

# **Brawley Christian Academy Student Handbook**



***2023-2024***

# ***Brawley Christian Academy***

## *School Year Calendar 2023-2024*

Teacher Orientation Week	August 14 - 18
First day of school	August 21, 2023
Last day of school	May 30, 2024
Teacher Check-Out	May 31, 2024

### **Quarter Schedule & Reporting Dates**

Quarter	Dates	Progress Notices	Report Cards Issued	School Days
<b>I.</b>	Aug 21 – Oct 19	September 28	During Conference	36
<b>II.</b>	October 23 – Jan 19	December 14	January 25	38
<b>III.</b>	Jan 22 – March 21	February 23	March 28	36
<b>IV.</b>	Mar 25 – May 30	April 30	May 30	35

### **Holidays**

Holiday	Dates	Days
Labor Day	September 4	1
Veteran’s Day	November 9	1
Thanksgiving Holidays	November 20-23	4
Christmas Holidays	Dec 18-Jan 1	9
Martin Luther King Day	January 15	1
Lincoln’s Birthday	February 12	1
President’s Day	February 19	1
Easter Holiday’s	April 1-4	4
Memorial Day	May 27	1

### **Minimum Days**

December 14
March 28
May 30

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# Mission & Vision Statement

## Mission Statement

Brawley Christian Academy exists to provide students an exceptional comprehensive Christian education that's in accordance with God's Word in a safe and wholesome school environment.

## School Vision

We are dedicated to creating a caring and nurturing environment where students may freely discover the love of God through Jesus Christ. We believe that BCA students, being grounded in academic & spiritual excellence, will become leaders that live virtuously in truth and integrity and will therefore greatly contribute to our culture and society for the glory of God and His kingdom.

## Section I. Academy Philosophy and Commitments

### Spiritual Maturity:

Our primary goal is to develop mature, Christ-oriented young people who will become the spiritual leaders of the future. Each student is encouraged to develop a personal relationship with God through faith in Jesus Christ, allowing Jesus to become both personal Savior and Lord of his or her life.

### Mental Maturity:

The school strives to promote excellence in all areas of academic study. Today's students are tomorrow's adults. Leadership, patriotism, and the practical application of academics are priorities of the school's program.

### Physical Maturity:

The physical education program is designed to teach students the principles and methods conducive to good health. The program includes a variety of activities for various grade levels.

### *In order to achieve these goals, we are committed to provide:*

1. A positive Christian atmosphere where each student may see Christian principles at work.
2. The best possible instruction to each class through godly Christian teachers who seek to serve the Lord through the school ministry.
3. Assistance to each family in finding true happiness and joy through accepting the authority of God's Word in their everyday life.
4. Communication with each student and their family about classroom progress, activities and other events throughout the school year.

## Section II. Brawley Christian Academy Statement of Faith

1. We believe that God exists in three Persons in eternal relationship: Father, Son, and Holy Spirit. These three persons are one God having precisely the same nature, attributes and perfections. (Gen 1:1; Matt 28:19; John 10:30; Heb 9:14)
2. We believe the Scriptures to be divinely inspired in their entirety, and that both the Old and New Testaments are inerrant in the original writings and are the supreme and final authority for faith and life. (2 Tim 3:15-17)
3. Regarding Jesus Christ, we believe, His eternal existence as God the Son; His incarnation and virgin birth; His death on the cross as the substitutionary atonement for sin; His literal, bodily resurrection from the dead; His present ministry of intercession in heaven; and His personal future return to earth. (John 17:5; John 1:4; 1Tim 3:16; Matt 1:18-25; 1Cor 15:34; Heb 4:14-15; Acts 1:11; Matt 24:27-31)
4. We believe that the Holy Spirit convicts men of sin, is the agent of new birth and regeneration, baptizes us into one body, indwells, seals and sets apart believers unto a holy life; that He keeps and empowers believers day by day; that He is the Teacher of the Word of God and the Guide for daily living. (John 16:8-11; 3:3-8; Titus 3:5; 1Cor 12:13; John 14:16-17; Rom 8:11; Eph 1:13-14; 1Pet 1:2; Gal 5:22-23; 1John 2:27; John 16:13)
5. We believe that man was created innocent and pure, and that Adam fell through the sin of disobedience. Therefore all men are in bondage to sin and in need of redemption. (Gen 3; Rom 5:12; Gal 3:13; Eph 1:7)
6. We believe that salvation is by grace, a free gift of God apart from works, that salvation is through personal faith in the Lord Jesus Christ; that all who are born again by the Holy Spirit become the children of God; that true salvation is evidenced in godly repentance; and that every believer is eternally secure through Christ as evidenced by holy living. (Eph 2:8-10; John 3:5-8, 5:24; Heb 12:14; 2Pe 1:10)
7. We believe that the redeemed are immediately placed by the Holy Spirit into the Body of Christ the Church of the living God, whose Head is Christ; that every believer is responsible to fellowship with a community of believers including regular church attendance and exercise of one's spiritual gifts. (1Cor 12:13; 1Tim 3:15; Eph 4:15; Heb 10:25; 1Pe 4:10)
8. We believe the imminent rapture of the church; the personal, visible, bodily return of Jesus Christ to earth; the bodily resurrection of the just to the eternal abode in the glory of God's presence, and the resurrection of the unjust to judgment of everlasting punishment in the lake of fire. (1Thess 4:13-18; Acts 1:1; Dan 12:2; John 5:28, 29; 1Cor 15:51-53; Rev 20:4-6; Rev 20:12-15)
9. We believe that in six literal days God made all things out of nothing by the power of His Word, and that He preserves all His creatures and their actions. (Gen 1, 2; Heb 1:1-3; Acts 17:28)
10. We believe that there should be unity in the essential doctrines of faith and charity in the nonessentials. Therefore, this school shall defer to the individual fellowships in those nonessential areas not specifically expounded upon in the referenced Statement of Faith. In such areas we shall not propagate one's own particular belief, but shall encourage the student to seek help from his or her local fellowship of believers.

## Section III. Campus Information

### Accreditation:



Brawley Christian Academy is a member of ACSI (The Association of Christian Schools International). Currently, ACSI serves over 5,300 member schools in approximately 10 countries with an enrollment of over 1.2 million students. Go to [www.acsi.org](http://www.acsi.org).

