

# Young Americans Christian School



## Parent / Student Handbook 2017-2018

### MISSION STATEMENT

*Young Americans Christian School is a college preparatory school working hand in hand with the family to cultivate students who will be academically successful and will grow to be a light in the world for Christ.*

This handbook serves as policies and procedures for parents and students of Young Americans Christian School. The Administration and/or school board reserves the right to change any policy or procedure at any time in its sole discretion after reasonable notice to constituents.

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

Dear Parents and Students,

On behalf of the school administration and staff welcome to Young Americans Christian School. YACS, the largest private school in Rockdale and Newton counties, has been providing quality Christian education for over 28 years and remains committed to educational excellence founded upon a Christian worldview. Our desire is to make Christian education an exciting and fulfilling experience for your child. The school is committed to partnering with the family and the school community to cultivate an educational environment that will promote and enhance sound spiritual, academic, and social growth through quality academics, fine arts, and athletic opportunities for each student.

The school is dual accredited by the Association of Christian Schools International (ACSI) and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (AdvancED), and offers both a college preparatory and college preparatory with distinction diploma.

Again, thank you for allowing Young Americans Christian School to be an integral part of your child’s educational experience.

Sincerely,

Dr. David Taylor  
Administrator

## **HISTORY OF YOUNG AMERICANS CHRISTIAN SCHOOL**

Young Americans Christian School was founded in 1988 by families who desired a sound quality Christian education for their children. The school began with twenty-four preschool students who met in a local church facility. With overwhelming support from the school community, additional grade levels were added. In keeping with the founders' desire to provide exceptional education within a Christian framework, the school became a member of the Association of Christian Schools International (ACSI) in 1991.

In 1998 the school and Old Salem Christian Church partnered together to build a new facility that provided church facilities for Old Salem Christian Church and elementary and middle school facilities for Young Americans Christian School. Though the school and church are independent both entities utilized the facility. The school soon outgrew the facility and by God's blessing the school received a substantial donation to purchase nineteen acres and in 2001 the school completed a facility that would include an educational building, a gymnasium, and athletic fields. In 2010 the school purchased seven additional acres and completed a 500 seat fine arts center and football/soccer complex in 2012.

Presently the school accommodates students K4 through 12<sup>th</sup> grade. Through God's blessing, the school has grown from twenty-four students to over 500 students making Young Americans Christian School the largest private school in Rockdale and Newton counties. Young Americans Christian School still remains a non-denominational, non-profit, independent Christian school providing educational excellence within a Christian worldview.

### **ACCREDITATION**

Young Americans Christian School is dual accredited by the Association of Christian Schools International (ACSI) and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (AdvancED), and offers both a college preparatory and college preparatory with distinction diploma.

### **NON-DISCRIMINATORY POLICY**

Young Americans Christian School admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, scholarship and loan programs, athletic or other school administered programs.

## **SCHOOL STATEMENT OF FAITH**

*Although parents, students, and family members may have differing Biblical perspectives we adhere to the following statement of faith:*

- We believe in the Divine verbal inspiration, infallibility, integrity, finality, and sole-sufficiency of the Bible as the Word of God. (II Timothy 3:16)
- We believe in the Holy Trinity of the Father, Son, and Holy Spirit - three persons co-equal in substance, power, and eternity in the unity of the Godhead. (Matthew 28:19, John 15:26)
- We believe that the Godhead executes the great work of redemption:
  1. The love and grace of the Father. (Romans 5:15)
  2. The Redemption by and through the Son:
    - a. His Incarnation, Virgin Birth, Sinless Nature and Life, and His infallibility as Teacher. (Matthew 1:18, Hebrews 4:15)
    - b. His substitutionary and atoning death by the shedding of His blood on the cross.
    - c. His bodily resurrection - actual and real; His ascension into Heaven; His High Priestly work there. (Matthew 28:6, Mark 16:19, Luke 24:51, Hebrews 4:15)
  3. Regeneration or the New Birth by the Holy Spirit and His indwelling of every believer through baptism. (Acts 2:37-38, John 3:3)
- We believe that Salvation and Justification of sinners is a gift of grace through faith in the finished work of Christ. (Romans 3:24)
- We believe in the Sanctification of believers: First, having been sanctified by the offering of the body of Christ once for all; second, being sanctified by the Holy Spirit and the Word; third, to be sanctified and glorified at the coming of Christ. (Romans 15:16, I Corinthians 1:2, I Peter 1:2)
- We believe that those who come to God through faith in Christ, repentance of sin, confession of Christ as the Son of God, and baptism are given eternal life and shall not perish, as is the promise of His Word. (John 3:16, John 14:6, Acts 2:37-38)
- We believe in New Testament Baptism of believers by immersion, which is the sign God's people receive in the New Testament pointing to the atoning work of Jesus Christ showing forth the death, burial, and resurrection of the Lord Jesus Christ and our identification with Him. (Romans 6:1-7)
- We believe in the Sacrament of the Lord's Supper: the fruit of the vine signifying His shed blood, the broken bread signifying His broken body, showing forth His death until He comes, this being the duty and privilege of every believer. (Matthew 26:27-29)
- We believe that the first day of the week, Sunday, is the Lord's Day commemorating the resurrection of the Lord Jesus Christ. (Acts 2:42, Matthew 28:1)
- We believe in the Resurrection of the Body, both of the just and the unjust: the just at the coming of our Lord, and the unjust at the final judgment and eternal punishment of the same. (I Corinthians 15)

## **SCHOOL MISSION STATEMENT**

Young Americans Christian School is a college preparatory school working hand in hand with the family to cultivate students who will be academically successful and will grow to be a light in the world for Christ.

## **CORE VALUES**

To create an environment, based on Biblical principles, where students can freely become everything God has designed them to be.

Luke 2:52 “And Jesus grew in wisdom and stature and in favor with God and man.”

To value, understand, and practice the principles stated in the Great Commission.

Matthew 28:19-20 “Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.”

To pursue academic excellence in all areas.

Colossians 3:23 “Whatever you do, work at it with all your heart, as working for the Lord, not for human masters.”

To instill principles of servitude to others for the sake of Christ.

Matthew 7:12 “So in everything, do to others what you would have them do to you, for this sums up the Law and the Prophets.”

To partner with parents in laying a spiritual foundation, including morals and ethics that result in a sound Biblical worldview.

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

## **VISION STATEMENT**

Young Americans Christian School desires for all students to come to a saving relationship with Christ and for that relationship to be real and vibrant.

Young Americans Christian School seeks to teach students to serve God with a whole heart.

Young Americans Christian School prepares students to be a light to an unsaved world.

Young Americans Christian School challenges students to be academically successful in order to be fully prepared for college.

Young Americans Christian School provides the opportunity for the family and school to come together in shaping each student spiritually, morally, and academically.

Young Americans Christian School strives to create in each student the desire to see the world from a Biblical perspective.

## **PHILOSOPHY OF EDUCATION**

At Young Americans Christian School, we believe the mind and the spirit must continually interact to affirm the glory of God. Educators must instill the knowledge that there is one God over all and in all (Ephesians 4:6). It is through God that our mind and spirit come together. Mankind can only be free to reach its greatest potential when we understand that God is the means for our existence, and that our life has a higher purpose. Our happiness in life and our eternal security is the end result.

The aim of Young Americans Christian School is to assist the parent (Deuteronomy 6:6-7) in providing our students with educational and spiritual opportunities that develop the whole person (Luke 2:52) and lead them to be what God has truly intended. We want our students to grow spiritually, academically, and socially, through serving mankind (Ephesians 2:10) while reflecting the character of God and impacting society with His truth. Students are encouraged to deepen their understanding of God's Word, and how it relates to every aspect of their life (II Timothy 2:15).

Young Americans Christian School provides an environment where students are encouraged to do what is right. It is a place where students realize what a valuable creation they are to God. It is a place where students grow spiritually, academically, and socially while being encouraged to always strive to do their best for the glory of God (Colossians 3:23).

The educational philosophy of Young Americans Christian School is based on the infallible word of God, which is the final authority in everything we do. (II Timothy 3:16-17).

Do not let this book of the law depart from your mouth;  
Meditate on it day and night,  
So that you may be careful to do everything written in it.  
Then you will be prosperous and successful.  
(Joshua 1:9)

## **CHAPEL**

Young Americans Christian School strongly emphasizes students' spiritual growth. The weekly chapel service is an integral part of this spiritual growth process. Chapel is taught in an enthusiastic manner and is designed to be a joyful, upbeat experience. Parents are always invited and encouraged to attend weekly chapel services.



