, by mail, or by telephone to the transportation director or superintendent of their district.

Visitors at School

If pre-arranged, prospective parents and students are welcome to visit New Covenant Academy, tour our facility, and sit in on classes. However, we extend this invitation only to those who have serious intentions of enrolling at New Covenant Academy in the near future. Please sign in at the office upon arrival.

Withdrawals:

Student withdrawals from school must be done through the school office. One week's notice should be given for all withdrawals. Tuition adjustments must be taken care of before withdrawing. Before any records can be forwarded for transfer to another school or for graduation, all tuition will have to be paid in full.

Dear Parents and Students of New Covenant Academy,

If you will recall, admission and entrance requirements of New Covenant Academy students and parents, includes the following statement. "We ask that the student and parents accept the basic position of the school in its efforts to provide a Christ-centered education and the Christian training for children. Registration in the school acknowledges the willingness of students and their parents to abide by the

schools regulations in matters of personal conduct and respect for authority.”

New Covenant Academy has been and will continue to be a school of love, cooperation, and unity. If you and your student desire to become one with the administration and staff in reaching this goal, please sign this letter as an agreement to that purpose and return it to the New Covenant Academy office as soon as possible. Your cooperation and dedication to this is mandatory.

If you have any questions concerning our policies, please contact the office as soon as possible to arrange an appointment to discuss the matter and to gain understanding of our goals and purpose. Your signature is your acknowledgement of full cooperation at all times with the policies stated in the New Covenant Academy Student Handbook.

In Christ,
School Board, Administration, and Staff
Of New Covenant Academy

I pledge my support and cooperation to New Covenant Academy, to the staff, goals, and methods of reaching those goals. In particular, I pledge my support and cooperation in the following areas:

- A. Faithful attendance and participation in the ministry of a Christian church of my choice.
- B. Adherence to all dress code and regulations regarding personal appearance.
- C. Honoring and respecting Biblical standards regarding all moral issues.
- D. Honoring God, staff, and other students with my actions and words.

Student(s) Signature

Parents Signature

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

(Father)

(Mother)