### Campus Locations:

#### *Main Campus and Office:*

Grades K-6 is located at 430 N. 2<sup>nd</sup> St. Brawley, CA 92227.  
Tele: (760) 344-3911

#### *Secondary Campus (Upper Campus):*

Junior High is located at 555 N Western Ave, Brawley, CA 92227

*\*Please direct any enrollment inquiries to the Main Campus.*

### Hours of Operation:

Office Hours:	*Mon-Thu	8:00am - 3:15pm
School Hours:	*Mon-Thu	8:00am – 3:00pm
Tardy Bell:		8:30am
Dismissal Bell:		3:00pm
Afterschool Pickup (car):		3:00pm - 3:15pm
Afterschool Pickup (door):		3:15pm – 3:30pm
Morning Care:		7:00am - 8:00am
Afternoon Care:		3:30pm - 5:00pm

*\*See school calendar for holidays, minimum days, or modified week schedules.*

### Email Contacts:

Office email: [office@brawleychristian.com](mailto:office@brawleychristian.com)  
Principal: [principal@brawleychristian.com](mailto:principal@brawleychristian.com)

### School Mascot:

Levi the Lion

### School Colors:

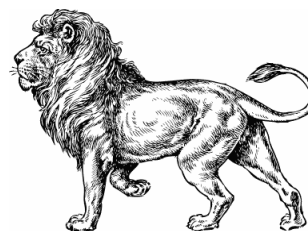
Maroon & Silver

### School Motto:

“Christ leads the way!”

### School Website:

[www.brawleychristian.com](http://www.brawleychristian.com)



### Non-Discrimination Statement:

*Brawley Christian Academy does not discriminate on the basis of race, sex, color, national and ethnic origins, ancestry, age, veteran status, and gender in its employment procedures. Functioning as a non-profit religious entity, we can and do discriminate on the basis of religion as permitted under Title VII of the Federal Civil Rights Act of 1964. Furthermore, Brawley Christian Academy reserves the right to deny enrollment or employment of persons whose lifestyle, words, actions, or otherwise do not align with the school's statement of faith, standards of conduct or other policies of this organization.*

## Section IV. Distance Learning Plan

### Purpose and Overview

The Distance Learning Plan is BCA's alternative mode of education plan in the event of requiring distance learning. This plan consists of 3 steps: student packets, direct instruction and student engagement activities.

### Components of BCA's Distance Learning Plan

#### **1. Student Packets: Every Friday, 8:30 AM – 1:00 PM.**

Every Friday, unless specifically notified, parents must pick up and drop off their student packets.

Student Packets contain all work assignments with directions that are to be completed for that week. It's imperative that parents pick up new packets and drop off completed ones every Friday between the hours of 8:30 AM – 1:00 PM (see the School Calendar for the exact days of pickup/drop off). Students will not be able to fully participate in direct instruction sessions with their teacher unless they have their weekly packet.

#### **2. Direct Instruction: Mon-Thu, 9:00 AM – 12:00 PM\***

Students are required to participate in class instruction given by teachers via Zoom. See the School Calendar 2022-2023 for the exact days in which direct instruction is scheduled to be conducted. Zoom Meeting ID's and Passwords are given to students and parents at the beginning of the year. Parents may have to assist their student in logging in and initial setup.

Direct Instruction sessions are treated as regular classroom sessions and therefore it's expected that students give their full undivided attention to their teacher. It's important for parents to do their best to facilitate these online sessions by 1) providing a quiet place for their student to engage in virtual learning; 2) having access to all necessary school supplies; 3) ensuring that packets are always picked up/dropped off and 4) that packets are reviewed by parents prior to each weekly session.

#### **3. Student Engagement**

Students are expected and required to participate in classroom activities. Student attendance, participation, and productivity are essential in ensuring they receive the most out of the distance learning program.

### Conditions

The Distance Learning Plan may be initiated in case of a health emergency, state or local order, or other similar situations of this kind. Questions regarding this plan should be made to the school Principal.

## Section V. Uniform Distributors

**Official Uniform Distributors:** Uniforms must be purchased from our official providers.

Shirts & Jackets: KAZ BRO'S DESIGN SHOP  
601 H ST, Brawley  
760-550-6878 / [kazbrosdesignshop@gmail.com](mailto:kazbrosdesignshop@gmail.com) / Mon-Fri 10:00am – 5:00pm

Bottoms: HOME GROWN APPAREL  
190A N. Plaza, Brawley  
760-693-3987 / Mon-Fri 9:00am – 5:00pm  
\*Dickies bottoms have been replaced by another brand called "Classroom Uniforms". This new brand is a good quality uniform and look very similar to Dickies. For the 2023-2024 school year, we will allow students to wear Dickies bottoms as a transition period. These must be bought from Home Grown Apparel to maintain uniformity.

## Section VI. Dress Code Policy

As believers, it is our Biblical responsibility to present ourselves in a manner which honors God. Therefore, we require that every student at Brawley Christian Academy maintain an appearance which conforms to the following guidelines:

### Uniforms

1. Uniforms must be kept clean and free from tears, rips or holes. Patchwork is available from our uniform providers.
2. Bottoms must be appropriately proportioned, not form-fitting or excessively baggy. All bottoms must be worn at the waist and undergarments must never be visible above or below clothing.
3. Uniform shirts must be tucked in (exceptions are made temporarily during outdoor playtime or PE).
4. Long-sleeved mock or standard turtlenecks in solid colors may be worn under BCA shirts for added warmth.
5. Socks and/or stockings are allowed, but must be inconspicuous. Pajamas are not allowed under clothing.
6. Shoes must be worn at all times and must have both a closed heel and toe. Flip-flops are not allowed at any time.
7. Shoes may not have wheels or have heels exceeding 2" in height.
8. Hats are allowed but may not be worn backwards, to the side or anyplace indoors.

### Jewelry

1. Jewelry must be kept to a minimum. Excessive jewelry with inappropriate symbols is not permitted.
2. Only girls may have piercings. Only the ears may be pierced. Multiple single-ear piercings are not allowed to be shown.
3. Large finger rings, toe rings, ankle bracelets, and/or large necklaces are not permitted.

### Appearance

1. The use of cosmetics (makeup/nails) is only allowed for girls grades 7-8. Modesty is expected.
2. All students' hair color should be natural color, clean and neat. Avoid extreme hairstyles.
3. Boy's hair must be kept above the shirt collar, above the eyebrows and above the middle of the ear. No mohawk styles allowed.
4. Tattoos of any kind (whether permanent or temporary) are not allowed.