## **LIFESTYLE AGREEMENT**

The biblical and philosophical goal of Young Americans Christian School is to develop students into mature, Christ-like individuals, who will be able to exhibit a Christ-like life. Of necessity, this involves the school's understanding and belief of what qualities or characteristics exemplify a Christ-like life. Even though parents may personally believe differently, students enrolled at Young Americans Christian School are expected to exhibit the qualities of a Christ-like life espoused and taught by the school and to refrain from certain improper, immoral, or illegal activities or behavior, in or away from school. Thus, Young Americans Christian School retains the right to refuse enrollment to or to expel any student who engages in sexual immorality, including any student who professes to be homosexual/bisexual or is a practicing homosexual/bisexual, as well as any student who condones, supports, or otherwise promotes such practices on or off the school campus (Leviticus 20:13, Romans 1:27).

Furthermore, Young Americans Christian School stands firmly upon the historical truth claims and moral foundations of Christianity. This includes, but is not limited to, the biblical definition of marriage, the attendant boundaries of sexuality and moral conduct, and the clear biblical teaching that gender is both sacred and established by God's design. Parents or the legal guardians, who choose to enroll their children at Young Americans Christian School, are agreeing to support these and other basic biblical values derived from historical Christianity and the relevant Christian positions embraced by Young Americans Christian School. Parents understand and agree that Young Americans Christian School will teach these principles and biblical values.

## **BIBLICAL MORALITY LIFESTYLE STATEMENT**

Young Americans Christian School is a religious, non-profit Christian school, representing Jesus Christ by partnering with parents to prepare their children spiritually, academically, physically, and socially to become His disciples. The biblical and philosophical goal of YACS is to work with families who desire their children to develop into mature, Christ-like individuals who will be able to exhibit a Christ-like life. This involves the school's understanding and belief in what qualities exemplify moral and sexual purity based on its interpretation of Scripture.

On occasions in which the atmosphere or conduct within a particular home or the activities of the student are counter to or in opposition to the biblical lifestyle the school teaches, the school reserves the right, within its sole discretion, to refuse admission of an applicant or discontinue enrollment of a current student. This includes, but is not necessarily limited to, living in, practicing, condoning, or supporting sexual immorality, including but not limited to, sex outside of marriage, homosexual acts, bi-sexual acts, gender identity different than the birth sex, promoting such practices, or otherwise the inability to support the moral principles of the school (Leviticus, 20:13a, Romans 1:27, Matthew 19:4-6).

In addition, the School Board urges parents to recognize their scriptural responsibility (Deuteronomy 6:1-9, Psalm 78:5, 6, Proverbs 22:6) to provide their children with a Christian education and to understand that the primary responsibility for this task rests with the parents (Ephesians 6:4). YACS was founded and continues to operate upon biblical values and the desire and commitment for Bible-believing Christian parents to enroll their children in an intentionally Christian environment.

YACS will accept students who are willing to support the school's philosophy of Christian education, student conduct requirements, and the school's stated positions and whose parents are willing to allow their children to be educated and influenced in an intentionally Christian environment. Continued enrollment at YACS is contingent upon this same understanding and support by both the student and parents. The school's statement of faith does not exhaust the extent of the school's beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of YACS's statement of faith, doctrine, practice, policy, and discipline, the School Board is YACS's final interpretive authority on the Bible's meaning and application.

### **CONFLICT RESOLUTION**

Young Americans Christian School adheres to the Matthew 18 principle regarding conflict resolution. In the event a person has a concern involving another party or a school policy, all efforts must be made to resolve the issue with the individual privately. If the issue is not properly resolved, then the person with the concern should go to those in the correct line of authority. No one should make his/her disagreement with either another party or school policy a matter of general or disruptive discussion including through social media, nor should he/she seek to polarize others around his/her position.

Under no circumstance should a parent directly contact another student regarding a conflict or disagreement involving or concerning school personnel or any school related activity. The parent must direct their concern to the appropriate school faculty, staff, or administration member. Failure to adhere to this mandate may result in the student's dismissal from the school.

A student whose parent(s) or legal guardian demonstrates a continuous or disruptive attitude or adverse demeanor with the school, school administration, school faculty, or staff, and/or a history of disagreement or disparity with the school's Philosophy of Education, Biblical Morality Statement, Lifestyle Agreement, or Mission Statement may be dismissed from the school at the Administration's discretion. This includes, but not limited to verbal, written, or social media communications.

### **FINAL AUTHORITY FOR MATTERS OF BELIEF AND CONDUCT**

The School Board of Young Americans Christian School is the school's final interpretive authority on the Bible's meaning and application. The school's Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Young Americans Christian School's faith, doctrine, practice, policy, and discipline, the School Board is Young Americans Christian School's final interpretive authority on the Bible's meaning and application.

## **ADMISSIONS POLICY**

Young Americans Christian School is a private institution and attendance is a privilege. Admittance to the school is competitive and is based on academic, conduct, and other entrance criteria. Young Americans Christian School reserves the right to deny entrance to any student if, in the opinion of the Administration, it is in the best interest of the school and/or student. Young Americans Christian School reserves the right to deny admission to any student who is evaluated by the School Administration as ineligible. It is the policy of Young Americans Christian School to admit students only after established requirements and conditions have been met. Young Americans Christian School does not accept students that have been previously expelled from another school or has a history of discipline issues or concerns.

Young Americans Christian School admits students of any race, color, national, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, nationality, or ethnic origin in the administration of its educational policies, admission policies, scholarship policies, athletic policies, and other school administered programs. All school students applying for admissions must meet all requirements for appropriate grade level, and academic testing may be required.

### **Requirements for Kindergarten Admissions:**

1. Application submitted with the application fee (non-refundable)
2. Letter of Commitment and Philosophical Goals Form
3. Copy of student's birth certificate
4. Copy of student's Social Security Card
5. Necessary medical forms submitted
  - a. Certificate of Immunization (GA Form 3231 or 3032)
  - b. Certificate of Eye, Ear, and Dental exam (GA Form 3300)
6. An interview with the school administration may be required
7. Academic testing may be required.

All students seeking admissions to Kindergarten must reach age **5** by **September 1<sup>st</sup>**.

### **Requirements for grades 1<sup>st</sup> – 5<sup>th</sup>:**

1. Application submitted with the following:
  - a. Application Fee (non-refundable)
  - b. Current year's report card plus last two full years' report cards
  - c. Two most recent achievement test results
  - d. One letter of recommendation from a current teacher
2. Letter of Commitment and Philosophical Goals Form
3. Copy of student's birth certificate
4. Copy of student's Social Security Card
5. Necessary medical forms
  - a. Certificate of Immunization (GA Form 3231 or 3032)
  - b. Certificate of Eye, Ear, and Dental exam (GA Form 3300)
6. An interview with the school administration.
7. Academic testing is required.

All students seeking admission to 1<sup>st</sup> Grade must reach age **6** by **September 1<sup>st</sup>**.

### **Requirements for grades 6<sup>th</sup> –12<sup>th</sup>:**

1. Application submitted with the following:
  - a. Application Fee (non-refundable)
  - b. Current year's report card plus last two full years' report cards
  - c. Two most recent achievement test results
  - d. Disciplinary records from last school
  - e. Two letters of recommendation from current teachers
2. Letter of Commitment and Philosophical Goals Form
3. An interview with the school administration.
4. Copy of student's birth certificate
5. Copy of student's Social Security Card
6. Necessary medical forms
  - a. Certificate of Immunization (GA Form 3231 or 3032)
  - b. Certificate of Eye, Ear, and Dental exam (GA Form 3300)
7. Records of transcripts received.
8. Academic testing is required.

### **TRANSFERS**

If a middle or high school student is transferring to Young Americans Christian School during the school year, the student must meet all admission policy requirements.

### **WITHDRAWAL**

Young Americans Christian School does allow a student to be withdrawn from school provided the parent/legal guardian gives notice. A withdrawal form must be completed and signed by the parent/legal guardian. All books and supplies must be returned to the school. No academic records will be released if there is an outstanding balance. There is an adjustment fee in the amount of one month's tuition for withdrawal, which is agreed upon at the time of student enrollment (per Tuition Agreement), that must be paid before any academic records can be transferred. Should a student withdraw or be dismissed, there will be no refund of tuition for any month the student has attended one or more days. There will be no refund of the Registration Fee or Matriculation Fee.

The school reserves the right to prohibit a student, who has voluntarily or involuntarily withdrawn from the school, from the school campus or at school functions for 12 months.