### Casual Dress / Non-Uniform Dress Days

1. Shirts, blouses, dresses are required to cover the top of the shoulders and midriff. They must not be form-fitting, low-cut, backless or have any slits. Girls may wear solid colored camisoles under all blouses for modesty.
2. No skulls or crossbones are allowed on any piece of clothing (including jewelry).
3. Clothing depicting gangs, secular rock/rap bands, or any other statements or graphics that knowingly convey or associate with content that's contrary to the school's values and mission are not allowed.
4. Extreme fashions which call undue attention to one-self are not permitted.
5. Length of skirts, skorts, shorts or dresses must be near the knee. Excessively short bottoms are not allowed.
6. Yoga-style pants (or capri-length shorts below the knee) are allowed; Yoga-style shorts (above the knee) are not allowed.

### Field Trips

1. BCA tops must be used for field trips. The school insignia must be visible at all times.
2. Casual bottoms (jeans, modest shorts, etc) may be worn.

### P.E. Dress Code

Only grades 7-8 are required to wear P.E. uniforms during Physical Education class. This uniform consists of any maroon t-shirt and black gym shorts or sweat pants. Students may use their uniform jacket during cold-weather days.

### Dress Code Violations

Major violations (incorrect uniforms and/or inappropriate attire) will be corrected by first contacting the parents to provide a change of clothes. If the school is able, we may provide a temporary uniform. Minor infractions will be responded to by referring to the school's discipline policy (see page 11). Multiple violations will lead to further actions which may include teacher/parent conferences and administration involvement.

### Purpose of the Dress Code

*The Dress Code Policy is a guideline for appropriate dress while attending this school. The dress code is designed to promote school uniformity, modesty, and safety. The code is not all inclusive and any situation not specifically covered herein will be resolved by the administration and supervisory staff. BCA reserves the right to modify this dress code policy at any time.*

"Your beauty should not come from outward adornment...instead it should be that of your inner self, the unfading beauty of a gentle and quiet spirit, which is of great worth in God's sight." 1Peter 3:2-5 (NIV)



## Section VII. Code of Conduct

*“Let no one look down on your youthfulness, but rather in speech, conduct, love, faith and purity, show yourself an example of those who believe.” – I Tim 4:12 (NASB)*

### General Classroom Expectations

1. Students must always demonstrate respect and cooperation with teachers and staff members.
2. Communication of any kind between students, which is disrespectful to the teacher or other classmates, is unacceptable.
3. Students must come to class on time and be prepared with books, paper and writing materials.
4. Students are required to have a hallway pass if leaving the classroom for any reason.
5. Food, gum and flavored beverages (other than water) are not allowed to be consumed inside classrooms.
6. All desks, cabinets, bookcases, etc., are regarded as personal property; students are not allowed to meddle with anything that is on or in these places without their teacher's permission.
7. Students may not be in any classroom or other school room without an adult present; this includes before and after school.
8. Brawley Christian Academy is a CLOSED campus. Students may not leave campus without permission from the office. Students are NOT to go off campus for lunch unless signed out by a parent or another adult with parental permission (*listed on Student Enrollment Form*). Emergency notifications to allow students to leave school must be made personally to the main office. *Notes from parents requesting that their child be allowed to leave campus for lunch will not be accepted.*

Teachers are permitted to add rules to their classroom as they deem appropriate.

### Student Accountability

All students are expected to maintain a high standard of personal behavior both ON and OFF campus (including on all social media and internet-based activities).

### Personal Conduct & Expression

In keeping with the ministry's statement of faith, immoral conduct will not be tolerated. The Bible strictly forbids such conduct, which includes immoral actions as well as advocating for such behavior. Any immoral acts or identifying statements of immoral acts will not be tolerated in any form (Gen 3:24, 19:5, 26:8-9; Lev 18:1-30; Rom 1:26-29; I Cor 5:1, 6:9; I Thess 4:1-8; Heb 13:4).

The term "immoral act" is defined as any physical, verbal or visual suggestion, actively undertaken or passively permitted, between any persons with the intent, or propensity to intent, in an immoral act (whether sexual, violent, discriminatory, etc., in nature).

The term "identifying statement" is one in which a student identifies him/herself as being active in an immoral act or immoral lifestyle. A student may identify themselves through statements, dress or appearance, or through the use of the internet and social media.

### The Origin of Personal Conduct

The code of conduct is based on the ministry's statement of faith, which has its authority in the Bible, as well as policies determined by the administration designed to facilitate and foster a bible-based educational environment at Brawley Christian Academy.

### Cell Phones and Electronics Policy

1. Electronic devices such as music players, toys, drones, gaming devices, etc., **are not allowed** on campus. Confiscated devices must be withdrawn by the parents at the main office.
2. Cell phones are only allowed to be used before and after school and must remain turned OFF during school hours. Cell phones may not be used as a music or entertainment device at any time.
3. Exceptions to electronics usage may be given by teachers to students for specific projects, events or special occasions. Parents will be contacted by their teacher if this allowance is ever given to a student.
4. Any electronic device used by students on school property is subject to inspection by authorized persons.
5. Teachers may permit students to carry cell phones on field trips to be used as needed for emergencies. The casual use of personal cell phones during school time, which includes field trips and the transportation of students, is not allowed.

## Section VII. Code of Conduct (continued)

### Misconduct Classifications

The severity of misconduct has been classified into three categories. Category 3 is the most severe. Descriptions of these categories are made below.

#### **Category I**

**Definition:** (*Disobedience*) Violations of specific classroom rules, unwillingness to follow given instructions, or dereliction of basic student responsibilities and expectations

**Offenses:** Examples may include: excessive talking, not working, leaving seat without permission, tardiness, not keeping hands/feet to themselves.

**Consequences:** Offenses will be recorded in the teachers "Disciplinary Log". Violations of these rules may result in: parent notifications, parent/teacher conferences, Principal/student counseling, detention, citizenship probation and/or suspension.

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#### **Category II**

**Definition:** (*Disrespect / Defiance*) Any activity or attitude that shows a lack of respect for authority; premeditated mischief; melodramatic behavior; acts of insubordination, unwillingness to learn or cooperate

**Offenses:** Blatant disrespect for an authority figure, verbal fighting, careless destruction of school property, name calling, truancy, apathy towards school; forms of cheating.

**Consequences:** Offenses will be immediately reported to the Principal. In addition to Category I, consequences may include at-home suspension, and expulsion.

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#### **Category III**

**Definition:** Violation of federal, state, or municipal laws; activities that seriously threaten the safety of the student or classmates; activities that show gross lack of respect for authority or property; activities that violate Biblical moral codes of conduct.