### **FINANCIAL POLICY**

Young Americans Christian School is a nonprofit, independent, private Christian school, which does not receive any church, federal, state, or local government assistance. Prompt payment of tuition and activity fees is vital to the operation of Young Americans Christian School. A parent/guardian's account is a binding financial obligation. Enrollment at Young Americans Christian School is a privilege; therefore, delinquent accounts may constitute a student being asked to withdraw from Young Americans Christian School until the account is paid in full. The school reserves the right to suspend educational services, the administering of tests or exams, the issuing of grades or report cards, or release of any student's records for delinquent accounts.

Young Americans Christian School utilizes FACTS, a leading tuition management service, for tuition payments. FACTS allow multiple payment options including automatic prescheduled bank payment from a checking or savings account, or by credit card. Any account that becomes 45 days delinquent will result in that student being automatically withdrawn. The total balance of the account will be due at that time.

A student that is financially withdrawn may be allowed to return to school only if there is a space available and the account is paid in full.

Accounts must be paid in full before a student can graduate or be considered for re-enrollment for the next school year.

Young Americans Christian School does not accept cash payments for tuition. Payment for athletic participation fees will be invoiced at the time of student participation.

There is an adjustment fee in the amount of one month's tuition for withdrawal, which is agreed upon at the time of enrollment and must be paid before any records can be released or transferred. Should you have questions concerning your account or need to request special arrangements, you may contact the Business Office.

Students participating in athletic programs or extracurricular programs may forfeit their privilege to participate if their financial account becomes delinquent.

### **TUITION ASSISTANCE**

The primary responsibility for financing the student's education is with the student's family. Funds for tuition assistance varies from year to year, therefore tuition assistance must be carefully distributed and must serve as a temporary source of funding. Tuition assistance is not meant as a primary source for funding a student's education.

Families requesting tuition assistance consideration must complete an online FACTS Grant and Aid Assessment. FACTS charges a non-refundable \$30.00 fee for each application.

Students who are granted tuition assistance are expected to maintain acceptable grades, exhibit appropriate behavior and conduct, and maintain regular school attendance. Students who fail to maintain acceptable grades, fail to exhibit appropriate behavior and conduct, or fail to maintain regular school attendance will lose tuition assistance.

Families receiving tuition assistance must make regular timely tuition payments. Families who fail to make tuition payments in a timely manner will lose tuition assistance.

Tuition assistance will not exceed 50% of the appropriate grade level tuition rate.

All families are strongly encouraged to participate in the Georgia Student Scholarship Organization (GASSO) which impacts tuition assistance funding.

## **FUNDRAISERS**

Young Americans Christian School is a non-profit, independent school and receives no Church support or federal, state, or local funding. Young Americans Christian School participates in fundraising events each year. These fundraising events help offset expenses not covered by tuition. Young Americans Christian School strongly encourages each family to be supportive of the fundraising events.

## **STANDARDIZED TESTING**

Young Americans Christian School administers the Terra Nova Achievement Test to elementary through 11<sup>th</sup> grade students annually. Young Americans Christian School administers the PSAT test to ninth through eleventh grade students annually. Young Americans Christian School students may take the SAT and the ACT test when desired.

## **ASSESSMENTS**

Young Americans Christian School will administer the following nationally normed assessments:

<b>Assessment</b>	<b>Grades Administered</b>	<b>Description</b>
TerraNova 3	K-10th	Nationally normed grade level tests that measure a student's academic achievement, administered each spring
InView	3, 5, & 7	School ability test given to students to measure the student's aptitude for academics. Given the same time as the TerraNova 3 in the spring
PSAT	9-10	Produced by the College Board and administered each October. The PSAT measures verbal, mathematics, and written abilities, and is a practice for the SAT
PSAT/NMSQT	11	The PSAT, in combination with the National Merit Scholarship Qualifying Test, is administered each October
SAT & ACT	11 & 12	One of these two tests is required by over 90% of all colleges in the United States. Each of these tests is administered approximately five times each year, usually on a Saturday. Published testing dates are available from the academic advisor. Most students will want to take both assessments more than once to get their best score to be submitted for college acceptance. Students are responsible for registering and taking these college entrance examinations at their own expense. These tests are not offered at Young Americans Christian School, but may be taken at other testing sites in the area.

## **ADVANCED PLACEMENT/DUAL(MOWR) ENROLLMENT**

As Young Americans Christian School strives to provide advanced study opportunities Advanced Placement (AP) classes will be offered for students entering 11<sup>th</sup> and 12<sup>th</sup> grades, and Dual (MOWR) classes will be offered for 11<sup>th</sup> and 12<sup>th</sup> grades through Point University. Advanced Placement/Dual (MOWR) Enrollment classes will be offered, provided adequate student enrollment is available. Class selection may be limited or discontinued at the discretion of the administration.

Since Advanced Placement/ Dual (MOWR) Enrollment classes are taught on a college level and students receive high school credits and may qualify for college credits, the students must fully understand the following:

### **Advanced Placement**

1. The course is taught at a college level and may require daily and extensive work.
2. College credit will be given to the student who successfully passes the National AP Exam.
3. Students not successfully passing the AP course do not receive high school credit.
4. Additional cost may be associated with AP course work.

### **Dual (MOWR)/Enrollment (Point University)**

1. The course is taught at a college level and may require daily and extensive work.
2. College credit and high school credit will be given to the student who successfully passes the course.
3. Students not successfully passing the Dual (MOWR) Enrollment course will not receive high school credit.
4. Additional cost may be associated with Dual (MOWR) Enrollment.

### **Advanced Studies**

To encourage higher learning opportunities for students, the school offers the following advanced courses of study:

MOWR Spanish I (College Credit)	MOWR Biology (College Credit)	Honors Literature	Honors Algebra II
MOWR Composition (College Credit)	MOWR US History (College Credit)	Honors Spanish I Honors Spanish II	Honors Conceptual Physics
MOWR Literature (College Credit)	AP Calculus	Honors Geometry	Honors U.S. Literature
MOWR Algebra (College Credit)	AP Macro- Economics	Honors Biology	Honors Pre-Calculus
MOWR Statistics (College Credit)		Honors World Literature	Honors Chemistry
MOWR Psychology (College Credit)			
MOWR Sociology (College Credit)			

## **COURSE SEQUENCE**

<u><b>6<sup>th</sup> Grade</b></u>	<u><b>7<sup>th</sup> Grade</b></u>	<u><b>8<sup>th</sup> Grade</b></u>	<u><b>9<sup>th</sup> Grade</b></u>
Earth Science	Life Science	Physical Science	Bible
Ancient World History	American History	Cultural Geography	Lit./Comp. or Honors Lit./Comp.
Mathematics	Mathematics or Pre-Algebra	Pre-Algebra or Algebra I	Spanish I or Honors Spanish I
Literature	Literature	Literature	Alg. I or Geometry or Honors Geometry
Grammar/Composition	Grammar/Composition	Grammar/Composition	Biology or Honors Biology
Bible	Bible	Bible	Health/PE
Elective	Elective	Elective	Elective

<u><b>10<sup>th</sup> Grade</b></u>	<u><b>11<sup>th</sup> Grade</b></u>	<u><b>12<sup>th</sup> Grade</b></u>
Bible	Bible	Bible
World Lit/Comp. or Honors World Lit/Comp.	U.S. Lit/Comp or Honors U.S. Lit/Comp	British Lit/Comp or Accel College Lit/Comp
Spanish II or Honors Spanish II	Algebra II or Alg. /Trig. Or Honors Pre-Calculus	Statistics or AP Calculus or Accel College Algebra
Geometry or Algebra II or Honors Algebra II	Chemistry or Honors Chemistry	Science Electives: Forensics, Physics, Anatomy, Marine Biology, Accel Biology
Conceptual Physics or Hon. Conceptual Physics	U.S. History or Accel U.S. History	Civics/Economics AP Macro-Economics
World History/Honors World History	SAT Prep	Senior Seminar
Elective	Elective	Elective



## **HIGH SCHOOL DIPLOMAS AND REQUIREMENTS**

<b>College Prep with Distinction</b>	
Bible	4 credits
English	4 credits
Foreign Language	2 credits
History	3 credits
Math	4 credits
Science	4 credits
Health	.5 credits
Physical Education	.5 credits
Fine Art Electives	1 credit
Other electives	<u>2 credits</u>
<b>Total Credits 25</b>	
Minimum GPA of 3.25	
3 AP or Accel credits	
8 Honors credit	

<b>College Prep</b>	
Bible	4 credits
English	4 credits
Foreign Language	2 credits
History	3 credits
Math	4 credits
Science	4 credits
Health	.5 credits
Physical Education	.5 credits
Fine Art Electives	1 credit
Other electives	<u>2 credits</u>
<b>Total Credits 25</b>	
Minimum of passing average for all credits	

Students are required to take Bible class each year they attend Young Americans Christian School. Students transferring to Young Americans Christian School must complete at least two units of Bible to meet graduation requirements. Students transferring from most Christian schools will have their Bible credits accepted. Students transferring to Young Americans Christian School as a sophomore (10<sup>th</sup> grade) will be allowed to use one earned elective credit in lieu of one Bible unit. Students transferring to Young Americans Christian School as a junior (11<sup>th</sup> grade) will be allowed to use two earned elective credits in lieu of two Bible units. Exceptions to this policy are made at the discretion of the School Administration.