**Offenses:** Bringing or possessing fireworks other flammable materials to school; involvement in immoral activities; possessing firearms, knives, any other weapon or harmful object; sexual harassment; use or possession of illegal drugs, alcoholic beverages, pornography, or any form of tobacco; false testimony, plagiarism; use of vulgarity (either explicitly in language, shown in gestures, or otherwise communicated).

**Consequences:** Offenses will be immediately reported to the Principal. Category III violations are serious and any student found engaged in these activities will be suspended pending a case review on the matter by the Principal.

## Section VII. Code of Conduct (continued)

There are three “tools” that the school will use to administer student accountability in the area of behavioral conduct and academic effort. These three tools are the Discipline Log, Citizenship Probation and Academic Probation.

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

### Discipline Log

The main tool that is used for disciplinary accountability is called the “Discipline Log”. Grades 1-8 are required to use the discipline log whenever an act of misconduct has taken place. The sequence of consequences for the discipline log is as follows:

1. *Teacher discretion.*
2. *Teacher discretion.*
3. *Teacher discretion.*
4. *Send to office to schedule detention. Parents notified.*
5. *Sent to office to see Principal. Parents notified; student suspended (see Suspension pg. 12)*

Every effort will be made to encourage the student to demonstrate change and comply with school standards. As much as possible, misbehavior in the classroom will be handled by the teacher. If after a reasonable amount of time, the teacher feels that there is a continuing problem in behavior or attitude, that student may be placed on *Citizenship Probation*.

### Citizenship Probation

Citizenship probation is an assessment period in which the teacher and staff will closely monitor and observe a student’s conduct, attitude and their overall willingness to change. The student will be given a *maximum* of 9 weeks for the probation. However, if the student is uncommitted or unwilling to put in the effort to change, the probation period may be stopped early.

#### Students may be placed on Citizenship Probation for the following reasons:

- Excessive tardies (3 tardies in a week, 6 tardies in a quarter)
- Excessive absences
- Excessive Discipline Log signatures or any Misconduct Violations

Parents will be notified if their child is placed into Citizenship Probation status. Once the probation period is over, the teacher will disclose the evaluation information to the administration for final examination. If the student has been found to improve or has made significant changes, he or she will be cleared from the status. However, if the student has been unwilling or has shown no evidence of change, the student may be asked to leave the school.

*“Even a child is known by his actions, by whether his conduct is pure and right.” Prov 20:11 (NIV)*

### Academic Probation

Academic probation is an assessment period in which the teacher will closely monitor and observe a student’s academic progress, their overall school attitude, and general class effort. The student will be given a *maximum* of 9 weeks for the probation. However, if the student is uncommitted or unwilling to put in the effort to change, the probation period may be stopped and a final resolution will be determined by the administration.

#### Students may be placed on Academic Probation for several reasons:

- Failure to maintain a 2.0 Grade Point Average (GPA)
- Continuous failure to turn in homework assignments on time
- Negative academic attitude and/or unwillingness to participate

Parents will be notified if their child is placed into Academic Probation status. Once the probation period is over, the teacher will disclose the evaluation information to the administrator for final examination. If the student has been found to improve or has made significant changes, he or she will be cleared from the status. However, if the student has shown unwillingness, has shown no evidence of change, or has worsened in their situation, the student may be asked to leave the school.

***NOTE: All students NEW to BCA are automatically placed on both citizenship and academic probation.***

## Section VII. Code of Conduct (continued)

### Detention

Detention is conducted by the Principal on a specified day of the week. Detentions are designed to be age-appropriate and convey the simple message of consequence to those who are appointed to it. The scheduled day of detention is communicated to the parent.

1. If detention cannot be served at the appointed time, arrangements by the parent must be made in advance to reschedule.
2. Failure to serve detention at the appointed time will result in suspension.
3. Inappropriate conduct during detention will not be tolerated. Students may be dismissed from detention if unwilling to cooperate.
4. Dismissing a student from detention due to disciplinary problems will result in suspension.
5. All school rules (including dress code) will be enforced during detention hours.

### Multiple Detention Policy:

Any student who receives a 3<sup>rd</sup> detention in one month will be suspended.

*“Acquire wisdom! Acquire understanding! Do not forget, nor turn away from the words of my mouth. Do not enter the path of the wicked, and do not proceed in the way of evil men.” Prov 4:5, 14 (NAS)*

### Suspension

Suspension is an administrative action that temporarily restricts a student from attending school. During suspension, the student, his/her parents, and administration will discuss the incident and create a plan which will attempt to prevent similar problems in the future. Specific incidents that lead to suspension will be recorded by the school and placed in the student’s cumulative file. Students wanting to enroll or re-enroll into BCA while having suspension(s) on their record have a significantly lower chance of being granted admission.

### Suspension Process

In order for a student to return to school from a suspension the parents must schedule an appointment with the Principal so that the incident may be formally discussed. Participants at the meeting may include staff and school Board members. At the conclusion of the suspension meeting, the student and parent(s) will sign a consensus form agreeing upon the Terms of Action. The Terms of Action will vary and may include being placed on school probations, scheduled detention, or other restrictions and/or consequences.

### Multiple Suspension Policy

Suspension is a severe measure which is not entered into lightly. If a student reaches three (3) suspensions, an internal meeting will be held by the administration and school Board to determine if the student should be allowed to continue attending BCA. The outcome of the meeting will be disclosed at that student’s suspension meeting. *Note: A student does not have to reach 3 suspensions for the administration to hold a meeting to discuss expulsion.*

*Every measure to avoid suspending or removing a student from school will be made.*

### Absences due to suspension

When a student is absent due to suspension, he or she may make up all work within the same time limit as excused absences; however, grades will be lowered. Tests/Quizzes may have to be made-up during non-school hours. *It is the parent’s responsibility to schedule times to make-up late Tests and Quizzes.*

## Section VIII. Academic Standards & Reporting

### Academic Standards Policy

All students who attend Brawley Christian Academy will be required to maintain a minimum grade point average (GPA) of 2.0 (letter grade “C”) or higher. We understand that not all students are academically strong though they may be gifted in other aspects of life. However, we also believe that a cooperative student with the right mindset and proper motivation can attain this GPA standard.