### **GRADUATION HONORS**

The Valedictorian will be the student who has achieved the highest academic average within the college prep distinction track. The Salutatorian will be the student who has achieved the second highest academic average within the college prep distinction track.

The Star Student will be the student who has achieved the highest SAT score on one single examination and is in the top ten percent of the academic class. To be eligible for the honor of Valedictorian and Salutatorian, the student must have entered Young Americans Christian School at the beginning of their sophomore year. Any senior student receiving more than one failing grade will be prohibited from participating in graduation ceremonies.

## **GRADE REPORTING**

In order to keep the parent/legal guardian properly informed of their student's academic progress, the following grade reporting procedures will be followed:

### **Elementary:**

Report cards will be issued every nine weeks.

Progress reports are issued every four and a half weeks for K5 & 1<sup>st</sup> grade.

### **Middle/High School:**

Report cards will be issued every eighteen weeks. (Semester)

Progress reports will be issued every six weeks.

## **GRADING SCALE**

The following grading scale is used to measure student progress for grades 2<sup>nd</sup> – 12<sup>th</sup>.

<b>Numerical Grades</b>	<b>Letter Grade</b>	
100-90	A	Excellent
89-80	B	Above Average
79-70	C	Average
69 and below	F	Failing
Incomplete	I	Incomplete

Students receiving an Incomplete (I) must complete subject work within two weeks.

## **RETENTION/COURSE RECOVERY POLICY**

**High School:** A student that fails a semester course must complete the course through a school approved course of study.

(Georgia Virtual Academy, Ga. Department of Education)

**Middle:** A student who fails two or more academic courses for the year will not be promoted to the next grade unless the academic courses are completed during the current summer period.

**Elementary:** A student who receives a failing grade in two subjects for two quarters will not be promoted to the next grade.

## **RENWEB**

Renweb is an electronic communications enhancement for parents, students, faculty, and staff. Renweb should be utilized for class assignments, homework assignments, and student grade postings. Parents are strongly encouraged to view Renweb on a daily basis.

## **HOMEWORK**

- K – 1<sup>st</sup>:  
Receive a completion grade for homework
  
- 2<sup>nd</sup> – 5<sup>th</sup> Grades:  
Homework:  
Two graces will be allowed per semester with a written excuse from the parent/legal guardian, provided it is given on the day the homework is due and the work is still due the following day.

There will be a fifteen point deduction for late assignments after the first day and a zero will be given after the second day.

- 6<sup>th</sup> - 8<sup>th</sup> grades (Middle School)  
Homework:  
Each homework assignment counts as a daily grade.  
Two graces will be allowed per semester with a written excuse from the parent/legal guardian, provided it is given on the day the homework is due and the work is still due the following day.  
There will be a twenty-five point deduction for late assignments after the first day and a zero will be given after the second day.
  
- 9<sup>th</sup> – 12<sup>th</sup> grades (High School)  
Homework:  
Each homework assignment counts as a daily grade.  
Two graces will be allowed per semester with a written excuse from the parent/legal guardian, provided it is given on the day the homework is due and the work is still due the following day.  
There will be a fifty point deduction for late assignments after the first day and a zero will be given after the second day.

## **EXAMS**

Final exams are administered at the end of each semester and account for 20% of the student's final grade.

Seniors are allowed to exempt two final exams the first semester and any exam second semester if the following criteria are met: A senior must have a minimum of a 90 average and 5 or less non-school related absences in the class.

## **TESTS/QUIZZES**

RENWEB provides the opportunity for the parent/legal guardian to stay properly informed of a student's academic progress. It is the responsibility of the parent/legal guardian to check RENWEB on a regular basis for individual student progress.

6<sup>th</sup> – 12<sup>th</sup> grade

- A test/quiz missed due to an unexcused absence will result in a twenty-five point test score deduction each day.
- If a student leaves for an excused appointment on the day of a test/quiz, it is that student's responsibility to make arrangements with the teacher to take the test/quiz before or after school.
- If you know ahead of time that you are going to be absent on the day of a test/quiz you must make arrangements with the teacher to take the test/quiz before you leave, or on the day you return. It is the responsibility of the student to make arrangements.
- If a student checks in late, on the day of a scheduled test /quiz, it is that student's responsibility to make up the test/ quiz that day.

## **LONG TERM PROJECTS**

In the case of absence due to illness or extended absence, long term projects are still due on the assigned due date.

## **ATTENDANCE**

Regular and punctual attendance is necessary for students to achieve success in their academic pursuits. All students should be punctual and regular in their attendance. Students must be present for at least four class hours of the school day to be considered as present.

## **EXCUSED ABSENCES**

If your child is going to be absent, please make a phone call to the office by 9:00 AM. Absences that are considered excused absences are for personal illness, illness or death in the immediate family, emergency medical attention, quarantine, weather or road conditions that may make travel unsafe or dangerous, or other circumstances deemed accepted by the school. A written excuse from the parent or legal guardian must accompany the student upon his return and given to the front office personnel.

## **UNEXCUSED ABSENCES**

Each unexcused absence, including truancy, will result in a one half-point grade deduction in all subjects at the end of the semester.

## **MEDICAL RELEASE**

If a student is absent five consecutive days or more due to illness, a medical doctor's statement must accompany the student upon returning to school. Students needing to be excused from recess or physical education for one class period will be required to provide the P.E. teacher with a written and signed excuse from the parent/legal guardian. Students needing to be excused from recess or physical education for more than one class period will be required to provide the P.E. teacher with a written and signed excuse from a physician.

Students missing more than fifteen days of class during a semester for any reason may fail to receive credit for that semester.

## **MAKE-UP WORK**

### Middle/High School

1. If absent, it is the responsibility of the student or parent/legal guardian to check RENWEB or email the teacher for missed assignments.
2. Students have one day to make up work for each day they miss.
3. Test make-ups are to be arranged with the teacher for before or after school. If a student is absent the day before a scheduled test, he is required to take the scheduled test on the day he/she returns.
4. All long-term assignments, including scheduled tests, are due on the previously assigned date. Students must make arrangements to have their work delivered to the school if they must be absent.
5. If students are absent due to a school-sponsored event, they must get assignments from their teachers before they leave school, check RENWEB, or contact a friend.

### Elementary

1. If a student is absent for only one day, the student will get the work assignments when he returns to school.
2. If a student is absent for two or more days, it is the responsibility of the student or parent/legal guardian to check RENWEB or email the teacher for missed assignments. Teachers typically check their email at the end of each day.
3. Students have one day to make up work for each day they miss.

## **EXTENDED ABSENCES**

Young Americans Christian School will cooperate with school families which desire to take their children from school to participate in short term mission trips and short term vacations. An Extended Absence Form must be submitted to the school office and approved by the school administration 3 business days in advance. All schoolwork must be completed and turned in prior to the absence or on the day of return.

## **TARDIES**

Teachers will be in their classrooms and expect students to be in the classroom on time. It is vital for students to be on time each day, as arriving late to class can be an interruption and a distraction. Parents must accompany their child to the School Office and sign their child in when tardy. Students tardy to school must receive a tardy slip from the School Office prior to entering the classroom. Tardies with a written excuse from a doctor will be excused. We ask that parents be firm with this requirement of arriving to school on time. (See Conduct Policy)

## **UNEXCUSED TARDIES**

Since being tardy to class can be an interruption and a distraction to the learning process the first five unexcused tardies to school will result in the following: Elementary – will not be able to participate in Art, PE, or Music to make up missed work and Middle/High School – one day’s detention. Tardy violations are accumulated throughout each semester. After one detention, the tenth unexcused tardy will result in In-School Suspension for Middle/High School students.

## **EARLY DISMISSAL**

Young Americans Christian School has a closed campus policy. Students must remain on the school grounds until dismissal unless prior approval has been granted by the Administration.

A student needing to leave school early must have written permission from his parent/legal guardian before leaving the school. For safety and security reasons, teachers will not be permitted to release a student from the classroom without authorization. Students checking out of school early can be disruptive and a distraction to the classroom environment. Therefore, it is strongly discouraged that students be checked out during seventh period. Any non-participant checking out for an athletic or other school sponsored event is unexcused, with the exception of a sibling who is checked out and accompanied by his parent.