<u>Letter</u>	<u>Percentage</u>	<u>Description</u>	<u>Point Value</u>	<u>Alternative Scale / Subjective Scale</u>
A =	90 – 100%	Excellent	4 points	O = Outstanding
B =	80 – 90%	Above Average	3 points	V = Very Good
C =	70 – 79%	Average	2 points	S = Satisfactory
D =	60 – 69%	Below Average	1 point	N = Needs Improvement
F =	59 - 0%	Failing	0 points	U = Unsatisfactory

INC = Incomplete

### Homework

Homework may include any or all of the following: workbook assignments, studying for tests and quizzes, weekly or long-term projects, research papers, book reports, etc. It is up to the student to budget time wisely so that all required assignments get done on time. The average student should have approximately 1 hour of homework. Homework on Wednesday will be kept to a minimum.

### Make-up work policy:

Students who have been absent may make up their work without penalty. For every day absent the student will receive two days to make up their missing class work and homework. Quizzes and tests must be made up on the day the student returns to school. If the student’s absence is long term, he/she may make arrangements with the teacher for an acceptable make-up time. Papers and projects which are assigned two weeks or more prior to their absence must be turned in on the day a student returns to school.

*It is the parent’s responsibility to schedule make-ups for quizzes, tests and final exams.*

### Tutoring

Brawley Christian Academy strives to assist students who are in need of additional help. Students wishing to attend tutoring must first speak with their teacher(s) and determine when tutoring has been scheduled. Students wishing to attend tutoring must submit written permission by their parents. Tutoring periods will be treated as a classroom environment and therefore students may not leave early without permission or parental consent.

### Progress Report Notices

There are three main reasons for issuing Progress Report notices: (1) To inform parents about their child’s current academic standing; (2) Report possible disciplinary issues or negative classroom behavior; (3) Acknowledge a student’s strengths, their areas of growth and their needed improvement(s).

### When Progress Reports are issued:

Progress reports are issued approximately five (5) weeks after the beginning of each quarter. Each quarter generally lasts 9 weeks and therefore the notice is aimed to be distributed during mid-quarter.

### Parent/Teacher Responsibilities:

In order to be as efficient as possible, the teacher will briefly report on the areas mentioned above. If there is need of elaboration, or if the student is under 2.0 GPA, the teacher will schedule a conference with that student’s parents. It’s vital that both parents and teacher work together to assist the student in the areas of encouragement, accountability and improvement. Parents and teachers are encouraged to keep in contact and may schedule meetings at anytime of the school year.

Progress Notices must be signed and returned to the teacher no later than 4 school days. A copy of the Progress Report will be given to parents to keep. Additional copies may be requested at the main office.

### **Entrance Exam and Placement**

Incoming students may be tested for the purposes of placement in classes. General testing will measure Reading, English and Math comprehension. The student's placement grade level is under the discretion of Brawley Christian Academy.

### **Standardized Testing**

Brawley Christian Academy will administer standardized testing in the late spring. This test is comparable to the test taken in public schools. Each parent/guardian will receive the results for their student.

## **Section IX. Expectations and Responsibilities**

### **Attendance Policy**

The attendance policy encourages punctuality and regular attendance by all students. Good attendance habits help students to learn to be more responsible, better appreciate their school performance and to apply themselves to their schoolwork.

#### **What to do if your student will be absent:**

1. Call the school at 760-344-3911 to give the school notice.
2. Multiple-day absences should include a call to the school with an update so that the teacher could provide/plan work if possible.

BCA maintains and files student attendance records by school year.

### **Excused / Unexcused Absences**

Absences are not marked as either excused or unexcused. If the office receives important/relevant information about an absence it's likely that it will be noted on the school attendance roster for internal reference only.

### **Maximum Absence Policy**

In order for a student to qualify to receive grades they must attend a minimum number of school days. Students who are absent for more than 10% of the total quarter school days may be required to explain the absences to prevent the school from issuing incomplete grades for that quarter.

#### **Petition to waiver credit loss due to excessive absences:**

Parents wishing to waive the loss of credit will need to write a letter to the Principal and specify the reasons for the absences. Valid documentation (such as doctor's appointment slips) for absences should be copied and attached to the letter if possible. All factors relating to the students absences will be taken into account (including tardies, possible trancies, unexcused absences and current GPA). Parents will be informed within 10 business days with the results of the waiver; the Board's decision will be final.

### **Trancies**

A student absent without the knowledge or consent of parents or deliberately leaving school grounds without school/parent permission is truancy. Truancy cases will be investigated by the school Principal. Possible consequences for truancy include detention, suspension, and expulsion.

**Tardies:** School policy requires parents to sign in their child if they arrive after 8:30 AM. Students who arrive after the yard gate has been closed (8:30 AM) must be signed in by their responsible adult at the main office. Tardy students will not be allowed to go to class until logged in by their responsible adult. Grades 7-8 students may be logged in inside their classroom.

Students who arrive after 8:30 AM to school will be tardy. Three tardies at BCA equals one unexcused absence. Multiple tardies will affect a student's report card grade under "comes prepared to class" and possibly other categories. Students may also be disciplined for excessive tardy violations.

### **School Property & Personal Property**

Brawley Christian Academy believes that education must be conducted in an organized manner. The curriculum has been established to direct the educational process and is an outgrowth of the stated purpose and goals of the school. Changes in the curriculum are made through proper administrative processes in light of student needs, current research and technological advances. Currently, grades K-8 use the Abeka curriculum.

The school offers courses in various subject areas at district grade levels, the scope and sequence of which are approved by the School Board. (*I Cor. 14:40*)

#### Textbooks

Brawley Christian Academy provides each student textbooks as required by the curriculum (read *Curriculum* above). All textbooks must be kept usable, complete, and free from markings, drawings and graffiti. At the end of the school year, or if a student withdraws enrollment, books marked for retention must be returned to the office. Students who have lost, or have torn or damaged books will be required to compensate the school in order to purchase new ones.

#### Extra Books

Supplemental literature that is given to students will be treated as school property. The loss, damage or misuse of any supplemental literature must be reimbursed by the students' parents.

#### Personal Equipment

Students having binders, backpacks, purses, notebooks and other school related equipment must ensure that the items themselves and the materials contained therein (including stickers, writings, pictures, etc.) are not offensive, inappropriate or violate the schools moral and biblical worldview. Any suspicious material may be subject to searching by the appropriate authorities.

#### Computers & Internet

Intentional or unintentional damage to computers and their peripherals by students will require their parents to reimburse the school for the cost of that equipment. Tampering with the schools internet-based systems will result in immediate disciplinary action which may include dismissal from school.