## **COLLEGE VISITS**

11<sup>th</sup> and 12<sup>th</sup> grade students are encouraged and allowed two days for the purpose of visiting potential colleges. Please ensure the visit(s) do not conflict with scheduled exams.

## **DISCIPLINE/CONDUCT POLICY**

6<sup>th</sup> – 12<sup>th</sup> Grades:

Students need certain ground rules and limitations that foster spiritual and academic growth. Good discipline is more than simply strict control. It is based on respect and high expectations for responsible behavior. Good discipline can best be developed through cooperation and communication between parents and the school. The student at Young Americans is an ambassador for Christ as well as for the home and school. Therefore, the school works hand in hand with the family to foster appropriate behavior by the student during school, as well as, away from school. All teachers are required to have a classroom management system. It is the policy of Young Americans Christian School not to use corporal punishment as a disciplinary measure. When a student commits acts of disobedience or misconduct, that student’s right to an education may be temporarily or permanently forfeited. Young Americans Christian School attempts to provide a safe learning environment and will not tolerate students who, through teasing, intimidation, or bullying, create an unsafe environment for other students.

Therefore, Young Americans Christian School reserves the right to review, and if necessary, deal with any student behavior off campus throughout the calendar year.

In order for discipline to be fair and consistent, Young Americans Christian School uses conduct points to determine student consequences for acts of disobedience or misconduct. When disciplining a student great care is taken in handling the student as an individual. The administration has the right to increase the consequences when deemed necessary.

60 points: Parent Conference, Expulsion /Out-of-School Suspension (1-5 days)

45 points: Parent Conference, In-school Suspension (1-5 days)

30 points: Parent Conference, Saturday School (\$25.00 fee)

15 points: Lunch Isolation (3 days)

In addition, Young Americans Christian School expects the following of all students:

- Respect for authority figures (administration, faculty, and staff)
- Respect for fellow students, visiting parents and guests
- Respect for school property
- Orderly and appropriate behavior during all school functions
- Cooperation with each teacher's classroom management
- Language conducive to building up rather than tearing down
- Be on time and prepared for class

### **CONDUCT POINTS**

#### **60 Points**

- Possession of knives, firearms or any type of weapon
- Possession of drugs or drug paraphernalia of any kind on or off school property
- Possession and or under the influence of alcohol on or off school property
- Computer hacking of school computers
- Fighting with malicious intent to inflict injury
- Committing a felony or misdemeanor on or off school property
- Threats of any kind: verbal, written, or implied
- Behavior unbecoming of a Young Americans Christian School student

#### **30 Points**

- Sexual harassment / inappropriate sexual misconduct/ harassment
- Blatant disrespect toward faculty / staff
- Bullying
- Vandalism of school property (financially responsible)
- Cheating
- Stealing
- Leaving campus without permission
- Lying
- Plagiarism or collusion
- Smoking and or possession of tobacco products including e-cigarettes or any e-cigarette paraphernalia
- Cutting class
- Fighting
- Inappropriate use of social media
- Cell phone violation

### 15 points

- Inappropriate gestures/language
- Public display of affection
- Profanity
- Chewing gum
- Disrespect towards any faculty or staff

### 10 Points

- Being in an unsupervised area without permission, loitering
- Unauthorized use of school phones, school printers, school copiers, or other electronic devices
- Unauthorized/inappropriate use of computer
- Improper attitudes
- Dress code violation

### 5 Points

- Disturbances in class
- Inappropriate language
- Late to class
- Eating in class
- Running, yelling, or horse playing in the building
- Carline violation

### 3 Points

- Tardy to carpool line
- Unprepared for class
- Failure to clean up after oneself
- Failure to get parent signature
- Head on desk, sleeping, inappropriate posture

This list is not all-inclusive and the school administration has the right to deem behavior not included above as improper or inappropriate.

## **SEARCH AND SEIZURE**

Authorized school personnel may conduct a reasonable search of a student or his/her locker, vehicle, and/or belongings when there is probable cause to believe that the student has an item in his/her possession, which may constitute a criminal offense under the laws of the state of Georgia, or other items prohibited by school policy. The Administration reserves the exclusive right to conduct routine and random checks for illegal paraphernalia anywhere on campus.



## **BULLYING**

Student bullying is an ongoing educational, social, and public health phenomenon facing students, parents, and educators. Student bullying can be harmful to the student and is disruptive to the learning environment. Therefore, the school does not tolerate student bullying on or off campus. However, it is important that students and parents understand and recognize the differences between bullying behaviors and student conflict behaviors.

The school defines bullying as behaviors, physical, verbal, or psychological that:

1. Are intentionally doing harm
2. Occur repeatedly over time
3. Include an imbalance of power between students

Bullying includes:

- Physical-hitting, kicking, pushing
- Relational-gossip, rumors, exclusion
- Cyber-bullying through e-mail, text messaging, Internet
- Sexting-cyber bullying sexually suggestive materials

Students that feel that they are being bullied should immediately inform their teacher or a school administrator. Parents that feel their child is being bullied should immediately contact the school administration. Parents must understand that inappropriate student conflict behaviors are not tolerated by the school but may not be considered as bullying behaviors.

## **CHEATING/PLAGIARISM**

Cheating of any kind will not be tolerated at Young Americans Christian School. Cheating occurs anytime a student puts their name on any assignment, essay, project, research paper, quiz, test, etc. that the student did not do with their own thoughts, ideas, and efforts. Any research papers/projects or essays should give credit to sources, using parenthetical citations, footnotes, or endnotes, whichever is assigned by teacher giving assignment.

Cheating includes:

- having a peer, friend, family member, or anyone help give answers on homework or any assignment without teacher approval
- copying another person's work, whether homework, classwork, quizzes, test, writing assignments, essays, research papers, projects, etc.
- doing another person's work for them or allowing them to copy your work
- copying anything word for word (unless in a research paper/essay, giving credit appropriately as mentioned above)
- taking another person's ideas and putting them in your own words (unless in a research paper/essay, giving credit appropriately as mentioned above).

## **PUBLIC DISPLAY OF AFFECTION**

In order to maintain a safe, pleasant, and wholesome environment for all students and staff, public display of affection (PDA) between students will not be allowed. Public display of affection will not be allowed on school property, at school sponsored events, or during travel to school sponsored events. Public display of affection includes, but is not limited to, hand holding, kissing, hugging, or any physical contact deemed inappropriate by the school Administration.

## **LUNCH ISOLATION**

Students who receive points that result in lunch isolation must serve the isolation on the days that are assigned to them. Lunch isolation will consist of the student being isolated from their class during the lunch period while under teacher supervision.

## **SATURDAY DETENTION**

Saturday detention will be served on an appointed Saturday for a three-hour time frame (9:00am-12:00pm). The student will be charged a \$25 administrative fee. Students are required to be in dress code for Saturday detention. Failure to show up for a Saturday detention will result in additional consequences. Saturday school can be assigned to any student as a result of the following consequences:

- Thirty one-time discipline points
- Thirty point accumulation for behavioral issues

## **SUSPENSION**

Out-of-school suspension is considered an unexcused absence. (Consequences for unexcused absences apply.) Students are required to make up any missed work, including tests or quizzes, and will not be allowed to participate in or attend any extra-curricular activities.

In-school suspension is considered an unexcused absence. (Consequences for unexcused absences apply.) Students are required to complete all assignments and must make arrangements with teachers to make up any missed test or quizzes. Students in ISS will be allowed to participate in afterschool programs and activities.

## **EXPULSION**

Any student expelled or not invited back due to disciplinary issues is not allowed on the school campus or at school functions for 12 months. The school reserves the right to prohibit a student who has voluntarily or involuntarily withdrawn from the school to not be allowed on school campus or at school functions for 12 months.

## **DRESS CODE POLICY**

YACS is committed to providing our students with the highest quality education framed within a Christian worldview. The school continues to seek strategies and best practices that promote higher student learning and Christian character development within a safe, orderly, and caring school environment. Student dress expectations communicates the Christ centered focus of YACS and should be a valuable testimony in sustaining the school's reputation as a school of excellence. The school does not mandate a uniform but adheres to the following:

### **Middle/High School:**

#### *Shirts*

Boys and Girls: A solid, striped, plaid or print *collared* shirt is required Monday through Thursday. (Sleeveless, flannel, tee, or camouflage shirts are not allowed.)

YACS apparel, excluding tee shirts, is allowed Monday through Thursday.

A solid, striped, plaid, or print *collared* shirt or YACS apparel, including YACS tee shirts are allowed on Fridays.

#### *Pants*

Boys: Solid navy, khaki, black, gray, or brown khaki-style/dress pants or shorts are required Monday through Thursday. (Jeans are allowed on Fridays.)

Girls: Solid navy, khaki, black, gray, or brown khaki-style/dress pants, shorts, capris, or skirts are required Monday through Thursday. (Jeans are allowed on Fridays.)

#### *Dresses*

Solid, plaid, or striped dresses with *collars* can be worn.

Solid colored leggings or tights may be worn underneath the dress or skirt.

#### *Shoes*

Boys and girls may wear dress shoes, casual shoes, loafers, dress boots, cowboy boots, sandals, or tennis shoes.

(Flip flops and open-toe shoes without a back strap are not allowed.)

### **Elementary School:**

#### *Shirts*

Boys and Girls: A solid, striped, plaid, or print *collared* shirt is required Monday through Thursday. (Sleeveless, flannel, tee, or camouflage shirts are not allowed.)

YACS apparel, excluding tee shirts, is allowed Monday through Thursday.

A solid, striped, plaid, or print *collared* shirt or YACS apparel, including YACS tee shirts are allowed on Fridays.

#### *Pants*

Boys: Solid navy, khaki, black, gray, or brown pants or shorts are required Monday through Thursday. (Jeans are allowed on Fridays.)

Girls: Solid navy, khaki, black, gray, or brown pants, shorts, capris, or skirts are required Monday through Thursday.

(Jeans are allowed on Fridays.)

### *Dresses*

Solid, plaid, print, or striped dresses with *collars* can be worn.

Solid colored leggings or tights may be worn underneath the dress or skirt.

### *Shoes*

Boys and girls may wear dress shoes, casual shoes, loafers, dress boots, cowboy boots, sandals, or tennis shoes.

(Flip flops and open-toe shoes without a back strap are not allowed.)

In addition, the following dress code requirements apply for students while on campus or at school functions or events:

- No hats in the building
- No visible body piercing for male or female students, other than earrings for females
- No visible tattoos
- No chains or adornment that is considered distracting, such as spiked jewelry
- No visible underclothing
- No inappropriate wording/pictures on shirts
- No flip-flops or beach shoes. Open-toe shoes must have a strap across the back.
- No bedroom slippers
- No sleeveless shirts
- No white T-shirts (undershirts) may be worn by themselves
- No distracting makeup
- No bandanas
- The length of shorts and skirts must be no shorter than three inches above the knee.
- No abdomen or cleavage showing
- No holes in jeans or an appearance of holes, no baggy or sagging pants
- No excessive tight-fitting clothing
- If leggings or tights are worn, then the length for the shorts, shirts, or skirts must be no shorter than three inches above the knee.

Though hairstyles for students are constantly changing, hairstyles that are deemed extreme or distracting will not be permitted. Extreme or distracting hairstyles include but are not limited to:

- Unnatural coloring
- Excessive spiking
- Excessive length (male students)
- Shaved or partially shaved hair (female students)
- Excessive facial hair / sideburns
- Hair etching
- No Mohawks

Proper dress code applies to all school activities including extra-curricular events, field trips, etc. If a violation is addressed by a teacher or administrator during an extra-curricular event, discipline points will be assigned the next school day.

If a student has to be sent to the office for a dress code violation, he/she will receive conduct points.

Dress Code for Special Events:

Homecoming Dance – Dressy Casual and School dress code applies.

Junior/Senior Prom – Formal, School dress code applies.

Evening Assemblies/Award Programs – School dress code applies (No jeans allowed)

## **STUDENT VEHICLES**

Since it is a parental choice to allow a child to drive to school, Young Americans Christian School assumes no responsibility or liability for injury or harm caused to or by a student while operating or occupying a vehicle to or from the school.

Young Americans Christian School licensed student drivers are permitted to drive and possess a car on school property. Being able to drive and possess a car on the premises of Young Americans Christian School is a privilege and not a right of the student. The privilege may be revoked at the discretion of the Administration.

Young Americans Christian School licensed student drivers who drive to and/or from school must adhere to the following regulations:

1. Young Americans Christian School is a closed campus and students are not permitted to leave the school until dismissal time without parent/guardian authorization, which must be in writing.
2. The vehicle must be registered with the School Office, and a current parking permit will be issued. There is a \$10.00 parking permit fee.
3. The vehicle must be parked in the designated numbered parking space located in the lower parking area.
4. Students may not go to the vehicle during the school day without Administration authorization.
5. Vehicles should be locked and valuables should not be left in the vehicle. Young Americans Christian School assumes no responsibility for stolen items, nor damage or loss to vehicles driven or parked at school.
6. Young Americans Christian School reserves the right to inspect the vehicle at the discretion of the Administration.
7. If a student driver is to transport other students for any reason, the parent/legal guardian of the driver and rider(s) must provide permission for the specific individual(s) to ride with the driver.
8. Young Americans Christian School reserves the right to change, modify, add or delete rules and regulations governing the student driving privileges.

It is the absolute responsibility of each parent/legal guardian to ensure that their child's safety and well-being is at hand when and if another student transports their child.

Early release students must leave the school property immediately after dismissal. Students are not allowed to congregate anywhere on school premises.

## **CELL PHONES/ HEAD PHONES**

The School Office telephones are business telephones. Before using the school telephones, students must receive office passes from their teachers. It is imperative that telephone lines be kept open for school usage. Therefore, students should use school phones for emergencies only.

Young Americans Christian School allows students to bring cellular phones on campus. Cellular phones are allowed to be used in the classroom for educational purposes when approved by the classroom teacher.

Any unauthorized or unapproved cell phone usage (texting, taking pictures, recording, making calls, etc.) during the school day will result in having the student's phone confiscated until the end of the school day. In addition, the student will receive thirty points and will be assigned Saturday detention.

The school administration reserves the right to examine any and all contents of a confiscated phone.

Headphones/earphones of any kind will not be allowed in the school building during normal school hours unless used for educational purposes and approved by faculty or staff.

## **PERSONAL SOCIAL MEDIA**

The school understands the importance and availability of social media in today's culture. We acknowledge social media's role in helping students socialize, evangelize, encourage, and maintain friendships. Unfortunately social media also provides students with unavoidable temptations and pressures. The purpose of this policy is to protect students and to encourage parents to take an active role in monitoring their child's involvement in social media. Students' and parents' conduct online in any fashion (i.e. email, Facebook, personal website, twitter, etc.) is subject to school policy. Students may face disciplinary actions if posted items are found to be contrary to Young Americans' conduct and discipline standards or are in violation of State or Federal law. Violations include but are not limited to:

Posting inappropriate or threatening messages about or to another student, faculty member, or administrator.

Posting explicit photographs or videos of themselves or another student. Students should understand that explicit online photographs or videos of another student can constitute a criminal act.

Using social media to share homework, quiz, or test answers.

Misrepresenting, criticizing, or disparaging the school or its employees in any way.

## **SCHOOL PROPERTY**

Young Americans Christian School is considered as belonging to God. All students, parents, and staff are required to respect and care for the school property. All students, parents, and staff are expected to assist in keeping the buildings and campus clean. Eating and drinking is only allowed in the cafeteria or under the supervision of a teacher. This applies to before school, during school, and after school.

Willful damage or destruction of any school property will not be tolerated. Payment must be made for all damages to school property, even if accidental. If appropriate, suitable discipline will be administered. No group will be allowed the use of any part of the building or gymnasium without a teacher or designated adult to supervise the group. All school owned equipment such as lockers, desks, computers, are subject to random or individualized searches at any time by authorized school personnel.

## **PROHIBITED ITEMS**

The following items are not permitted on school property: Illegal items, contraband items, inappropriate music, inappropriate reading material, playing cards, skateboards, roller blades, laser pens, or any other items that could be detrimental or cause injury or harm to any student, faculty member, parent, or member of the school community or cause damage to the school property.

## **LOCKERS**

Student lockers are the property of the school and are provided as a service for students to secure their belongings. Any locker may be opened and its contents may be searched or examined by school authorities without the permission of the student at any time when, at the sole discretion of the school authorities, they deem it necessary to do so. Students must understand clearly the following guidelines:

1. Students should not switch lockers with another student. If a student uses a locker, it must be the one to which that student was assigned. Students who violate this rule will be subject to discipline.
2. Students must not share their own locker with another student unless that student was specifically assigned as their individual locker partner.
3. Lockers must be kept clean inside and out. Students must not place anything on the lockers that cannot easily be removed without affecting the surface of the locker. Writing or painting on any part of the lockers is not allowed. Stickers of any kind are not allowed.
4. Students should not enter anyone else's locker without permission from the student who is assigned to that locker.
5. Students are responsible to pay for any locker damage they do in violation of the above rules.
6. Violation of any of the above rules can result in temporary or permanent suspension of locker privileges.
7. Any problems with a locker should be reported to the office or to a designated staff member.
8. The school is not responsible for lost, stolen, or damaged items belonging to students.
9. Only locks with combinations will be allowed on school lockers and the combination must be turned into the office for registration prior to being placed on a locker.