#### **Social Media & Off-Hours Communication with Staff**

It's expected that staff, parents and students will form strong bonds throughout their enrollment at BCA. This guidance is meant to ensure that individual privacy, transparency and school business are respected and given their proper place.

#### Parents

It is highly preferred that parents contact teachers at the school during normal school operating hours. Parents needing to contact teachers during off-hours may do so with permission and for important reasons. The administration, teachers, or parents may restrict communication to school-hours only at anytime.

#### Students

Students, being minors, may not formally communicate with staff via social media or any other mode of correspondence unless they have specifically been given permission to do so by their parents. Students who contact staff using these modes of communication will need to confirm that consent has been given by parents on each occasion.

Teachers have the right to defer communication of any kind from parents or students until a time when they deem is more appropriate.

## **Section X. General Policies**

## **Dropping Off and Picking Up / Visitation**

### **7:00 - 8:00 AM & 3:15 – 5:00 PM (Morning & Afterschool Care)**

Students dropped off during this time must enter the side gate and ring the bell next to the cafeteria glass door. The care supervisor will receive that student and record their arrival/dismissal on the sign in/out roster. See page 18 for more on child care.

### **8:00 - 8:25 AM (Zero Period)**

Students dropped off during this time will enter either the main doors or side yard gate (depending on weather).

### **After 8:30 AM - Tardy Bell**

School policy requires parents provide reason for a tardy student. Students dropped off after 8:30 AM must be signed-in by their parent/adult at the main office. Upper campus students may be signed-in in their classroom. Please read "Tardies" on p.15.

### **Dismissal 3:00 - 3:30 PM**

Students are released to go home between 3:00-3:30 PM. Parents will drive or walk up to the school and a staff member will communicate with their teacher and release their student. Students will not be released if parents are illegally stationed. Unfamiliar persons will be required to show identification before the student is dismissed. Between 3:15-3:30 students must be picked by ringing the doorbell at the main entrance and getting your student from the afterschool care supervisor.

### **Parent Visitation**

Brawley Christian Academy welcomes parents wishing to spend time with their child at school. However, at this time, parent visitation is only permitted by appointment only. Please expect visitations to be rescheduled if the time period is unsuitable for teachers to accommodate parent visitors.

### **Guest Visitation**

Any person who is not school personnel or the parents of students are considered to be guests. Guests are required to be under supervision at all times and may be granted limited access to the school. At this time, guests will not be permitted to walk through the facility unless given permission by the Principal and they have received a health screening.

## **Evacuations and Safety Zone**

The school will evacuate if under threat of 1) a fire; 2) an earthquake; or 3) an internal danger. The designated "Safety Zone" for the K-6 is the Lion's Field just west of the Lion's Center building. The safety zone for the upper campus is the corner just south of the campus at 701 B Street.

If an evacuation is the result or is suspected to be a result of a crime, students may be required to remain with the school until dismissed by police or administrative personnel.

## **Accidents and Insurance**

Student accident insurance covers students while at school or at formal school functions. It is designed to supplement the parent's own health plan. It is an "excess" plan, which means that the parent's insurance pays first and then the school plan covers additional costs in accordance with the planned coverage.

## **Drug Testing**

Brawley Christian Academy reserves the right to drug test any student in either specific or random cases.

## **Search and Inspections**

Brawley Christian Academy reserves the right to search and inspect any student and their belongings for random or specific reasons.

## **Chapel**

Chapel is normally held on the first day of the week for the Elementary Campus and on the last day of the week for the Junior High / High School campus. Chapel is designed to nourish and encourage students in their spiritual walk. Outstanding speakers, musical



groups, Christian films and other special events will be present during Chapel time. Many of our students have received Christ as their Lord and Savior during chapel and many others have recommitted their lives to God.

Since Chapel is a school-sponsored event, it is mandatory that all students participate. In addition, Chapel conduct and behavior will be taken very seriously and monitored closely. Students are expected to show reverence and respect during the events. Courtesy and Christian hospitality towards chapel guests and speakers are expected from all students. Homework and studying are not to be done during Chapel time. Students who cause distractions, disturbances, speak out of turn or conduct themselves inappropriately may be subject to disciplinary action. Read adjustments to Chapel on page 19.

*Pledges:*

American Flag Pledge: I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Christian Flag Pledge: I pledge allegiance to the Christian flag and to the Savior for whose Kingdom it stands. One Savior, crucified, risen, and coming again, with life and liberty to all who believe.

Bible Flag Pledge: I pledge allegiance to the Bible, God's Holy Word, I will make it a lamp unto my feet and a light unto my path and will hide its words in my heart that I might not sin against God.

**Church Attendance**

Brawley Christian Academy is designed to help Christian families and/or students who are Christians to continue and grow in their walk with Christ. To assist in the development of Christian character and lifestyle, we ask each student to attend the church of his or her choice on a regular basis.

**Lunch**

Students must bring their own lunch to school. The school has for sale supplemental meals for lunch and snack time; however, it is the parent/guardian's responsibility to provide meals on a daily basis.

**Lunch Tab**

Parents may deposit money in a school lunch tab which will allow them to purchase lunches, snacks and drinks from the cafeteria. This tab may be created/sustained by depositing cash or charging a credit card (\$20 minimum) at the main office. The tab is accounted for and maintained only at the main office.

**Overspending & Refunds**

Students with a negative balance in any form will not be allowed to utilize the school lunch tab, this includes any kind of past balance owed to the school (including the lunch tab, fundraising, book fees, etc.).

**Weekly Newsletter**

Every first day of the week BCA publishes a weekly bulletin that broadcasts school activities, fundraisers, special announcements and other kinds of important news. Newsletters are sent home with students, posted on social media, and put on our website.

***It is every parent's responsibility to understand the contents of each weekly bulletin.  
All information in the bulletin is considered by the school to have been received and read by the parents.***

**(PTO) Parent Involvement & Opportunities**

This school was founded by Christian families who desired to provide a safe and nurturing environment for their children. All BCA parents and teachers are automatically enrolled in the PTO.

**Parent Teacher Organization (PTO)**

Every student's parents/guardians are invited to be involved in the Parent Teacher Organization at BCA. The PTO is a wonderful group of parents and volunteers that help coordinate and plan fundraisers, fieldtrips, and other vital events at Brawley Christian Academy. The PTO always welcomes people that simply have a heart to help make BCA more of a blessing to our community.