## **LIBRARY POLICIES**

All 3rd - 12<sup>th</sup> grade students will be required to have a Pines Library Card and an on-line password.

Period: Kindergarten may check out one book for one week.  
1<sup>st</sup>-5<sup>th</sup> grade may check out one book for one week. (At the request of the teacher, exceptions will be made for classroom research and book buddies.)  
6<sup>th</sup> – 12<sup>th</sup> grade may check out six books for two weeks.

Renewals: Materials may be renewed twice if the item has not been placed on reserve. The item *must* be brought into the library to be renewed. Failure to properly renew will result in overdue fees.

Fines and Fees: Overdue books .....10 cents per day  
Damaged or lost book fee .....current replacement price and administrative costs

Students are responsible for the condition of all books or resources checked out from the library. Students with overdue fines may not check out materials until fines have been resolved. Students will be notified if they have an overdue book.

## **COMPUTER AND INTERNET POLICY**

Young Americans Christian School has provided students with a computer lab and Internet services to enhance their educational experience. The Internet is a valuable tool for accessing information from libraries, universities, companies, and other valuable sources. Students must follow the guidelines listed below in order to have the privilege to utilize Young Americans Christian School's Computer Lab and Library computers. Students may bring and utilize their personal laptops at school; however, the school is not responsible for any lost or damaged electronic devices.

1. The Computer Lab/Library and use of the Internet must be in support of education and research and must be consistent with the educational standards and objectives of Young Americans Christian School.
2. Students may not visit sites that violate the moral standards, philosophy of Christian education, or spiritual goals of Young Americans Christian School.
3. The Computer Lab/Library must be utilized for school-related purposes only.
4. Students may not utilize school computers for personal communications including but not limited to checking personal E-mails, instant messengers, etc.
5. Students misusing or damaging hardware will be responsible for repairs or replacement and subject to disciplinary action.
6. Students utilizing the Internet must have teacher/staff supervision.
7. Students must utilize the Internet for school-related purposes only
8. Students may not download copyrighted or licensed programs.
9. Students may not alter or manipulate software or operating systems.
10. Students may not attempt to break into restricted files or private files.
11. Students may not attempt to introduce any virus into the system.
12. Students may not attempt to log on as another student.
13. Students may not visit chat rooms and/or bulletin board sites.
14. Students may not load, launch, or play unauthorized electronic games.



## **TEXT BOOKS**

All hardback textbooks are the property of Young Americans Christian School and must remain covered the entire school year. All books will be issued to students at the beginning of the school year. Students are expected to keep books in good condition. It will be the responsibility of the student to pay the replacement cost of any book.

Each student will receive a yearbook at the end of the school year, which is included in the Matriculation Fee.

## **STUDENT COUNCIL**

The Student Council is a body of students which provides communication between the students and the Administration. The Student Council encourages student participation in the development of school activities, promotes student leadership, and encourages the spiritual growth of students.

## **BETA CLUB**

Young Americans Christian School participates in the Beta Club, which recognizes outstanding students who have demonstrated the characteristics of high academics, leadership, character, and service.

## **SCHOOL FACILITIES**

In order to ensure the safety and well-being of our students, students must be supervised by an adult while playing on the athletic fields, playground, or in the gymnasium. Students are not allowed to play in the gymnasium, playgrounds, or athletic fields before or after school hours without permission from the Administration and without adult supervision. This also includes before, during, or after extracurricular activities. Young Americans Christian School will not be responsible for students on the athletic fields, playgrounds, or gymnasium before and after school hours or during after school extracurricular activities. To enhance the safety and security of the students, faculty, and parents, the school monitors and utilizes video recording equipment both within the school building and outside the school building.

## **ATHLETIC ACTIVITIES**

The athletic program at Young Americans Christian School is designed to develop physical skills and to teach Christ-like sportsmanship. It is the desire of Young Americans Christian School to have a sports program that is an integral part of the student's educational experience. The sports programs compete at the Elementary, Middle School, and Varsity levels.

Young Americans Christian School is a member of the Georgia Independent Christian Athletic Association (GICAA). Student-athletes must adhere to the policies of the YACS Athletic Manual.

Young Americans Christian School offers the following athletic programs:

Cheerleading	Mens/Womens	Elementary/Middle/Varsity
Football	Mens	Elementary/Middle/Varsity
Volleyball	Womens	Middle School/JV/Varsity
Basketball	Mens/Womens	Middle School/Varsity
Soccer	Mens/Womens	Varsity
Baseball	Mens	Middle School/ Varsity
Softball	Womens	Varsity
Cross Country	Mens/Womens	Elementary/Middle/Varsity
Golf	Mens/Womens	Varsity
Archery	Mens/Womens	Varsity
Wrestling	Mens	Middle School
Swimming	Mens/Womens	Middle School/Varsity

Students participating in a school athletic activity will be required to have a sports physical examination, and the parent/legal guardian must complete and sign a medical release form prior to any participation.

Athletic participation fees must be paid in order for the student to participate in any athletic activity.

Athletic policy regarding grades:

The emphasis at our school is to educate our students to their fullest potential. Athletic competition is considered a privilege and must be earned with hard work. These rules are intended to ensure that no athletic activity hinders the academic development of any of our student body.

**Conduct**

Overall conduct may be considered by the School Administration in determining athletic eligibility.

**Grades**

A student will lose athletic eligibility for one entire semester if he/she falls into either one of the following categories based on the report card grades:

- If the student’s semester grade point average (GPA) is less than 2.0 in the six core subjects (Bible, foreign language, math, science, history, and literature) the student is ineligible.
- If the student receives two or more failing grades (“F”) in any subject, the student is ineligible.

Students participating in athletic programs may forfeit their privilege to participate if financial accounts become delinquent.

**CLASS SCHEDULES**

K4	8:30 am-12:00 pm	Monday- Friday
K5 - 5 <sup>th</sup>	8:30 am-2:45 pm	Monday- Friday
6 <sup>th</sup> - 12 <sup>th</sup>	8:10 am-3:05 pm	Monday- Friday

## **DROP OFF/PICK UP**

To ensure maximum safety for all students, traffic patterns have been established by the School Administration. These must be properly followed to provide safety and lessen traffic congestion during Drop-Off and Pick-Up times.

1. Let your children out or pick them up in the drop-off/pick-up line under the covered drive-through area only. Do not do so outside of the covered drive-through as this causes students to cross in front of the moving traffic. Parents, remain in your car.
2. Do not park under the covered drive-through area.
3. If you need to enter the building during morning drop-off or afternoon dismissal, park in a designated parking spot past the covered drop-off area if possible, to avoid crossing the drop-off/pick-up traffic.
4. Do not try to have a meeting or discussion with the teachers supervising the car line as this can become very distracting for both parties, as well as, slow down the car line process.
5. Be patient and considerate of others.

## **DISMISSAL**

For the safety and security of all students it is imperative that your child(ren) be picked up promptly. In the event of an emergency that requires a late pick up, you must contact the school office and your child(ren) will be sent to the After School program.

## **TRANSPORTATION**

It is the responsibility of the parent/guardian to provide safe transportation to and from school. Young Americans Christian School does offer morning bus transportation for students from specific designated locations.

Young Americans Christian School provides bus transportation for students participating in field trips, athletic events, or other after school activities. Young Americans Christian School requires all students to travel by school bus to and from field trips, athletic events, or other after school activities, when seating permits, unless otherwise specified by the parent/guardian.

Students not participating in the school sponsored event will not be allowed to travel on the bus, unless accompanied by their parent(s) and seating is available.

## **LOST AND FOUND**

Students are responsible for their own personal property and the school discourages students from bringing valuables to school.

Students should mark all personal items brought to school with their names. Articles found on the premises will be placed in "Lost and Found". Any items not properly claimed will be disposed of at the discretion of the Administration. The school will not be responsible for any lost articles.