#### *PTO Organization & Committee Members*

PTO meetings are organized by PTO committee members. Committee members are volunteers who have taken a leadership role in the PTO to schedule meetings, engage in meaningful discussions and organize events.

#### *Organizing Events / Parent Involvement*

Any PTO member may create a new event, re-introduce old events, or opt to sponsor future events at anytime. However, any new event must be approved by the Committee Members and the school Principal. We encourage all parents to be creative and bring forth ideas!

#### *Committee Member Requirements*

Because committee members will be leading on tasks relating to Christian ministry, all committee members must be Christians and active in their local church fellowship. A letter from a church elder/pastor is required for new Committee Member nominees.

#### *Accountability & Cooperation*

The PTO is an extremely important element of the school. Due to the fact that many plans made by the PTO will have an impact on school scheduling, monetary spending/funding, facility usage, outreach, ministry, etc., it's required that all ideas and plans be approved by the school administration before implementation. Board approval may be required for major events.

#### *Management and Usage of Funds*

The PTO maintains raised funds in a bank account kept by the school. Money in this account may be used by the PTO after an approval vote at the monthly PTO meetings. Parents and staff desiring to utilize PTO funds must bring forth their request to the committee or school Principal. If approved, the committee will motion a vote during the monthly PTO meeting.

#### *Sports and After School Programs*

Sports and afterschool programs are additional courses often offered through the school year. Announcements of upcoming sports or afterschool programs are written in the school newsletter.

#### *Before and After School Child Care*

Before and After School Child Care is available for students in grades K-6 via contract or on demand.

Before School Care:	7:00 – 8:00 AM	\$5.00
Afterschool Care:	3:30 – 5:00 PM	\$7.00

Parents who have students at school during these times will be charged the current rates. Only parents picking up their child during afterschool care child care will need to sign out their child (this includes those who are contracted). Only adults or those specifically authorized by parents (older siblings, cousins, etc) will be permitted to sign out a student. No person under the age of 16 will be permitted to sign out a student.

Afterschool care requires an authorized person to sign out their student. A valid ID is required to validate an unknown person.

Supervisory staff in before and after school care will help students with homework, allow students to play indoors/outdoors, allow for viewing of cartoons/movies, engage in organized activities and even facilitate students that want to eat breakfast or a snack.

## Section XI. Revised Safety & Preventive Health Measures

Brawley Christian Academy is open for in-person instruction. Due to the religious instruction and educational requirements of our students, the parents of our students, administration of our school, and school board have determined that re-opening for in-person instruction is the best and only way to serve our students needs.

### Masks

Brawley Christian Academy recognizes the California of Public Health Department's directives relating to COVID-19 health guidance for K-12 schools in California. BCA holds the sincere religious belief that God alone is the Lord of conscience, and we believe that God has given parents the authority over their own child(ren) concerning spiritual welfare, as well as mental and physical health. Therefore, BCA will honor parents' deeply held religious beliefs before God and allow them to make an appropriate decision for their child(ren) regarding mask wearing.

*\*As these guidelines from the CDC change all the time, we encourage all staff and parents to look at the most recent updates on the CDC website.*

*<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-childcare-guidance.html>*

### General Safety Measures

- Masks are required to be worn by all students in K-8 in accordance with CDPH (<https://www.cdph.ca.gov/>).
- Masks are allowed to be removed by a student only if their parent(s) have clearly authorized them to do so by signing and submitting the authorization form that's provided by BCA.
- Masks will be required to be worn by students/staff when participating in field trips or visiting other off-campus locations.
- Personal Protective Equipment Centers (PPEC) will be available in all classrooms for anyone who chooses to use them. The PPEC's contain non-latex gloves, disinfectant cleaner, disposable masks, and non-touch hand sanitizer dispensers.
- Replacement masks will be given at no cost to those who need or request one.
- Non-touch hand sanitizers have been installed in all classrooms, the Principal's office, the cafeteria, and main office. Frequent reminders will be given to students throughout the day to wash their hands and exercise proper hygiene practices. Posters will also be placed throughout the school to encourage good hygiene.
- Temperature checks will not be required before entering campus. Temperature checks will be used for students who feel ill or exhibit flu-like symptoms while at school. Students who do not pass temperature checks (exceed 100.4 F) will be placed in the church nursery or chapel room to await pickup by their parent/guardian.
- A quarantine room (church nursery, and/or chapel room) will be used for students who exhibit symptoms of illness.
- Staff will be required to complete a self-certification questionnaire regarding COVID-19 symptoms every day, which will include a temperature check.
- Both campuses will be thoroughly cleaned and sanitized every evening and throughout the day as needed.
- Only one parent will be allowed in the main office area at a time. The chapel will be used as an overflow if more than one family is needed to be facilitated. Please call the office for general questions/inquiries.

### Classroom Accommodations

- Desks will be spaced apart to the greatest extent possible.
- We will work with students/families regarding absences related to COVID-19. Students who are absent due to COVID-19 will be given distance learning assistance and/or weekly packets of independent study until they are well enough to return to school.

### Chapel

- Chapel services will resume in-person on the first day of the week for K-6th grade and the last day of the week for Junior High between the hours of 8:45 AM - 9:30 AM.
- Students will have assigned seating during Chapel and will be arranged according to class.
- Chapel will not be available to outside visitors at this time. Chapel recordings may be made available on the Brawley Christian Academy website and YouTube channel (search: BCA School).
- Chapel speakers will be required to pass a self-certification questionnaire.

### Playground / Physical Education

- Grades 7-8th will have physical education class. Activities and exercises will be modified to accommodate social distancing to the greatest extent possible. All equipment used will be cleaned, disinfected and sanitized after every use.
- Elementary campus playground equipment will be cleaned, disinfected, and sanitized on a regular basis.

- Masks should be removed while outside if/when students have difficulty breathing, the masks become wet or sticks to their face due things such as sweat or rain, during extreme high temperatures, during high intensity activities, or if a student feels light headed, faint, or exhausted. (Source: cdc.gov; Feasibility and Adaptations)
- Morning play (8:00-8:25am) will resume for all students.

### **Transportation and Field Trips**

- Parent drivers need to pass a self-certification questionnaire.
- The wearing of masks while in the vehicle is permitted but not required.
- The wearing of masks while at any off-campus locations during field trips may be required.