## **VISITORS/PARENTS**

Young Americans Christian School welcomes parents and prospective students to visit the school. All visitors, including parents, are required to check in at the School Office. All visitors must obtain a Visitor's Pass before proceeding into the building. If you need to leave something for a student or teacher, please take it to the School Office. Do not go directly to the classroom. Family members, alumni, and student's ministers are welcome, encouraged, and allowed to eat lunch with students. If coming to eat lunch with a student, he/she must sign in at the School Office and receive a Visitor's Pass. In order to maintain student safety, students may not have student visitors during school hours. The School Administration may refuse visitation to any visitor who is deemed inappropriate. In respect for teacher's time and planning, parents must make an appointment to meet with the teacher.

## **VOLUNTEERS**

Young Americans Christian School encourages volunteers to assist with certain school activities. Volunteers are a valuable resource for the school and can greatly contribute to the success of many school-related functions. Anyone interested in volunteering his time or talents to the school should notify the School Office. Any volunteers who will be working directly with students will be required to have a criminal background check performed. In addition, volunteers must adhere to the school's dress code requirements.

## **FIELD TRIPS**

Field trips are useful learning experiences that can enrich a student's life. Young Americans Christian School offers numerous educational and spiritual trips throughout the year and student participation is strongly encouraged. These trips include Huntsville, Ala. (Science focus), Georgia Aquarium (Science focus), Washington, DC (History/Cultural focus), Savannah, Georgia (History focus), Chattanooga, Tn. (History focus), Mexico Mission trip (Spiritual/Cultural), Panama City, Fla. (Spiritual/Leadership focus) and other educational trips.

Parents will be notified in advance of field trips, and trips will be organized in a manner that provides appropriate transportation and adequate supervision. There may be incidental fees to cover costs of tickets, lunch, or transportation. Parents are encouraged to attend most field trips and must abide by the same dress and conduct standards required of the students.

Field trips are considered regular school days. If a student does not attend the field trip, he/she must attend school in order to be counted present or the student will receive a zero for the day. In the event a student does not attend a field trip (including illness), the student will be assigned make-up work. For grades 5<sup>th</sup> through 12<sup>th</sup>, a student not attending the field trip will be assigned a report due on the subject matter of the field trip. The teacher will assign the topic of the report.

## **HEALTH AND FIRST AID**

### Communicable Diseases

It is mandatory that we protect the health and welfare of our school community from the spread of communicable diseases. In medically appropriate cases, any student whose medical condition poses a substantial threat to the health and safety of others may be removed from school until his/her attendance no longer poses such a threat.

### Illness

A student who is ill or running a fever should not be sent to school. When a student becomes ill at school, the parents will be called and expected to pick up their child as quickly as possible. If a student has been sick he/she must be fever-free, not throwing up, and diarrhea-free without medication for at least twenty-four hours before returning to school. If a student is absent five consecutive days or more due to illness, a medical doctor's statement must accompany the student upon returning to school.

### Medication

Staff employees of Young Americans Christian School may administer medication to students only with the written permission from the parent/legal guardian. The parent/legal guardian must sign an Authorization for Administration of Medication form. All prescription medication, as well as non-prescription medications, to be administered at school must be given to the office staff for dispensing. All medication must be in the original container and properly labeled with the student's name, name of medication, and directions for dispensing. No student should be in the possession of any medication during the school day.

## **LUNCHES**

The school contracts with YACS Cafe, an Atlanta, Georgia based school lunch service, to provide quality, balanced, and nutritious lunches for students and staff at very reasonable prices. Students and staff have the option to participate in the meal program. Parents and Youth Ministers are welcome to come have lunch; however students from other schools are not permitted.

## **EMERGENCY DRILLS**

During the school year there will be unannounced fire/emergency drills each month as mandated by state law. Instructions for evacuation of the building are posted in each classroom. When the alarm is activated, students should exit the building quickly and quietly and follow any instructions given by the staff. In addition, the school will periodically conduct Lock Down drills.

## **FIRE ALARMS**

Young Americans Christian School's fire alarm system has an audible fire alarm message. In the event the audible fire alarm malfunctions the school will utilize the P.A. System to announce a fire drill/fire alarm.

### **Student Exit Plan**

Teachers will have a diagram showing the exit route for their students. This diagram will be posted in each classroom. This exit plan must be explained to all students. A fire drill will be practiced once a month as mandated by state law.

## **WEATHER CLOSINGS**

If weather conditions jeopardize student safety, the school will be closed. Young Americans will notify parents and staff via text, email, phone message and will post closing information on FOX 5.

## **EMERGENCY RELOCATION SITE**

In the event of emergency school closing requiring student relocation, relocation will be at:

- Crosspoint Christian Church
- 4550 South Hwy. 20
- Conyers, GA 30013
- Phone: 770-483-1887

## **STUDENT INSURANCE**

Young Americans Christian School students are covered by the school's accident insurance. The school's insurance is a secondary policy. The parent/guardian's insurance coverage of the student is considered the primary policy and must be filed first.

## **COMMUNITY SERVICE**

At Young Americans Christian School part of our mission is to equip our students with the desire to serve others. In order to teach our students how to serve, the school has implemented a program called BEAT. BEAT is the school's "heartBEAT" in this community. Through BEAT students will be challenged, taught, and encouraged to serve outside of their normal arena of life. BEAT is mandatory for all 9<sup>th</sup> through 12<sup>th</sup> grade students. By making it mandatory, the school hopes students will begin to have a heart for serving by being involved in this program during their high school years. The school is excited to watch and see how students will use their God-given talents and abilities within the school community.

Here is how BEAT works:

All 9<sup>th</sup> through 12<sup>th</sup> graders are required to accumulate 8 hours of service to others in the community during the school year. These hours must be served in the community; NOT in school, family, church, or foreign missions. All service hours must be completed without pay for any services rendered.

For example: YMCA, Boys and Girls Clubs, etc.

Assisted living homes

Pregnancy crisis centers

Hospital volunteer

Painting, yard work, housekeeping, etc. for the elderly or handicapped

Soup kitchens, food banks, shelters

Goodwill, Salvation Army, Red Cross, FISH, RYSA

Young Americans Christian School will accept documentation for community service hours accumulated over the summer. These may be counted for a student's first semester requirements.

Service hours may be completed and turned in anytime throughout the year, but must be documented with supervisor signatures on the BEAT form (available from the school office, or from website). All forms must be turned in by May 1<sup>st</sup>. Homeroom teachers are required to keep up with BEAT hour totals. The end of the year report card or transcript will not be released until BEAT hour totals are completed.

## Student Honor Code Acknowledgement

It is the desire of Young Americans Christian School to first and foremost put Christ first. Honesty, integrity, and respect for others are integral components of the Christian walk for both adults and students. "Seek first his kingdom and his righteousness, and all these things will be given to you as well" (Matthew 6:33). "We are God's workmanship, created in Christ Jesus to do good works, which God prepared in advance for us to do" (Ephesians 2:10).

We are called to love God, love others, and live a life of integrity. Because YACS desires to put God first the school takes these instructions seriously. We must respect God and others. God is our ultimate authority and we should live our life in such a way as to honor and please Him while respecting and loving others. Therefore, as a student I will strive to:

Respect the authority God has put over me including my parents and all school faculty and staff.  
Honor Him by doing my best in all things.

Live a life of integrity by not lying, cheating, or stealing.

Whether I am a believer or not, I agree to follow the biblical guidelines for loving others by fully embracing the fact that everyone was created in the image of God and deserves my utmost respect. Therefore, as a student I will strive to:

Not spread gossip and lies.

Not demean others with my words or on any social media.

Not intentionally make others feel inferior.

I understand that discipline policies are put in place for the betterment of all students and are in my best interest. I pledge to follow all school policies to the best of my ability.

I fully understand that my actions and words are a true reflection of what is in my heart. I pledge to honor God by focusing on my relationship with Him and by treating everyone around me with love and respect. (Matthew 12:34)

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Student Signature

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Date

**(This page is to be printed, signed, and returned to the student's homeroom teacher.)**



*Young Americans Christian School  
Parent/Student Handbook Acknowledgement  
2017-2018*

I/ we have read and fully understand the policies and procedures in Young Americans Christian School's Parent / Student Handbook and agree to adhere and abide by the policies and procedures as stated in the Parent/ Student Handbook.

I/ we have read, fully understand, and agree to adhere to and abide by the school's Statement of Faith, Philosophy of Education, Biblical Morality, and Lifestyle Agreements as stated in the Parent/Student Handbook.

I/we have read, fully understand, and agree to adhere to and abide by the school's Conflict Resolution procedure and Final Authority for Matters of Belief and Conduct as stated in the Parent/Student Handbook.

\_\_\_\_\_  
Student's Name Printed

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Printed Name

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

**(This page is to be printed, signed, and returned to the student's homeroom teacher.)**