### **Food Services and Lunch**

- Supplemental lunch and snack items will continue to be sold as a convenience for parents.
- Kitchen staff will wear gloves and masks when preparing food.
- The cafeteria room will be used as the lunch room. Students will be spaced out to accommodate social distancing to the greatest extent practicable.
- The cafeteria tables and seating areas will be sanitized and disinfected after every lunch period.
- Drinking fountains will only be accessible for refilling water bottles. During lunch time, or when available, students may request purified drinking water from kitchen staff.

### **Parental Expectations**

- Parents are required to screen their student for COVID-19 symptoms prior bringing their child to school. The symptoms are:
  - 1. Coughing, shortness of breath, or difficulty breathing.**
  - 2. Fever (100.4 F degrees or higher).**
  - 3. Muscle or body aches**
  - 4. Vomiting or diarrhea**
  - 5. New loss of taste or smell**

*\*Source: Centers for Disease Control and Prevention; Covid-19 Symptoms.*

### **COVID-19 Symptom Response Guide**

1. If a student/staff exhibits COVID-19 symptoms\*\* while at school.
  - a. Dismissed to go home.
  - b. We recommend testing for COVID-19 (not required).
  - c. Student should not come to school until symptom-free.
2. Exposure to COVID-19 (not at school)
  - a. Exposure is defined as being within 6ft for more than 15 minutes with someone who's tested positive for COVID-19.
  - b. We recommend testing for COVID-19 (not required).
  - c. Notify school and inform them of the situation.
  - d. May return to school once 10 days have passed from exposure date and either fever-free for 24 hours (without fever-reducing medicine); or symptoms have improved.
3. Exposure to COVID-19\* (at school)
  - a. Exposure is defined as being within 6ft for more than 15 minutes with someone who's tested positive for COVID-19.
  - b. In the event that an individual leaves school, gets tested, and is confirmed positive for COVID-19 the entire class will be quarantined for 10 days from the testing date.
  - c. We recommend testing for COVID-19 (not required).
  - d. Individuals in that class may return to school in 10 days, are symptom-free (non-medicated) for 24 hours, or symptoms (if any) have improved.
4. Testing Positive for COVID-19
  - a. Notify the school and inform them of the situation.
  - b. We recommend testing your student for COVID-19.
  - c. Individual may return to school after 10 days from test date and are at least 24 hours without symptoms (no meds); or their symptoms have improved.

**\*Exposure:** Exposure will be considered possible only after being in close proximity (within 6 feet for more than 15 minutes) of someone who's tested positive for COVID-19. The school will not assume exposure from any period of time prior to a positive test result. However, this does not mean a parent shouldn't take precautions. Brawley Christian Academy will support any parent desiring to isolate or take a few days off to get their student tested.

**\*\*Symptoms:** Personnel health records will be used to identify individuals with chronic or pre-existing health conditions. Diagnosis of chronic conditions must be provided to the school by a licensed MD/DO/NP/PA. Depending on the nature of the presenting symptom (duration, intensity, etc), the school may still require the individual to go home as a precautionary measure. Individuals sent home to recover from chronic or pre-existing conditions will not be subject to the COVID-19 recovery periods.

**Parent Accountability for Student Illness**

- Parents who repeatedly drop off their child with symptoms of COVID-19, or other types of illness (not being symptoms of pre-existing or chronic health conditions) will be required to sign in their student at the main office and undergoing a health screen prior to going to class.
- Parents are to remind their child to respect others' personal space and practice good hygiene etiquette while at school. This support will help tremendously in instilling excellent hygiene practices.

**Statement of Liability and Assumption of Risk Related to COVID-19**

On March 11, 2020 the World Health Organization declared the novel coronavirus a pandemic. COVID-19 is highly contagious and known to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups.

By attending Brawley Christian Academy parents acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that they or their family may be exposed to or infected by COVID-19. Parents also acknowledge that the risk of becoming exposed to or infected by COVID-19 may result from the actions, omissions, or negligence of themselves and/or others, including, but not limited to, ministry employees, contractors, volunteers, members, and participants of their families. Parents agree to assume all the foregoing risks, waive liability against BCA and any other listed parties, and accept sole responsibility for any illness, injury, disability, or death to you or your family, including all claims that may arise resulting from any of these.

**Section XII. Admission Process and Fees**

All students must meet minimum qualifications relating to behavior and academic standing. All applicants must have a minimum 2.0 GPA with no "F" grades on their most recent report card and have a clean discipline record (minor infractions may be waived).

**Enrollment Fees**

Enrollment at BCA requires a one-time Books & Registration fee and a selection of a tuition plan. Rates relating to enrollment may change from year to year.

**Reimbursements**

*Books and Registration:* There is no pro-rate reimbursement for Books and Registration. Reimbursements for B&R are issued only if a student has not attended school. All B&R reimbursements will be reduced by \$50 in order to cover incurred fees.

*Tuition:* Tuition is reimbursed using a pro-rate system. Reimbursements will not be issued if the student account is delinquent, there are unpaid fundraisers, school property is unaccounted for, or if there are other unpaid fees or charges.

**Fundraising**

*All students (who are contracted to do fundraisers) will be required to participate in fundraisers.* Minimum levels of participation will be listed and explained with each fundraiser. If a student does not meet the minimum requirement for a fundraiser the difference must be paid for by that fundraiser's due date. Note: the dates below are subject to change.

<b>Fundraiser</b>	<b>Req. Sale (Buyout)</b>	<b>Start Date</b>	<b>End Date</b>
I. Julianne Apple Pies	\$350 (\$175)	Sept 11	Sept 28

II. World Finest Chocolate	\$300	(\$150)	Nov 1	Nov 30
III. TBD by PTO	\$350	(\$175)	Jan 8	Jan 31

**Tuition Policies**

**Electronic Funds Transfer (also called Automatic Withdrawals)**

Electronic Funds Transfer (EFT) refers to the computer-based systems used to withdraw funds directly from a bank account. All parents who enroll their child at BCA will be required to pay tuition through the EFT system.

<b>12 Month Plan (June - May)</b>	
<b>NO FUNDRAISING</b>	<b>FUNDRAISING</b>
<b>\$367</b>	<b>\$325</b>

<b>10 Month Plan (August - May)</b>	
<b>NO FUNDRAISING</b>	<b>FUNDRAISING</b>
<b>\$440</b>	<b>\$390</b>

*\*Brawley Christian Academy maintains the right to hold additional fundraisers or change the current requirements as needed to meet its financial responsibilities. Under certain conditions all students (regardless of tuition plan) will be required to participate. Students will not be allowed to register if they have any unpaid fees.*

***Christ leads the way!***